

Minutes of the Pre bid meeting held on 24.07.2015

Loan No. and Title: ADB Loan No.: 3053-IND: Kolkata Environmental Improvement Investment Program (KEIIP) – Project 1

Contract No. and Title KEIIP/NCB/TR-1/BR-08A/2015-16
Interior renovation of KEIIP office at Business Towers, 206 AJC Bose Road, Kolkata 700017 including Electrical works & Air-conditioning works.

None of the bidders submitted their written queries before the Pre- bid meeting.

Few pertinent points were discussed during the meeting. The bidders were advised to submit any further written queries on or before 27.07.2015.

The bidders present in the pre-bid meeting were appraised that there shall be an addition in the scope of work and the details of the same shall be made available through Addendum I.

It was agreed to issue to the bidders who have purchased or going to purchase the bidding documents, the minutes of the pre-bid meeting & reply to the bidder's queries including Addendum No. I.

REPLY TO BIDDER'S QUERIES

Loan No. and Title:

ADB Loan No.: 3053-IND: Kolkata Environmental Improvement Investment Program (KEIIP) – Project 1

Contract No. and Title

KEIIP/NCB/TR-1/BR-08A/2015-16

Interior renovation of KEIIP office at Business Towers, 206 AJC Bose Road, Kolkata 700017 including Electrical works & Air-conditioning works.

Sl. No	Bidder's Query	Employer's Reply
1	Bill of Quantities : Item no A 1.1.5 (Page no 1) For reinforcement, the Unit of measurement is specified as 't' . What will be the considered unit?	The considered unit is Metric Tonne
2	Bill of Quantities : Item no A 1.6.1 (Page no 8) For partitioning works, the specification of the Item in the BOQ and that stated in the issued drawing does not tally. What will be considered for quoting the rate?	Please refer revised drawing no KEIIP/NCB/TR-1/BR-08A/2015-16/TD/1-501 Rev 1 enclosed alongwith Addendum I
3	Quoted rates shall also include Service Tax ?	The rates shall include Service tax as applicable
4	Payment to the Contractor shall be issued directly by KMC or by ADB thru KMC	This is a ADB financed project where payment shall be made by the KEIIP office of KMC
5	What are the deductions that will be made from Bidder's account and what are the rates of deduction	Please refer GCC and PCC for payment methodology and deduction thereof
6	Approved make list of materials for Civil and Interior , plumbing and sanitaryware and air conditioning works - Is it required before quote for proper consideration?	Approved list of makes has not been attached with the bid document. The materials for the works / make of the equipment & materials shall be got approved from the Employer/ Engineer prior to supply & construction/execution
7	What about the availability of Power and water at site	The bidder shall be required to arrange their own power and water required for construction.
8	Please provide a soft copy of the tender or at least the BOQ	Soft copy of the bid document cannot be given to the bidder
9	Please provide the make and manufacturer's contact detail of the brand of materials the Employer is looking forward to	It is the responsibility of the bidder

Sl. No	Bidder's Query	Employer's Reply
10	Please provide the basic rates of the materials including taxes /VAT if applicable	It is the responsibility of the bidder
11	BOQ specifications and drawing is not matching	Please refer revised drawing no KEIIP/NCB/TR-1/BR-08A/2015-16/TD/1-501 Rev 1 enclosed alongwith Addendum
12	Drawing shows 8 mm double layer glass , but BOQ is for 5.5mm single glass	The same shall be considered as 8 mm thick double layer glass. Please refer BOQ Addendum I
13	As per BOQ, overall thickness of the partition is 66 mm but actual thickness shall be 50mm frame + 8 mm X 2 layers (double skin) of cement boards on both side = 82 mm; should a single layer of board on each side be considered for the partition to match the overall thickness of 66 mm	Bid specifications shall prevail
14	As per BOQ partition skin is non-asbestos multi-purpose cement board reinforced with cellulose fibre but in drawing it is mentioned as 25 mm thick gypsum/particle board – which one shall be followed	Please refer revised drawing no KEIIP/NCB/TR-1/BR-08A/2015-16/TD/1-501 Rev 1 enclosed alongwith Addendum
15	How and under what items shall the portion of the partition above false ceiling will be considered for measurement /payment?	The payment shall be based on actual measurement for the works executed at site. Works shall be executed as per the technical specifications and adhering to the conditions of the contract. In case any item is not covered in the BOQ, the same shall be finalized as per contract conditions.
16	BOQ does not cover any scope of wooden mouldings, wooden inserts for glass partitions etc. as shown in drawing	Works shall be executed as per the technical specifications and adhering to the conditions of the contract. In case any item is not covered in the BOQ, the same shall be finalized as per contract conditions.
17	Incase the specifications are to be followed, glass fixing details, height of glass for different types of partitions alongwith relevant details shall be provided	Shall be provided by the Engineer/ Employer during execution /implementation stage
18	Can the makes of the GI and uPVC Pipes be provided?	Approved list of makes has not been attached with the bid document. The materials for the works / make of the equipment & materials shall be got approved from the Employer/ Engineer prior to supply & construction/execution
19	Can the make and cat no of the wash basin etc be indicated?	Approved list of makes has not been attached with the bid document. The materials for the works / make of the equipment & materials shall be got

