

Minutes of Pre-bid Meeting

Request for Proposal for Enabling Investments for the Domestic Energy Transition Supply Chain in the Philippines. RFP/2024/54043

Date and Time	10 October 2024; 15.30-16.30 BKK Time
Location	Google Meet
UNOPS Representative	<ol style="list-style-type: none">1. Nadiyah2. Yoshiko Zoe De Villa3. Natthida Sivayapram4. Viphou

The Pre-bid meeting was participated by representatives of UNOPS for ETP Project, Procurement Colleague and various prospective bidders.

1. Tender Outline Presentation

The meeting was started by welcoming all the participants and self introductions of UNOPS team members then follows by the introduction of the procurement associate (Viphou) to inform the bidders that UNOPS had arranged this pre-bid meeting sessions to allow UNOPS to explain the schedule of requirement with more clarity as well as to share the tender evaluation and submission process and also to allow the bidders to raise their concern/ questions related to this procurement exercise prior to hand over the floor to Project team to address the technical requirements for this tender.

UNOPS representative from ETP Program (Yoshiko) presented the project background, scopes of the project/works and requirements to be fulfilled by the bidder in the bid submission on the technical part. Next, the procurement official (Viphou) also presented the procurement part on the evaluation criteria as per details in the presentation slides attached.

Important timeline to be aware of are:

1. Tender posting date was on 03 October 2024
2. Pre-bid meeting session 10 October 2024 at 15:30 PM BKK time
3. Deadline for submission of clarifications CoB 21 October 2024 at 19:00 pm BKK time
4. Deadline for submission of proposal 24 October 2024 at 17:00 PM BKK time

2. Q&A session

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No	Questions from the Bidders	Clarification given by UNOPS
1	Is there any CV template to be recommended for submission?	The bidder may input in the Form E: format for resume of key proposed personnel under Returnable Bidding Form (Technical Envelope) and provide the CV in your own template as supporting documents

Closing

UNOPS's representative closed the meeting and thanked the representative from the respective bidders for attending the pre-bid meeting and looking forward to receiving the proposals on or before the deadline.

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