

IPA 2008 - Continued Support to Capacity strengthening of the Veterinary, Phytosanitary and Sanitary Border Inspection, Construction of Border Inspection Posts Bajakovo and Zagreb

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Minutes of Site Visits and Clarification Meeting

A. Introduction

Beneficiaries (B) of this project are the Ministry of Agriculture, Fisheries and Rural Development (MAFRD) and the Ministry of Health and Social Welfare (MHSW).

Contracting Authority (CA) for this project, which is undertaking the role of the Employer according to FIDIC Conditions of Contract, is the Central Finance and Contracting Agency.

Please be informed that the Minutes of Site Visits and Clarification Meeting will not necessarily reproduce the answers that were orally given to the questions raised during the clarification meeting but the answers that should have been given to those questions.

B. Site Visits

Site Visit at BIP Bajakovo was held on 23 August 2010 at 12:00 when interested parties were enabled to visit the future building site for construction of BIP Bajakovo (on a highway A3, bordering the Republic of Serbia). Participating companies (potential tenderers) of the Site Visit were shortly introduced with representatives of the Final Beneficiaries (Ministry of Agriculture, Fisheries and Rural Development - MAFRD and Ministry of Health and Social Welfare - MHSW) and the Contracting Authority (Central Finance and Contracting Agency – CFCA). Four companies participated at the Site Visit.

Location of the future premises of veterinary inspection was examined and details of construction were checked in building documentation. The participants were asking questions regarding building and tendering of this contract, which were answered on site, but were also asked to submit all relevant questions in written form, whereas the official answers to the same are provided in these Minutes under paragraph “D. Discussion”. After signing the List of participants the site visit was concluded, at 12:45 hrs.

Site Visit at BIP Zagreb Airport was held on 24 August 2010 at 11:15 hrs. Three companies (two Croatian and the Spanish one) participated at the Site visit.

After a security check up, participants were taken to the site of future premises of veterinary, phytosanitary and sanitary border inspections, which was examined and details of construction and tendering were checked in tendering documentation. The participants were asking questions regarding building and tendering of this contract, which were answered on site, but were also asked to submit all questions in written form, whereas the official answers to the same are provided in these Minutes under paragraph “D. Discussion”. After signing the List of participants the site visit was concluded, at 12:15 hrs.

C. Clarification Meeting

The Clarification Meeting was held on 24 August at 14:15 hrs, on 24 August 2010, in the premises of MAFRD, Ulica grada Vukovara 78, Zagreb. Two companies participated at the Clarification meeting. The

CFCA representative welcomed attendees and briefly reviewed issues discussed during the site visits (listed under paragraph “D. Discussion” of this report).

Participants were informed that Minutes of Site Visits and Clarification Meeting will be published on the CFCA web site (<http://www.safu.hr/en/tenders>) as advised in the Procurement Notice and **were asked for the delivery of all questions in writing to avoid misinterpretation or omission of questions during the preparation of Minutes**. Also, the tenderers were reminded that any additional questions can also be submitted to the CFCA in written form in English language until 21 days before the deadline for submission of tenders at the following fax number +385 1 4591 075 and in electronic version to the e-mail address given in the Procurement Notice and Instructions to Tenderers.

It was pointed out at the meeting that all requirements for participation in the Tender are given in the Tender Dossier emphasizing the importance of the Instructions to Tenderers given in Volume 1, Section 1 of the Tender Dossier since majority of disqualifications derive from inaccurate adherence to requirements stipulated in these provisions. In the same way, Tenderers were reminded to scrutinize FIDIC Conditions of Contract for Construction (New Red Book) and respective Particular Conditions that form part of Tender Documentation.

Participants were reminded that, in addition to hard copy of the filled-in Bill of Quantity, their offer is to also include filled-in Bill of Quantity delivered as an electronic excel file on the compact disc.

Representative of the CFCA pointed out that Tenders must be received at the address of the Contracting Authority specified in the Procurement Notice by the date and time quoted in the Procurement Notice i.e. 12:00 hrs local time on 21 September 2010. Representatives of the CFCA thanked participants for showing interest in the project and closed the meeting.

Tenderers are also informed about possibility of extension of the deadline for submission of tenders (Instructions to tenderers, Article 18) by issuing a modification to tender documents in line with Article 9 of Instructions to Tenderers. In such cases, all rights and obligations of the Contracting Authority and tenderer regarding the original date specified in the Procurement Notice will be the subject to the new date.

Any kind of amendment of the Tender Documentation shall be introduced through Corrigendum to the Procurement Notice and Tender Documentation and shall be published on the SAFU web site at latest on the last date given for publishing answers. (<http://www.safu.hr/en/tenders>)
http://www.safu.hr/en/tenders?category=17&type=&status=&pg=3&sort_by=0

D. Discussion

Q1: What will be the regime of security check-ups for Contractor’s employees and vehicles, considering building sites are at border crossings?

A1: The Final Beneficiary shall provide the Contractor with detailed security procedures to be followed after the signature of the Works Contract. For information purposes only, tenderers are informed that these will include: security clearance of all personnel and vehicles based on the lists to be provided by the Contractor and daily security check-ups for entering building sites. For further information in the Tendering phase, Tenderers should consult Clause 6.10 of the FIDIC Conditions of Contract for Construction (New Red Book) and clause 6.10 of respective Particular Conditions that are part of Tender Documentation.

