

MINUTES OF PRE-BID MEETING

May 19, 2020 through video conference (ZOOM)

Procurement of Design and Build of a 100 kw Solar PV Generating System in to drive climate smart technology (hydroponic/aquaponic/drip irrigation) application in Nyadire/Zimbabwe, Addare/Niger and Njala/Sierra Leone

1/AUDA/DPDC/ENV/RFB/W/2020

2/AUDA/DPDC/ENV/RFB/W/2020

3/AUDA/DPDC/ENV/RFB/W/2020

1.0 Present:

Participants list is attached as annex 1.

2.0 Introductions

2.1 The meeting was called to order at 1400 hours. All participants present were welcomed to the pre-bid meeting for Procurement of Design and Build of a 100 kw Solar PV Generating System in to drive climate smart technology (hydroponic/aquaponic/drip irrigation) application in Nyadire/Zimbabwe, Addare/Niger and Njala/Sierra Leone.

2.2 The objectives of the meeting were shared with the participants, specifically the objectives were:

- To brief prospective bidders on the scope of works;
- To brief prospective bidders on the procurement process; and
- To allow prospective bidders to seek clarifications.

3.0 Brief Presentations

3.1 The first presentation was made on the scope of the assignment. Detailed information of which is contained in section VII of the bidding documents.

3.2 A brief presentation was made on the key aspects of the bidding documents and the bidding process;

1. This procurement is conducted in accordance with African Union Procurement guidelines.

Contents of the bidding document was summarized as follows:

1. **Section I Invitation for Bids**
2. **Section II. Instructions to Bidders (ITB):** *This Section provides relevant information to help Bidders prepare their bids. Information is also provided on the submission, opening, and evaluation of bids and on the award of Contracts*
3. **Section III Bidding Data Sheet:** *This Section includes of provisions that are specific to each procurement and that supplement Section II. Whenever there is a conflict, the provisions herein shall prevail over those in the ITB.*
4. **Section IV.** This Section includes the forms which are to be completed by the Bidder and submitted as part of the Bid
5. **Section V & VI. Contract Terms:** This Section contains the clauses to be applied on the contract. The forms when required, shall only be completed by the successful Bidder after contract award.
6. **Section VII. Specifications:** This Section contains the Specifications/scope of work

Bidders were encouraged to familiarize themselves with provisions of the bidding documents to assist them to submit responsive bids.

4.0 Clarifications

Clarifications were made as presented in the table below:

S/N	Clarification Sought	Response Made
1	we also want information on the quantitative quote form because we did not find it in the bidding document	You are required to provide your own cost/price breakdown (e.g. BOQ).
2	are companies/contractors outside the target Countries qualify to bid for this opportunity?	This is an emergency procurement and for ease of logistics in view of COVID-19 lockdown restrictions in many Countries this is restricted to local bidders. However, you are free to form a Joint Venture with a local Firm.
3	Sierra Leone: Battery size required is not specified - aside from the irrigation and water supply which would come from our design, we would need to know the anticipated load profile for the CHC.	Battery size is 5kwh battery while load profile will be given at the site.
4	Sierra Leone: Is the plot for irrigation system, and/water pumps and solar system identified?	The plot, system of irrigation and required pumps have not been identified, this needs to be agreed with the government and local community. The suitability of the systems needs to fit the local conditions and the proposed design. These consultations can happen when the bidders do site visits. Our only requirement is that the proposed irrigation/food production system needs to be climate smart and maximises use of available resources such as water.

S/N	Clarification Sought	Response Made
5	Sierra Leone: Is the community in question to be supplied with water - Njala university, Njala village, Bonganema, and/or Periwahun?	Yes, at Njala
6	Sierra Leone: Is the piping system existing and what are the inter-connection requirements or is it expected to bid for a complete piped water system with metering for above named communities?	Our expectation is that we only put central community water collection points, and livestock drinking points, not reticulation into individual households.
7	What are timelines for completion of the procurement.	The plan is to complete evaluation within the bid validity period. But since this is an emergency procurement the evaluation exercise will be expedited.
8	What site visits arrangements have been made?	<p>Due to COVID-19 social distancing restrictions a formal site-visit session has not been arranged however bidders are free to contact the following officials to arrange for their site visits.</p> <p>Zimbabwe B. M. Mangwende Phone: +263 791 760-9; +263 703320/2/6; bmmangwende@gmail.com</p> <p>Cliff Nhandara Cell: +263 777 664 033 cnhandara@rea.co.zw</p> <p>Sierra Leone Mr. Peter Nuyaba Sam-Kpakra – Development Secretary, Ministry of Economic Planning nuyaba@Hotmail.com; +232 76620679 / +232 77298381</p> <p>Mr. Emmanuel Junisa - Deputy Secretary- Ministry of Energy emmanueljunisa1@gmail.com ; +232 78504097 / +232 34778383</p> <p>Niger Azizou Garba brimaka@yahoo.fr +227 92002058/94002058</p> <p>Mai Moussa Mourima mourimafr@gmail.com</p>

