

MINUTES FOR PRE-BID MEETING

INVITATION FOR BIDS (IFB) NO: BREFONS/SOM/OCBN/W9 (7 LOTS)

Contract (s) Description: Construction of Livestock Infrastructures in Somalia (in Seven Lots)

Date : 19th December 2024
Time : 10:00 hrs. to 12:15 hrs. EAT
Venue: Virtual through the link provided in the SPN

Participants:

Twenty-Two (22) Bidders
 BREFONS Project Team (Project Director, Procurement Specialist, Civil Engineer, Procurement Coordinator).

Agenda items

- Introduction
- Presentation covering:
 - Bidding document
 - Bidding timeline & key activities
 - Bid evaluation process
 - Award and contracting process
 - Bid submission requirements
 - Overview briefing of the work's requirements
- Question and answer session

1. Introduction

All participants present were welcomed to the pre-bid meeting for the tendering process (es) mentioned above and were given a chance to introduce themselves on the chat box. The following bidders attended the Pre-bid meeting:

No	Bidder's Name	Representative's Name
1	Weheliye General Trading	Abdirahman Ali Warsame.
2	Olympic Construction Co Ltd	Mahad Ahmed
3	Berde General Trading And Construction Company	Isack Mohamed
4	Zamiil Construction Company	Yakub Jirow Hajir
5	Kulmiye General Trading And Construction Company	Abdulahi Macalin Hassan.
6	Brothers Action Company	Ahmed Mohamed Ahmed
7	Digaal Trading Company	Mohamed Osman Ahmed.
8	Double M Construction & Logistics Company	Mohamed Abdilatif
9	Karuug General And Trading Company	Mohamed Ahmed Abdi
10	Wabere Construction & Logistics Company	Ndegwa Macharia
11	Aldis Engineering And General Service Company	Alex Kabera
12	Aabow Group Of Companies.	Abdalla Dahir Hassan
13	Elba Group Limited.	Muse Adan
14	Somtech Engineering & Construction Company	Ram Mawliya
15	Star Construction And Logistics Company	Eng. Mohamed Osman
16	Xundubey Steel And Construction Company	Eng Adam
17	Hilaal Construction And General Service Company	Mohamed Adan
18	Xurmo Construction Company	Eng Elmi Adan

19	Kulmiye Construction And General Service Company	Mohamud Abdulkadir
20	Gaalooge Agro Business Enterprise	Mohamed Abdirahman
21	Samawada Construction And Consultancy Company	Ahmed Mohamoud Adan
22	Blacksea General Trading Company	Abdirahim Yusuf Mohamed

Table 1 Bidder's representatives participated in the Pre-bid meeting

The BREFONS team briefed the bidders that the purpose of this meeting is to help bidders fully understand the key requirements and to give them a chance to seek clarifications, should they have, regarding the tender process.

2. Review of Standard Bidding Document.

A presentation was made outlining the tendering process and highlighting key sections of the Bidding Document including:

PART 1 – Bidding Procedures

Section I. Instructions to Bidders

Section II. Bid Data Sheet

Section III. Evaluation and Qualification Criteria

Section IV. Bidding Forms

Section V. Eligible Countries

PART 2 – Purchaser's Requirements

Section VI. Requirements

PART 3 –Conditions of Contract and Contract Forms

Section VII. General Conditions

Section VIII. Particular Conditions

Section IX. Contract Forms

“Refer to the presentation slides in Annex 1 for more details”

