

Date & time: 7-Jan-2024 / 11:00-12:15 am (virtual)

RFQ: ITB/2023/49261 Rehabilitation of Hums Grand Hospital and Supply and installation of PV system

Subject: Pre-bid meeting

Video call link: <https://meet.google.com/xvd-ggfs-fty>

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
Lot1: Rehabilitation of Homs Grand Hospital.
Lot 2 : Procurement, installation and commissioning of solar photovoltaic (PV) hybrid systems (controller, solar panels, inverters, monitoring systems, mounting system, etc.) 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
- Bid Bond is not requested
- The UNOPS Project Manager described the scope of the project,
Lot1: Rehabilitation of Homs Grand Hospital.
Lot 2 : Procurement, installation and commissioning of solar photovoltaic (PV) hybrid systems (controller, solar panels, inverters, monitoring systems, mounting system, etc.)
- 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.

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- The prices are excluded from any taxes.
 - UNOPS will support in providing customs exception letter from Syrian authorities
 - Optional site visit scheduled for coming Thursday 11-Jan-2024.

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.