



MILLENNIUM CHALLENGE ACCOUNT NEPAL (MCA-Nepal)

Minutes of Pre-Bid Meeting

“Construction of Ratmate Boundary Wall (Chain Link Fence)” MCA-N/ETP/CB/005

Venue: Online

13 September 2022

TABLE OF CONTENTS

Contents

I. INTRODUCTION	2
II. AGENDA	2
III. MEMBERS PRESENT	2
IV. WELCOME REMARKS BY PROCUREMENT AGENT	2
V. WELCOME REMARKS BY MCA-NEPAL	2
VI. TECHNICAL PRESENTATION	2
VII. PROCUREMENT REQUIREMENTS INCLUDING COVID 19 RISK MANAGEMENT PLAN 2	
VII. COMMENTS/QUESTIONS AND TENTATIVE RESPONSES	3
IX. CLOSING REMARKS	3
ANNEXES:	3
Annex A: Questions and Answers:	4
Annex B: Attendance Register	6
<i>Annex C: Recording of the Pre-bid meeting –</i>	7

I. INTRODUCTION

The Pre-Bid Meeting for the procurement of “**Construction of Ratmate Boundary Wall (Chain Link Fence) MCA-N/ETP/CB/005**” was called to take place online from 11:00 hours on 13 September 2022.

II. AGENDA

- Welcome remarks by Procurement Agent Manager
- Welcome Remarks by MCA-Nepal
- Presentation by MCA-Nepal and Procurement Agent
 - Technical Presentation
 - Highlight of important procurement requirements including COVID 19 Risk Management Plan
- Questions & Answers
- Closing Remarks

III. MEMBERS PRESENT

Detailed in Annex B.

IV. WELCOME REMARKS BY PROCUREMENT AGENT

Mr. Luis Villalta, Procurement Agent Manager welcomed all the participants in the meeting and explained briefly that the objective of the pre-bid meeting is to help potential bidders with preparation and submission of their bids. The content of the presentations is intended to provide the interested bidders with more clarity on the information regarding both the procurement (administrative requirement) and technical issues for this procurement process.

It was also informed that any verbal response/answer to the questions raised during the meeting will be provisional and a well-structured Questions and Answers along with pre-bid meeting minutes shall be completed, circulated among the interested bidders and posted in MCA-Nepal website. In case there is a discrepancy between the statements made during the presentations and the information contained in the Bidding Document, the Bidding Document shall prevail. Bidders should go through the Bidding Document in detail before submitting their Bids and may request any clarification before the request for clarifications submission deadline, as mentioned in the Bidding Document.

V. WELCOME REMARKS BY MCA-NEPAL

Mr. Ashish Bhandari, Procurement and Contracting Specialist at MCA-Nepal welcomed the participants in the pre-bid meeting. He advised the participants to use the Questions and Answers session to ask their questions/queries and be clear on the requirements. He also encouraged the bidders to send their queries in writing, if any, after the pre-bid meeting within the deadline for submission of requests for clarifications.

VI. TECHNICAL PRESENTATION

Mr. Deepak Subedi, Engineer-Substations at MCA-Nepal provided a description of the technical requirements of the works to be procured.

VII. PROCUREMENT REQUIREMENTS INCLUDING COVID 19 RISK MANAGEMENT PLAN

Mr. Rakesh Kumar, Senior Procurement Specialist of the Procurement Agent described the objectives of the Pre-Bid meeting and provided a detailed overview of the entire Bidding document stressing and elaborating on key provisions of the Bidding Document where there are chances of mistakes that may cause a Bid to be rejected. The most important provisions highlighted are: important ITC clauses, such as bid submission forms, bid security, request for clarifications, methodology for submission of Bids using Dropbox, submission deadline. Bidders were encouraged to carefully observe such provisions while preparing their Bids for submission.

VII. COMMENTS/QUESTIONS AND TENTATIVE RESPONSES

As per the Agenda, attendees were given the opportunity to ask questions. Several questions were asked by the bidders' representatives and MCA-Nepal provided draft answers to the questions raised. Also, participants were encouraged to send the queries in writing via email so that MCA-Nepal will respond officially via the Question and Answers (Q&A) document.

Annex A shows the questions and answers raised during the Meeting.

IX. CLOSING REMARKS

Procurement Agent Manager, Mr. Luis Villalta thanked all the interested bidders for joining the pre-bid meeting and encouraged the bidders to request clarifications in writing and to submit a bid.