3. QUESTION AND ANSWER SESSION

S/N	Questions/Concerns from Bidders	SCI Clarifications
1.	Can a bidder apply all the Lots?	Yes, the bidder can apply all of the lots if it has the required capacity stated in the bidding document. The bidder can also apply one or more lots based on capacity.
2.	Which type of contracts can be considered similar for Livestock Markets?	The similarity of the contracts shall be based on the following: Based on Section VII, physical size, complexity, construction method, technology, etc. The minimum value required for a similar contract is also stated for each Lot in the bidding document.
3.	Where can we find the blank BoQs to be filled?	A Microsoft Word version of the blank BoQs can be found within the section for the bidding forms of the bidding document starting from page 71. An Excel version of the BoQ can also be found on page 327 of the bidding document where you can download the Excel BoQ together with the drawings by following the Google drive link provided for each Lot. We recommend the Excel version of the BoQ to

		be filled to minimize human errors that may happen if the Word version is used.
4.	Which years an audited income statements are required for?	The audited financial statements in the last three years are required namely 2023, 2022 and 2021.
5.	What are the acceptable forms of power of attorney?	<p>Acceptable documentary evidence for power of attorney includes articles of incorporation of the company validated by the relevant government body, registration documents at chamber of commerce, registration letter or confirmation letter from the attorney general and any notarized letter giving the person signed the bid the authority to sign the bid on behalf of the bidder. Only articles of incorporation validated/certified by a government body is acceptable at the contracting stage.</p> <p>Joint venture bidders shall also submit notarized joint venture agreement on top of the power of attorney for each member.</p>
6.	Can we submit one bid security for more than one lot?	Yes, bidders can submit one bid security for more than one lot provided that the bid security amount is an aggregate of the individual bid security amounts, and the bid security document describes the specific lots the bid security relates to.
7.	Are the bidders required to provide regional registration certificates at this stage?	<p>No, at this stage of the procurement process regional registration certificates are not required and any genuine company registration certificate from any country in the globe is acceptable.</p> <p>At a later stage of the procurement process the bidder will be requested to provide such regional registration and tax compliance certificates.</p>
8.	Can the bidder provide proof for lines of credit to demonstrate that is has access to the required cash flow requirements and in one document - letter of credit for several lots?	Yes, where other types of acceptable liquid assets of the bidder stated in the audited financial statements can't meet the required cash flow requirements, the bidder can opt to provide proof for lines of credit, and they can provide one letter of credit for several lots.
9.	For the submission of the copies of the tender documents, please clarify the number of copies to submit? What about the documents which its nature can be submitted only in a copy such as the registration certificates?	<p>Bidders should submit One sealed original bid inclusive of all required documents plus Two additional and identical sealed copies.</p> <p>Each envelope shall be sealed properly and shall be submitted in accordance with ITB 21.2 i.e. the IFB number, the bidder's name,</p>

		<p>address of the employer, etc. shall be indicated on top of each envelope.</p> <p>Secondly, it is true that some documents will always remain copy in all the envelopes, these include the registration certificates, power of attorney, etc. but original, filled and signed bidding forms and bid security shall only be included in the original envelope.</p>
10.	Can we deliver the tender documents at SCI offices that are not mentioned in the tender advert?	<p>No, please submit only sealed and hard copy bid document in person to the specific SCI office address provided in the procurement notice. Bids submitted to other addresses will not be considered and electronic bids are not acceptable.</p> <p>The bidder shall inform the purchaser in writing through the official email address provided in the advert if the bidder is willing to send the bid through mail services or through courier before the deadline stated in ITB 7.1 for further advice, but it is strongly recommended the bidders to submit the bid in person.</p>
11.	Can we submit same key personnel for all the lots?	No, the bidding document states that separate key personnel and a separate equipment for each lot is required.
12.	Are we required to attach the academic certificates of the staff to the personal forms? Can the CVs be an alternative to the personal CV forms included in the bidding document?	In the meantime, filling the personal forms is the requirement not the academic certificates but later on the academic certificates could be requested as part of due diligence process or the authenticity of the staff qualification stated in the personnel forms could be verified in other means. CVs could also be an alternative to the PER-2 personnel forms if it substantially presents the same information.
13.	Is it mandatory for owners of the companies to attend the bid opening session?	No, attendance of bid opening is optional for the bidders and the owner or director of the company can choose either to attend or send a representative.