S/N	Clarification Sought	Response Made
	Bidding period of 2 weeks is very short to prepare quality proposals. Can you consider extending submission date?	The Client will consider extending the deadline. But Bidders will be informed formally if the submission date is extended.
	Can we propose different advance payment schedule?	Proposed advance payment is a maximum of 30% of Contract price. However, bidders can propose alternative advance which will be evaluated. However, a valid Advance Bank Guarantee from a reputable commercial Bank will be required before any advance is paid
	What is the cut off date for seeking clarifications? Is it 21 days as indicated in the ITB?	Questions in writing, to reach AUDA-NEPAD not later than 2 days before submission date. Refer to ITB9.1 in Bidding Data Sheet. Whenever there is a conflict between ITB and Bidding Data, the provisions in Bidding data shall prevail over those in the ITB.
	How many sites are there per Country?	There is only one site per country as follows 1) Nyadire in Zimbabwe; 2) Addare in Niger; and 3) Njala in Sierra Leone.
	Is the 100kW for each of the points (clinic, borehole, irrigation etc.) in a Country?	100kW is the total maximum for all the points and can be distributed to clinic, borehole water facility and irrigation as per energy consumption needs of each.
	What is the preferred irrigation system? Is it Hydroponic or aquaponics or drip irrigation?	These are available options and bidders are to design their recommended system based on site conditions. Bidders to be innovative and propose effective practical, economic and sustainable solutions in their designs.
	Are the designs in the scope of work final designs?	No. these are conceptual design and bidders are to proposed final designs and solutions that addresses the specifications and scope of work.

5.0 Conclusion

5.1 Having clarified all queries the participants were informed that minutes of the meeting would be emailed to them. They were requested to share their email address with the Procurement Officer at bathom@nepad.org. Minutes will also be posted on the AUDA-NEPAD website. It is the responsibility of the prospective bidders to periodically check the AUDA-NEPAD website procurement tab for updates.

It was also mentioned that the pre-bid meeting was not mandatory and that all prospective bidders that did not attend the pre-bid meeting were also free to submit bids.

5.2 In closing the participants were reminded that electronic bids will be accepted in view of the COVID-19 restrictions.

Signed

ANNEX 1
Participants List

Name	Institution/Company	Country
Alex MOKGOATSANE	KGOBISA PROJECTS	South Africa
Alie Lamin	JENMAA Consultancy	Sierra Leone
B. M. Mangwende	Ministry of Energy	Zimbabwe
Batho Maruping	AUDA-NEPAD	South Africa
Benjamin Akobundu	AUDA-NEPAD	South Africa
Charmaine Chamboko	DPA Africa	Zimbabwe
Christopher Huys	CAA - Communications And Accessories Int. GmbH	Germany
Cliff Nhandara	REA	Zimbabwe
Courage Sakarombe	Powerite	Zimbabwe
Emmanuel Junisa	Ministry of Energy	Sierra Leone
Leon Sayi	Pump Systems Africa	Zimbabwe
Leone Lee	Grand Leone Construction	Sierra Leone
Mai Moussa Mourima	Ministry of Energy	Niger
Mandla Tsikata	Neogesi (Pty) Ltd	South Africa
Manyewu Mutamba	AUDA-NEPAD	South Africa
Meghan Kubic	Aptech Africa Ltd.	Sierra Leone
Mercy King'ori	AUDA-NEPAD	South Africa
Mohamed Abdisalam	AUDA-NEPAD	South Africa
Nephat Maina	Transcend Energy	South Africa
Pamela	Solar Shack	Zimbabwe
Peter Nuyaba Sam-Kpakra	Ministry of Economic Planning	Sierra Leone
Rachid Basso Sanfo	AUDA-NEPAD	South Africa
Roxanne Storm Roos	ARTsolar	Sierra Leone
Rudo Makunike	AUDA-NEPAD	South Africa
Sam Zoker	WAO Grid	Sierra Leone
Shingirai Zimuto	New Sahara Ventures	Zimbabwe
Stephen Makwembere	SINET Africa (Pvt) Ltd	Zimbabwe
Tafadzwa Magejo	South Ambitions	South Africa
Takudzwa Charles Zvobgo	Lionlove Holdings (PTY) Ltd	South Africa
Trevor	Forster irrigation	Zimbabwe
Trymore Sharata	New Sahara Ventures	Zimbabwe
Viola Mombo	New Sahara Ventures	Zimbabwe
Welby Nyamanza	Nytel Communication Systems	Zimbabwe
Wilfred Mupfudza	Likusasa	Zimbabwe