



**AMENDMENT NO. 2**

**Date:** 18/05/2021

**Subject:** Amendment No. 2 to “Invitation to Bid” for Procurement of Plastic Medical Waste Bags within the scope of COVID-19 Resilience and Response Project

**Ref:** UNDP-TUR-ITB(CV)-2021/007 (E-TENDERING EVENT ID: TUR10-ITB-21-007)

Dear Madam/Sir,

Please find ATTACHMENT-1 for the Answers to Questions received from Prospective Bidders via e-mail and in the Pre-Bid Conference conducted on 17 May 2021, at 15:00 hrs. Turkey Local Time within the context of subject ITB.

You are kindly requested to prepare and submit your bids in response to our subject “Invitation to Bid” with consideration of these answers; whereas all other clauses of the “Invitation to Bid”, except as amended herein, remaining valid.

**Please make sure that your bids are submitted through e-tendering on or before 26 May 2021, 07:00 am (EST/EDT New York Time), as indicated in the e-tendering system.**

**Attachments:**

ATTACHMENT-1 Answers to Questions from Prospective Bidders via e-mail and during pre-bid conference

Yours sincerely,

UNDP TURKEY Country Office

## **ATTACHMENT-1 Answers to Questions received from Prospective Bidders via e-mail and during pre-bid conference**

### **Brief minutes of the Pre-bid Meeting:**

After opening remarks, screen was shared with the participants for going through the ITB by focusing on the following main sections:

- Section 3. Bid Data Sheet: Summary of the section and reference to important clauses of the section.
- Section 4. Evaluation Criteria: Summary of the section and reference to important clauses.
- Section 5. Terms of Reference: Summary of the section and reference to important clauses.
- Section 6: Returnable Proposal Forms: Summary of the section and reference to important clauses.

Meeting has continued with the Q&A Session and following questions have been received from prospective bidders and answered by the UNDP representatives.

After conclusion of Q&A Sessions, e-tendering training session has been given to the participants.

### **Question 1: Is it mandatory to provide the Bid Security in USD?**

*Answer 1: Yes, as stipulated in Section 3 - Bid Data Sheet of the ITB, bid security shall be in English and the amount shall be in US Dollars. No change can be made to the template given in Form H of the ITB, except for the indicated fields.*

### **Question 2: As a manufacturer, can bidder submit the contracts of the distributes as previous experience?**

*Answer 2: As per the Previous Experience Section given in Section 4. Evaluation Criteria of the ITB, previous contract(s) shall have been implemented by the bidder, or if the bidder is duly authorized by the Manufacturer to act as the seller/agent on behalf of the Manufacturer; previous contract(s) implemented by the Manufacturer can be submitted as previous experiences. Previous contract completed by other companies/distributors cannot considered acceptable.*

### **Question 3: Can invoices be accepted as statements of satisfactory performance and be submitted as a supporting document for demonstrating previous experience?**

*Answer 3: Invoices cannot be accepted as statements of satisfactory performance. Bidders shall demonstrate previous experience by submitted statements of satisfactory performance in either a reference letter or work completion certificate format. Submitted statements shall be duly signed and stamped by the client and clearly indicate the name of project, client contact details, contract value, contract start date/end date and types of activities undertaken.*

### **Question 4: If the previous contract was signed with UNDP, shall bidder still submit a statement of satisfactory performance to demonstrate compliance with the previous experience criteria?**

*Answer 4: Yes, bidders shall submit statement of satisfactory performance to demonstrate compliance with the previous experience criteria regardless of client.*

### **Question 5: Is it possible to submit financial statements in Turkish?**

*Answer 5: Yes, bidders can submit the Turkish version of Financial Statements; however, UNDP reserves the right to ask for the translated versions at evaluation stage. In such case, bidders shall submit the translated versions in a timely manner.*

### **Question 6: When making assessments on the similar value as per previous experience, is it mandatory to have the experience for supplying similar number of bags (i.e. 165,000 Jumbo Size, 125,000 Large Size).**

*Answer 6: Assessments for similar value shall be made by the evaluation committee based on the total amount of contract(s) implemented in similar nature.*

### **Question 7: As per Section 5a: Schedule of Requirements and Technical Specifications, each bag shall bear the following sign as per national medical waste regulation: "DİKKAT TIBBİ ATIK". Please clarify if this sign shall be printed on both sides of the bags.**

*Answer 7: As stipulated in Section 5a: Schedule of Requirements and Technical Specifications of the ITB, Plastic bags shall be compatible with technical criteria of national medical waste regulation (Tıbbi Atıkların Kontrolü Yönetmeliği) in Turkey. As per article 10 of the regulation which can be accessed through <https://www.resmigazete.gov.tr/eskiler/2017/01/20170125-2.htm>, sign shall be printed on both sides of the bags.*

