Pre-bid Meeting Notes

Subject: Emergency Water Supply Project CAP2006
Lot#4: Construction and Upgrading of Beit Hanoun Municipal Water Networks

Presence:

Mr. Ramzy Khader  UNDP
Mr. Ahmad Muqbel  UNDP
Ms Saleh Al Hams  UNDP
Representatives of participating contractors

The meeting was held at the UNDP office, on 18 July 2011 at 10 a.m.

1. All participating Bidders shall provide all Evaluation Criteria Requirements as shown in the Invitation to Bid.

2. Unit rate in US$ or NIS not including VAT and shall be written in words. All currencies of the received bids will be converted to US$ based on the UNDP prevailing rate of exchange at date of bid opening for comparison purposes only. Resulted contract with winning contractor will reflect the currency originally quoted by the contractor.

3. Bidders are solely responsible for the change of the prices of the materials in the market as well as the fluctuation of USD. UNDP will not liquidate any damages related to this subject.

4. Bidders shall submit tax clearance certificate.

5. Unit prices should include any Bank Charges due to the payment transfer

6. Performance Security shall be submitted by the Winning Contractor within seven (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 13 month after the intended completion date.

7. Contractors should provide labor insurance with amount 15% of the contract value.

8. All imported materials or equipment, submitted by the contractor as substitute to the specified, will be accepted and considered equally approved as long as they are:
   - equal in quality, durability and efficiency, all to UNDP engineer judgment.
   - represented in the country by a reputable, qualified and credible agent.
   - inspected at ex-works during and/or after the manufacturing process.
   - submitted to UNDP for approval along with original catalogues.

9. Working hours for the project is from 8 a.m. to 3 p.m Sunday through Thursday. No Saturdays will be allowed to work in. Any contractor who needs to work after these times must take the prior approval of the engineer.

4A Yakubi St., Jerusalem, 91191, P.O. Box 51359 Tel: (972 2) 626 8200 Fax: (972 2) 626 8222 www.undp.ps
ITB 2011-025

10. Bidders shall furnish, when requested, price analysis for any or all items in the Bill of Quantities.

11. The contract includes two signboards of size 350x200 cm one for the site itself and the other for the office.

12. Site fencing and protection are the contractor’s responsibility. The contractor shall submit safety procedure plan for approval.

13. Bids must be delivered on or before 10 a.m. (Jerusalem time) on 31 July 2011 and bids will be opened on the same date after half an hour from bid closing.

14. The contractor shall consider gender balance when recruiting its technical.

15. Mobilization will not be commenced in any way unless special coordination is guaranteed to enter due use materials i.e. cement, aggregate, steel, base course material, bitumen ...etc. is verified for the project.

16. The contractor must take into account in his price any expenses related to uploading, downloading, transporting materials from the Karem Abu Salem check point to the UNDP warehouse at Karni area and from warehouse to the site including using equipment.

17. Prices have to be based on coordination to enter due use materials but if the process is failed after signing the contract but prior to commencement of mobilization then UNDP can terminate the contract without any obligations.

18. However, if the coordination is stopped after commencement of the work, and UNDP imposes suspension longer than one month on the project the following can only be paid:
   - Security guard for the project if needed.
   - Cost of extension of insurance policy and bank guarantees.
   - Salary of the project manager.

   All project equipment will not be taken into consideration for compensation as well as any incurring costs related to staff or subcontractors.
   When the suspension is released, the Contractor will be allowed 7 days for re-mobilization and the period of contract will be only extended accordingly.

19. Transportation and communication fees shall be provided for the movement of supervision team to locations directly connected to the project activities within the Gaza Strip in addition to expense related to the means of communication on site for the supervision team. The same applies to any related expenses for the contractor himself and his staff.

20. All contractors were invited to visit the site immediately after the meeting.

For your kind reference and attention,

Khaled Shahwan
Deputy Special Representative (Operations)