



## Primary Data Center (PDC) Vendor Site Visit at NCRA HQ

RFP/2021/25266

Date: 27/08/2021

**Site Visit Objective:** This meeting was facilitated by UNOPS as part of the PDC tender process for vendors who have interest to review the general site conditions as regards location of PDC, battery room and other external units. In addition to that the Vendor may have the opportunity to appreciate other site specific factors that may eventually impact the work.

UNOPS

Vendor Site Visit Register

Venue	NCRA HQ Site
Date	27th August 2021

No.	Name	Organization	Email Address/Phone	Signature
1	Devis Focani	EUTAT	devis.focani@e5.europa.eu	
2	Zenel Wisonat	EUTAT	zenel.wisonat@e5.europa.eu	
3	Foday Kabre	UNOPS	foday.kabre@unops.org	
4	Esther Kamara	UNOPS	esther.kamara@unops.org	
5	Saliha Tallula	M/S Holly W	saliha.tallula@hollyw.com	
6	Ally Sesay	M/S Holly W	ally.sesay@hollyw.com	
7	Thomas Yambogo	II	thomas.yambogo@ii.org	
8	Michael S. Kone	NCRA	m.kone@ncra.gov.sl	
9	Emmanuel A.S. Tacker	Seam Ventures	emmanuel.tacker@seamventures.com	
10	Michael E. Sackey	Seam Ventures	michael.sackey@seamventures.com	
11	Emmanuel Sesay	Seam Ventures	emmanuel.sesay@seamventures.com	
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1 out of 2

Attendance taken on site visit

### Meeting Notes:

UNOPS gave a brief site Health and Safety induction which sets the awareness of safe working practices while on site.



The EU-TA team gave a technical background of the project and the need for organising such a site visit which was technically to view the site and thereafter address any technical issues regarding the PDC and the way any concern from the vendors can be addressed.

UNOPS representatives led the inspection of the 2 rooms allocated to the PDC and for the installation of the UPS batteries within the building. Also presented were the planned locations for the AC compressor and planned location for the back-up generators.

**Clarifications raised:**

**Clarification 1:** A vendor asked a question about electricity power supply to the PDC. Firstly, they wanted to know if it is going to be the responsibility of the PDC vendor to create channels and make provision for electricity interconnections to supply power to the PDC from the generator house and the main power. In addition to this, whether the UPS that is part of the PDC specification will supply power only to the PDC or will support other functions as part of general site power supply.

**Response:** The NCRA stated that some electrical work will be done by the main contractor as it is already part of their deliverables including that of providing power to the PDC. All other connections shall be the responsibility of the PDC vendor.

**Clarification 2:** A vendor asked if there is going to be a cooling system in the battery room which is relevant to keeping the room environmentally controlled.

**Response:** The main contractor responsible for the renovation works responded that there is supposed to be an AC in that room as part of their own deliverables and it's still going to be done.

**Clarification 3:** A vendor asked whether the doors (precisely two doors) at the UPS battery room are going to be wooden or metal doors taken into consideration fire hazards and safety.

**Response:** The NCRA promised to discuss the idea of the change of door material, i.e from wooden door to metal door with the main contractor on site. Update to follow.

**Clarification 4:** Another point of discussion was on the location of the AC compressors. The planned location was shown to the Vendors present. It was asked if there would be some kind of platform available for the installation of the AC compressors.

**Response:** The NCRA has previously proposed and agreed to build a platform on which the compressors will be positioned. The proposed size of the platform will be about 2m x 1m constructed at the middle section at the back of the PDC.

**Clarification 5:** The vendors were taken to the planned location of the backup generators. It was discussed that due to certain factors (including safety and security), the location of the generators has been changed.

**Response:** A new location was shown to the vendors. Further details shall be elaborated in the tender documents in due course.

Reviewed and approved:

31/08/2021

Simon Darke. Senior Project Manager. UNOPS Sierra Leone.