



CT2181/2018

2nd August 2018

To all prospective bidders

CLARIFICATION Note No. 1

Advert Number CT/001/2018

CT2181/2018 - FRAMEWORK AGREEMENT FOR THE EXECUTION OF RESPONSIVE STRUCTURAL AND OTHER REPAIR WORKS IN GOVERNMENT TENEMENTS IN DIFFERENT LOCALITIES IN MALTA & GOZO

Reference is made to the above-captioned tender for which the deadline for submission of offers is **23rd August at 10.00 a.m.**

Please find the minutes of the clarification meeting and clarifications which are construed to form an integral part of the Tender Document.

Site: Building Industry Consultative Council (BICC), Research Centre, 36, Old Mint Street, Valletta

Date: 25th July 2018 at 09:00am

Attendees: Housing Authority representatives and prospective bidders and/or their representatives

The scope of the clarification meeting was to provide an overview of the tender namely 'Framework Agreement for the Execution of Responsive Structural and Other Repair Works in Government Tenements in different localities in Malta and Gozo' with reference number CT 2181/2018. This tender is in the form of a Framework Agreement for duration of two (2) years.

The attendees were informed that the works shall be carried out in Government property including apartments and common parts in various localities in Malta and Gozo. They were informed that they will be required to work in Malta or Gozo only and for all trades included in the Fixed Rates Bills of Quantities and cannot choose specific localities or trades.

A presentation showing how interested bidders may access the document from the website of the Department of Contracts was given:

- www.contracts.gov.mt/tenders;
- click on Publications;
- click on Tenders tab.

Attendees were informed that there is a period of time during which one can ask questions. Replies to questions shall be uploaded on the website/link mentioned above under the sub-heading "Additional Docs (if any)".

Any questions which may arise until the deadline of the tender submission must be sent via email on info.contracts@gov.mt till the 7th August 2018.

The rates of each of the items in the Bill of Quantities are already established by the Housing Authority and bidders will be accepting these rates exclusive of VAT in submitting their offer. Attention was drawn that there are two items on the BOQ numbered as 3.14, which will be amended as 3.14a and 3.14b respectively (Clarification no. 1)

All bidders who submit their offer shall be committed to carry out all the works mentioned in Volume 4 – Schedule of Rates and shall have the personnel available as mentioned in Annex 6 – Overview of Tenderer's Personnel. Otherwise, bidders have the option for subcontracting, to make up for all the trades and/or personnel required.

There is no fixed value or limit for the works allocated to every contractor as this depends on the number of successful bidders who are engaged in this framework agreement and the efficiency of each contractor to complete the job orders assigned within target and satisfactorily.

Bidders must make sure that they have appropriate and valid licenses for certain trades where applicable.

Bidders must submit the technical specifications of the required products in the Literature – Annex 14. The Literature Form should read as follows since there is a correction in the highlighted part (Clarification number 2):

Description	Reference in Technical Specifications	Item in Bill of Quantities
Liquid Membrane with reinforcement layer	Section E – Clause 4.07	7.07
Concrete Repair products	Section N – Clause 2.0 to 2.3	4.04

Successful bidders shall sign a contract with the Department of Contracts in which they are bound to abide by all the conditions stated in this contract agreement.

Following the signing of the contract agreement, bidders shall liaise with the Housing Authority for any matter regarding this Framework Agreement.

Upon completion of each job order, the contractors shall send an email with the date of completion of works to the project leader and copy the Executive Head and Procurement Section. An email shall also be sent to request an extension of time where required. In such circumstances, a justification for the extension/delay and required amount of extension shall also be sent through an email to the above-mentioned officers/section.

The attendees were informed that the BICC shall provide administrative assistance, without prejudice, to interested bidders who may find difficulties in the filling in the document. The BICC assistance is going to be provided, without prejudice, on 31st July, 1st, 2nd and 3rd August 2018 between 9.00am till 12.15pm. Two (2) persons, namely Mr. Philip Schembri who may be contacted on 22479329, and Ms. Sandra Bugeja on 22479379, shall assist.

It was made clear that the tender is available online and that it is extremely important to adhere to and include all the requested information in the tender. Contractors should check regularly for any clarifications issued.

There are 16 forms to be filled in and submitted These include:

Annex 1 – Declaration for Eligibility Criteria (Note 2A)

Annex 2 – Data on Joint Venture (where applicable) (Note 2A)

Annex 3 – Power of Attorney (where applicable) (Note 2A)

Annex 4 – Self-Declaration (Key Expert) (Note 2A)

Annex 5 – Statement of Exclusivity (Key Expert) (Note 2A)

Annex 6 – Overview of Tenderer's Personnel (Note 2A)

Annex 7 – Plant and Equipment (Note 2A)

Annex 8 – Membrane Guarantee (Note 2A);

Annex 9 – Concrete Repair Guarantee (Note 2A)

Annex 10 – Blacklisting and Exclusion Criteria (Note 2A)

Annex 11 – Self Declaration Form (Note 2A)

Annex 12 – Health and Safety Representative (Note 2A)

Annex 13 – Green Public Procurement (Note 3)

Annex 14 – Literature (Note 2B)

Annex 15 – The Tender Form (Note 3)

Annex 16 – Declaration of Fixed Rates (Note 3)

It is important that contractors must ensure that all forms and literature requested should be submitted correctly in view that forms marked as Note 2B and Note 3 are not rectifiable. It was also emphasised that contractors would be required to adhere to all the requested requirements and specifications. For instance, if the paint is going to be used, it must be according to the Green Public Procurement Requirements.