Sl. No	Bidder's Query	Employer's Reply
		approved from the Employer/ Engineer prior to supply & construction/execution
20	Can the make of the electrical wires and cables, switches and sockets & circuit breakers be provided?	Approved list of makes has not been attached with the bid document. The materials for the works / make of the equipment & materials shall be got approved from the Employer/ Engineer prior to supply & construction/execution
21	Can the make & catalogue no of electrical fittings be provided ?	Approved list of makes has not been attached with the bid document. The materials for the works / make of the equipment & materials shall be got approved from the Employer/ Engineer prior to supply & construction/execution
22	Can the number of speakers , make and brand be provided?	Approved list of makes has not been attached with the bid document. The materials for the works / make of the equipment & materials shall be got approved from the Employer/ Engineer prior to supply & construction/execution
23	Can the details of the louver shutter fixing details be provided?	Shall be provided by the Employer/Engineer during execution /implementation stage
24	Can the details of the metal cowl be provided?	Shall be provided by the Employer/Engineer during execution /implementation stage
25	What is the make of the air-conditioner to be used?	Please refer to the section VI : Employer's requirement Technical Specification where equivalent/alternative makes of the air conditioning units are mentioned
26	Can the low side works details for the air conditioning works be provided like Copper piping, drain pipe etc	The bidder is expected to visit site and ascertain the quantities of such allied materials, being a part of the main equipment

ADDENDUM I**Loan No. and Title:****ADB Loan No.: 3053-IND: Kolkata
Environmental Improvement Investment
Program (KEIP) – Project 1****Contract No. and Title****KEIP/NCB/TR-1/BR-08A/2015-16****Interior renovation of KEIP office at Business
Towers, 206 AJC Bose Road, Kolkata 700017
including Electrical works & Air-conditioning
works.**

SL.No	Description and Reference clause of Bid document	Details of Addendum I
1	Invitation for Bids : Deadline for submission of Bids : 12.08.2015 at 2.30 PM(IST)	Replace 12.08.2015 at 2.30 PM(IST) by 27.08.2015 at 2.30 PM(IST)
2	Invitation for Bids : Clause no 6 - 2 nd bullet Deadline for submission of Bids : 12.08.2015 at 2.30 PM(IST)	Replace 12.08.2015 at 2.30 PM(IST) by 27.08.2015 at 2.30 PM(IST)
3	Section 2 Bid Data Sheet Clause no ITB 11.2(g) Documents comprising the bid	Replace the existing clause of Item no 1 '1. A legally notarized or attested by appropriate authority in the bidders' home country, a valid joint venture consortium agreement or a formal Intent to enter into a JV agreement if applicable, specifying the financial stakes of each of the joint venture partners' by '1.For bids submitted by a Joint Venture, a legally notarized or attested by appropriate authority in the bidders' home country, Joint Venture Agreement, specifying the financial stakes of each JV partner.'
4	Section 2 Bid Data Sheet Clause no ITB 19.1 Bid Security	Replace INR 4,00,000.00 by INR 5,35,000.00
5	Section 2 Bid Data Sheet Clause no ITB 19.1 Last line	Delete 'Bid Securing Declaration shall not be accepted.'
	Section 2 Bid Data Sheet Clause no ITB 19.3	Replace 'The bank guarantee shall be issued either (a) by a Scheduled bank or nationalized banks located in India (preferably Eastern India), or (b) directly by a foreign bank through its corresponding financial entity registered, or licensed to do business, in India, with office located preferably in