Annex 1: Pre-bid meeting presentation slides

Annex 1: Pre-bid meeting presentation slides



- **Project : Build Resilience for Food and Nutrition Security (BREFONS)**
Pre- bid meeting for IFB No.
BREFONS/SOM/OCBN/W9 LOT 1
BREFONS/SOM/OCBN/W9 LOT 2
BREFONS/SOM/OCBN/W9 LOT 3
BREFONS/SOM/OCBN/W9 LOT 4
BREFONS/SOM/OCBN/W9 LOT 5
BREFONS/SOM/OCBN/W9 LOT 6
BREFONS/SOM/OCBN/W9 LOT 7
Contract Description: Construction of Livestock Infrastructures in Somalia (in Seven LOTS)

Date/Time : 19th December 2024 ,10 hrs.
Virtual meeting
Financier: African Development Fund



Construction of Livestock Infrastructures in Somalia (in Seven LOTS) as detailed below

- Construction of 1 Livestock Markets with Fence, Shade, Loading ramp, etc. in Jubbaland
- Construction of 2 Livestock Markets with Fence, Shade, Loading ramp, etc. in Southwest;
- Construction/Rehabilitation of 2 Livestock Markets with Fence, Shade, etc. in Dhusamareb & Bahdo in Galmudug;
- Construction/Rehabilitation of Livestock market and rehabilitation of Vet Lab in Baidoa;
- Rehabilitation of Meat Market in Baidoa;
- Construction of Regional Veterinary Diagnostic Laboratory with Lab Fixtures in Kismayo;
- Construction of Livestock Clinic/Certification Point (Three Rooms, Store, Conference Hall, Two Toilets, Water Tank and Fence) at Masjid-Ali-Gudud village in Hirshabelle.



Agenda

Introduction

Presentation covering:

Bidding document

Bidding timeline & key activities

Bid evaluation process

Award and contracting process

Bid submission requirements

Overview briefing of the work's requirements

Question and answer session

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Review of Standard Bidding Document

PART I – Bidding Procedures

Section I. Instructions to Bidders

Section II. Bid Data Sheet

Section III. Evaluation and Qualification Criteria

Section IV. Bidding Forms / Bid Guarantee / Price Schedule

Section V. Eligible Countries

Section VI. Fraud and Corruption

PART 2 – Works Requirements

Section VII. **Technical Specifications**

PART 3 – Conditions of Contract and Contract Forms

Section VIII. General Conditions

Section IX. Particular Conditions

Section X. Contract Forms

Bidders to pay particular attention to sections in red font above

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Tender timeline:

Task / Activity	Dates
Tender issue date	05 th December 2024
Site visit	Optional
Pre-bid meeting	19 th December 2024 at 10:00hrs
Tender bid submission deadline	06 th January 2025 at 10:00hrs
Tender opening date	Same as above

Preliminary evaluation of bids as per ITB 27 - Commercial

- **Verification of the bid (BDS ITB 11.1, 18.1 & 20.3):** Letter of bid, Written power of attorney, Joint venture agreement (if required) & Bid validity period as per the bid.
- **Eligibility:** as per ITB 4.1 to 4.10 & BDS ITB 4.5,
- **Bid security:** In the form of a bank guarantee (as per BDS ITB 19.1)- the original document shall be included in the original envelope.
- **Substantial commercial responsiveness:** The bid does not contain any commercial deviations including exceptions, qualifications, conditions, stated assumptions, alternative proposals, and changes to stated requirements.
- **Completeness of bid as per ITB 11**

Preliminary evaluation of bids as per ITB 27 - Technical

- Completeness of Technical Proposal (all required documents submitted with the bid) – Method statement, Mobilization and Construction Schedules, Equipment forms and Personnel forms,
- Completeness of BoQ
- Substantial technical responsiveness– No material deviations, reservations, omissions or alternative proposals

Bid Detailed Evaluation procedures

Substantially responsive bids will be subject to detailed evaluation as per the following:

- a) the Bid price, excluding Provisional Sums and the provision, if any, for contingencies in the Summary Bill of Quantities, where priced competitively;
- b) price adjustment for correction of arithmetic errors in accordance with ITB 31.1;
- c) price adjustment due to discounts offered in accordance with ITB 12.1, ITB 14.4, ITB 14.6 and ITB 14.7;
- d) price adjustment due to quantifiable nonmaterial nonconformities in accordance with ITB 30.3;

Post Qualification Evaluation

The lowest evaluated bidder will be subject to post-qualification evaluation. If the lowest evaluated bidder fails in the post-qualification evaluation the next lowest bidder will be subject to the evaluation and then so on. To evaluate bids, SCI shall consider the following factors, in accordance with the evaluation and award criteria as applicable for single contract (one lot), lots (contracts), or packages (combination of lots) and as specified under Section III-Evaluation and Qualification Criteria:

1. Eligibility
2. Historical contract non-performance
3. Financial situation and performance

3.1.1 The Bidder shall demonstrate that it has access to, or has available, liquid assets, unencumbered real assets, lines of credit, and other financial means (independent of any contractual advance payment) sufficient to meet the construction cash flow requirements for the subject contract(s) net of the Bidder's other commitments as shown in the table below:

Lot#	Amount
1	\$33,000
2	\$53,000
3	\$96,000
4	\$79,000
5	\$42,500
6	\$89,000
7	\$32,000

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Post Qualification Evaluation- cont'd

3.1.2 The Bidders shall also demonstrate, to the satisfaction of the Employer, that it has adequate sources of finance to meet the cash flow requirements on works currently in progress and for future contract commitments.

3.1.3 The audited balance sheets for the last Three (3) years shall be submitted and must demonstrate the current soundness of the Bidder's financial position and indicate its prospective long-term profitability.

(Current ratio greater than 1 and Debt ratio less than 1)

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Post Qualification Evaluation– continued

3.2 Average Construction Turnover: Minimum average annual construction turnover as per the table below calculated as total certified payments received for contracts in progress and/or completed within the last Five (5) years, divided by Five (5)

Lot#	Amount
1	\$260,000
2	\$417,000
3	\$761,000
4	\$629,000
5	\$336,500
6	\$712,000
7	\$253,000

Post Qualification Evaluation– continued

4.1 General construction experience: Experience under construction contracts in the role of prime contractor, JV member, sub-contractor, or management contractor for at least the last Three (3) years, starting 1st January 2019.

4.2 Specific Construction & Contract Management Experience

- A minimum number of one similar contract per lot (physical size, complexity, methods, technology and of minimum values as shown in the table below that have been satisfactorily and substantially completed as a prime contractor, joint venture member, management contractor or sub-contractor between 1st January 2019 and bid submission deadline.

Lot#	Amount
1	\$78,000
2	\$126,000
3	\$229,000
4	\$252,000
5	\$67,500
6	\$143,000
7	\$51,000

Post Qualification Evaluation– continued

Construction experience in key activities:

- Steel works as per the rate of production described in paragraph (i) or (ii) below.
- Concrete works as per the rate of production described in paragraph (i) or (ii) below.
- Masonry works as per the rate of production described in paragraph (i) or (ii) below.
- Bidder would be required to meet any one of the two options:
 - “ i) The minimum average annual rate of production of any of the key activities mentioned above between the specified period of Jan. 1, 2019, and the Bid submission deadline shall be One or more.
 - OR: The minimum aggregate production of any of the key activities mentioned above during the period not exceeding any 12 consecutive months between Jan.1,2019, and bid submission deadline under one or more contracts **shall be 3 or more.**
- Specific Experience in managing ES aspects: **Experience of managing and following guidelines on Environmental and Social Impact Assessment.**