In absence of completing the whole tendering document the bidder may be disqualified, where an item/section is not applicable the bidder should insert [N/A]. However for small details such as size or number of tools to be utilised, for instance, the Authority may request clarifications.

Timing is of utmost importance; timetable as follows:

	Date	Time
Last date for Questions	07/08/2018	23.45hrs
Last date for Answers	17/08/2018	23.45hrs
Deadline for submission	23/08/2018	10.00hrs
Tender Opening Session	23/08/2018	10.00hrs

Information on submission of tenders was provided. All the pages have to be numbered and initialled. Literature submitted must be in the English Language or alternatively an English translation submitted. Tender offer need to be deposited as a hard copy; one marked as 'original' and one marked as 'copy'. Contractors are to write the address Department of Contracts, CT reference number and name of tenderer on the envelope.

Evaluation of submissions is to be on the eligibility and the selection criteria.

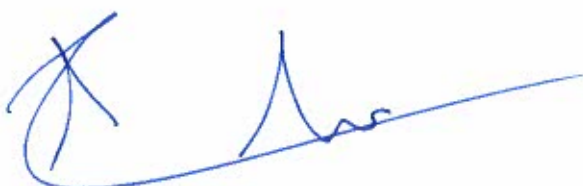
The attendees were informed that Clauses III and IV of Article 43.6 of Section 3 Special Conditions are to be deleted (Clarification no. 3).

Successful tenderers would be required to provide an insurance policy and an original Bank Guarantee of €1,000. The latter shall be effective for two (2) years and remain effective for an additional two (2) years from final certification of the last job executed. The Housing Authority may use the amount to make good for any defects that may arise during this defects liability period. It will be released if no defects are found in the works completed and certified by the Housing Authority.

CLARIFICATION

1	<p>Two (2) items both numbered as 3.14 on the BOQ are being corrected as follows:</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 10%; text-align: center;">3.14 a</td> <td style="width: 70%;">Construction of spreader beam in grade C25. Reinforcement measured separately (suletta).</td> <td style="width: 10%; text-align: center;">m³</td> <td style="width: 10%; text-align: center;">390.00</td> </tr> <tr> <td colspan="4" style="text-align: center;">Pavement Works</td> </tr> <tr> <td style="text-align: center;">3.14 b</td> <td>Supply and lay 100mm thick, in-situ, C20 concrete mix in footways. Rate is to include for the formation of expansion joints at 5m centres, brush finish, & the necessary supply and compaction of infill material.</td> <td style="text-align: center;">m2</td> <td style="text-align: center;">9.42</td> </tr> </table>			3.14 a	Construction of spreader beam in grade C25. Reinforcement measured separately (suletta).	m ³	390.00	Pavement Works				3.14 b	Supply and lay 100mm thick, in-situ, C20 concrete mix in footways. Rate is to include for the formation of expansion joints at 5m centres, brush finish, & the necessary supply and compaction of infill material.	m2	9.42
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2	<p>The Reference in Technical Specification for item 4.04 on the Literature Form Annex 14 is being corrected as follows:</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 35%;">Description</th> <th style="width: 35%;">Reference in Technical Specifications</th> <th style="width: 30%;">Item in Bill of Quantities</th> </tr> </thead> <tbody> <tr> <td>Concrete Repair products</td> <td>Section N – Clause 2.0 to 2.3</td> <td style="text-align: center;">4.04</td> </tr> </tbody> </table>			Description	Reference in Technical Specifications	Item in Bill of Quantities	Concrete Repair products	Section N – Clause 2.0 to 2.3	4.04						
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Concrete Repair products	Section N – Clause 2.0 to 2.3	4.04													
3	<p>Article 43.6 at Section 3 Special Conditions is being corrected as follows:</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 10%; text-align: center; vertical-align: top;">43.6</td> <td> <p>Payment as per clause 43.1 shall be made on the following conditions and shall be made for permanent work only as indicated hereunder:</p> <p>I. No advances will be made for materials purchase and availability on site, for formwork, installation, the hiring or purchase of plant and machinery and temporary works. Payments will only be effected in respect of actual permanent works completed;</p> <p>II. An interim certificate of payment may be issued as per Article 48 of these special conditions.</p> </td> </tr> </table>			43.6	<p>Payment as per clause 43.1 shall be made on the following conditions and shall be made for permanent work only as indicated hereunder:</p> <p>I. No advances will be made for materials purchase and availability on site, for formwork, installation, the hiring or purchase of plant and machinery and temporary works. Payments will only be effected in respect of actual permanent works completed;</p> <p>II. An interim certificate of payment may be issued as per Article 48 of these special conditions.</p>										
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All other documents, conditions and requirements, which are not superseded by this clarification, remain in place.



Anthony Cachia
Director General - Contracts

