Minutes of Site visit and Pre-Proposal Conference

Location: Ambulance in Gal/i town and Sanitary Epidemiological Service
Starting time: Pre-proposal conference: 10:30
Site Visit: 11:30

LOT I: Tender on rehabilitation works of Ambulance in Gal/i town and Sanitary Epidemiological Service

Organizers:
- Inna Abgadzhava, UNDP, EU4 Dialogue, Project Analyst
- Enik Adgur, UNDP EU4 Dialogue, Civil Engineer

Participants:
- IP «Chanba»
- Ltd «Grand-Stroy»
- Ltd «Somastroy»
- Ltd «Azamana»
- IP «Bagatelia»

On 28 of September 2022, as a part of RFQ on the rehabilitation works of Ambulance in Gal/i town and Sanitary Epidemiological Service, interested construction companies were kindly invited to participate at the pre-proposal conference and site visit at Gal/i Hospital. The official representatives of five (5) interested companies attended the meeting to get the individual consultations on the quotations they are going to submit. Participants jointly with the EU4 Dialogue 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:** Who will provide the outside works: connection of outside water/sewage pipes to the Ambulance and SES, electricity supply, cleaning up the territory from the trees and garbage.
   **Answer:** Gal/i Hospital Administration will take responsibilities on the cleaning up the surrounded territory of the site area and will connect water/sewage and electricity lines to the rehabilitated places.

2. **Question from participant:** If the repair works are finalized earlier than it is stated in RFQ?
   **Answer:** 120 days it is recommended period. In case if the bidder completes the works earlier and in accordance with the technical specification it is appreciated. But all works should be done in line with the stated standards and certificates of qualities.

3. **Question from participant:** Is it necessary to make blind area around the building? Or it is optional?
Answer: All types of works indicated in the present RFQ and Technical specifications are obligatory for all bidders. Strictly follow up.

4. **Question from participant:** Is it responsibility of the Contractor to secure the construction materials delivered to the site area?
   **Answer:** Yes, the Contractor will take full responsibilities on the goods, materials he will deliver to site area.

5. **Question from participant:** The roof of the building has no leakages? No complaints from the hospital administration?
   **Answer:** No. The roof of the building was rehabilitated in 2019, under UNDP project. No complaints.

6. **Question from participant:** Is it obligatory to submit all listed certificates of qualities in the RFQ.
   **Answer:** Definitely. Please provide all listed documents in the RFQ.

7. **Question from participant:** After the signing the Contract for Work when the Contractor is supposed to start the works.
   **Answer:** It will be stated in the Contract of the Work. But usually within 5 days.

8. **Question from participant:** In which currency the Contractor will get his contract amount.
   **Answer:** The contract will be signed in USD. Transfer will be made in RUB per official UN exchange rate at the date of transfer.

Project Analyst explained in detail 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:** 2-3 weeks

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