SL.No	Description and Reference clause of Bid document	Details of Addendum I
		Eastern India to make it enforceable' by 'The bank guarantee shall be issued either (a) by a Scheduled bank or nationalized banks located in India'
6	Section 2 Bid Data Sheet Clause no ITB 22.1 :Deadline for Bid Submission	Replace 12.08.2015 at 2.30 PM(IST) by 27.08.2015 at 2.30 PM(IST)
7	Section 2 Bid Data Sheet Clause no ITB 25.1: Opening of the Technical Bid	Replace 12.08.2015 at 3.00 PM(IST) by 27.08.2015 at 3.00 PM(IST)
8	Section 3 Evaluation and Qualification Criteria clause no 1.1 Adequacy of Technical Proposal	Add paragraph as below : Non-compliance with equipment and personnel requirements described in section 6 (employer's requirements) shall not be grounds for bid rejection and such non-compliance will be subject to clarification and rectification prior to contract award
9	Section 3 Evaluation and Qualification Criteria clause no 1.5 Quantifiable Nonconformities, Errors and Omissions	Delete the lines 'The bid shall be for the whole of the works. Bids for selected part or parts of the works not comprising the whole of the works shall be rejected.' Bids not confirming to the bid document requirement in terms of specifications, payment terms and contract conditions shall be held non responsive.'
10	Section 3 Evaluation and Qualification Criteria clause no 2.3.2. Average Annual Construction Turnover	Replace INR 38.50 Million by INR 53.50 Million
11	Section 3 Evaluation and Qualification Criteria clause no 2.3.3. Financial Resource Requirement	Replace 'Using Forms FIN – 3 and FIN - 4 in Section 4 (Bidding Forms) the Bidder must demonstrate access to, or availability of financial resources such as liquid assets, unencumbered real assets, lines of credit, or other financial resources, (other than any contractual advance payments) to meet <i>the</i> minimum cash flow requirement of INR 5.15 Million' by Using Forms FIN – 3 and FIN - 4 in Section 4 (Bidding Forms) the Bidder must demonstrate access to, or availability of, liquid , lines of credit, or other financial resources (other than any contractual advance payments) to meet the

SL.No	Description and Reference clause of Bid document	Details of Addendum I
		<p>Bidder's financial resource requirements indicated in Form FIN -4.</p> <p>¹ Liquid Assets mean cash and cash equivalents, short-term financial instruments, short term available-for sale-securities, marketable securities, trade receivables, short-term financing receivables and other assets that can be converted into cash within one year</p>
	<p>Section 3 Evaluation and Qualification Criteria clause no 2.4.1. Construction experience in Contracts of Similar size and Nature</p>	<p>Replace 'For similarity, the contract which includes the following scope of work will be considered:</p> <p>Interior renovation, Internal plumbing and sanitary fixtures installations & Internal electrical works.</p> <p>By</p> <p>'The similarity shall be based on the physical size, nature of works, complexity, methods, technology or other characteristics as described in Section 6 (Works Requirements).'</p> <p>Replace INR 13 Million by INR 21.5. Million</p>
	<p>Section 4 Bidding Forms : Tables of Adjustment Data</p>	<p>Delete 'Tables of Adjustment Data'</p>
	<p>Section 4 Bidding Forms :Letter of Price Bid paragraph (d)</p>	<p>Replace 'is' by 'are'</p>
	<p>Section 4 Bidding Forms :Letter of Price Bid paragraph (g)</p>	<p>Insert * at the end of the sentence. Insert at the end of the letter to Price Bid : '* If none has been paid or is to be paid, indicate "none" '</p>
	<p>Vol 2 : Letter of Price Bid paragraph (d)</p>	<p>Replace 'is' by 'are'</p>
	<p>Vol 2 : Letter of Price Bid paragraph (g)</p>	<p>Insert * at the end of the sentence. Insert at the end of the letter to Price Bid : '* If none has been paid or is to be paid, indicate "none" '</p>
	<p>Section 4 Bidding Forms : Bid Security -paragraph (a)</p>	<p>Add 'and Letter of Price bid' after 'Letter of Technical Bid'</p>
	<p>Section 4 Bidding Forms : Cover page for the Technical Proposal</p>	<p>Delete 'Others'</p>
	<p>Section 4 Bidding Forms : Personnel</p>	<p>Insert footnote 'As listed in Section 6 (Employer's Requirements)</p>
	<p>Section 4 Bidding Forms :Form LIT 1 Line 1</p>	<p>Insert 'If so required' before 'under Criterion 2.2 of Section 3'</p>

