Pre-bid Meeting Notes

Subject: Gaza UXOs and rubble removal - Rehabilitation of Road #10 and Road #25 in Gaza

Presents:

- Mr. Saleh Al Hums          UNDP - Engineering
- Mr. Amran Al Khroubhi      UNDP - Engineering
- Mr. Ahmed Muqbel           UNDP - Procurement
- Mr. Salem Wehaidi          UNDP - Engineering

Representatives of the bidders

The meeting was held at the UNDP office, on 05 May 2010 at 10:00 A.M.

1. Unit rate in US$ or NIS and not including VAT, and should be written also in words. All Currencies of the received bids will be converted to US$ based on the United Nations prevailing rate of exchange at date of bid opening for comparison purposes (Dollar Rate is 3.73 NIS for May 2010). Resulted contract with winning contractor will reflect the currency originally quoted by the contractor.

2. VAT will not be paid by UNDP and ZERO VAT invoice against every payment must be submitted with the stamp of Customs (VAT) Department accordingly.

3. The attention of all contractors were drawn to the request regarding the submission of **Tax clearance** as mentioned in the Information for Bidders.

4. Performance security should be submitted by the contractor within 7 days of receipt of the contract from UNDP for an amount of 10% of the total price of the contract. The Performance Guarantee shall be valid for a period of Twenty Eight (28) days after the intended completion date.

5. The contract includes 2 (Two) signboards of size 350x200 cm and to be located on places indicated by supervision.

6. All bidders should prepare a detailed price analysis. All figures in this analysis should be carefully cleared and calculated.

7. The total duration of the contract is Four calendar months (4) including weekends, holidays and official holidays.

8. Only five days weekly are working days from Sunday to Thursday and Working hours of the project are from 8:00 AM to 15:00 PM. Any extension of time will not be authorized unless presented in the work plan and approved by UNDP supervisor.

9. Safety measures are an important part of the project, all the people working on site will wear the safety tools and safety uniform. The bidders will include in his price the provision of the necessary insurances for the project in accordance with the general condition of contract and enough to cover the expected risk in the works.

10. Bid guarantee will be fixed to US$ 5,000 valid for 120 days from date of tender submission deadline.

11. The essential equipment required for executing the contract activities is the minimum of the following: Loader (2), Truck (3), Compactor Roller 25 ton (1), Grader (1), Water Tanker (1). The contractor should demonstrate in the offer either his ownership or lease for the above equipment or any other needed for proper completion of the contract on time.

12. All trucks and equipments should have a valid license and insurance policies that will be used on the project.
13. It is essential to mention that closures will not be taken into consideration during calculating the time of the project, so all contractors have to build their prices and time frames of the project taking into consideration the current situation of siege.

14. The unit price should include transferring any excess of excavated sand and other materials from the project site to the stocking site approved by the supervision within Gaza city.

15. Item #3 is converted to provisional item, whereas it will be included in the summary page and will be incurred to evaluation process.

16. The contractor shall consider gender issue when recruiting his staff i.e. to recruit at least one woman amongst the project technical staff.

17. The unit price includes loading the crushed material at the stocking place in the ex-settlements in Khan Younis.

18. The price should include providing transportation for the supervision team within Gaza Governorate.

19. Municipality of Gaza is responsible for clearing any obstacles pertaining the alongside fences, boundary walls, buildings,...etc.

20. Patching the damaged asphalt with crushed material will include mechanical cutting and trimming the edge of existing asphalt.

21. The price shall include relocation and/or replacement of wooden electrical poles and all other consequences like cables, connectors, clamps,...etc which exist within the carriage way.

22. A site visit was held immediately after the meeting.

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