

REPORT OF SITE VISIT

PUBLICATION REF: RSCP/LB/CALL/003 CIG Z402DF9082

Local Open Call for Tender:

“Improvement of Urban Water Management in the Southern Suburb of Beirut”

Contents: Timetable
 Participants
 Minutes

1. Timetable

	DATE	TIME	VENUE
Publication of contract notice	05/10/2020		
Deadline for submission of tenders	04/12/2020	h. 04:00 p.m.	
Informative session	19/10/2020	h. 10:30 a.m.	Skype meeting
Site visit	02/11/2020	h. 10:00 a.m.	Southern Suburb Union of Municipalities building - Airport Road Bourj Al Barajneh and Site of works

2. Participants

AICS Participants

Name	Title
Ms. Marie Helene Kassardjian	Programme Officer Social Sector
Ms. Sara Pagin	Administrative & Finance Manager MADAD-RSCP
Mr. Chadi Salem	Infrastructure Engineer

Southern Suburb Union of Municipalities Participants

Name	Title
Mr. Mohamad Dergham	President of the Union of Municipalities
Mr. Ali Saleh	External Consultant

Other Participants

No.	Name of Contractors/Companies
1	Yamen Est. for General Trading and Contracting
2	ABNIAH sarl
3	AKSA for Trading & Contracting
4	Lebanese Engineering Masonry Company "Lemaco"
5	Jihad El Mawla
6	New Bekaa Society for Contracting s.a.l (NBC)
7	Teams Co. S.A.R.L
8	Hicon S.A.R.L.
9	Engineer Elie Maalouf Company SAL (EMC)
10	HD development sarl
11	Abdel Raouf Chbaro Contracting (ARCC)

3. Minutes

The site visit was held on 02 November 2020, instead of the initially planned date of 21 October 2020, given the closure of AICS Beirut Office during the days from 21 to 23 October 2020 due to Covid-19 emergency.

The site visit was organised in line with instructions of paragraph "9. *Information meeting and/or site visit*" of the document "*Additional information about the Contract Notice*".

Information relevant to the postponement of the site visit was made available in the following websites:
Programme RSCP website <http://rscp-madad.org/en/Tenders>
AICS Beirut <https://beirut.aics.gov.it/home-ita/opportunita/avvisi-forniture/>
AICS Rome <https://www.aics.gov.it/home-ita/opportunita/avvisi-forniture/avvisi-forniture-2020/>

Moreover, all the companies that contacted us during the period from 05 October 2020 (date of publication of the tender) until 20 October 2020, expressing their wish of participating into the site visit, received an e-mail informing that the site visit was postponed to a further date and that the new date would be communicated in the above mentioned websites.

On 27 October 2020 an information relevant to the rescheduled date of 02 November 2020 was made available in the above mentioned websites.

Thirteen people from eleven companies attended the site visit. The meeting was attended also by the above mentioned representatives from the Southern Suburb Union of Municipalities and from AICS.

The site visit started on Monday 02 November 2020 at 10:00 a.m. at the meeting point, a big hall put at disposal and situated in the Southern Suburb Union of Municipalities building, in Airport Road in Bourj Al Barajneh.

The session was opened by Mr. Dergham who welcomed the participants, followed by an introduction from Ms. Kassardjian that presented the project and the tender for which the site visit was held. Thereafter, all participants presented themselves by introducing their names and the names of the companies they were representing, and an attendance sheet was circulated to collect the contact details of the participants. Attendance site visit certificate will be provided to the participants, as this certificate will form part of the compulsory documents to be submitted with the offer, to ensure eligible participation into the tender.

Subsequently the Consultant Engineer Ali Saleh presented, using the projector and the screen provided by the Union of Municipalities, the drawings that form part of the “*Volume 5 Design Documents, Including Drawings*” with a focus on the general layout, and he explained to the participants some technical details.

Afterwards Eng. Chadi Salem showed the participants how to access the technical documents on the website and he presented the different templates that form the “*Volume 4 Financial Offer Templates*” with specific attention to the Bill of Quantities (Volume 4.2), the Price Schedule (Volume 4.3), the Labour Schedule (Volume 4.4) and the Detailed Breakdown of Prices (Volume 4.5). Eng. Salem explained the content of each template and how they shall be filled and he mentioned that the “*Volume 3 Technical Specifications*” will not be presented since it is related to the general specification of each trade and these shall be respected by the awarded contractor while executing the works.

Eng. Salem also reminded the participants about the financial conditions of the EU MADAD funds with regard to the labour costs and distribution between Lebanese, Syrians and other, the average number of daily labours on site and the cost of equipment. Eng. Salem pointed out that the aim of the project is to pay daily fees for workers rather than paying machinery rental cost to execute the works, and that it is advisable to select workers from the project area.

Eng. Salem also highlighted that the total offer price to be submitted shall not exceed the Upset Price set by the tender documents otherwise the tender will be rejected.

During the session it was clarified that the Bill of Quantities is prepared in Microsoft Word format and not in Microsoft Excel format, and that the financial offer shall be quoted in euros.

In reply to a question raised about the quantities of asphalt mentioned in the Bill of Quantities, Eng. Salem confirmed that the project covers a quantity of asphalt less than the total asphalt quantity needed to reinstate all the roads, and this is due to budget limitation. The remaining asphalt quantities will be financed by the Union of Municipalities and will be contracted separately and therefore they are not considered part of the scope of works.

Social distancing was ensured during the session inside the building, as well as during the site visit, that was executed with participants moving autonomously to reach different locations object of the site visit: the start point of the storm water pipeline, its path along Ouzai main road and its end within the fishermen port (free discharge to the sea).

Participants into the session were strongly encouraged to submit any request of information/clarification in regard of the tender dossier, its documents and formats, the procedure for submission as well as any other clarification that may deem appropriate, to the following e-mail: infolebanon@rscp-madad.org.

Any participant wishing to provide any integration to this report, can submit them to the following e-mail: infolebanon@rscp-madad.org before 30 November 2020.