SL.No	Description and Reference clause of Bid document	Details of Addendum I
	Section 4 Bidding Forms :Form FIN 3	Insert footnote to" liquid assets" as follows 'Liquid Assets mean cash and cash equivalents, short-term financial instruments, short term available-for sale-securities, marketable securities, trade receivables, short-term financing receivables and other assets that can be converted into cash within one year'
	Section 4 Bidding Forms :Form FIN 4	Insert the value against 'B Financial Resources Requirement for the Subject Contract (Employer to specify) : INR 6.70 Million
	Section 4 Bidding Forms : Form EXP - 1: Contracts of Similar Size and Nature	Replace 'For similarity, the contract which includes the following scope of work will be considered: Interior renovation, Internal plumbing and sanitary fixtures installations & Internal electrical works. By 'The similarity shall be based on the physical size, nature of works, complexity, methods, technology or other characteristics as described in Section 6 (Works Requirements).'
	Section 4 Bidding Forms : Schedule of Payment Currencies	Delete the water mark ' NOT APPLICABLE'. The Schedule of Payment Currencies page shall be retained.
	Section 4 Bidding Forms : Tables of Adjustment Data	Delete the page containing 'Tables of Adjustment Data'
	Section 5 Eligible Countries	Replace 'Taipei, China' by 'Taipei,China'
	Section 8 Part A Sub Clause: 1.1.3.3 Time for Completion	Delete "from commencement date for the whole works and for the section of the Works refer "Summary of Sections of the Works" given below" after the text 'calendar days'
	Section 8 Part A Sub Clause: 1.1.5.6 Sections	Delete the line 'Refer to table "Summary of Sections of the Works" given below'
	Section 8 Part A Sub Clause: 1.3 Electronic transmission systems	Delete the words "Not Applicable for e-tendering"
	Section 8 Part A Sub Clause: 8.7 & 14.15 (b) Delay damages for Works	Replace 'Contract Price' by 'Accepted Contract Amount'
	Section 8 Sub Clause: 8.1 Commencement of Works	Delete the phrase 'Commencement date of the contract shall be from the date of notification by the Employer to commence the works'.

SL.No	Description and Reference clause of Bid document	Details of Addendum I
	Section 8 Part A Sub Clause: 14.3 Percentage of Retention and Limit of Retention Money	Replace 14.3 of GCC by 14.3(c) of GCC
	Section 8 Part A sub clause 18.1 Periods for submission of insurance: (b) Relevant policies	Replace '45 'days by '28' days
	Section 8 Part A sub clause 20.6(a)	Add : International arbitration shall be : i) Not Applicable ii) Conducted in accordance to the rules of the Rules of Singapore International Arbitration Centre (SIAC) shall be applied and SIAC will administer the arbitration
	Section 8 Part A sub clause 20.6 Place of Arbitration	Replace 'Kolkata, India' by The place of arbitration shall be : (a)For contract with foreign contractors –the place of the institution administering the arbitration (b)For contract with domestic contractors – Kolkata, India
	Section 8 Part A Summary of Sections of the Works	Delete the clause Summary of Sections of the Works at the end of the Section 8 PCC Part A Contract Data
	Section 8 Part B sub clause 4.4 subcontractor	Replace 20% by 30%
	Section 8 Part B sub clause 4.7	Add the following : The Contractor shall comply with (i) the measures relevant to the Contractor which are set forth in the resettlement plan attached hereto in form of hard copy, to the extent it concerns impacts on affected people during construction; and (ii) any corrective or preventive actions set out in safeguards monitoring reports that the Employer will prepare from time to time to monitor implementation of the resettlement plan. The Contractor shall allocate a budget for compliance with these measures, requirements and actions.