**Question 8: Is it possible to supply recycled products as medical waste disposal bags?**

*Answer 8: It is not possible to supply recycled products. Raw material shall be medium density polyethylene as stipulated in Article 10 of national medical waste regulation (Tıbbi Atıkların Kontrolü Yönetmeliği) in Turkey and recycled products shall not be accepted.*

**Question 9: Is it required to submit TSE Certificate for the product?**

*Answer 9: It is not required to submit the TSE Certificate for the product. Bidders shall ensure that the proposed product complies with national medical waste regulation (Tıbbi Atıkların Kontrolü Yönetmeliği) and other technical specifications stipulated in Section 5a of the ITB.*

**Question 10: Could you please clarify the acceptable deviation range for the similar value requested in the previous experience section of the ITB?**

*Answer 10: It is not possible to provide any figure for the acceptable deviation range. Similar value assessment will be made by the evaluation committee to be established by UNDP.*

**Question 11: Could you please clarify if there are any means (such as forklifts, platform) for unloading of the products at the delivery location.**

*Answer 11: As stipulated in Section 5b of the ITB, bidder shall bear all loading and unloading fees which may arise while delivering the goods to the delivery location. UNDP will not provide any equipment or support for loading, delivery and unloading of the equipment.*

**Question 12: Is it sufficient to submit ISO 9001 Quality Management Certificate of the Manufacturer, or is it also required for the bidder to possess the certificate if the bidder is not a manufacturer?**

*Answer 12: As stipulated in Form B of the ITB, bidders shall submit the ISO 9001 Quality Management Certificate of the Manufacturer.*

**Question 13: What kind of proof document is required by UNDP for demonstrating the Manufacturing Certificate of the Bidder.**

*Answer 13: If the bidder is a manufacturer, it shall submit an official document which clearly demonstrates that the bidder is a Manufacturer. This shall be evidenced through trade registry and/or chamber registration documents, etc.*

**Question 14: Will technical evaluation be conducted on a pass/fail basis based on full compliance with the technical requirements?**

*Answer 14: As stipulated in Section 4. Evaluation Criteria of the ITB, technical bids shall be evaluated on a pass/fail basis for compliance or non-compliance with the technical specifications identified in the bid document. Bidders shall ensure and demonstrate full compliance with the technical requirements.*

**Question 15: Some of the banks in Turkey cannot provide the Bid Security in the Format requested in Form G of ITB. Can UNDP advise which banks can provide the bid security in the requested format?**

*Answer 15: UNDP is not in the position to make any comment or recommendation with regard to the banks in Turkey for provision of Bid Security. Bidders shall make their own investigation and ensure that the Bid Security is submitted as per the format given in Form G of ITB.*

**Question 16: Please clarify who conducts inspection and acceptance of the products to be supplied.**

*Answer 16: As stipulated in Section 5b: Other Related Requirements of the ITB, inspection will be conducted by a committee to be established by UNDP, following turnkey delivery of all materials subject of this ITB. UNDP reserves the right to make interim inspection at the factory/premises of the Contractor.*

**Question 17: Please clarify when bidders shall send the samples?**

*Answer 17: As stipulated in Section 5a: Schedule of Requirements and Technical Specifications of the ITB, samples shall be delivered to the following address prior to Bid Submission Deadline:*

*Yıldız Kule 21st Floor, Yukarı Dikmen Mah. Turan Güneş Bulvarı No: 106 Çankaya, 06550, Ankara, Turkey. Attn: Murat OZERDEN, Procurement Administrator. Cost for sample shall be borne by the Bidders and shall not be reimbursed by UNDP to any of the Bidders.*

**Question 18: The link given for e-tendering user guides and videos in BDS No. 16 in Section 3 - Bid Data Sheet of the ITB does not work. Could you please share an accessible link?**

*Answer 18: E-tendering user guides and videos can be accessed through <https://www.undp.org/content/undp/en/home/procurement/business/resources-for-bidders.html>*

**Question 19: Can the Contractor make partial deliveries within the requested delivery timeline?**

*Answer 19: Delivery shall be made in one go. No partial delivery will be accepted.*

**Question 20: Please clarify the raw material.**

*Answer 20: Raw material is medium density polyethylene*

**Question 21: Is it possible to share the English Version of medical waste regulation in Turkey?**

*Answer 21: English version of Medical Waste Regulation does not publicly exist. Bidders can access the Turkish version through <https://www.resmigazete.gov.tr/eskiler/2017/01/20170125-2.htm>*

**Question 22: With reference to previous experience section of the ITB, in order to meet the similar nature criteria, shall the bidders have supplied medical waste bags in particular as similar experience or any other similar experience can be accepted?**

*Answer 22: Bidders shall submit previous similar assignments successfully implemented in the last 5 years. UNDP does not seek requirement for supply of the same products as previous experience. Evaluation shall be conducted by the Evaluation Committee for assessment of similarity of the previous experience during evaluation stage.*