



Program Management Unit,
BMZ No. 201767003, 201967660 & 302000990
AFD No. CKH1216.0.L
EU No. ACA/2020/408-648

Minutes of Pre-Bid Meeting

Contract Name : Construction of Kuleaen Tboung Community Managed Piped Water Supply (CPWS), Lot No. 15, Preah Vihear Province.

Contract Number : RID4CAM-W-CPWSPVH/Lot 15

Date and Time : 02nd May 2024 at 03:00 pm

Venue : Ministry of Rural Development (MRD), 3rd floor, Room No. 305, #771-773 Monivong Blvd., Sangkat Boeng Trobaek, Khan Chomkarmon, Phnom Penh

Procurement Method : National Competitive Bidding (NCB)

1. Introduction and opening remarks

H.E. Dr. Daniel NUON first paid his respect to the attendees of the Pre-Bid Meeting and checked if the the list of attendees has been duly completed by all the representatives of the Bidders. During the check of duly completion of attendees list, the PMU and PIC staff checked if potentially delayed representatives were looking for the meeting and invited them to enter the room and participate to the Pre-Bid Meeting.

12 Bidder's representatives of 6 different Bidders attended the meeting. H.E. Dr. Daniel NUON explained the agenda (please refer to Annex 1) and purpose of this Pre-Bid Meeting, which is to provide a brief on the Bidding Documents, the ESHS requirements and answers to the Bidders' potential additional requests for clarification.

2. Presentation on the Bidding Documents Part 1 Bidding Procedure

Mr. Christian JAMINON, PIC, Procurement Expert explained the Bidding Procedure, with direct reference to the Bidding Documents (please refer to the PPT-Presentation in Annex 2).

Bidders were reminded with reference to the Bidding Document, Section II. Qualification and Bid Data Sheet, ITB 7.1, "The Employer will publish its responses and clarifications with reference to ITB 7.1. [Clarification of Qualification and Bidding Documents], Site Visit, Pre-Bid Meeting] on the following web page: <https://www.mrd.gov.kh/2024/04/03/17979/>

All bidders are advised to check this web page daily to receive all clarifications and responses in a timely manner."It is highlighted that clarifications or amendments to the Bidding Documents will be uploaded to the mentioned website only. It is the Bidders responsibility to check the website.

3. Questions and ad-hoc answers

The Bidders have been verbally formulating 5 questions, which have been answered ad-hoc by the PMU / PIC, as summarized below:

Questions from Bidders	Clarification from PMU/PIC
<p>1. Reference is made to ITB 20 [Format and Signing of the Bid], 20.2, "The original and all copies of the Qualification Document and the Bid shall be typed or written in indelible ink and shall be signed by a person duly authorized to sign on behalf of the Bidder. (...)", is such an authorization also required if the company owner or CEO signs the the Qualification Document and the Bid?</p>	<p>With reference to Section I [ITB], 11 [Documents comprising the qualification Document and the Bid], 11.1 (a) (ii) and Section I [ITB] 20 [Format and Signing of the Bid], 20.2, "(...). If the person signing on behalf of the Bidder is the owner, member, or director of the Bidder, if the Bidder is a single entity, or of the Bidder's Lead Member, if the Bidder is a JV, as demonstrated in the Bidder's Application, then no authorization shall be required."</p> <p>Nevertheless, Section II [QBDS], 20.2, mentions as follows "The written confirmation of authorization to sign on behalf of the Bidder shall consist of: A power of attorney established in the name of the signatory of the Bid. If the Bidder is a JV, the power of attorney shall be issued by the Lead Member of the JV."</p> <p>To ensure compliance with ITB and QBDS 20.2, if the company owner or CEO signs the Qualification Document and the Bid, the Bidder shall issue a written declaration or confirmation, signed and stamped on the Bidders Letterhead about the Bidder's owner's, member's, or director's authorization to sign on behalf of the Bidder.</p>
<p>2. Is there a site visit organized by the Employer?</p>	<p>No.</p> <p>With reference to Section II [QBDS], 7.4 "A site visit conducted by the Employer shall not be organized."</p> <p>The Employer further refers to Section I [ITB], 7 [Clarification of Qualification and Bidding Documents, Site Visit, Pre-Bid Meeting], 7.2 "The Bidder is advised to visit and examine the Site of Works and its surroundings and obtain for itself on its own responsibility all information that may be necessary for preparing the Qualification Document and Bid and entering into a contract for construction of the Works. The costs of visiting the Site shall be at the Bidder's own expense."</p>
<p>3. Has the Employer done a soil investigation report? If yes would it be available to the Bidders?</p>	<p>No.</p> <p>The Employer did not perform a "soil investigation".</p>
<p>4. Does a very compliant Qualification Document give any advantage for the evaluation of the Bid?</p>	<p>No.</p> <p>With reference to Section I [ITB], E. EVALUATION OF QUALIFICATION DOCUMENTS, the Bidders which passed the evaluation of the 1st envelope - Qualification Document do not have any advantage or disadvantage based on their eligibility or qualification, there is no score or other advantage brought forward into the evaluation of the Bid.</p>
<p>5. Does the evaluation of the Bid provide a scoring?</p>	<p>No.</p> <p>With reference to Section I [ITB], F. EVALUATION AND COMPARISON OF BIDS, the evaluation of the 2nd envelope - Bids does not provide any scoring.</p>

