

## MINUTES OF THE INFORMATION MEETING

**Contract title:** Public works contract for minor civil works and solar installation works in selected secondary schools in West Nile and Acholi region in Uganda.

**Reference:** UGA22002-10014

The information meeting for the above tender was held on 14<sup>th</sup> October 2025 at Enabel in Uganda.

N°	Issue / question raised	Response
1.	In case we download the BOQs and find out that they are corrupt, can we write and request for new BOQ s or we can prepare our own BOQ?	No, a tenderer shall not prepare their own BOQ in case the BOQs that are available on the website are corrupt. A tenderer shall write to the contracting authority to avail other BOQs.
2.	You mentioned amounts for different lots, say 60,000 euros minimum for Lot: 1, 2 and 3, was that the minimum contract sum?	Yes, the amounts for different lots are the minimum contract sums required for sufficient similar experience for a company.
3.	when you talked of bidding in euro, does it mean that the participating entity needs to have an account in euros?	No, it is not mandatory for an entity to have a euro bank account. If an entity wishes to have one it is upon the entity however all accounts in any currencies are accepted.
4.	You talked about providing the soft copies on Flash and providing 3 separate documents sealed in one envelope, administrative, technical and financial. Shall we combine the soft copies of the three documents in one flash or we put them separately?	A tenderer shall be required to provide only one flash with 3 different labelled documents (administrative, technical and financial).
5.	You talked about a fully signed Excel BOQ, shall we sign on the Excel also or we sign only on the PDF?	Tenderers shall be required to sign all your financial documents (financial form, PDF excel BOQ and the excel BOQ).

6.	Are the CVs and equipment supposed to be under administrative proposal or technical?	The CVs and equipment fall under administrative proposal refer to section 5.4.1.1 content of tenders on page 55 of the tender document.
7.	If one is bidding for more than one lot, are we allowed to compile only one administrative and technical submission that contains both lots?	A tenderer can choose to prepare separate administrative proposals for all lots that they are bidding for or prepare one administrative proposal however, the tenderers should factor in the different requirements for similar experience, experts and equipment per lot.  Given the different scope of works, tenderer shall be required to prepare separate technical proposals per lot.
8.	Where a bidder has a framework contract and many orders off that framework contract, the values of the orders be added up to make the required contract value per lot?	The contract values shall only be added up where the call off orders from the mother framework contract share a procurement reference number or cite the ref. number of the framework contract. Where the call off orders have separate ref. numbers, the values shall not be added up.
9.	Share more clarify on certificate of good conduct.	The certificate of good conduct shall only be required from the successful tenderer. Refer to section 5.4.1.1 content of tenders on page 55 of the tender document.
10.	For those bidders exempted from withholding tax, how shall it be handled at payment?	The contractor shall be required to provide proof of withholding tax exemption from URA for Ugandan companies or respective country for the exemption to be considered at payment.

11.	Where one has a receipt for transport van instead of log book, shall the receipt be accepted?	Yes, the receipt shall be accepted if it can fully demonstrate ownership of the transportation van.
12.	What do we mean by a transport van, should it be an actual van or?	Given the scope of works, a transport van should be able to transport the necessary materials, staff etc. a transport van in this case would be a pick-up truck however not a saloon car.
13.	UV resistant cables are for PV. Other cables e.g. battery, inverters are not specified as UV resistant. Please clarify on this requirement.	All the DC cables should be UV resistant as indicated in line 3 of the BoQ
14.	580 W solar panels are specified. We propose use of 615 W bifacial modules ( <i>state-of-the-art</i> ). These are the currently more available modules in that capacity range and are the current market trend. Please confirm if this rating and technology (bifacial) are mandatory, or if equivalent monofacial modules are acceptable.	Tenderers shall maintain the specified 580W to avoid compatibility issues with the inverter.
15.	Please clarify the intended cable usage. The panels typically come with preassembled cables that are generally sufficient for standard connections. Should we allow for additional DC cabling beyond what is preassembled?	PV cables specified are to be used to interconnect the panels into strings to form the final PV array and collect the output to the hybrid inverter
16.	Please clarify the purpose of the indicated quantity, as it appears to be insufficient for the proposed system capacity.	The quantities specified are sufficient for the design. Specifications should be followed and payment shall be made based actual work done

