

REFERENCE OJEU 2016/S 105-188189 “CONSULTANCY SERVICES FOR PROJECT L/D 1885 (2016) IN GEORGIA, “RECONSTRUCTION – REHABILITATION OF PUBLIC SCHOOLS IN TBILISI AND INCREASING ENERGY EFFICIENCY”

OPEN PROCEDURE / QUESTIONS & ANSWERS

Ref. Receipt	QUESTION	DOCUMENT REFERENCE	ANSWER	DATE OF ANSWER
<p>Q1</p> <p>letter attach to email 07/06/2016 & letter received by mail on 13/06/2016</p>	<p>I would like to request a clarification for the project F/P 1885 (2016) in Georgia, “Reconstruction – Rehabilitation of Public Schools in Tbilisi and Increasing Energy Efficiency” 2016/S 105-188189.</p> <p>The Terms of Reference refer to Task B (Design and Tender Documentation), and Output 2 (“a complete design and set of tender documents...”). Excerpts are below.</p> <p>“Task B: Design and Tender Documentation</p> <p>The reports of the technical assessments will form the basis for ESIDA’s prioritization of schools to be refurbished, and to provide the briefing information necessary to commence the design work.</p> <p>For three of the surveyed schools, ESIDA is expected to approve immediate commencement of construction work. To achieve this, the Consultant, upon decision by ESIDA as to which schools are to be prioritized, will develop (with limited assistance from ESIDA) the tender documentation to launch the tender completion for these three schools. It is expected that the Consultant will work closely with ESIDA on this aspect in order to develop the capacity of ESIDA for future works in this regard.</p> <p>.....</p> <p>Output 2.</p> <p>A complete design and set of tender documents for the three schools to be selected by ESIDA for immediate commencement of works. The works will be procured under the local conditions of contract, using local procurement legislation and consistent with CEB Procurement Rules. This will be submitted in a draft form initially, and then, subject to CEB and ESIDA approval, will be finalized by the Consultant. The format of the documentation will be as required for the review of the dossier and the subsequent procurement process.”</p> <p>Please clarify the extent of documentation that is expected. For example, does CEB require the consultant to prepare only Terms of Reference for the three schools to be immediately worked upon, or does CEB require the preparation of final construction documentation (plans and specifications) for the schools? What level of detail is expected for these deliverables?</p>	<p>TOR</p>	<p>“CEB requires the consultant to prepare final construction documentation; the detail of which should be appropriate for:</p> <ul style="list-style-type: none"> (i) statutory compliance (building permits, etc), (ii) procurement in accordance with CEB Procurement Guidelines, and (iii) construction by a competent contractor in accordance with local standards, local legislation, and the agreed standards which this project is to achieve (currently under development, but relating specifically to energy efficiency, structural rehabilitation and seismic resistance, and building condition and layout).” 	<p>17/06/2016</p>

Q2 email 10/06/2016	Here are our questions for clarification for the above mentioned tendered consultancy services in Tbilisi/Georgia.	TOR		17/06/2016
	1. I a legal entity is applying for the contract does all three Key Experts have to be only three individual persons with the described and requested professional experiences? Or is it possible to add the experiences of two experts? F.e. "Key Expert 2: Architect with expertise in refurbishment and energy efficiency renovation". If one expert has the experience in refurbishment (min. 5 years experience) and expert 2 is a registered and specially trained expert in energy efficiency (min. 10 years experience), third one is highly experienced in education design (min. 10 years experience), and fourth one is expert for accessibility and universal design. Is this possible or does one person must have all described knowledge and experience.		1. <ol style="list-style-type: none"> a. A single legal entity should tender for the project, but the entity can be formulated in many ways, such as a joint venture of two or more companies, or with elements of the work subcontracted to legal or natural persons other than the single legal entity tendering for the project. b. There should be three key experts; the profiles of whom are required to match those described in Enclosure 1a Terms of Reference. 	
	2. Under 16.3 Choice of selected bidders you write about best value for money 80/20 basis. Can you please describe in more detail. Is 80% the experience and 20% the price or other way around?		2. 80% relates to technical aspects of the offer while 20% is the price	
3. Under 16.2 Evaluation of technical offers you mention Terms of Reference (Enclosure 1b). Is it right or is it Enclosure 1a?	3. Enclosure 1a			
Q3 email 12/06/2016	Regarding the Tender Dossier of the referenced Project, please find our question below:	TOR		17/06/2016
	1) Are the design (architectural, structural, electrical & mechanical) drawings available/existed for the selected 35 (or how many of them have) school buildings?		1) Limited design drawings are available for some schools only. There is no guarantee that design drawings exist for the three schools which will be selected as pilot schools under this assignment.	
	2) If yes, are they reflecting the existing situation of the buildings in other words are they updated?		2) There is no certainty that any drawings are accurate or have been updated.	
Q4 email 13/06/2016	1. We understand as per the ToR that the performance of all the consultancy services, including communications, reports, drawings, Tender documentation and any other deliverables should be prepared exclusively in English. Please, confirm.	(a) ITB Clause 2. Service to be provided Page 1 of 9	1. All of the consultancy service should be in English except for what may be required to be in local language for the purposes of achieving necessary statutory approvals and permits, conducting tender competition(s) with documentation suitable for use by a local	17/06/2016