SL.No	Description and Reference clause of Bid document	Details of Addendum I
	Section 8 Part B sub clause 4.8 : Safety Procedures	<p>Add the following paragraph:</p> <p>(f) Prepare a detail Safety Plan, to be implemented under supervision of safety officer, within 28 (twenty eight) days of receiving of letter of Acceptance to be approved by the Engineer.</p> <p>The safety plan shall include the proposed detail arrangements of the following provisions, but not limited to, as the case may be :</p> <ol style="list-style-type: none"> 1. All statutory clearances of transport and storage of any hazardous chemicals related to the Pumping stations, if any, are to be obtained under Manufacture, Storage and Import of Hazardous Chemical Rules, 1989 as amended from time to time from appropriate authorities. Training and preparedness for implementing approved on-site and off-site disaster management plan in case of any gaseous leakage like methane & Hydrogen Sulphide gas leakage are to be ensured. 2. Availability of life jackets and rope at the Sewage Pumping stations and at all work sites. 3. Survey of layout of all existing utility lines before commencing excavation along roads to prevent accidents especially accidental electrocution. 4. Availability of fire extinguishers and first aid boxes at all site offices. 5. Availability and use of standard personal safety gears, masks, helmets etc. by the workmen. 6. Availability of trained personnel at work site(s) in administering first-aid to persons suffering from accidental electrocution, toxic gas inhalation and/or drowning. 7. Display of appropriate safety bill boards at strategic places. 8. Prominent display at strategic places of work sites about information of near-by emergency related addresses and mobile/telephone numbers (fire station, police station and hospital/health care centres) including the name,

SL.No	Description and Reference clause of Bid document	Details of Addendum I
		<p>address and mobile number of a locally contracted doctor by the Contractor..</p> <p>9. Display at strategic places of work sites of name, address and mobile number of the responsible person(s) of the Owner/Engineer & Contractor to be contacted in case of emergency.</p>
	<p>Section 8 Part B sub clause 4.18: Protection of the Environment</p>	<p>Insert as below:</p> <p>For Protection of ambient environment – air particularly dust, noise, the following mitigating measures shall be undertaken:</p> <ul style="list-style-type: none"> • Use of nose mask to control entry of dust through respiratory system, use of hat/ helmet and covering of body is must • Selection of secured areas for disposal of demolition waste- dusty materials • Particularly for outside work dampen access and other cleared surfaces whenever possible and especially in dry and windy conditions to avoid excessive dust. • Indoor air quality monitoring will be conducted • Use tarpaulins to cover sand and other loose material
	<p>Section 8 Part B Sub-Clause 6.4 Labour Laws</p>	<p>Delete Paragraph no 3</p>
	<p>Section 9 Contract Forms -Table of Forms : Draft Format for Customs Exemption</p>	<p>Add 'Duty' after the word 'Customs'</p>
	<p>Section 9 Contract Forms – Letter of Acceptance : Line no 1</p>	<p>Add after the word 'Date' the following: 'consisting of the Technical and Price Bid'</p>
	<p>Section 6 Technical Specification</p>	<p>Scope for supply and installation of Building Management System for the Server room inside the KEIP office premises enclosed as Part 'E' of the Technical Specification and included as a part of the Addendum I</p>
	<p>Section 4 Vol 2 Bill of Quantities</p>	<p>Additional pages of the BOQ and the Revised ABSTRACT OF COST may be referred to and filled up. Enclosed with Addendum I</p>
	<p>Drawing enclosed with Technical Specifications</p>	<p>Replace drawing no KEIIP/NCB/TR-1/BR-08A/2015-16/TD/1-501 Rev 0 by KEIIP/NCB/TR-1/BR-08A/2015-16/TD/1-501 Rev 1</p>

PART E TECHNICAL SPECIFICATIONS

E. Installation and Commissioning of The Building Management System at the proposed Server Room (5 th Floor) at KEIIP

The successful bidder shall install the required Building Management System in the proposed Server Room at KEIIP premises located in the 5 th floor of the buiding.

