

United Nations Office for Project Services

4A, Afrosiab str,
Tashkent, Uzbekistan

15/11/2023

Subject: Pre-Bid meeting minutes for

RFQ/2023/49169 - Supply, delivery and installation of a Computed Tomography Scanner to the Republican Specialized Scientific and Practical Medical Center of Oncology and Radiology in Tashkent, Uzbekistan.

This Note to file explains the process of the Pre-Bid meeting held on the 15th November 2023 further to the RFQ Solicitation Processes: RFQ/2023/49169 Supply, delivery and installation of a Computed Tomography Scanner to the Republican Specialized Scientific and Practical Medical Center of Oncology and Radiology in Tashkent, Uzbekistan.

RFQ was published on 10th November 2023 with the deadline for submission of quotations on 01st December 2023. The date and time for the Pre-Bid meeting as well as the Google Meet <http://meet.google.com/net-eesu-gac> to attend the meeting were included in the Tender Particulars section of the RFQ.

The following are the details of the Pre-Bid meeting, as published in the RFQ:

- The meeting was set to take place on 15 November 2023 from 14:00 - 15:00 hrs Tashkent Time (UTC +5 hrs).
- Though participation wasn't mandatory, bidders were strongly encouraged to attend the pre-bid meeting in order to avoid the risk of non-compliant quotations. Procedure for registration was described in the same section of the RFQ.

The purpose of the Pre-Bid meeting was to explain the relevant procurement process by giving an overview of the RFQ Content and Particulars, Evaluation Criteria, Questionnaire, Checklist, the uploaded Documents including the Instructions to Offerors, the Schedule of Requirements, the Returnable Forms and the Contract form. At the end of the presentation participants were given a chance to ask questions. This was done in order to help the potential bidders in preparing their submissions better and have a clear understanding of the documents that are required to be submitted with their submissions.

UNOPS Representatives:

Ramesh Singh (RS), Procurement Officer;

Yavdat Valiev (YV), Procurement Senior Associate;

Hassan Farhat (HF), Lead Biomedical Engineer.

Minutes of the Pre-bid meeting for RFQ/2023/49169

Project Title	23709-001: Support to Development of Oncology Services Project in Uzbekistan (Phase II)
Meeting ref	Pre-Bid meeting for RFQ/2023/49169
RFQ Case No.	RFQ/2023/49169
Date and time	15/11/2023 at 14:00 Hrs, Tashkent (Uzbekistan) Time [UTC +5 hrs]
Location of the Meeting	Google Meet: http://meet.google.com/net-eesu-gac
Participants in the Pre-Bid meeting	<p>UNOPS Representatives:</p> <ol style="list-style-type: none"> 1) Ramesh Singh (RS), Procurement Officer; 2) Hassan Farhat (HF), Lead Biomedical Engineer; 3) Yavdat Valiev (YV), Procurement Senior Associate. <p>Potential Vendors:</p> <ol style="list-style-type: none"> 1) AMEX (Austria)- 1 person; 2) Xianqin(Tianjin) Medical Technology Co., Ltd.(China)-1 person.

Pre-Bid meeting	
Meeting Introduction	YV opened the meeting at 14:00 UZB time by thanking the participant for attendance outlining the purpose of the meeting. He then introduced the UNOPS representatives in attendance.
Process Presentation	YV then continued explaining the aim of the Pre-Bid meeting presentation which was to explain in details the subject RFQs' content and particulars, the questionnaire, the evaluation criteria, the checklist of documents to be submitted, and the contents of the Documents' section, which included Section I - Instructions to Offerors, Section II - Schedule of Requirements, Section III - Returnable Bidding Forms, Section IV - Contract for Goods. The meeting participants were given a detailed overview of the UNOPS requirements, how bidders should submit their quotations, what forms and documents were mandatory and which ones were optional. This was done in order to help all potential suppliers in preparing their submissions better and have a clear understanding of the documents that are required to be submitted with their submissions.
Questions and Answers	After the presentation was done from UNOPS side, the floor was opened for Questions by the Bidder at 14:17 UZB time, as below: No questions were followed.
Meeting Conclusion	YV concluded the meeting by thanking participants for attendance. The meeting ended at 15:20 hrs, Tashkent time.