4. Closing Remarks

Dr. CHHE KIMCHHEANG made sure all requests for clarification as formulated by the Bidders have been answered by the PMU / PIC and understood by the Bidders. No further clarification was requested by the Bidders.

Bidders were advised to examine the Bidding Documents in detail in view of their offer.

The minutes of this Pre-Bid Meeting, including questions and ad-hoc answers and the PPT presentations are uploaded to the MRD website and made available for all Bidders.

The meeting was concluded and closed at 04.45 PM on the same day.

Annex 1

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Ministry of Rural Development
Rural Infrastructure Development Program
for Cambodia (RID4CAM)



Program Management Unit,
BMZ No. 201767003, 201967660 & 302000990
AFD No. CKH1216.0.L
EU No. ACA/2020/408-648

Agenda for Pre-Bid Meeting

- Contract Name** : Construction of Kuleaen Tboung Community Managed Piped Water Supply (CPWS), Lot No. 15, Preah Vihear Province.
- Contract Number** : RID4CAM-W-CPWSPVH/Lot 15
- Date and Time** : 02nd May 2024 at 03:00 pm
- Venue** : Ministry of Rural Development (MRD), 3rd floor, Room No. 305, #771-773 Monivong Blvd., Sangkat Boeng Trobaek, Khan Chomkarmon, Phnom Penh
- Procurement Method** : National Competitive Bidding (NCB)

Purpose

The purpose of the pre-bid meeting is to provide a brief on the project, Bidding documents and clarify enquiries from the bidders may have.

Agenda

Time	Activity	Responsible
03:00-03:10 pm	Introduction and opening remarks	H.E. Dr. NUON Daniel
03:10-03:55 pm	Presentation on the Bidding Documents Part 1 Bidding Procedure	-Mr. RÖMER Jens, PIC-Team Leader -Mr. JAMINON Christian, PIC, Procurement Expert
03:55-04:25 pm	Questions and ad-hoc answers	Bidders/PMU/PIC -Mr. RÖMER Jens, PIC, Team Leader - Mr. SOKHA Panharith, PIC, Deputy Team Leader - Mr. ELLIS Michael, PIC, Rural Infrastructure Engineer -Mr. JAMINON Christian, PIC, Procurement Expert
04:25 pm-04:30 pm	Closing Remarks	Dr. CHHE Kimchheang

Annex 2

RID4CAM – Rural Infrastructure Development for Cambodia

Ministry of Rural Development, Cambodia

KfW BMZ-No. 2017 670 03, AFD No. CKH 1216.01.L, KfW BMZ-No. 2019 67 660,

EU No Contract ID:302000990



KfW



Kingdom of Cambodia

Ministry of Rural Development (MRD)

