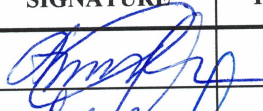
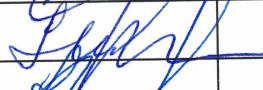
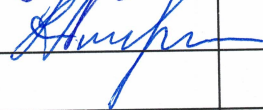


## SITE VISIT

10 of June'21

Rehabilitation works of the classrooms and entrance hall at Sukhum/iState College

CODE: REH/CLS/SSC/003/21/EU

	COMPANY NAME	NAME OF REPRESENTATIVE	SIGNATURE	REMARKS
1	ООО, Союз-строй	Табункиев А.В		
2	ООО, Траур-строй	Жакуев		
3	ООО, "Красноярск"	Арба А		
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10 June 2021

**Minutes of Site visit and Pre-Bid meeting –organized at Sukhum/I State College,  
starting from 11:00 AM**

**Tender on rehabilitation works of the classrooms and entrance hall at Sukhum/I State  
College**

Organizers: Inna Abgadzhave, UNDP VET Project Assistant  
Enik Adgur, UNDP VET Civil Engineer

Participants: Ltd «Soma-Stroi»  
Ltd «Grand-Stroi»  
Ltd «Krasny most»

On 10 of June 2021, as a part of RFQ on the rehabilitation works of the classrooms and entrance hall at Sukhum/I State College, interested construction companies were kindly invited to participate at site visit and pre-bid conference at Sukhum/i State College. The official representatives of three (3) interested companies attended the meeting to get the individual consultations on the quotations they are going to submit. Participants jointly with the VET Civil Engineer thoroughly examined site area and were welcomed to ask relevant questions about the project design. Below listed the questions from the participants as follows:

1. Question from participant: Is it possible to install the pipes for the conditioners along the rehabilitated walls or it is necessary to find another way?  
Answer: The contractor can use the existing rehabilitated walls for the installation pipes and later on will put pipes into the special boxes.
2. Question: Which way the contractor is supposed to repair the existing staircase in the entrance hall? To grind the steps or to clean it out of old plaster and put a new putty?  
Answer: It is preferable to grind accurately the existing steps but maybe the contractor has to do it manually.
3. Question: In one of the classroom, there is a big electrical distributional box. The box will remain there or will be replaced to another place?

Answer: The Sukhum/i Administration is responsible for this electrical distribution box and only they can have access to it. The Director of the College will contact with administration to solve this issue.

4. Does the Contractor will clean the walls and ceilings up to the bricks?

Answer: Yes, 100% cleaning the walls from the old plaster, putty.

5. Question: Is it possible to increase the days for the repair works?

Answer: In the RFQ there is 150 days for the rehabilitation works. If the Contract indicates more than 150 days it will not corresponds to the established requirements.

6. Question: Who is in charge of the construction materials, which stay on the territory of the college during the repair works?

Answer: College will take measures to secure the construction materials but the contractor should also take care of.

7. Question: Can the Contractor stay at the field until the late evening or there is time restriction?

Answer: No. The Contractor will stay as long as they can.

Project Assistant explained in details to the participants how to fill the bid's documents, which language they are supposed to use. A few questions were addressed as follows:

1. Question from participant: How long does it take to get bank transfer?

Answer of Project Assistant: 2-3 weeks

2. Question from participant: Which exchange rate is preferably to use?

Answer of Project Assistant: It is up to the bidder to decide, there is no fixed rate.

3. Question from participant: Can the bidder fill documents in Russian?

Answer: In accordance with RFQ the bidders should fill documents in English.

In the end of the meeting, companies were informed that they would get the respective minutes via e-mails.