

MINUTES OF THE COMPULSORY INFORMATION MEETING AND SITE VISIT

Contract title: Public works contract for the development of designs, implementation of Pilot Climate Responsive Prefabricated classroom blocks and Teacher Houses works and supplies for furniture in selected Schools in Uganda (Rwenzori - Kibuye Secondary School and Busoga - St.

Steven's S.S, Budondo)

Reference: UGA22008-10074

The compulsory information meeting and site visit was held on 14th January 2025 at Kibuye Secondary School at 10:00AM and on the 16th January, 2025 at St. Steven's Secondary School at 10:00AM.

N°	Issue / question raised	Response
1.	The document seems to be silent about plumbing and electricals, is this not part of the scope? Also, under requirements for resources, no mention of a mechanical or electrical engineer, are they not needed for this assignment?	Please include 1 electro-mechanical engineer. The electro-mechanical engineer should have a degree from an institution of higher learning in Electrical Engineering or Mechanical Engineering and have a minimum of 3 years of experience in electro-mechanical installations for institutional buildings and systems. Please see addendum annexed to these minutes
2.	Regarding furnishing of classrooms and accommodation, shall we consider both the movable and fixed furniture for the design and installation or supply?	Yes, for classrooms and ONLY fixed furniture for Teachers houses
3.	Regarding the sites when putting into consideration special needs requirements, are we supposed to as well focus on the external works like land scaping, foot path and drainage? If yes, what is the extent of the external works in square meters?	Yes, a reasonable amount estimated at 6% of the cost of classroom and teacher house without preliminaries and contingencies
4.	Is the school called Kibuye Senior Secondary School or Kibuye Secondary School?	The school is called Kibuye Secondary School.
5.	Can the Cvs of expert be signed electronically?	Given that the tender document is silent about the type of signature both hand and e-signature shall be valid although

		preferably hand signature since its hand delivery.
6.	Regarding similar assignments, is it possible to provide a separate assignment for design and a separate assignment for construction but of the same client since some clients provide separate contracts for design and construction.	This should be ok if both contracts are of the same client where you did the design and after constructed the building.
7.	Is the form of subcontractor in administrative proposal or technical proposal?	Subcontractor form is in administrative proposal.
8.	Regarding minimum standards for the personnel in the table under selection criteria, kindly clarify more on page 52	This means that for each requirement of resources on page 14, the tenderer shall provide a minimum of one staff. This means that if say a tenderer has a pool of 4 building engineers, its ok to propose one or more as long as from the pool proposed atleast one meets the requirement but also keep in mind that the extras proposed are not a responsibility to Enabel since the tender document requires only one but the others might be for the support system at no extra cost.
9.	The tender document is silent on mitigation of risks	First, the tender document mentions on page 15 that the defect liability period is 12 calender months implying that the contractor shall be liable for all the identified defects within that period and shall rework them but also the tenderers in their technical proposal are required to provide a risk management plan on page 55 of the tender document. Also see section 4.8 Insurance (Art. 24) and 4.20 "Liability of the building contractor (Art. 84)" on pages 27 and 38 of the tender document respectively
10.	Clarify more on section 4.16 for provision of land on page 36	The contractor shall be responsible for all associated cost for set up on site.

		However, the contractors offices/camp will be hosted on the school land
11.	Shall the locals advise on where to access local materials?	It is the responsibility of the contractor to identify the suitable materials for the works. Any information received from the locals pertaining material availability and quality shall be reviewed by the contractor for it's correctness and quality aspects.
12.	Given that St. Stephen S.S Budondo is limited with space, are the buildings going to be constructed downwards or upwards? Constructing upwards based on the specifications might be challenging to provide strong walls	The scope of work is limited to 1 floor/level building – NOT STOREYED
13.	Will there be flexibility in documenting the sustainability aspects since the software mentioned in the document (Edge) does not provide specifics of each item say concrete but rather provides the overall reductions?	Yes, and EDGE soft ware is only and example. The contractor will be at liberty to demonstrate how they intend to achieve the assignment requirements using EDGE or alternative software Descriptions and write ups can supplement
14.	Will the locals employed be provided with safety gears because often these companies don't, yet our local community is put in areas of construction that require safety gears	Yes, all workers should have the appropriate safety
15.	Will the construction of the classrooms take into consideration the new curriculum that require integration of ICT	Yes, it is intended that the CRD prefabrication classroom should respond to now and future use including the new curriculum issues in terms of teaching and learning
16.	Will it be possible for the contractor to make use of the terrain in the school (Marum) in exchange of a better compound like putting pavers?	The contractor is expected to procure all inputs for the works and if the school will be found to have some of the materials the contractor needs for the implementation of the work a separate arrangement between the school management and contractor with proper disposal procedures followed for Enabel is unable to advise
17.	St. Steven's S.S is not the name of the schools	This is changed to the correct name: St. Stephen S.S Budondo

18.	Under section 1.2.3, it indicates concept note, BOQs, are we supposed to provided. Are these expected to be submitted during the tender submission? Or as part of the deliverable in the contract after award	<p>The contractor is expected to provide a basic concept of the ideas to be developed into the actual design to support the methodology write up.</p> <p>No BoQs are required during the tender submission as these will be part of the deliverables</p> <p>The contractor will only need to submit with the tender BoQs/ cost estimates for their fees and other cost associated with executing the assignments</p>
19.	You talked about 2 designs; are we providing 2 designs for each classroom and staff house or clarify on this?	Yes, in case the contractor wins the 2 lots, they will need to provide 2 designs each of which is unique to the 2 sites in terms of ideas and approach.
20.	Which email can I use to ask for the tender document or questions	Questions will be in writing by e-mail to UGA_CSC_CONTRACTS@enabel.be
21.	We have 2 types of fire risks in this tender and they are different that's to say for the classroom and teacher house, why don't we reduce on the time given for classrooms that's to say 45 minutes since the risk of fire is less than the risk in teacher houses?	The tender foresees the 45minutes fire resistance test as the minimum on the key elements as per clause 5.5.2.2 qualitative and financial evaluation of tenders, item 2, bullet 4

NOTE: Submission date has been changed from 24th January 2025 15:00 to **4th February 2025, 15:00, Kampala Time**. Please refer to the addendum annexed