

PRE-BID MEETING NOTICE

Please find below details for the Pre-bid meeting for the RFP23-5594- Construction of Walkways for the SPC Narere Campus

Venue	Heilala Meeting Room-SPC Narere Campus
Date	11th August 2023
Pre-Bid Briefing	11.00am – 12.00pm
Site Visit	12.00pm -1.00pm

If you may wish to be part of these Pre-meeting, please do send in your confirmation to procurement@spc.int with subject of your email having RFP23-5594-Pre-Bid Meeting registration, by 12th August, 2023 before 3.30pm Fiji Time.

Instruction to Bidders

- Please follow the link to get the exact location to the meeting venue- SPC Narere Campus
<https://goo.gl/maps/HhzkKA8c28XkyjTS6>
- Bidders shall arrange own transportation to the Narere Campus.

AGENDA for Pre-bid Meeting

Purpose : **RFP23-5594- Construction of Walkways for the SPC Narere Campus**
Date : 11th August 2023
Venu : Heilala Meeting Room, SPC Narere Campus.
Time : 11.00am -12.00 pm
Site Visit : 12.00pm-1.00pm

Item	Description
1	Welcome
2	Introductions a. SPC team - Procuring team - Procurement team b. Prospective Vendors
3	PROCUREMENT team brief presentation c. Organisational Structure - Part 1 of the RFP d. Instruction to Bidders - Part 2 of the RFP - Part 4 of the RFP
4	Technical/Procuring Unit – brief presentation. e. Scope of Works f. Part 3 of the RFP
5.	Questions from the Floor
6.	Meeting closed.
7.	Site Visit from 12.00 pm to 1.00 pm