



PRE-TENDER INFORMATION MEMO ACTED [oPt]

Date: 15/12/2022

Tender N°: T/12MULTI/MULTI/EMR/RML/01-12-2022/001

The present memo corresponds to the pre-tender information session meeting minutes.

A. Attendance conditions

ACTED [oPt] has launched an international call for tender on 01/12/2022 for the procurement of Supplies.

The following ACTED staff were present:

ACTED Country Logistics Officer:	<u>Rand Tahboub</u>
ACTED Deputy Project Manager:	<u>Kamel Foqahaa</u>
ACTED Country Finance Manager:	<u>Maram Mustafa</u>
ACTED Junior Finance Officer:	<u>An-Sophie Baudoin</u>

The following suppliers' representatives were present:

<u>Al Saifan Company for</u>	<u>Hazem Saifan</u>	<u>Manager</u>
<u>general contracting</u>	<u>Hamza Saifan</u>	<u>Manager</u>

B. Notes

Important note was shared regarding the tender:

1- the bank account that the company will share with ACTED for payments- in case a contract was signed must be the company's bank account

C. Questions & answers

Question #1

In case the supplier submitted an offer for more than 1 lot (2 or 3) what will be the bank guarantee amount ?

Received by

E-mail at opt.tender@acted.org

Direct question during the present session

Other

Answer by ACTED:

The bank guarantee will be equal to the bank guarantee for 1 lot (15,000 ILS)

Question #2

Where are the delivery locations

Received by

E-mail at opt.tender@acted.org

Direct question during the present session

Other

Answer by ACTED:

Delivery will be in the West bank including Area C, locations will be specified based on need

Question #3

Will there be any coordination for work in area C with the authorities? And will there be any work permits given to the supplier ?

Received by

E-mail at opt.tender@acted.org

Direct question during the present session

Other

Answer by ACTED:

No coordination is needed. ACTED dose not coordinate for work permits issuance.

Question #4

In case the supplier did not have previous experience with ACTED, will he be rejected ?

Received by

E-mail at opt.tender@acted.org

Direct question during the present session

Other

Answer by ACTED:

No, this will mean the supplier will loose the 2 points for past experience only.

Question #5

Will the maintenance guarantee be for 1 year from the contract ending ?

- Received by E-mail at opt.tender@acted.org
 Direct question during the present session
 Other

Answer by ACTED:

No, it is for 1 year, the guarantee will be 5% of the expected FWA amount at the beginning of the FWA and a reconciliation will be done at the end of the FWA.

Question #6

In case the supplier installed the structure and it was confiscated by the authorities, will the supplier be paid for it?

- Received by E-mail at opt.tender@acted.org
 Direct question during the present session
 Other

Answer by ACTED:

If it was fully installed the supplier will have finished his work and paid. In case it was still on the way and not installed ACTED is not obliged to cover the costs.

Question #7

If too many orders were sent to the supplier in different locations, and the supplier could not manage to finish all at once, how will ACTED deal with this situation ?

- Received by E-mail at opt.tender@acted.org
 Direct question during the present session
 Other

Answer by ACTED:

It is important to abide by the 7 contractual days. However, in such cases ACTED and the supplier can work on a solution.

Question #8

How will payments be done?

- Received by E-mail at opt.tender@acted.org
 Direct question during the present session
 Other

Answer by ACTED:

Within max. 3 months of the invoice date.

Question #9

Is there any plan for required materials at the beginning of the FWA ?

- Received by E-mail at opt.tender@acted.org
 Direct question during the present session
 Other

Answer by ACTED:

No, ACTED works based on need. The supplier needs to have minimum quantities in his storage.

Question #9

Is the delivery only in area C, and who are the beneficiaries?

- Received by E-mail at opt.tender@acted.org
 Direct question during the present session
 Other

Answer by ACTED:

Beneficiaries are all Palestinians in area C who are affected by the demolition, natural hazard and confiscation.

Handwritten signatures and initials in blue ink at the bottom of the page, including a large signature that appears to be 'K.F.C.' and other initials like 'H.A.', 'D.T.', and 'A'.