Pre-bid Meeting

Request for Proposal 2022/27

Consulting services for Preparation of Detailed Engineering Designs and Site Supervision Support for Solid Waste Management Integrated Facility in Al Shoubak – Ma’an

Date: Monday 22nd August 2022
Time: 10:00 -11:30 for the site visit
Venue: Online meeting (MS TEAMS)

1 PRESENTATION

After the bidders introduced themselves, UNDP-Jordan gave a detailed presentation of the RFP document, indicating main instructions regarding deadlines, submission method, required documentation and forms, and then clarifying the technical requirements and the evaluation criteria.

Bidders shall review the UNDP general terms and conditions for the contract and will be assumed to have accepted them upon submission of offer.

The RFP document consists of following:

1. Section 1: The Invitation Letter and Instructions to Bidders
2. Annex 1: Description of Requirements
3. Annex 2: Form for submitting service provider’s proposal
4. Appendix 1: Terms of Reference (TOR)

There were some clarifications and additional information to the RFP requirements shared by the UNDP during the meeting as following:

1. The land to be used for the project is owned by MoLA, and parts of it were used as a dumpsite previously, hence the design should take these factors into consideration.
2. All proposed team CVs submitted should be signed by the proposed team members (each candidate should sign their CV applied to this project).
3. The bidder should not indicate the price of assignment offered in any place except for the password protected file for the financial offer. The price offer should include price analysis of the resources assigned, overheads and profit to understand their pricing method indicating additional insight on the value-for-money of their proposal.

4. The consultant shall provide a VAT exempted offer but shall indicate the value of VAT for UNDP’s information, to plan the exemption process or notify the end-user to cover these costs.

2 ATTENDEES

The meeting was attended by the interested entities with UNDP team.

3 QUESTIONS AND ANSWERS

During the Prebid meeting and site visit, the following questions were asked by the bidders:

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<tr>
<th>#</th>
<th>Questions raised during meeting</th>
<th>#</th>
<th>Answers</th>
</tr>
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<tbody>
<tr>
<td>Q1</td>
<td>As an international company, do we need a joint venture with local companies?</td>
<td>A1</td>
<td>If you are eligible within the national laws to issue designs to be used for construction permit issuance, you can submit an offer with JV if you are technically qualified. You need to check this eligibility by reading relevant regulations and contacting relevant authorities and submit proof this permission to work in Jordan in this capacity. (Check jea.org.jo and Mola.gov.jo and other sites to check the legal requirements).</td>
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<tr>
<td>Q2</td>
<td>Does the consultant have to advise on the technology and equipment used for the MRF, or is it a separate assignment?</td>
<td>A2</td>
<td>No, this will be done through another assignment.</td>
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<tr>
<td>Q3</td>
<td>Does this contract include construction works implementation? Can the designer provide later the machinery or enter into a construction implementation contract? Would there be considered a conflict of interest?</td>
<td>A3</td>
<td>No, this is only services contract (design and supervision). As for later assignments, if there is no conflict of interest and the bidder is qualified, the contractor can submit offers.</td>
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<tr>
<td>Q4</td>
<td>Can we manage the facility, and what types of waste will be received there?</td>
<td>A4</td>
<td>The facility management will be by the MoLA and local communities, inline with the UNDP project goals.</td>
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<td>Q5</td>
<td>Are there any specific designs needed for the yards?</td>
<td>A5</td>
<td>Asphalt yards rehabilitation is required, the compost yards design is required, access roads inside the land, drainage design, lighting...etc, as the construction permit will be for the whole land.</td>
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<tr>
<td>Q6</td>
<td>Is there any site survey available for the site? Are there any existing building on site?</td>
<td>A6</td>
<td>Yes, it will be attached (link) in this MOM. There are existing buildings, that will be licensed separately under an ongoing assignment.</td>
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4 PREBID MEETING SUMMARY

The bidders were informed of all RFP requirements, through the meeting in accordance to the RFP document, which took place on the 22nd of August 2022.

5 CLOSURES

The Meeting was adjourned at 11:30 AM.

6 Site Survey

Attached through this link is the site survey and land documentation:

https://drive.google.com/drive/folders/15rC55JhyLyhdL0IUSFaY9XQS20H3Kowg?usp=sharing