

ITB/Ref/GF/006-2017
Construction of Wall Fence and Associated External Works at Medical Stores Limited
(MSL) in Lusaka, Zambia

Minutes of Pre-bid meeting held at 11:00am on 14th August 2017 at
Medical Stores Limited

Present:

- | | |
|--------------------------------|-----------------------------|
| 1. Charles Mbewe | UNDP |
| 2. Rhoida Chimfwembe/Secretary | UNDP |
| 3. Michael Kapalu | Millers Construction |
| 4. Abhijit Sengupta | Millers Construction |
| 5. Alinani Siame | Alinaswe Development |
| 6. Philip Mtambo | Alinaswe Development |
| 7. P. Chisanga | Geomath Engineering Limited |
| 8. MinzengDeng | Zoncor Investment# |
| 9. Jimmy Zheng | Wah Kong |
| 10. P. Goinden | Likusasa Zambia |
| 11. Nkole Mwenya | Likusasa Zambia |
| 12. Naomi Mwansa | MSL |
| 13. Musenge MutaKwas | Golden Horse Investment |
| 14. Nicholas Kenyi | Kampven Limited |
| 15. Anthony Simengwa | Poise Enterprises Ltd |
| 16. Nyambaya Sakala | Poise Enterprises Ltd |
| 17. Andrew Banda | Twashuka Investments |
| 18. Golden Himunzowa | Delstar |
| 19. Evans Musonda | Delstar |

(Signed attendance register attached).

Welcoming Remarks

Chairperson welcomed all present at the meeting and introductions were given by all present.

Opening Remarks

- Chairperson advised participants that the construction of wall fence at MSL had a short window of construction of up to two (2) months.
- Expected commencement of Project was 15th September, 2017
- Mobilisation two/three weeks up to end of September (30th September, 2017)
- Commencement of construction works 1st October, 2017
- Completion of construction works 30th November, 2017.

Matters Discussed

1.0 Bidders Submission Information

- Bidders need to read all the sections of the ITB and follow all the instructions contained in the documents, failure to follow the requirements of the ITB will lead to rejection of the bidder's bid.
- Emphasis was placed on the need to complete all documents as per ITB. Failure to do so will result in an incomplete bid.
- Bidders need to use the language of the tender documents and the costs for preparing the bids is for the bidders.
- All prices to be in US Dollars, any other currency will be converted to the US dollar at the ruling UN rate of exchange
- Submission deadlines need to be followed, no late bids will be accepted.
- Errors in prices will be corrected by UNDP as per the ITB instructions.
- Bidders to follow all instructions on the data sheet.

2.0 Evaluation of bids will take place in three steps; i.e.

- (i) Administrative (preliminary)
- (ii) Technical
- (iii) Financial

Chairperson advised participants that failure to meet above criteria may lead to disqualification of bids.

3.0 Clarifications

No.	Question	Answer
1.	Why hasn't UNDP offered the required standard measurements in the drawing given?	It is the responsibility of the bidder to apply standard methods of measurements on the described items in the BOQ to enable them price the respective items.
2	Why are there no quantities of materials in the BOQ?	Determining quantities of materials required, is the responsibility of the bidder.
3	Kindly clarify what you mean by 'the new gate should match existing gate'.	<p>There is a newly constructed gate by the newly constructed dispatch section on the Eastern Gate. This is the gate that is being referred to. This means that the two gates that have to be manufactured have to match the existing gate in all aspects.</p> <p>Overall gate size 6m long x 2.4m high, Sliding gate. Constructed from square tubes and angle irons with and including cladding with minimum 3mm thick mild steel plate, including painting and all locking mechanisms.</p>

4	Is this pre-bid/site visit you have arranged today mandatory?	No, it is not mandatory. It does not mean that those who have not attended should not be allowed to submit their bid.
5	The two (2) months window of construction appears too short to complete the construction required. How do you hope to take into consideration issues of advance payment for instance, which if delayed may delay the completion of the construction works.	Considering that in the past we have had much bigger projects that were completed within three months for instance, the assessment for this project is that the two months estimation of completion is sufficient.
6	What will happen during demolition when we bring down the electric fence for instance?	You need to carefully remove existing electric fence and re-erect on the newly constructed wall fence.
7	Are there site visit certificates which you will give to participants in this pre-bid meeting today?	No, the site visit is not mandatory
8	what is the involvement of the fuel station?	Special requirements expected from technical people managing the pump station on safety requirements. In the meantime Bidders should feel free to visit MSL to assess the extent of the fuel station.
9	Clarify what the requirement below means, ' 5 years of experience required... '.	Yes, we meant the Number of years in construction works or having done similar works.
10	Is the drawing for the wall fence complete?	The drawing for the wall fence provides the detail for each panel which should be erected in sections on the respective perimeter as described in the bid document. Therefore, bidders should bid for construction of both Eastern and Southern perimeters.
11	What type of material is to be used for paving?	The material for paving is concrete pavers of same quality and design as the one used on the new dispatch warehouse.
12	Does the dispatch area require paving?	No, the existing Receiving Area does not require paving. The area requiring paving was shown to the bidders who attended the pre-bid site inspection.
13	What are the dimensions for the new gate?	The new gate specifications should be exactly the same as the new dispatch main gate on the Eastern Gate. Detailed specifications to be provided.

14	How many meters shall the fuel tank be moved, to the new site?	The new tank is to be positioned on the western corner of the wall fence near the new gate to be installed.
15	Why didn't the Engineer include P & G's in the BOQ?	The P & G section is included under the General Summary of the BOQ

After the de-brief meeting, physical site visit was conducted.

Charles Mbewe

Signature: _____

PSM Logistics/UNDP-Global Fund

Chairperson

Date: _____



18/08/2017

Rhoda Chimfwembe

Signature: _____

PSM Consultant/UNDP-Global Fund

Secretary

Date: _____



18/08/2017