

Date & time: 27 December 2023 / 11:00-11:45 am (virtual)

RFQ: ITB/2023/50007 (Supply and Installation of Solar PV System for Lighting and Safety Enhancement of Adlieh Tunnel & Street Solar PV Lighting for Streets in Beirut-Lebanon)

Subject: Pre-bid meeting

Discussion:

- UNOPS procurement official guided the bidders on how to find the tender on the UNGM and advised them to use the "<https://esourcing.unops.org/#/Help/Guides>" which is available on the UNGM, to learn how to submit bids. Moreover, she advised all the bidders to carefully read all tender information, documents & instructions to bidders.
- An explanation was provided in regards to the tender's evaluation criteria included in "Small_Works_RFQ_Section_II_III_IV_V-rev.1 file", and how to fill "Small_Works_RFQ_Section_VI_ReturnableSchedules file" & "FQ_Section_III_Returnable Bidding Forms-rev.1".
- UNOPS officials explained that this tender consists of two lots the 1st one is for "Supply and Installation of Solar PV System for Lighting and Safety Enhancement of Adlieh Tunnel in Lebanon", while the 2nd is for "Supply and Installation of Street Solar PV Lighting for Streets in Beirut".
- Bidders shall be allowed to quote prices for one or more lots identified in this tender. However, bidders must offer 100% of the items specified for each lot and to 100% of the quantities specified for each item of a lot. Evaluation will be done per lot.
- It was highlighted that submitting all the requested returnable schedules is very important to consider bidders' offers; especially Schedule 4.2 [Programme], Schedule 4.3 [Method Statement], and ITB_Technical Specifications Questionnaire.
- It was also highlighted that bidders should submit a separate program, method of statement, insurance, and key personnel for each lot separately. In case a bidder submits the same key personnel for both lots; in that case, the submitted personnel will be considered for one lot only.
- 5% performance security is requested to be submitted in case of awarding the contract.
- Bidders were advised to submit their quotations before the tender deadline to avoid any problems at the last minute
- The UNOPS Project Team member outlined the scope of the project, which is for Lot #1: The installation of a solar system for lighting the Adlieh Tunnel and replacement of non-efficient existing lighting fixtures with LED lights and for Lot #2: The installation of a stand-alone solar PV lighting system for lighting streets in Beirut. UNOPS emphasised on the importance of health and safety in UNOPS projects, and asked the bidders to refer to the Minimum Health and Safety Requirements for Contractors document which is a part of the tender documents. Moreover, as per the preambles, bidders are required to account for the cost of all HSE measures while pricing the tender. Bidders were also informed that it is their sole responsibility to get all the required permits for the implementation of works, including ministries, municipalities, and security clearances. The work should be done in coordination with all key stakeholders. Bidders were also asked to account for the location and criticality of the executed works when planning the works as there is a possibility of

working at night. As for the quality, bidders were informed that UNOPS require high standards of quality when executing the works.

- UNOPS Health and Safety Requirements: UNOPS is keen in executing projects in a way that ensures zero harm to the environment and community, therefore, we highly recommend taking into consideration UNOPS health and safety requirements during the project preparation. UNOPS will always support the contractor in achieving the requirements. However, it is crucially important to note that any failure to adhere to Health and safety requirements will delay the work plan and will be held on the contractor. Bidders can refer to UNOPS Health and safety requirements for support.

Closing

- The UNOPS team expressed gratitude to everyone in attendance and advised them to use the system's clarification function if they had any more questions.