

## REPORT OF SITE VISIT

**PUBLICATION REF: RSCP/LB/CALL/006 CIG ZA3312EAD8**

### Local Open Call for Tender:

**“Municipal lighting with renewable energy in the Union of Municipalities of the Upper West and Shahar”**

**Contents:**            Timetable  
                              Participants  
                              Minutes

### 1. Timetable

	DATE	TIME	VENUE
<b>Publication of contract notice</b>	13/04/2021		
<b>Deadline for submission of tenders</b>	14/06/2021	h. 04:00 p.m.	
<b>Informative session</b>	27/04/2021	h. 10:00 a.m.	Skype meeting
<b>Site visit</b>	29/04/2021	h. 10:00 a.m.	Ainab Municipality and site of works

### 2. Participants

#### AICS Participants

Name	Title
Mr. Lorenzo Colonna-Preti	Team Leader Sn Infrastructure Specialist MADAD-RSCP
Mr. Chadi Salem	Infrastructure Engineer

#### Union of Municipalities of the Upper West and Shahar Participants

Name	Title
Mr. Ghazi Al Chaar	President

#### Other Participants

No.	Name of Contractor / Company
1	Baassiri for trading and engineering (BET)
2	Future Power Company
3	Aquarius S.A.L.
4	Khoury Engineering

5	International Commercial Contracting Co S.A.L (ICC)
6	House Of Technology
7	Asaco General Trade & Contracting
8	J.V. Philadelphia- Dolmen
9	Green Power Tech
10	Al Fares
11	Dolmen Corporation
12	SIMA

### 3. Minutes

The site visit was held on 29 April 2021 as scheduled and it was organised in line with instructions of paragraph “9. *Information meeting and/or site visit*” of the document “*Additional information about the Contract Notice*”.

Twelve (12) companies attended the site visit, along with the above mentioned representatives from UWS Union of Municipalities and AICS.

The following two (2) companies did not participate to the site visit:

No.	Name of Contractor / Company
1	380 SARL
2	Ultra Technology

The site visit started on Thursday 29 April 2021 at 10:00 a.m. at the meeting point, a hall put at disposal and situated in Ainab Municipality building.

The session was opened by the MADAD-RSCP Team Leader Lorenzo Colonna-Preti.

All participants were invited to introduce themselves and 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 each participant, as this certificate will form part of the compulsory documents to be submitted with the offer, to ensure eligible participation into the tender.

After a brief presentation of the general scope of the MADAD-RSCP Programme and of the most important procedure and financial steps by Colonna-Preti, Eng. Chadi Salem presented the drawings that form part of the “*Volume 5 Design Documents, Including Drawings*” with a focus on the general layout, and he briefly explained to the participants some technical details.

Mr. 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). He 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.

Mr. Salem also reminded the participants about the financial conditions of the EU MADAD funds with regard to the labour costs and distribution between Lebanese and Syrians, the average number of daily labours on site and the cost of equipment. He 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. In addition Mr. Salem mentioned that the labour schedule will be continuously monitored during works execution.

He also highlighted that the contract is re-measured and the financial offer shall be quoted in euros otherwise the tender will be rejected and confirmed that all works and supplies that are not listed as separate items in the Bill of quantities (i.e. all temporary works, roads diversions, surveys, shop drawings, As-Built drawings...) shall be taken into account in while quoting and therefore they shall be included in other items of the Bill of quantities.

Attendees have been invited to send their questions, if any, to the official e-mail address of the Programme. A Questions&Answers template shall be published and kept updated by the MADAD-RSCP Team through the website.

It is to mention that Covid-19 measures were applied during the session, in terms of wearing face masks, sanitizing hands and objects and keeping social distancing.

After the meeting, all participants went for a site tour by their own means, starting from the Municipal Hall. Four typical installations were shown to the visitors, and some relevant technical details discussed.

The main issues raised during the site visit were related to the financial implications of the currency crisis in the Lebanon.

AICS and UWS Union of Municipalities confirmed that they will cooperate to successfully complete the project and that Ainab municipality will be daily present on site with the Contractor in order to communicate with the landlords and the local community and to facilitate the execution of the works.

Participants into the session were 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](mailto: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](mailto:infolebanon@rscp-madad.org) before 06 May 2021.