			construction contractor.	
	<p>2. We understand that in order to carry out the mentioned Task B-Design and the tender documentation for three of the surveyed schools, it is expected that site geotechnical conditions and most probably further investigation related to the structural elements and materials could be necessary. Please confirm that geotechnical investigations and materials testing (other than non-destructive test) are not included in the scope.</p>	<p>(e) TOR</p> <p>Task A. Structural assessment of the building</p> <p>Task B. Design and Tender documentation</p> <p>Page 3</p>	<p>2. We confirm that geotechnical investigation (other than in-situ testing) and materials testing (other than non-destructive testing) are not included in the scope of this assignment.</p>	
	<p>3. We understand that payments will be made – upon satisfactory approval – after delivery of each output. Please clarify the breakdown of the payment plan.</p>	<p>(e) TOR</p> <p>Clause 4.2 Fee. Payment Plan</p> <p>Page 7</p>	<p>3. Payment will be made only upon satisfactory acceptance, delivery and receipt of the outputs, and not later than 30 calendar days thereafter, and in accordance with the following plan. Please note that payments will be set off against any advance payment already made.</p> <p>a. Output 1 – School Technical Reports: Payment 50% of contract amount</p> <p>b. Output 2 - Design & Tender Documents for the Three Pilot Schools: Payment 40% of contract amount</p> <p>c. Output 3 – Review of Unified Set of Standards: Payment 10% of contract amount</p>	
	<p>4. Please confirm if an advance payment will be paid upon signature of the contract.</p>	<p>Draft standard consultancy contract,</p> <p>4.2 Fee. Payment Plan</p> <p>Page 4</p>	<p>4. An advance payment of 20% of the contract amount will be paid to the consultant upon signature of the consultancy contract.</p>	
<p>Q5 email 15/06/2016</p>	<p>I would like to know if technical data sheets for each school to be analysed (e.g. no. floors, gross area, constructive material, etc.) are available to the prospective participants. We would need poor technical data about the schools for the submission of the proposal.</p>	<p>TOR</p>	<p>Technical data sheets for the schools are not available. However, we make available an indicative list which was prepared by ESIDA of the schools in Tbilisi requiring repair (Annex). This list gives the area, the construction year, and the number of students. Tenderers should be aware that the accuracy of this list is not warranted by the CEB in</p>	<p>17/06/2016</p>

			any way	
Q6 email 15/06/2016	If still possible we would be very grateful if you could clarify the following doubts:	TOR and ITB's		17/06/2016
	1. Cost for interview of Key experts. It is clear that if proposed experts will be interview by the CEB, all related costs shall be borne by the tenderer. We would like to know the location of these interviews. Tbilisi? Paris? Different place? Could the interview be hold by Skype?		1. If interviews are to take place with the proposed experts, the location will be in Paris. It will not be possible to conduct interviews by Skype. However, we will do our best to ensure that if an interview is held, its timing is such that it involves the minimum travel time for the proposed experts.	
	2. Output 2 design.		2. There are four sub-questions to this question:	
	a. We would like to know if for Complete Design you mean the Detailed Design.		a. "Complete design" refers to the state of design necessary to achieve any and all necessary approvals and permits, to enable a tender competition to take place to procure a works contractor, and to enable the works contractor to carry out the work in accordance with the agreed standards. For reference, this could be considered comparable with Stage 4 Technical Design as per the RIBA Plan of Work 2013.	
	b. Is it possible to have list of deliverables that the consultant has to carry out related to this design?		b. It is not possible to have a list of deliverables that the consultant is required to carry out related to the complete design stage. This must be determined by the consultant in the course of the assignment.	
	c. Is it possible to know in how many days the consultant will have to carry out the design?		c. The consultant should determine how long it expects design work to take, and plan its work programme accordingly.	
d. It looks that the design should be carried oud in the 3rd month, but it is not clear in how many days.	d. The time schedule shown in Enclosure 1a (Terms of Reference) indicates what the sequence and duration of activities is anticipated to be. It is not binding, other than the requirement to complete Output 1 within the first two months and Output 2 within or by the end of the second two months.			