Rural Infrastructure Development for Cambodia Program (RID4CAM)

KfW Loan No. 201967660 & Grant No. 201767003

EU/AIF Grant No. 302000990

AFD: Loan No. CKH 1216.01.L

Construction of Kuleaen Tboung Community
Managed Piped Water Supply (CPWS),
Lot No. 15, Preah Vihear Province

PRE-BID MEETING

02.05.2024 – 03:00 PM

Ministry of Rural

Development (MRD), 3rd floor, Room No. 305, #771-773 Monivong Blvd., Sangkat Boeng
Trobaek, Khan Chomkarmon, Phnom Penh

👉 **Tender Method:** National Competitive Bidding (NCB), Single stage – 2 envelopes

👉 **Contents of Qualification and Bidding Documents**

PART 1 – Bidding Procedures

Section I. Instructions to Bidders

Section II. Qualification and Bid Data Sheet

Section III. Qualification and Evaluation Criteria

Section IV. Qualification and Bidding Forms

Section V. Eligibility Criteria

Section VI. KfW Policy-Sanctionable Practice-Social and Environmental Responsibility

PART 2 – Works Requirements

Section VII. Works Requirements

PART 3 – Conditions of Contract (CC) and Contract Forms

Section VIII. General Conditions (GC)

Section IX. Particular Conditions (PC)

Section X. Contract Forms

👉 **Tender Method:** National Competitive Bidding (NCB), Single stage – 2 envelopes

Part 1 – BIDDING PROCEDURE:

Content, Format, Packing of
1st envelope – QUALIFICATION DOCUMENT
2nd envelope – BID

👉 ITB 11-Documents Comprising the Qualification Document and the Bid

1st envelope - QUALIFICATION DOCUMENT

- Letter of Qualification*
- Written confirmation authorizing the signatory (POA)*
- Presentation of the Bidder (maximum 10 pages, no brochures)
- JV agreement/Declaration of Association (JV Bid)*
- Covenant of Integrity*
- Financial Capacity Statement*
- List of project references
- List of Available Expertise and Human Resource Capacity
- All Qualification forms in Section III and required attachments

IMPORTANT NOTICE:

+ **Additional documents and completed forms as indicated in 1.** Evaluation of Eligibility and Qualification under Section III Qualification and Evaluation Criteria and 1st Envelope - Qualification Document (Qualification Forms) under Section IV Qualification and Bidding Forms.

Any technical or bid price information in the 1st envelope shall lead to the rejection of the respective bid.

👉 ITB 11-Documents Comprising the Qualification Document and the Bid

2nd envelope - BID

- Letter of Bid*
- Completed Schedules (incl. Priced BoQ)*
- Bid Security*
- Technical Proposal*:
 - Environmental, Social, Health and Safety (ESHS) Methodology
 - Site Organization and Method Statement
 - Construction Schedule, incl. Unexploded Ordnance (UXO) clearance by Accredited UXO Clearance Operators (see Section VII)
 - Personnel proposed (forms PER-1 and PER-2)
 - Equipment proposed (form EQU)

IMPORTANT NOTICE:

+ **Additional documents and completed forms as indicated in 3. Evaluation of Bids under Section III Qualification and Evaluation Criteria and 2nd Envelope – Bid (Bidding Forms) under Section IV Qualification and Bidding Forms.**



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☞ **NOTE the Personnel Requirements (from p. 172 onwards) and Equipment requirements (from p.176 onwards), in (C) & (D) in Section VII Part 2:**

Concerning Personnel Requirements, please consider:

If the ESHS manager and/or officer have relevant experience in community engagement and the handling of explosive ordnances the positions “Social and Community Liaison Expert” and/or “Explosive Ordnance Expert” can be merged.