Equipment requirements

No.	Equipment Type and Characteristics	Minimum Number Required – LOT 1	Minimum Number Required – LOT 2	Minimum Number Required – LOT 3	Minimum Number Required – LOT 4	Minimum Number Required – LOT 5	Minimum Number Required – LOT 6	Minimum Number Required – LOT 7
1	Dump truck/tipping lorry (7 tonne)	1 pc	1 pc	1 pc	1 pc	1 pc	1 pc	1 pc
2	Water tanker (8000 litres)	1 pc	1 pc	1 pc	1 pc	1 pc	1 pc	1 pc
3	Concrete mixer (minimum size of 1 m3)	1 pc	1 pc	1 pc	1 pc	1 pc	1 pc	1 pc
4	Concrete vibrator	2 pcs	2 pcs	2 pcs	2 pcs	2 pcs	2 pcs	2 pcs
5	Front Wheel Loader (3-5 tonne)	1 pc	1 pc	1 pc	1 pc	1 pc	1 pc	1 pc
6	Welding machine	2 pcs	2 pcs	2 pcs	2 pcs	2 pcs	NA	NA

Personnel requirements

ITEM NO.	POSITION/SPECIALIZATION	MINIMUM RELEVANT ACADEMIC QUALIFICATIONS	MINIMUM YEARS OF RELEVANT WORK EXPERIENCE	MINIMUM NUMBER REQUIRED						
				Lot 1	Lot 2	Lot 3	Lot 4	Lot 5	Lot 6	Lot 7
1	Site Engineer	Degree in Civil Engineering	5	1	1	1	1	1	1	1
2	Surveyor	Diploma in Surveying or Related Field	5	1	1	1	1	1	1	1
3	Construction Foreman	Secondary School Leaving Certificate & Certificate in Construction Works	10	1	1	1	1	1	1	1
4	Welder	Secondary School Leaving Certificate & Certificate in Plumbing	10	1	1	1	1	1	NA	NA
5	Environmental and Social safeguards officer	Degree in Environment or relevant field	5	1	1	1	1	1	1	1
6	Sexual Exploitation, Abuse and Harassment Monitoring Officer	Degree in Project Management or relevant field with training in SEA & SH training	5	1	1	1	1	1	1	1

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Award and contracting process

Based on evaluation process:

1. SCI will evaluate the bids received and recommend award
2. SCI will notify all bidders of tender outcome
3. SCI will issue a notification of award to unsuccessful bidders & letter of acceptance to winning bidder.
4. Bidders can request debriefing or file a complaint based on the deadlines set in the notification of award.
5. Performance security and beneficial ownership form will be submitted by the successful bidder.
6. Contract Signed
7. Works commence

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Bid submission requirements/Documents Comprising the Bid :

- (a) Letter of Bid prepared in accordance with ITB 12;
- (b) Priced Bill of Quantities, completed in accordance with ITB 12 and 14;
- (c) Original Bid Security in the form of bank guarantee, in accordance with ITB 19.1;
- (d), Technical Bid - of Base Bid; (e) Commercial Terms and Conditions;
- (f) Authorization: Power of attorney and Written confirmation authorizing the signatory of the Bid to commit the Bidder, in accordance with ITB 20.3;
- (h) Eligibility and Qualifications: documentary evidence in accordance with ITB 17 establishing the Bidder's eligibility and qualifications to perform the Contract if its Bid is accepted (Letter of bid & bidding forms);

Bid submission requirements/Documents Comprising the Bid :

- (i) Conformity: documentary evidence in accordance with ITB 16 and ITB 30 (bidding forms/correction of arithmetic errors), and in support of above sub-paragraphs (d) and (e) of ITB 11.1, as necessary, to establish that the offered Works and Services, and Terms and Conditions of the Bid conform to the requirements and provisions of the bidding document;
- (j) any other document required in the BDS (Code of conduct for contractor's personnel)
- (k) Attachments for Financial Capabilities (Audited Financial Statements for the last 3 years)

NB: Refer to Word version bidding forms in Tender pack provided via email. All forms must be filled and submitted



Question and answer session