

## MINUTES OF THE INFORMATION MEETING

**Contract title:** Public works contract for construction of a Call and Dispatch Center at Arua Regional Referral Hospital in West Nile region, Uganda

**Reference:** UGA20003-10018

The information meeting was held on 20<sup>th</sup> June, 2023 at 11:00 am at Arua Regional Referral Hospital in West Nile region, Uganda.

N°	Issue / question raised	Response
1.	If a contractor came up with a BOQ higher than the average turnover of 350,000 euros, what will happen? Will there be a negotiation if above or?	<p>The average turnover of 350,000 euros is not the contract value. This is a basis of assessment of a contractor's financial capacity to perform the contract.</p> <p>Where a contractor's BOQ or contract value is higher than the estimated budget, under this Belgian procedure (open procedure), there shall be no negotiation on scope.</p>
2.	You highlighted that when submitting a bid, a contractor shall submit a financial proposal without VAT and at invoicing the contractor shall include VAT. The contract value is however fixed, won't it increase the total contract value?	No, the contract value shall not increase. the contractor is only adding VAT to the initial contract value.
3.	Under administrative proposal, there is a requirement for powers of attorney and the legal identification form in section 6, shall the contractor submit the details of the legal person in powers of attorney in the identification form?	<p>Under the legal identification form, Enabel shall require the information of the company directors.</p> <p>Where the company director is the same individual in the power of attorney, the contractor shall provide both forms with the same information.</p>

		Where they are different individuals, the contractor shall provide both form with different individuals.
4.	3 phase connection, where shall the contractor get power during contract execution and where is the location of the installed transformer around the hospital?	There is a transformer at the hospital close to outpatient and the hospital also has a system in place. All this information in this regard is in the supporting documents that was shared.
5.	The contract implementation duration has been fixed to 10 calendar months however during implementation, there are unforeseen circumstances. How does Enabel intend to handle such circumstances in case they occur given that they affect costs?	Issues of force majeure are contingent upon situation. The 10 calendar months are foreseen to be under normal circumstances however where any other intervening factor leads to stoppage of the works, Enabel shall assess the situation and halt the works for a given period.
6.	Some of the drawings that were attached on the Enabel website does not communicate the proposed project name	The amended drawings have been uploaded on the website.
7.	In case a company participating in the tender does not have similar experience in the proposed project however their personnels have similar experience in the proposed project. Is it allowed for the company to use and provide the experience of its personnel as company experience?	No, a company cannot use the experience of their personnel as the company experience. A company shall provide separate experience from their proposed personnel and both the company and personnel experience shall be assessed separately.
8.	Where a contractor would like to provide both the government of Uganda ethical code of conduct and	The contractor shall submit Enabel's Declaration on honour form under section 6 of

	<p>Enabel's Declaration on honour, is it acceptable?</p> <p>Is it acceptable for a contractor to alter the tendering forms in section 6 i.e adding the contractors headed paper?</p> <p>How shall the contractors be availed with site visit certificates?</p>	<p>tender document without altering the template.</p> <p>The site visit certificates were issued after the pre-bid meeting and contractors shall attach the certificates in their tender as prove of their attendance</p>
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