

**Information Meeting
Annex to Building
Held Friday September 25, 2009
Veterinary Services Conference Room, 193 Old Hope Road**

Questions and Answers

What is the deadline for clarification?

The deadline for clarification was September 30, 2009.

What is the deadline for response?

The deadline for response to requests for clarifications is 10 days before the deadline for submission of tenders.

What means of communication will be used for response?

All responses will be faxed or emailed and will be posted on the following websites:

www.rada.gov.jm and www.moa.gov.jm.

Persons who make individual or non-technical queries by telephoning to the office will be assisted and the comments noted in the response to all persons seeking clarification.

Is a performance bond required?

A performance is only required after the contract is signed

Will a mobilization bond be required?

A bond is not required however; the successful tender would be entitled to a maximum of 10% of the contract price for mobilization of contract.

Will tenderers be bonded?

Tenderers will not be bonded.

Are the drawings available?

The drawings are available on the following websites www.moa.gov.jm and www.rada.gov.jm. Hard copies of the drawings will not be provided by the Contracting Authority. Persons who wish to have hard copies of the drawing may download from the websites.

Is the construction period stated?

The projected date for commencing the contract is November 19, 2009 however the commencement date will be after the signing of the contract by all parties. The end date for the completion of the action will be no later than June 2010.

Is contingency provided for fluctuation/variations?

There is a contingency sum available in the contract. However, variations are not allowed. In completing the Bill of Quantities consideration should be given for any scheduled or recommended increase in labour rates and other increases due to inflation.

What currency will the contract be paid in?

The tender is done in Jamaican dollars and as such persons will be paid in Jamaica dollars.

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Are foreign nationals required to submit a TCC?

All tenderers (EU and ACP Members) regardless of nationality are required to show evidence that they are tax compliant. *Section 2.3.3d in the Practical Guide regarding **Exclusion Clause** “...they have not fulfilled obligations relating to the payment of social security contributions or the payment of taxes in accordance with the legal provisions of the country in which they are established or with those of the country of the Contracting Authority or those of the country where the contract is to be performed...”*

Where should the tenders be submitted?

Tenders should be submitted to the European Union Banana Support Programme’s Project office located at 193 Old Hope Road, Kingston 6, Jamaica.

Where can the contact information for the Contracting Authority be found?

The contact information for the Contracting Authority may be found in the “The Instruction to Tenderers”

What forms should be used to submit the tender?

All the necessary forms for completing the tender may be found on the websites. Tenders must submit tenders using the prescribed forms or their tenders may be rejected. Hand written tenders will not be accepted.

How many copies of the tender should be submitted?

Tenders should be submitted in 5 copies and 1 original and should be clearly marked.

Please advise if Evaluation Grid and Administration Compliance Grid forms are for information only?

The Grids are included for information only with the objective of showing how the tenders will be evaluated.

Please confirm if Electrical connections to the main line in the road will be required, or will a connection be made to the existing building using the same meter?

Electrical connection will be made to the main line and **not** to the existing building.

Have all approvals for building been received, or will contractor be responsible for any?

The Contracting Authority is responsible for KSAC building approvals

Will a separate water meter be required?

No.

Have any soil bore tests been done? If so, will results be available?

No.

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Please provide additional information for conversion of Kitchen to Storage room. Are additional drawings/details available?

There are no additional information/drawings available for this.

Will a site inspection be conducted?

A site inspection was conducted at the end of the clarification meeting.

Please clarify Procurement Procedures- Practical Guide to Contract Procedures? Or Processes on your website?

This document is for information on the accepted contract procedures for all EC externally funded projects.