

Minutes of Pre-Bid Conference

Invitation to Bid for the Construction of Buildings and Road Works in Behsud and Surkhrod Districts, Nangarhar Province of Afghanistan

Nangarhar Community Infrastructure Project – 00087716

UNOPS-AFG-ITBs -014-012; 014-013;-014-019; 014-020;-014-021; 014-022

A Pre-bid meeting for the above referenced tender was held in Spin Ghar Hotel conference room on July 24, 2014 at 10:00hrs Afghanistan Local Time, for the following UNOPS JICA IV Project Components.

1. Construction of Five (5) Schools & One (1) Clinic building and facilities in Nangarhar Province of Afghanistan (Lot 1) Reference No. UNOPS-AFG-ITB-014-012.
2. Construction of Roads in Shaikhi Misry Township, Khushgumbad & Nahre-e-Shahi Villages in Nangarhar Province of Afghanistan. (Lot 2) ITB Case No.: UNOPS-AFG-ITB-014-013.
3. Construction of Four (4) Schools and Two (2) Clinics buildings and facilities in Nangarhar Province of Afghanistan (Lot3) ITB Case No.: UNOPS-AFG-ITB-014-019
4. Construction of Roads in Samarkhel, Baghibala & Saracha Villages in Nangarhar Province of Afghanistan. (Lot4). ITB Case No.: UNOPS-AFG-ITB-014-020
5. Construction of Five (5) Schools Buildings and Facilities in Surkhrod & Behsud Districts Nangarhar Province of Afghanistan (Lot 5). ITB Case No.: UNOPS-AFG-ITB-014-021
6. Construction of Roads in Charbagh Village Nangarhar Province of Afghanistan. (Lot 6) ITB Case No.: UNOPS-AFOH-ITB-014-022 ITB

UNOPS was represented by:

1. Mr. Qiamuddin Rahimee, Senior Engineer/ Deputy Project Manager
2. Mr. Habibullah Taheri, Procurement Officer
3. Mr. Mohammad Wali Armani, Project Administrative Officer, JICA-4

164 Persons representing 146 companies participated in the pre-bid conference. Please see attendance sheet for names of companies and their respective representatives at the Pre-bid conference.

During the meeting the bidders were explained the following key sections of the ITB process:

1. Overview of the bidding documents, contents, attachments and reference documents;
2. Eligibility criteria;
3. Qualification of bidders;
4. Preparation of tenders;
5. Deadline for submissions, manner of submission and sealing, marking of the bids;
6. Evaluation criteria;
7. How to prepare and submit a bid (the requirement of each returnable bid schedule was thoroughly explained including the explanation of consequences of not submitting any of the returnable bid schedules and/or submitting wrongly filled or incomplete documentation
8. Bank Guarantees and using the UNOPS Template stated in the ITB;
9. Mandatory attendance at Pre-bid conference
10. Mandatory Site visits;
11. Insurance policies;
12. Information about the revised BOQs;
13. Technical specifications of projects:



The below clarifications were requested by the bidders and responses were provided during the pre-bid conference;

Q1: Is the Site Inspection is mandatory?

Answer: Yes, The Site inspection is Mandatory.

Bidders must visit the sites and take the photos and get name, position, telephone number and signatures from site authorities to show proof the Bidder did visit the site, and submit the site visit documents along with their bids by the deadline stipulated in the ITB.

For schools and clinics, pictures should be taken of the existing site including buildings but especially the identified locations of the proposed buildings and features even if the site have existing buildings on them. The site drawings with all features on the sites are attached to the ITB.

For roads, pictures should be taken from the start and end stations. This information is indicated in the drawings and schedule of sites, which are attached to the ITB documents.

Q2: There are no clear specifications found under Price Variations to be provided by our company?

Answer: Bidders have to do the site visit and do a site assessment and market research and then give the price variations in the Schedule of Variation Rates provided along with the solicitation documents. The specific item and unit is the bidder's choice. It must be a price for an item that is in the schedule.

Q3: What should we do if banks cannot issue a Bid Security using the UNOPS template?

Answer: All the type of Bank Guarantees requested in the Invitation of Tenders has to be provided using the prescribed formats of the ITB. Special considerations have to be paid to ensure that wordings are consistent with the prescribed formats; validity is in accordance with the instruction of the ITB. Any deviation may lead to disqualification of your tender.

Q6: How to include taxes into the financial offer? Will UNOPS withhold and pay the taxes from the contractor's invoices to the government of Afghanistan?

Answer: UNOPS is a tax exempted entity. Any quoted prices shall be net of any direct taxes. UNOPS shall not be withholding taxes from the contractor's invoices. It is the responsibility of the contractor to ensure that all the required taxes are paid to the government of Afghanistan.

Q4: What other documents are required if we did not own a specific piece of equipment?

Answer: Bidders must provide documentation to indicate that a company own or rent the equipment. There should be some form of document or legal understanding or a contract indicating the equipment is owned or rented.

Q5: Is it possible that one company bid for all the 6 lots.

Answer: Yes, One (1) company can bid for all the 6 lots, a specific criteria and a requirement for each lot is indicated in the ITB.

Q6: Can Joint Venture (JV) participate in bidding process?

Answer: Yes, JV can participate in bidding process. There is a form in the ITB under RETURNABLE BID SCHEDULE 19. This form has to be completed and returned with your Bid if the Bid is submitted as a Joint Venture/Consortium/Association.

Q7: What is Delay Damages?

Answer:

Delay Damages for failure to provide or maintain diversions for works is stated in the Contract Schedules under (Sub-Clause 4.13) and (Sub-Clause 8.7)



UNOPS

AFGHANISTAN

Q8: The deadline for bid opening (03 Aug 2014) is very short, is it possible to extend it?

Answer: Since most of you are requesting for time extension of ITBs due to coming holidays, site inspection and to have enough time for preparation of bids, the issue will be discuss with UNOPS Management and if agreed, the extension will be posted in the UNOPS website together with ITBs.

The end