Pre-bid Meeting Notes

Subject: Construction of Rehabilitation of wadi Gaza Bridges: AL Moghraqa Box Culvert & Johr EL Diek Bridge.

Present:
Mr. Saleh Al Hams UNDP
Mr. Zeyad Jelshoum UNDP
Mr. Abdallah Al Saqa Ministry of public works
Mr. Mohammed Nusser AL Rebta Co.
Mr. Mohammed Qatamesh Al Yarmouk Co.
None Abdel Hakim Ismail Co.
Mr. Adel Hammad Gaza Modern Construction Co.
Mr. Jehad Moslawy (Shawwe ) SCC Co.
Mr. Mohammed Hammam Hammad Son's Co.
Mr. Zuher Ithaimer Ithaimer Co.
None AL Etedal Co.
None Usama Khall Co.
None Emad Hassouna Co.
None Aqareya

The meeting was held at the UNDP office, on 27 MAY 2007 at 10:00 A.M in the UNDP office in Gaza.

1. It was explained to all contractors that they should provide all Evaluation Criteria Requirements as shown in the Invitation to Bid (Page 5-6).

2. The contractors were reminded that all documents must be read, signed and stamped, specially the Bid proposal submission form in the Invitation to Bid sheets, which must be filled and signed and returned on the bid opening date.

3. The Bidders should submit the bid in two envelopes one for technical and the other for financial proposals sealed and marked with the shown address on page 8.

4. Unit rate in US$, and not including VAT, and should be written in words.

5. Regardless to the reasons, the contractor should be responsible for the changing of materials prices in the market as well change in USS rate and UNDP will not liquidate any damages related to this subject.

6. The attention of all contractors were drawn to avoid any mistakes in writing the unit price in words, since the words will govern the unit price.

4A Yakubi St., Jerusalem, 91191, P.O. Box 51359 Tel: (972 2) 626 8200 Fax: (972 2) 626 8222 www.papp.undp.org
7. VAT will not be paid by UNDP and ZERO VAT invoice against every payment must be submitted with the stamp of Custom (VAT) Department accordingly.

8. The attention of all contractors was drawn to the request regarding the Tax clearance and to be submitted with the tender documents as mentioned in the Information for Bidders.

9. The contractor are reminded of the documents distributed, which they are;
   - Invitation to Bid, Bid Data Sheet, General Condition of Contract, Special Conditions, Technical Specifications, Drawings, Bid submission form, Bill of quantities, Special Specifications, Minutes of Pre-bid Meeting, Addendum (if any).

10. Bid guarantee will be fixed to USD 13,000 valid for 120 days.

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

12. Performance bond will be 10% of the contract value valid for 17 month.

13. Maintenance guarantee should be 5% of the work implemented.

14. Contractors should provide labor insurance with amount 20% of the contract value.

15. The Project Duration begins from the date of contract signing, moreover, the mobilization is included in the project duration.

16. All imported materials or equipment, submitted by the contractor as substitute to the specified, will be accepted (considered) equally approved as long as they are:
   - equal in quality, durability and efficiency, all to UNDP engineer judgment.
   - They are represented in the country by a reputable, qualified and credible agent.

17. All approved locally manufactured materials, even though UNDP engineer will inspect its approval, at ex-works during and/or after the manufacturing process.

18. All proposed materials and equipment should be submitted to UNDP for approval along with original catalogues.

19. All works planned to be erected or assembled on site, whether they are civil, mechanical or electrical, should be presented to the supervision on working drawings for study and approval prior to implementation.

20. Working hours for the project is from 08:00 to 15:00 Saturday through Thursday, any contractor who needs to work after these times must take the prior approval of the engineer.

21. After completion of the project, the contractor is to submit as built drawings on computer CD (2No.s) and four copies of prints.

22. Any bidder may be asked for and should be prepared to furnish, when requested, a price analysis for any or all items in the Bill of Quantities.

23. The quantities of all items in the contract can be increased or decreased by unlimited percent.

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

25. The contractors are reminded that the fencing and protection of site is the contractors responsibility and to submit safety procedure plan for approval.
26. All contractors were invited to visit the site immediately after the meeting.

27. According to the Special Specifications Convenient and suitable site office must be furnished for the supervision team on the site including W.C, kitchenette, office boy, stationary ... etc.

28. The contractor has to provide adequate transportation and communication facilities for the supervision staff for the duration of the contract.

29. The Prices should include providing a personal computer and printer as specified in the attached sheet. The computer and printer will be the property of MOPWH.

30. The pricing of PALTEL pipes' holders should follow the BCQ, item 3.7 of Joher EL Delk and the spacing between holders 5m at least.

31. Confirmation that the contractor has to take into consideration the wadi flow and he should find solution without any claims. So, he has to include that risk in the project insurance.

32. The contractor should sign the contract as soon as the contract will be ready otherwise, if refuses the bid guarantee will be confiscated.

33. The document samples for technical evaluation requirements are attached and soft copy can be obtained.
Transportation and Communications:
- A rent car to be handed to the engineer in good conditions (Model not less than 2003, motor 1600cc) from the date of contract signature until project handing over with all comprehensive insurance and fees with 1200NIS fuel per month and all required maintenance during the project period.
- The contractor must submit 8 Jawal cards 50NIS each with total 400NIS monthly.

COMPUTER SPECIFICATION:
1 No. is required (to be property of Ministry of Public Works & Housing)

- Personal Computer
  - HP Compaq dc 7600 small form factor
  - Microsoft® Windows® XP Professional- SP2
  - Intel® Pentium® 4 3.4GHz/800/2M
  - 1 GB PC2-4200 (DDR2-533)
  - 1.44MB Floppy Drive SFF
  - 80GB SATA 3.0GB/s Hard Drive.
  - 16X DVD+/-RW Drive (LS/SL/DF)
  - ATI RX1000SE 128 MB PCIe DVI
  - Integrated Broadcom Gigabit NIC
  - HP Standard Keyboard PS/2
  - HP USB optical mouse (cbl/sivr)
  - 3/3/3 (parts/labor/on-site)
  - 17" Flat panel screen.
  - HP USB 2- button optical scroll mouse (carbonate/silver)
  - HP USB 04 Standard Keyboard.

- Printer
  - HP DeskJet 1280 (A3)

DIGITAL CAMERA SPECIFICATION
1 No. is required (to be property of the contractor upon the project handing over)
- Sony cyber-shot (DSC-H5 Digital camera).
- 7.2 mega pixel, images stabilization.
- 12X optical zoom (Flexible exposure modes).
- 3" LCD screen (High sensitivity mode).
- 1 GB memory.
- Including battery charger and rechargeable batteries with all accessories