17.	We note that the use of a combiner box is proposed. We do not recommend use of a combiner box it may affect yield optimization and full utilization of MPPT inputs.	A combiner box is simply an installation accessory to help the installer achieve proper and neat installations. It is our expectations you follow the specifications
18.	Please confirm that the design requires separate enclosures for battery and PV circuits, as these cannot be housed in the same box due to safety and regulatory reasons (varying voltages).	The question is not clear, however, use different DC breakers for the battery and the PV circuits
19.	Kindly clarify the difference between this item and Ref A.6, as the specification appears similar but with different sizing.	The question is not clear, however, Item A.6 is a combiner box for housing different components such as DC breakers, Output AC breaker, surge arresters, etc
20.	Please confirm whether AC and DC surge protection devices (SPDs) should be quoted separately, given that their ratings and pricing differ.	The bidder should quote as per the BoQ. However, the ratings are; AC surge: Type 2 surge protection of nominal current (In) of 20kA and maximum current (Imax) of 40kA DC surge: Type 3 surge protection of nominal current (In) of 5kA and maximum current (Imax) of 10kA
21.	Please confirm whether the system is to be configured for single-phase or three-phase operation. Additionally, we could not locate the annexes referenced in this section, please share.	The system is single phase. Find annex attached
22.	Kindly specify if we can provide alternative technology (equal to specified in the BoQ) is acceptable.	Please follow the technical specifications in the BoQ.

23.	The dimensions of the cable (sizes) indicated appear too small for the proposed battery setup.	Please price as per the BoQ and spec. Other considerations to be reviewed during implementation
24.	<p><b>Mounting structure</b></p> <p>Mounting solar panels by way of riveting on steel iron structures poses a risk, as it may void the manufacturer's warranty. We therefore propose the use of aluminum mounting structures, which have been tested for wind loads and are compliant with manufacturer warranty requirements.</p>	The BoQ explicitly provides for a steel structure hence tenderers shall be required to maintain the structure in the BOQ.
25.	Please confirm whether genset integration is required as part of the system design.	Yes, Genset/mains integration readiness is required
26.	We note that the bypass circuit is missing from the documentation (BOQ). Please confirm if a manual or automatic bypass should be included in the design.	The bypass circuit shall not be required.
27.	AC input breakers are not indicated, kindly confirm whether these should be included and specify their ratings if applicable.	The AC input breakers shall not be required.
28.	We note that the bid specifies specialized testing instruments such as insulation resistance testers and earth resistance testers as required equipment. These devices are generally used for specific testing and commissioning activities and have a relatively limited application during project execution. We would like to seek clarification on whether one set	A tenderer participating in more than one Lot, shall be required to provide different equipment per Lot given that the works shall be running concurrently.

	<p>of these instruments would be acceptable for use across the three lots, or if each lot is required to have a separate set of such devices. Our understanding is that, since these instruments are only required at specific stages and not for continuous use, one complete set could be mobilized sequentially to each lot without affecting the project timelines.</p>	
29.	<p>With reference to the above question, if we intend to procure one of the required devices prior to commencement of works, would it be acceptable to indicate the item as “to be purchased” in the equipment schedule or what would be the best way to present that in our offer?</p>	<p>No, a tenderer shall be required to provide proof of ownership or lease agreements for the equipment i.e. purchase receipts for owned equipment, Lease agreement for leased equipment and Motor vehicle logbooks, including for leased vehicles.</p>
30.	<p>We note the requirement for separate expert teams for each Lot. We would like to seek clarification on whether it is permissible for a single Team Leader to oversee more than one Lot, given that this role primarily serves as the overall point of contact for planning, coordination, and implementation oversight.</p>	<p>No, a tenderer participating in more than one lot shall be required to propose separate experts per lot and one team lead shall not be allowed to supervise more than one lot.</p>