At a minimum 1 ESHS manager and 1 ESHS officer needs to be deployed in each Lot. Combining several candidates to fulfil one candidate profile is, therefore, allowed in case candidates have equivalent qualifications that match the required profile of other ESHS personnel.

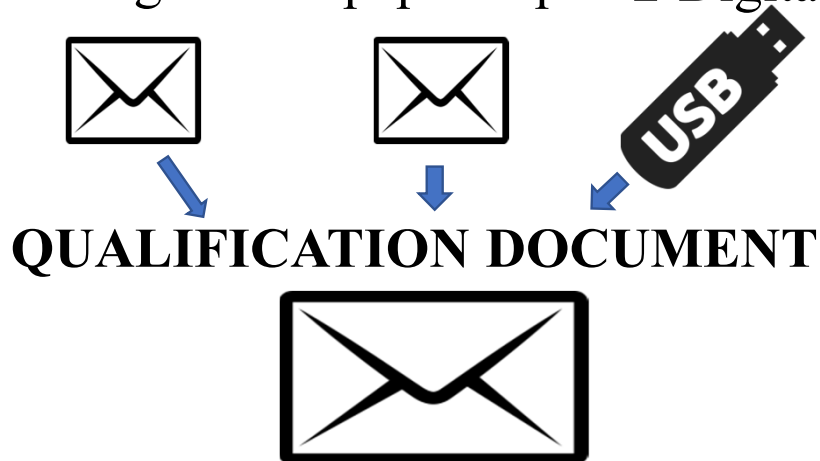
Concerning Equipment Requirements, please consider:

The Bidder must demonstrate that it can obtain (purchase, lease or rent) the key equipment, which year of manufacturer shall be not older than 2005.

ITB 21. Sealing and Marking of Qualification Documents and Bids Envelopes

1st Envelope – QUALIFICATION DOCUMENT

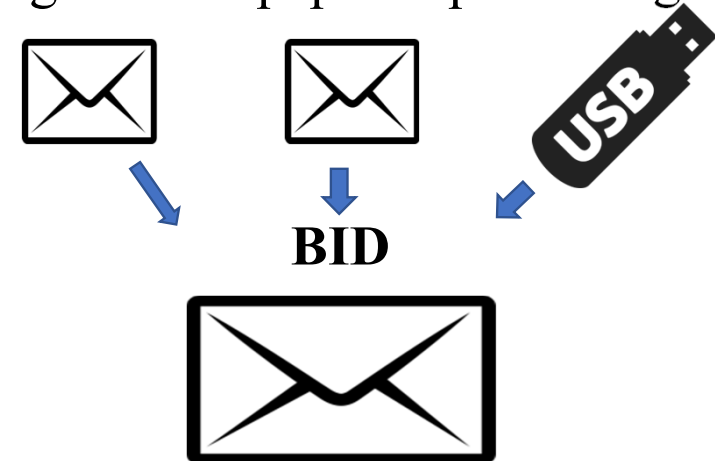
1 Original 2 paper copies 1 Digital copy



Any technical or bid price information in the 1st envelope shall lead to the rejection of the respective bid.

2nd Envelope – BID

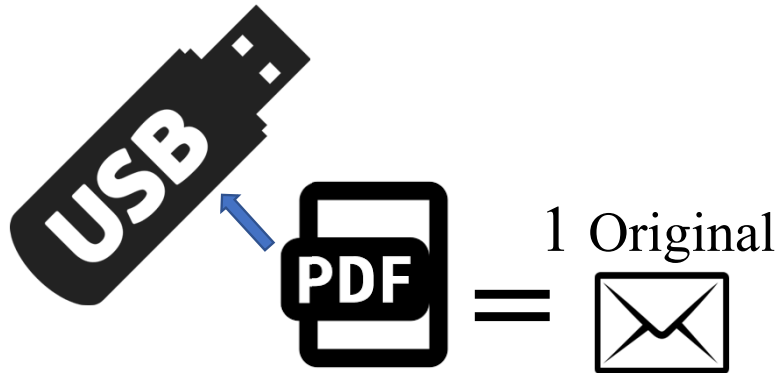
1 Original 2 paper copies 1 Digital copy



