

RFP No. RFPHQ2-UNCDF- 97314

Building of WASH infrastructure in Freetown: 65 water kiosks and 15 public toilets Minutes of the Pre-Bid Conference held on 7 February 2023

February 7, 2023

Location: Zoom meeting
Date: February 7, 2023
Start time: 2:00 PM GMT
End time: 3:05 PM
Language(s): English

Participants:

Four (4) Bidders were represented in the Pre-Bidding Conference.

Representing the United Nations Capital Development Fund (UNCDF):

1. Alfred Akibo-Betts – Project Lead, Freetown Blue Peace Initiative, UNCDF
2. Matthew Toner – Project Coordinator, Women for Water & Peace Project, UNCDF
3. James Kabia – Communications Specialist, Freetown Blue Peace Initiative, UNCDF
4. Issam Chariag – Hydraulic Engineer, UNCDF
5. Myrna Lavides – Procurement Associate, UNCDF

Representing the supporting consultancy engineering firm (Realini Bader Associates):

1. David Mendy – Engineering Consultant

Minutes

- The meeting was delayed by 20 minutes because some participants attended late.
- A notice was published on the Procurement Notices page of UNDP with instructions on how to join the webinar. The webinar was hosted on Zoom.
- The chair of the pre-bid-conference, Mr Alfred Akibo-Betts, Project Lead for Freetown Blue Peace Initiative at UNCDF, started the meeting by explaining that this is a pre-bid conference for RFP No. RFPHQ2-UNCDF- 97314: Building of WASH infrastructure in Freetown: 65 water kiosks and 15 public toilets
- Mr Akibo-Betts explained that UNCDF is looking for a Construction Company to build WASH infrastructure in Freetown. He also briefly explained the Freetown Blue Peace Initiative and the objective of working with Freetown to improve WASH infrastructure in the city.
- UNCDF's Project Coordinator for Women for Water and Peace, Mr Matthew Toner, explained the contents and scope of the Women for Water and Peace Project and noted that 25 water kiosks are for that project.
- UNCDF's Procurement Associate, Ms Myrna Lavides, explained the procurement process, highlighting that this pre-bid conference has been organized for interested parties to ask questions.

OBJECTIVE

The objective of the assignment is to enhance the municipality's resilience and facilitate access to water and sanitation by Building WASH infrastructure in Freetown in the form of water kiosks and public toilets.

SCOPE OF WORK

For both water kiosks and public toilets, works shall be carried out in the placements listed in Annex 1 of the RFP according to drawings (drawings' models available in Annex 3 of the RFP), technical specifications (annex 2 of RFP) and bills of quantities.

The works shall include the following tasks ¹ :

For water kiosks:

65 water kiosks are aimed to be built. They will relate to water sources, and their tanks be supplied through solar pumping systems, 5 alternatives (models) (annex 2 of RFP) each water kiosk will be built according to one of five possible alternatives/models; the selected alternative for each water kiosk placement is indicated in Annex 1 of RFP. Alternatives have been defined based on space availability.

Table 1: Number of water kiosks by alternative /model

Alternative/model number ²	Number of water kiosks
1	12
2	22
3	16
4	6
5	9
Total number of water kiosks	65

Works will include:

- **Supply and install chain link fence with gate:** Clearing the whole site of unwanted materials, remove debris from the site, concrete work in chain link fence foundations, water tank base and support, plain mild steel bar reinforcement, formwork to sides/soffit, concrete in perimeter well (provisional), straight and bent bars, 16mm diameter, in perimeter well, woodwork, painting
- **Supply and install water tank and support**
- **Supply and install Metal Kiosk with woodwork and painting**
- **Achieve hand-dug well /spring water improvement:** demolish concrete /blockwork round perimeter, examine existing well remove submersible pump and store, provide, and install new submersible solar pump as approved by the consultant
- **Supply and install mechanical services installation - Cold Water Supply and Distribution Network:** MDPE raw water storage tank, inlet with accessories for, outlet and water float, purified delivery water storage tank, Fixed Speed Submersible Pressure Boosting Pumps, pre-treatment filters, Ultraviolet (UV) water disinfection system, Polypropylene (PPR) pipes, Polypropylene (PPR) pipe fittings, Testing & Commissioning.
- **Electrical services installation for ceiling mounted indoor led light points, weatherproof outdoor led security light points, light switch point (ATM room), and double socket outlet (solar power):** supply and install electrical system first fix, electrical wiring, fittings, and accessories, earthing and bounding, lightning protection system, testing and commissioning
- **Supply and install standalone PV off grid solar power services installation:** solar panels, inverter, solar charge controller, deep cycle battery, and cables and accessories testing & commissioning

For Public toilets:

15 public toilets are aimed to be built according to the drawings in annex 2, their placements are indicated in annex1, works will include:

- **Supply and install material and equipment/ achieve works for Substructure:** site cleanse, excavation, concrete work in pit, mild steel bar reinforcement.

¹ In case the contractor has any proposal to change in the items, drawings, or technical characteristics of the infrastructure, he shall explain, discuss, and get the approval by FCC and UNCDF prior to take actions, non-approved changes will not be accepted by FCC and UNCDF

- **Supply and install material and equipment/ achieve works for superstructure:** concrete work, blockwork (roofing, woodwork), doors, ironmongery, plumbing installation (pipe installation, equipment, and ancillaries), floor, walls and ceiling finishing, walls, paginating

Public toilets will not be linked to boreholes, they are aimed to be equipped with rainwater harvesting system to fill their reservoirs

EXPECTED OUTPUTS³

Output ⁴	Estimated due date (counting from contracting date)
Water kiosks built and accepted	18 months
Public toilets built and accepted	18 months

- Bidders were reminded to comply with the bank guarantee model in page 177 requiring a bank guarantee of 10% of proposed amount, and to fill out all the items of the BOQ in letters and numbers. They have to also fill out the whole BOQ including the last table.
- Any comments, bidders must indicate in the proposal.
- Bidders must indicate the best approach that they think can work for this project. Explain the technical approach as we have proposed the minimum.
- Bidders were reminded that UNCDF are waiting for their proposals to be submitted at procurement@uncdf.org within the deadline.
- Subsequently, the question and answers session commenced.
- It was further highlighted that questions can also be submitted in written format after this pre-bid conference to the email provided and UNCDF is also available for follow-up discussions if required.
- At around 3:05 PM GMT, the session was adjourned as the attendees did not have any additional questions.

The questions raised by the bidders during the meeting and the answers provided by UNCDF are summarized below:

No.	Questions	Answers
1	What is the duration of the project and the beneficiary locations in Freetown?	The duration is 18 months for the delivery of the 65 water kiosks and 15 public toilets.
2	What are the locations of the WASH infrastructure to be built?	The locations are on the RFP pages 37, 38 and 39. We have the placements for water kiosks and public toilets. The RFP was projected to guide the participants through the locations.
3	Is there availability of space?	Yes. The lands are available. The sites were selected in collaboration with the councillors, who had already consulted their constituents. Different infrastructure architectural models have been designed taking in consideration this factor.
4	Are you aiming to extend the deadline?	No
5	Is there any possibility to form a joint venture and apply?	Yes. You can find the instructions for joint ventures on page 9. You can submit as joint venture, association, or consortium. The same degree of assessment given to the principal of a joint venture will also be given to all the other members of the joint venture. The only difference is that the principal signs our contract.

³ The expected infrastructure shall be compliant with the minimum technical requirements detailed in the technical specifications and international standards

⁴ FCC and UNCDF will organize sites visit for the interested contractors before submitting their offers, date will be communicated on UNDP procurement platform two weeks ahead