

Date: 2 February 2022

Pre-bid Meeting Minutes/ Addendum No. 2

RFQ- PAL-0000166164: Package 10: Paving Agricultural Roads Using Recycled Crushed Concrete in Different Locations of Gaza Strip.

Issue Date: 21 January 2022

Initial Bids Submission Date: 03 Feb. 2022 @ 5:00 EDT – (12:00 PM -Jerusalem Time)

Extended Bids Submission Date: 07 Feb. 2022 @ 5:00 EDT – (12:00 PM -Jerusalem Time)

Dear Bidders,

A pre-bid meeting was organized at UNDP/PAPP Gaza Office on 30 January 2022 @ 12:00 hr (Jerusalem Time).

Below are clarifications and answers to the bidders' inquiries raised before, during, and after the pre-bid meeting.

This "Pre-bid meeting Minutes" is considered as addendum No 1 to the RFQ- PAL-0000166164, which shall be deemed to form, be read as part of the proposal.

1. All participating Bidders shall provide all Evaluation Criteria Requirements as shown in the RFQ.
2. Unit rate in US\$ not including VAT.
3. Unit prices shall include any Bank Charges due to payments transfer.
4. Contractors shall provide insurance policies as per the below check list

Workers' insurance compensation	In accordance to the Palestinian Labor Law, for any physical, mental damage or death because of an accident or illness that occurred during or due to their work in carrying out the work is the subject of this contract.
	Sum insured is 25% of contract value
	The coverage should include the total salaries of the project including those of subcontractors (cross liability and all contractors)
	The insurance will not be subject to any restriction regarding work ?
Contractors' All Risks (CAR) insurance policy including Third party Liability	Third party Liability including (cross liability and all subcontractors)
	Property damage
	Bodily injury
	Machinery and equipment and damages over and under the ground visitors, UNDP staff
	Sum insured for each event within the period of the project and maintenance period is US \$1m for big projects and US \$0.5m for small and medium projects
	The policy will not include exceptions and restrictions; explosion, flood, panic, lifting devices, unloading, and charging, accidental pollution, food and / or beverage poisoning, strike, use of weapons, turnover claims by the National Insurance Institute.
	CAR - Sum insured include:
	Full contract value
	In case of conducting construction works over a building, the full value of the building should be covered
	Equipment and machineries
	Removing rubble
contract works (materials/ items, construction plant)	

Maintenance Period for 12 months including labor to be assigned	
Notes:	
1. It's not obligatory to announce the names of workers to the insurance company	
4. The number of occurrence is unlimited	
Important Note:	
1. It is obligatory that the contractor submits the financial solvency certificate of the insurance company for the past three years.	

5. As per clause 23 of the general conditions, the contractor is obligated to furnish the insurance policies before commencing the Works.
6. Winning Contractor will be responsible for the submission of the safety procedure plan for approval. Safety measures are an important part of the project. All workers, engineers, and visitors on-site shall use safety tools, safety measures of COVID 19 and wear Safety uniforms, to be all in accordance with contract Safety requirements (Annex H of the RFQ) and UNDP' Engineer instructions.
7. In relation to COVID-19 Job Site Requirements, See Annex H of the RFQ:
8. Safety plans shall include all measures to protect the third party including coordination with the traffic police, GEDCO, CMWU, Ministries, and all stakeholders as well as authorities that are needed to facilitate the protection and safe implementation. The unit rate is deemed to cover all relevant costs.
9. Working hours for the project are from 08 a.m. to 3 p.m., Sunday through Thursday. No work on Fridays. The contractor who needs to work after these times must take the prior approval of the engineer.
10. The contractor is deemed to base his price according to proper breakdown of cost. Hence, he is required to submit such Detailed Cost Breakdown within his offer using the attached form (Price analysis is a mandatory document and any bidder did not submit it; his offer will be rejected as non-responsive). The price analysis must include all required details (material, equipment, overhead, profit....etc). Any unrealistic rates or prices may be rejected as non-responsive.
11. The Winning Contractor shall be responsible for installing and fixing one (1) signboard of size 150x120cm to be located in places indicated by the UNDP Site Engineer.
12. The contractor shall consider gender equality when recruiting its technical staff.
13. The contractor shall take into account his cost paying for **Three fresh engineers**, an amount of USD 1,000 per month for each engineer, from the commencement date to the day of completing preliminary handing-over of the project. The engineer will be appointed by the Employer (UNDP) and report directly to the UNDP to support managing the project. ILS 500 will be paid for communication per month.
14. The contractor shall make available at the commencement date of the works, maintain, repair, and keep in sound, safe running condition **one** rented vehicle for the sole use of the Employer (engine capacities not less than 1600CC-model 2018 or higher). The vehicles shall be complete with spare parts, tools, and the like. The contractor shall provide all necessary materials including fuel (**1,400 NIS /month**) and lubrication. The contractor shall keep the vehicle insured during the contract period under a fully comprehensive motor insurance policy issued by a reputable insurance company. Both the policy and the insurer will be subject to the approval of the Employer. The vehicles shall be kept permanently at the disposal of the Engineer

