

## Site Visit Minutes

### HCR/IRQ/COE/2023/RFP-050

### For Supply, Delivery, and Installation of 215 Solar Street lights (All in one model) for Qushtapa Sub-District, Erbil – Iraq

The Site Visit was organized on 26/06/2023 at 12:00 HRS at the Qushtapa Camp Main Gate, Iraq, the following companies attended the Site Visit:

No.	Company name	Representative name
1	Amer Company	Ranj Tahseen
2	Power Men Company	Lozan Ibrahim
3	Mass Capital Company	Akram Rashad
4	Azad Hassan Company	Abd Al-khaliq Yaseen
5	Corbel Company	Mariwan
6	Wadi Zaitoon Company	Ibrahim Khalil
7	Connect Engineering Company	Ekramy Ahmed
8	Abaad Al-Sameem	Ahmed Mohammed
9	HSM Company	Ahmed Nabil
10	Kobin Power Company	Mohammed Ibrahim
11	Alshiaar Company	Ahmed Amar
12	Adma Company	Samy Muhammed
13	Avro Company	Osama Mustafa

On the UNHCR side, the meeting was attended by:

No.	Staff name	Title
1	Hawri Abdullah Kudur	Senior WASH Associate
2	Sandy Jelo	Senior Supply Assistant

#### I. Site Visit Agenda:

- 1- Provide a brief overview of the Project, Scope of Work, required materials, and Timeline.
- 2- Site inspection and assessment.
- 3- Review of Documentation including the BoQ and Technical Drawings.
- 4- Responding to the queries from the participating companies/suppliers/contractors/firms etc.

**I. Site Visit Summary:**

The suppliers were provided an opportunity to conduct an inspection and assessment of the Qushtapa Camp. During this inspection, all technical aspects of the project were explained by UNHCR Technical team to provide bidders with a comprehensive understanding of the project's Scope of Work. The provided information will assist the bidders in assessing and considering the affected factors when pricing their bids.

After the project briefing, a significant number of inquiries were raised by the bidders, which were thoroughly addressed by UNHCR Engineer.

The following clarifications were requested and responded during the Q&A session.

**II. Questions and Answers:**

**Q1:** Does UNHCR accept joint venture modality?

**A:** The companies should submit a legal JV contract endorsed by the government with a statement outlining the duties and responsibilities of each party otherwise, the joint venture will not be accepted.

**Q2:** Could you please explain why there is a mismatch between the number of poles and streetlights??

**A:** 190 solar lights will be installed on 95 poles (one pole with double lights) and the contractor is responsible to provide the arc to fix double lights on one pole. The installation of each of the remaining lights will be done onto a single pole. However, the final decision regarding this arrangement will be made in consultation with the UNHCR Technical team during the delivery and installation process.