The Building Management System shall include the supply and installation of the items required in the server room considering physical security issues including but not limited to the following list of items:

- Very Early Smoke Detection Application (VESDA) (for Server Room) and Suppression System
- IP CCTV Solution
- Fireproof enclosure for media storage
- Hand held fire extinguishers
- Biometric security to get access to the Server Room.

Technical specifications of such items shall match with the ones having latest and up-to-date models of such items.

VESDA and FIRE SUPPRESSION SYSTEM

The VESDA system shall provide an early warning of fire in its incipient stage, analyze the risk and provide alarm and actions appropriate to the risk. The system shall include, but not be limited to Aspiration type high sensitivity Smoke Detector as required complete with necessary piping and electrical wiring work suitable for automatic actuation of suppression system. The fire suppression system shall consist of FM-200 / Inergen gas based automatic fire suppression system suitable for actuation on smoke detection complete with filled cylinder, valves, nozzles, control panel, necessary mspiping and electrical wiring work.

The system component shall be supplied through the manufacturer or by its authorized distributor.

CCTV SYSTEM

The Critical area of the Server Room along with the Non Critical area needs to be under constant video surveillance. The primary objective of implementing a CCTV system is to ensure effective surveillance of the area and also create a record for post event analysis. Monitoring cameras should be installed in proper areas to cover all the critical areas of the Server Room. The scope of work involves supply, installation, commissioning, testing and maintenance of the Closed Circuit Television system for KEIIP Server Room. The CCTV system shall provide an on-line display of video images on monitor. The entire setup shall be monitored from the control room on 24/7 basis. Cameras with suitable

lenses shall be used to view all the critical areas, i.e. inside and outside of the Proposed Server Room.

The CCTV system shall be based on the use of fixed cameras that can be controlled from control room location. The system and each of its devices shall be designed to meet the site ambient temperature and the site environmental conditions and shall operate satisfactorily under the specified permitted voltage and frequency variation band of the power supply source system. All outdoor cameras shall be IP 66 rated. The CCTV System proposed to fulfill the overall surveillance / Observation requirements and enhance the level of security necessary in a software establishment which shall be complete in all respects and shall comprise of following items detailed below:

- i. 2 MP IP IR Bullet camera of reputed make – 5 sets
- ii. The system shall be provided with 16 Network Video Recorder -1 no
- iii. There shall be 1 no of 32" Commercial display of reputed make
- iv. The video signal shall be transmitted through LAN network and shall be complete with 16 port switch and 1.5 sqmm power cable complete with conduit
- v. The system shall be complete with 2 TB Surveillance Hard disk drive (HDD) for storage of data.

FIREPROOF ENCLOSURE FOR MEDIA STORAGE

The overall design of the Fireproof Enclosure (safe) should be suitable for safe storage of computer diskettes, tapes, smart cards and similar devices and other magnetic media, paper documents, etc. the safe should have adequate passive fire protection. The salient features are detailed as under:

Capacity: 300 Liters

Temperature to withstand: 1000° C for at least 1 hour

Internal Temperature: 30° C after exposure to high temperature for 1 hour

Locking: 2 IO-lever high security cylindrical / Electronic lock

BIOMETRIC ACCESS CONTROL SYSTEM

The Biometric Access Control System would be implemented to protect the Server Room from unauthorized entry/access by intruders. The primary objective of implementing Biometric Access Control System would be the following:

- Enhance the safety and security of the valuable infrastructure and prevent unauthorized entry into the Server Room.
- To identify, categorize, verify and validate personnel data and biometrics credentials in real time.

- To minimize human error and opportunities for misuse/encroachment in operational and sensitive areas.
- Alert authorities to an attempted intrusion or other irregularities.
- Analyse incidents in real time and post event.

The biometric system shall be complete with the following :

- i) Biometric Access Control Reader – 2 nos
- ii) Heavy duty Electromagnetic lock of reputed make – 1 no
- iii) Power supply for Access Control – 2nos
- iv) Power supply arrangement consisting of cat 6 cable, 2 core power cable and conduit