ITB 21. Sealing and Marking of Qualification Documents and Bids Envelopes

1st Envelope – QUALIFICATION DOCUMENT

+digital copy (USB flash drive)

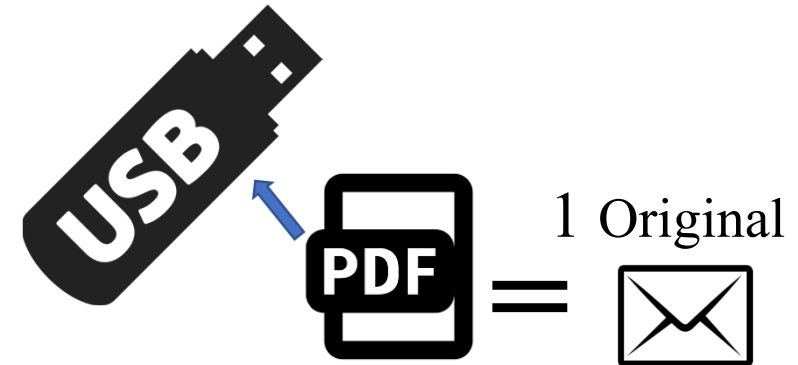


1 digital copy (on USB flash drive) as a single scan of the original hardcopy of the Qualification Document as PDF file, is required as part of the 1st Envelope - Qualification Document.

Any technical or bid price information in the 1st envelope shall lead to the rejection of the respective bid.

2nd Envelope – BID

+digital copy (USB flash drive)



1 digital copy (on USB flash drive) as a single scan of the original hardcopy of the BID as PDF file, is required as part of the 2nd Envelope – Bid.

👉 **Tender Method:** National Competitive Bidding (NCB), Single stage – 2 envelopes

PART 1 – BIDDING PROCEDURE:

Important Clauses

Section I. Instructions to Bidders

Section II. Qualification and Bid Data Sheet

Section III. Qualification and Evaluation Criteria

Section IV. Qualification and Bidding Forms

ITB 22.1 -Deadline for Submission of Qualification Documents and Bids
Date: **May 24th, 2024** , Time: **9:00 AM (CAMBODIA)**

ITB 25-Opening of Qualification Documents and Bids
First Public Session (Qualification Opening)
Date: **May 24th, 2024** , Time: **09:00 am.**

Second Public Session (Bid Opening)

Only the Bids of those Bidders who have fulfilled the qualification criteria will be opened in the second public session. (Date and time will be indicate in the invitation letter.)

☞ **QBDS ITB 14.7**

In terms of the funding agreement here, the Contractor and its sub-Contractors shall be exempt from VAT.

☞ **QBDS ITB 15.1-Currencies of Bid and Payment**

The prices shall be quoted by the bidder in: USD.

☞ **QBDS ITB 18.1-Period of Validity of Bids**

The bid validity period shall be 120 days after the Bid submission deadline.

24 May 2024 + 120 days \longrightarrow i.e. **21 September 2024**

☞ **QBDS ITB 19.1-Bid Security**

Amount: 2% of Bid price

Validity: 42 days beyond the validity period of the bid

21 September 2024 + 42 days \longrightarrow i.e. **02 November 2024**



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👉 ITB 6.4

The Bidder is expected to examine all instructions, forms, terms, and specifications in the Qualification and Bidding Documents and to furnish with its Bid all information and documentation as is required by the Qualification and Bidding Documents.

👉 QBDS ITB 7.1-Clarification of Qualification and Bidding Documents,

The deadline for submission of clarifications by Bidders is fourteen (14) days prior to the Deadline for bids submission date, i.e. **May 10th, 2024**.

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Ministry of Rural Development, Cambodia

KfW BMZ-No. 2017 670 03, AFD No. CKH 1216.01.L, KfW BMZ-No. 2019 67 660,
EU No Contract ID:302000990



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Thank You!