	<p>3. CV of experts We have read that experts' CV must be written in maximum 3 pages. Do you have a format that we could follow?</p>		<p>3. We do not require experts' CV to be in a predetermined format; that decision is left to the tenderer to best illustrate their experts' suitability for the roles</p>	
<p>Q7 email 20/06/2016</p>	<p>We understand that we only submit the Key Expert's CVs in the technical offer. However Annex 1 Item 4 refers the CVs of Short Term Experts as well. Would it be requested to submit the other Short Term Expert's CVs rather than the Key Experts?</p>	<p>Annex 1 – Service Tender Submission Form</p>	<p>There are no Short Term Experts. The consulting services' contract, subject of the tender <i>OJEU 2016/S 105-188189 - "Consultancy Services for project L/D 1885 (2016) in Georgia, "Reconstruction - Rehabilitation of Public Schools in Tbilisi and Increasing Energy Efficiency"</i>, refers to 3 Key Experts only.</p>	<p>21/06/2016</p>

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Annex

INDICATIVE LIST OF THE SCHOOLS IN TBILISI

Region	School	Area (sq.m.)	Construction year	Number of students
Old Tbilisi	Tbilisi classic gymnasium	7 799,57	1995	1943
Old Tbilisi	LEPL Tbilisi #53 Public school	8 897,00	1984/1900	1767
Gldani-Nadzaladevi	N32 Public school	4178,04	1966	1614
Old Tbilisi	#77 Public school	5 380,00	1890/1968	1544
Didube-Chugureti	#166 Public school	6 254,00	1937	1543
Isani-Samgori	LEPL Tbilisi N180 Public school	4 480,13	1986	1513
Isani-Samgori	LEPL Tbilisi N107 Public school	7 469,48	1979	1295
Gldani-Nadzaladevi	#207 Public school	4 804,00	1981	1253
Gldani-Nadzaladevi	#10 Public school	4 178,00	1936	1247
Isani-Samgori	LEPL Tbilisi N72 Public school	3159,57	1937	1220
Vake-Saburtalo	LEPL Tbilisi N186 Public school	7 559,00	1988	1177
Gldani-Nadzaladevi	#11 public school	3 228,61	1934	1078
Vake-Saburtalo	LEPL Tbilisi N151 Public school	4 879,00	1971	1077
Vake-Saburtalo	LEPL Tbilisi N199 Public school	4 648,66	1960	1032
Gldani-Nadzaladevi	#181	11 270,00	1985	946
Vake-Saburtalo	LEPL Tbilisi N62 Public school	5 920,00	1938	872
Didube-Chugureti	№4 Public school	5 811,00	1936	782
Isani-Samgori	LEPL Tbilisi N90 Public school	6 877,00	1978	767
Isani-Samgori	LEPL Tbilisi N179 Public school	7 646,70	1985	745
Isani-Samgori	LEPL Tbilisi №96 Public school	3 575,58	1936/1971	729
Vake-Saburtalo	LEPL Tbilisi N165 Public school	3 946,00	1948	718
Gldani-Nadzaladevi	208 Public school	1 340,00	1974-1988	718
Vake-Saburtalo	LEPL Tbilisi N54 Public school	2 668,00	1959	700
Old Tbilisi	LEPL Tbilisi №18 Public school	5 531,00	1987	685
Didube-Chugureti	N169 Public school	7 537,96	1980	680
Didgori	LEPL Tbilisi #137 Public school	3 756,88	1963	670
Old Tbilisi	#37 Public school	2 845,40	1936	641
Vake-Saburtalo	LEPL Tbilisi N123 Public school	3 287,05	1962	600
Isani-Samgori	LEPL Tbilisi N81 Public school	4 096,73	1937	587
Old Tbilisi	N67 Public school	2 993,25	1947	553
Gldani-Nadzaladevi	138 Public school	3 044,00	1967	548
Old Tbilisi	№36 Public school	4 111,45	1980	545
Isani-Samgori	LEPL Tbilisi N97 Public school	1 146,63	1941	523
Vake-Saburtalo	LEPL Tbilisi N102 Public school	4 950,80	1987	518
Old Tbilisi	LEPL Tbilisi №84 Public school	2 326,84	1922	509
Vake-Saburtalo	LEPL Tbilisi N41 Public school	3 447,00	1936	444
Isani-Samgori	#215 Public school(Two buildings)	1 179,00	1967/1977	390
Gldani-Nadzaladevi	119	3 259,43	1969	363
Isani-Samgori	LEPL Tbilisi №86 Public school	7 184,73	1838	310
Old Tbilisi	#46 Public school	982,78	1900	298
Old Tbilisi	#88 Public school	2 549,00	1936	293
Didube-Chugureti	LEPL #26 Public school	3 766,00	1969	285
Gldani-Nadzaladevi	#209 Public school	1 550,00	1878-1966	185
Isani-Samgori	LEPL Tbilisi N216 Public school	1 471,00	1954	174
Vake-Saburtalo	LEPL Tbilisi N203 Public school	3 730,00	1960	170
Vake-Saburtalo	LEPL Tbilisi N198 Public school	2 076,56	1938	165
Didgori	LEPL Tbilisi #28 Public school	1 444,00	1977	158
Gldani-Nadzaladevi	LEPL Tbilisi №200 Public school	1 726,70	1963	118
Old Tbilisi	#202 Public school	3 509,80	1889	49