and the Employer. During periods of maintenance or repair, the contractor shall make an equivalent replacement vehicle available. Upon completion or termination of the contract, the vehicle will remain the property of the contractor.

15. In case of failure in securing the equipment or delay in activities, UNDP has the full right to terminate the contract without bearing financial implications.
16. UNDP has the right to exclude any bidder who has a current workload that may put the implementation of the project at high risk.
17. UNDP confirms that the technical staff should be engaged on-site on a full-time basis and have sufficient experience and capabilities of carrying out their duties. UNDP will deduct the amount of US\$50 for each day of the absence of any member of technical staff in the interim payments to the contractor and these discounts non-refundable.
18. The contractor shall take precautions during the excavation so that the existing infrastructure and facilities are not damaged. The contractor shall submit his safety plan for removal and get approval from all stakeholders before starting with the works on the ground. In case any damage occurred to the infrastructure and facilities, the contractor should remedy this damage at his own expense.
19. In case of more than one contractor is working on the same site at the same time, the Winning Contractor shall coordinate with the other Contractors, local authorities, and municipalities to facilitate accessibility and other work-related issues.
20. Contractor's previous performance with UNDP and any other organization is considered one of the main criteria in the evaluation of the contractors and can be a strong basis be rejected as non-responsive.
21. The contractor has to test and replace if needed on his own expenses, the sub-grade CBR for each road before the commencement of work, in case the CBR value is less than 15%, then soil replacement should be applied by 20 cm depth of Kurkar layer. The unit rate is deemed to cover all direct and indirect costs.
22. All tests must be applied according to the technical specification and all costs of the applied tests shall be included in the unit rate price. For subgrade, Kurkar layer and crushed layer Compaction test for every layer; at least 3 samples should be taken for one road in case the road is less than 1000m² or 3 samples every 1000 m² of the road, or 3 samples every 200m.r of the road.
23. **In Section 3 – Bid Data Sheet, maximum expected duration of contract** will be changed to read : **Three (3)** calendar month from the date of contract signature by the successful bidder and handover of the project site location.
24. **UNDP's right to change requirements at the time of awarding the contract or during implementation: If the engineer agrees, the changes in the quantities specified in the "Bill of Quantities", the price of the executed quantities will be calculated based on the unit price of the bid and no other adjustment is permitted even if variations exceed twenty five percent (25%) of the originally estimated quantities. The new list of roads is attached to this addendum.**

25. New list of Roads:

- 1- Al Maaber street in Rafah.
 - 2- 72 street in Al Bureij.
 - 3- Abu safeya street in Beit Hanoun.
 - 4- Abu foraya street in Um Al Naser.
 - 5- Awni Al Hurtani street in Beit Lahiya.
26. The contractor has to transport unused and surplus excavated material, or any from the site to the locations that would be indicated by the engineers. Regarding street 72, the contractor has to transport unused and surplus excavated material, or any surplus from the site to the location of the Ministry of National Economy in the Netzarim area. The unit rates is deemed to cover all direct and indirect cost.
27. The unit rates are deemed to cover all needed Truck weighing fees.
28. The original Drawings is hereby replaced by a revised version, attached to this addendum. Interested bidders are there required to submit the revised version of the drawings along with their bids.
29. Attached to this addendum the following documents:
- a. Revised Drawings
 - b. Price Breakdown Form .

Interested bidders shall acknowledge receipt of this addendum/pre-bid minutes by returning/including it, signed and stamped, with their bids.

For your kind attention and reference,

Yours sincerely,


Shehadeh A. Habash

Head of Procurement Unit
UNDP/PAPP