Q2: Should the Contractor expect temporary closures of building sites, due to security measures, and if those closures will lead to delays in building dynamics can prolongation of deadline for works be expected?

A2: Temporary closures of building site due to security reasons can be expected at Zagreb Airport. Prior announcements are not likely because of security provisions. It can be expected that closures will last from several hours to one day. If considerable number of days will be lost due to security closures, prolongation of

deadline for completion of works is to be granted in accordance with Conditions of Contract. However, no additional costs will be accepted.

Q3: Are costs of removal of constructions and trees at the building site of BIP Airport Zagreb foreseen in the budget?

A3: Yes, clearing of building site is foreseen in the Bill of Quantity, Chapter F – Traffic surfaces and external works; part I – Preliminary and finishing work.

Q4: Are all necessary utilities available at the building sites. Which procedures are to be followed for temporary connections?

A4: Both building sites are prepared for building, including availability of all utilities. Procedures for obtaining temporary connections as well as an on site plan of necessary utilities will be provided by the Final Beneficiary to the Contractor upon signing of the Works Contract, leaving enough time for administrative procedures and technical work.

Q5: Regarding BIP Zagreb Airport, BoQ - Electric system – A1 Supply network-Item 10 - Are parameters in connection with above mentioned item correctly listed or it came to a mistake while writing parameters in this item, i.e. are the characteristics of mobile UPS unit power rated at 500 kVa, with 5 minutes autonomy (8 pcs) - is this parameter correct?

A5: After review of the chapter A Electric System part I Supply Network, Item 10 of the BoQ for BIP Zagreb Airport typing mistake is revealed. Correct wording in description of the Item should be :

1. Delivery and installation of mobile UPS unit power rated at **500 VA**, with 5 minutes autonomy”
Measure unit shall be changed. Instead od „Lump sum“ for 8 pcs delivery, **new measure unit shall be „piece“ and new quantity shall be „8“**. Please refer to the Corrigendum No 2.

Q 6: Question Regarding BIP Bajakovo Drawings and BoQ - number and temperature of cooling chambers on drawings do not match number and purpose defined in BoQ- and description of the UPS devices- definition of the power, autonomy, inlet and outlet I

A6: After review of the temperatures written on architectural drawing 03 of BIP Bajakovo design documentation calculation mistake is revealed. Please refer to the Corrigendum No 2 for the following amendments:

Chapter B. MECHANICAL WORKS I. INSTALLATIONS OF VRV SYSTEM AND AIR CONDITIONING WITH HRV SYSTEM

Item **42** 1 piece of equipment must be added to be a total of 2 pieces.

Item **43** changes to the description of the item and 1 piece must be subtracted to form a total 1 piece.

New description is: Refrigeration split system of -10°C for the cooling chamber of 128 m³ storage capacity; cooling capacity at least 9.5 kW; evaporation temperature -20°C. The kit shall include all items as per technical specification.

Item **44** 1 piece must be subtracted to form a total 1 piece.

Item **45** whole item should be completely removed.

Item **47** quantity should be upgraded with a 120 m² to be a total of 240 m².

Q7: What is the time frame from signing the contract to starting of works at BIPs Bajakovo and Zagreb?

A7: Upon signing of the Contract, the Contracting Authority (CFCA) shall issue commencement order within 28 days, upon which the Contractor has additional 14 days to start with the works at building sites.

Q8: Which weather conditions shall be considered as unforeseeable physical conditions in relation with justified extension of time for completion and respective costs?

A8: Issues and procedures related to unforeseeable physical conditions are regulated through Clause 4.12 of the FIDIC Conditions of Contract for Construction (New Red Book) and clause 4.12 of Particular Conditions of contract that are part of Tender Documentation.

Q9: Question regarding BoQ for BIP Bajakovo - presentations and calculations related to “set” in the in Chapter C -Water Systems:

- part I - External Water-supply Installation/item 3: Supply, delivery and installation of double water gauge set for sanitary needs and internal hydrant network needs.

- part II - Internal Water-supply Installation/item 1 : Supplying, delivery and installation of PPR pipe according to DIN 8077, DIN 8088, DIN 16962 and DIN 1988 and connecting pieces for distribution of warm and cool water

A9: In the clauses in the Chapter C related to Water System of the Bill of Quantities for BIP Bajakovo in clause C/I/3 and clause C/II/1, respective amount for “set” is **subtotal** of abovementioned and described elements multiplied with quantity defined for related set. Please refer to the Corrigendum No 2.

Q10: BoQ for BIP Bajakovo - in Chapter E Civil Works: Part X Doors, Windows, Gates and Fences in description of items from 1 to 27 there are references to the schemes of those items, but schemes are not included in the Tender Dossier. Clarify?

A10. Although information given in the BoQ are sufficient to give an adequate offer for doors and windows, due to the reference written within the items description, Schemes of doors and windows for BoQ Bajakovo shall be introduced to tenderers. Schemes shall be published as a separate file on the following address http://www.safu.hr/en/tenders?category=17&type=&status=&pg=3&sort_by=0