



BIDDER's CONFERENCE – MINUTES OF MEETING **RFQ/UNDP/OPS/Moonshot/033/2021**

Assignment Name: Provision of Solar PV System

Date and Time: 2nd November 2021 starting 1500 hour (GMT+7)

Meeting ID: 856 6804 4539

Closing Date:

10th November 2021 at 2300 hour (GMT+7)

TO ALL INTERESTED BIDDERS

No.		Introduction and Guidance
Information		<p>Bid Conference was opened with following agenda:</p> <ol style="list-style-type: none"> 1. Explanation on RFQ document – administrative issue (closing date, submission & method, delivery place for submitting offer, contract award, etc.). 2. Explanation on the Section 1 3. Explanation on the Section 2 4. Explanation on the Annex 1 5. Explanation on the Annex 2 6. Explanation on the Annex 3 7. Q & A (going through all sessions)
1	Q	Does the requirement for remote monitoring need to read the load profile of the entire building or just UNDP?
	A	The requirement is mentioned in RFQ is for UNDP load only.
2	Q	If we wish to read the real time load profile for UNDP, please specify the location of the panel
	A	Panel location had been explained during site visit (Main building : near existing panel; Parking building : next to panel chiller). There is possibility change the location depending on Building's guidance.
3	Q	Does UNDP has its own kwh meter or connected to the building?
	A	UNDP has its own KWH meter and connected to building. At solar panel area there is also a KWH meter installed to calculate the output resulted from Solar panel and as per BoQ it needs to be re-checked and terra. The KWH meter is later on connected to

		building panel
4	Q	If UNDP does have its own KWH, does UNDP has its own?
	A	Yes, there are KWH meter at each floor from 7 – 10 floor
5	Q	Could we get the SLD (Single line diagram) of the building?
	A	SLD which will be supplied is for solar panel at chiller and 27th floor
6	Q	For kwh EXIM PLN does it have to be replaced or not?
	A	No, there is no need to replace kwh meter of the building with EXIM meter
7	Q	For the replacement of existing inverter, do you have SLD for the existing 22 kWp Solar Pv rooftop?
	A	We do not have the existing SLD for Solar PV 22 kWp
8	Q	The old cable tray is already full, do we need to build a new cable tray for 25 kWp system?
	A	Yes, new cable tray needs to be installed and please refer to annex 3 part A page 54 of tender document
9	Q	The old PV modules were not mounted using rail or standard PV mounting. Do we need to follow the old mounting design?
	A	New Solar PV needs to follow its standard installation. Do not follow the old solar PV's standard
10	Q	The cables from old PV modules are just attached to the beam? Do we need to use conduit for the new installation?
	A	Yes will require new installation
11	Q	Do the new cables follow the existing cable path?
	A	For cabling must comply with the existing installation but for tray is using its new tray
12	Q	The inverter area does not have a modem, do we need to provide modem and internet connection for remote monitoring?
	A	NO
13	Q	Where is the material (un)loading area?
	A	At the location as per Building management's instruction
14	Q	is fabrication and work area only on rooftop? Is it possible to do preparatory work indoor in case of rain?
	A	Work preparation can be done at parking area at 7B (parking building) and at the penthouse 27th floor (main building)
15	Q	Are there power outlets near the rooftop?
	A	Yes, there are and just let the building inform on how many ampere needed
16	Q	Parking area for manpower? The same as visitors'?
	A	Area parking in 3rd floor above can be used
17	Q	Is safety officer a requirement for the work?
	A	Yes, a Safety Security is mandatory and has to follow Government and Building's rules on Covid 19 protocol
18	Q	Is work permit from building management needed for manpower?
	A	Yes, building permission is needed
19	Q	Could you explain the different between these period in the contract: - Stabilization period (6 months) - After sales service and warranty period (1.5 years) - O&M period (3 years)
	A	The after sales service warranty and o&m period shall be 1.5 years started after stabilization period of 6 month (Section 3 – ToR Annex 3 - Technical and Financial Offer)
	Q	Within ToR, theres is 2 parts that mention O&M period differently - ToR page 45, 42 months after UAT

20		- ToR page 49, 3 years Which period that we must use as reference?
	A	The after sales service warranty and o&m period shall be 1.5 years or 18 months started after stabilization period of 6 month (Section 3 – ToR)
21	Q	Within ToR, there is 2 parts that mention the construction period differently - ToR page 9, 5 months - ToR page 45, 6 months until commiccioning Which peruod that we must use as reference?
	A	The construction period shall be 5 months (Section 3 – ToR)
22	Q	Please clarify the requirement on page 6 of the RFQ regarding Documents to be submitted. The last item is "Other Valid IUJPTL = Izin Usaha Jasa Penunjang Tenaga Listrik". Can this be substituted with SBUJPTL (Sertifikat Badan Usaha Jasa Penunjang Tenaga Listrik)
	A	YES
	Q	Regarding to the tender of Provision of Solar PV System, we would like to ask if our company is a consortium in this tender, should the names of the two consortium companies be mentioned in all tender documents or only the lead company?
	A	Only the leading company should submit the quotation/proposal but the associate must submit the same legal document as required in the tender document e.g. registration certificate, Annex 2, company profile, etc. as required in Document To be Submitted except for Annex 3
	Q	We would like to involved this tender, We want to apply to be able to do a site visit again. As informed it is scheduled on 27/10, and we just found this tender yesterday.
	A	Please refer to page 32 sub heading 3.2 Site Visit (pdf document) of tender document in regards to the eligibility in participating this tender
AMENDMENT TO THE RFQ		
1		Page 21, point 4, sub heading 2.2 Project High Level Requirements of Annex 1 Schedule of requirement should read as follow: Provision of bi-annual maintenance and after-sales by the vendor (for 1.5 year) which started after 6 (six) months of stabilization period.
2		Page 30, point 4, Sub Heading 3.1 After-sales services and response time, point 4 of Annex 1 Schedule of requirement should read as follow: Plan for bi-annual maintenance by the local partner, lasting for 1.5 years which started after 6 (six) months of stabilization period, Include the comprehensive details for procedures to be carried out during a periodic inspection
3		Page 45, Sub Heading Timeline, Table 13, bullet point 3.6.1.9, should read follow: The warranty for the complete system shall be at least 18 months after the date of stabilization period. This means that, for 18 months after the date of stabilization period, the vendor is responsible for resolving any functionality issues with the complete system, without any financial liability on UNDP
4		Page 53, Annex 3 Technical and Financial Offer, Part A, bullet point 6 should read as follow:

	<i>Plan for bi-annual maintenance by the local partner/vendor, lasting for for 1.5 years which started after 6 (six) months of stabilization period, Include the comprehensive details for procedures to be carried out during a periodic inspection</i>
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8th November 2021