

Pre-bid meeting (ITB/2022/44100- Rehabilitation of the Existing Water Network and the Construction of New House Connections in Sarieh District, Irbid, Jordan)

Date: 09th November 2022

Time: 11:00 am – 12:00 pm

Location & Venue: Virtual Google Meet

UNOPS team explained in detail the evaluation criteria in order to enhance the bidders' capacity to participate in UNOPS tenders. The bidder must check the "Criteria" tab in eSourcing and the related evaluation details under Small_Works_ITB_Section_II_III_IV_V for all LOTs.docx files. However, the following were the main discussed aspects:

- The evaluation process consists of the following four stages:
 1. **Eligibility and Formal Criteria:** The evaluation will be Pass/ Fail criteria, UNOPS can only ask the bidder to provide any missing information that is considered as historical data (i.e certifications, CVs, Co. registration..etc). All quotations substantially compliant at this stage will go through a subsequent evaluation stage.
 2. **Qualification Criteria:** This determines which quotations are compliant to the qualification criteria stated in the "Qualification Criteria", and rejects non-compliant quotations. Only quotations meeting the qualification criteria shall be considered to the next stage.
 3. **Technical Criteria:** The evaluation will be Pass/ Fail criteria, bidder **MUST** provide all information at tendering stage. No further chance to submit any missing information after the tender deadline unless for historical data. The following points were discussed, however, the bidder **MUST** follow the instructions in the tender document to ensure compliance with UNOPS' requirements.
 - Preliminary Programme: Preliminary Programme: Submitting the programme narrative and the Programme showing all columns mentioned in the schedule descriptions and taking into consideration the milestones identified in the contractor's clarifications such as the duration of supplying the project materials and the float of the listed activities.
 - Project Team: Submitting the key personnel as per the description mentioned in the schedule for each position and fulfil with the required certificate and including a clear and detailed CV for the nominated personnel that reflect the qualifications & the years of experience taking into consideration that **submitting the same team for more than one LOT will not be acceptable, the contractor must submit a separate team for each lot.**
 - Capacity: Provide the required proof of handing over successfully Three similar projects during the last five years.
 - Method of Statement for Construction: The bidders should fulfil the points mentioned in the schedule and prepare a method that is clearly specified for the project needs and describe the resources that will be used in the project.
 - Health and Safety Management System, Environmental Management System, Quality Management System shall be clearly submitted and in accordance with the requirements mentioned in the SCHEDULE 3: REQUIREMENTS OF THE EMPLOYER 3.2.C & 3.2.D and Section 15 of the Technical Specifications, UNOPS HSSE Handbook and HSSE minimum requirements.
 4. **Financial Evaluation:** Following the arithmetical error a prices analysis will be done for the received offers. The awarding will be to the lowest priced substantially compliant offer.

UNOPS team emphasises on the importance of reading the Tender Documents, and the importance of paying attention to the instructions under each returnable bid schedule and the preamble to the BOQ. Furthermore, the following points were highlighted as well:

- Any failure in any of the requirements will lead to disqualification.
- Data sheets & product catalogues: Bidders must highlight the proposed product within the submitted catalogues and state the reference (i.e. location and exact page number) within the attachment that proves the compliance with UNOPS's requirement under each section of "Returnable_Technical_Questionnaire" for each LOT.
- The project implementation for LOT 1 is 16 months and for LOT2 is 12 months
- Any bidder failed in submitting the original bid security to UNOPS building will be disqualified at an early stage.

Finally, Bidders questions:

Q1: Can you extend the deadline for an additional of two weeks so that we can study and prepare the tender properly and completely?

A1: The tender will be extended until 23/11/2022. Further extension could not be possible due to the project timeline restrictions.

Q2: Shall the Bid Security validity period be 90 days as the bid validity period?, if not, How long the Bid Security validity period shall be?"

A2: Please refer to "0.8 Form for Bid Security" under "Small_Works_ITB_Section_VI_ReturnableSchedules for all LOTs" file- "Twenty-eight days after the expiration of the bid".

Q3: Can we enter into a Joint venture with a contractor with grade2 classification?

A3: Yes, please follow the JV instructions under the "instructions to bidder" file.

Q4: As mentioned in the typical trench details, the bedding and embankment material shall be sand, is there any other material can be used?

A4: Yes, please refer to ANNEX "A" of the technical specification.

Q5: As the tender will be extended until 23/11/2022, Could you extend the clarifications deadline?

A5: Yes, the clarifications from bidders will be extended for one week.

Q6: Does the contractor need to adhere to the new regulations/specifications imposed by Greater Irbid Municipality regarding the concrete layer on the longitudinal trenches?

A6: No, concrete layer on the longitudinal trenches will not apply on the project, bidders requested to adhere to the contract typical trenches.

Q7: Are there any restrictions if the contractor would submit for the two lots?

A7: No, eligible bidders have the right to submit for both lots.

Q8: Could we submit more than one supplier for the materials?

A8: Yes, but without any change in the financial offer and BOQ unit price.

Q9: Is the project tax exempted?

A9: Yes, the listed BOQ items will be exempted from customs and taxes.

Bidders are encouraged to address any clarifications via eSourcing until 17/11/2022.