The meeting was closed at 12:40 PM by thanking all the participants for attending the meeting.

ANNEXES:

Annex A: Questions and Answers

Annex B: Attendance Register

Annex C: Recording of the Pre-Bid meeting

Annex A: Questions and Answers:

#	Reference to the Bidding Document	Questions	MCA-Nepal's Response
1.	Item 13.4 in BOQ	As per BOQ item 13.4 there is a lumpsum item "Design, Supply and Construct drainage system like hume pipe, rcc drains, culverts as necessary along the boundary of S/S". Where do we need to construct the drainage? Only in boundary fencing or inside boundary too? Since it is a Lumpsum item, what type of drainage system is to be constructed and what is objective of constructing of this drainage system, please quantify how at how many locations and what length of drainage systems needs to be constructed.	The drainage will be provided in 4 locations. This is a cross drainage and is required only in the section where the fence crosses the existing kholsi, stream. The type of the drainage needs to be assessed by Contractor. The drainage is not required in the entire substation area.
2.		In bidding document there is a clause regarding Liquidated Damage for delays in work. Do we also have Bonus provision for early completion of work?	No Bonus provision is considered under this procurement.
3.	ITC 5.6	What is the maximum limit for number of members to be in a Joint Venture?	As of now there is no limit for the number of members to be in a Joint Venture. However, MCA-Nepal may issue addendum to limit the number of members in a joint venture to three. In addition, bidders are strongly advised to review "Section III: Qualification and Evaluation Criteria" as there are few requirements that "Each Member" of the Joint Venture must comply with.
4.		As per Bidding document, bidders are to conform to the requirements of Environmental and Social Management experience and Health and Safety Management Experience. Do we need to submit experience certificate from previous projects regarding the experience of Health and Safety?	Experience certificate is not requested but bidder is required to provide the Contact information of the client where the bidder has achieved this experience under EXP-1 (GENERAL CONSTRUCTION EXPERIENCE), EXP-4 and EXP-5. As per bidding document requirement MCA-Nepal may be requesting the reference check from the Contacts. The bidder must convey the message to the referee (contact person with your past client) that MCA-Nepal may be contacting them for reference
5.		BOQ line item 12 is Stone Masonry Work but there is no stone masonry work either in fencing or in gate construction so where do we use this line item?	Retaining wall is required in some locations along stretches of road with steep gradient to support the construction of Chain Link Fence and where protection is required in the developed soil.

6.		What is the total Estimated cost for this procurement?	The estimated budget for this procurement has not been and will not be disclosed.
7.		Where will we dispose the excess excavated soil, within or outside the boundary perimeter? Should we include the cost of transportation of excavated materials up to disposal point	The excess excavated soil can be disposed within the boundary perimeter at a suitable location. Yes, the cost of disposal must be included in bidders bid price.
8.		If we need soil for backfilling quantity, soil will be excavated and provided within the boundary of the substation?	If required, the soil within the substation boundary can be used in consultation with the Engineer.

Annex B: Attendance Register

#	Name of Participants	Organization
1.	Ashish Bhandari	MCA-Nepal
2.	Shankar Yadav (Online)	MCA-Nepal
3.	Luis Villalta	PA
4.	Rakesh Kumar	PA
5.	Ram Regmi	PA
6.	Neelam Thapa	PA
7.	Deepak Subedi	MCA-Nepal
8.	Chandan Duwal	MCA-Nepal
9.	Sujan Koirala	MCA-Nepal
10.	Keshab Neupane (Online)	MCA-Nepal
11.	Mukunda Ghimire (Online)	Representative of Prospective Bidder
12.	Suman Shrestha (Online)	Representative of Prospective Bidder
13.	Adwitiya Subedi (Online)	Representative of Prospective Bidder
14.	Dhirendra Sah (Online)	Representative of Prospective Bidder
15.	Suman Shrestha (Online)	Representative of Prospective Bidder
16.	Ganesh Dahal (Online)	Representative of Prospective Bidder
17.	Janardan Dhital (Online)	Representative of Prospective Bidder

Annex C: Recording of the Pre-bid meeting –

<https://www.dropbox.com/sh/q4y8cg9i0f3twbb/AAAhqvjFoup0kvpsziHpi9Ooa?dl=0>