



Request for Proposal (RFP) 21-052 Supply of materials and construction of flood control measures for Soasoa and Qawa drainage scheme, in Labasa, Fiji

Virtual Pre-bid Meeting and Virtual Site Visit, 9th June 2021

1.1 Meeting Agenda

The virtual meeting was held on 9th June 2021 at 2pm. The agenda included a general background, an overview of procurement procedures, and a virtual site tour.

Each agenda item was followed by a question-and-answer session

1.2 Meeting Participants

The meeting participants included:

- SPC GCCA+ SUPA project management team
- SPC procurement team
- Ministry of Waterways (MoW)
- Interested contractors and companies

Annex I presents a screen shot of the participants to the Zoom meeting.

1.3 General Background

The session was facilitated by Mr. Sheik Irfaan, SPC GCCA+ SUPA Project Finance Manager. Permission was sought and received from the participants to record the meeting.

The change from a face-to-face meeting to a virtual meeting was a result of the Covid-19 travel restrictions.

1.4 Overview of SPC Procurement Procedures

This session was led by Mr Akhilesh Prasad, SPC, Manager, Procurement, Grants and Assets. Mr Prasad indicated that this RFP was posted on the SPC procurement website on the 16th of April 2021, however the initial face to face pre-bid meeting had to be cancelled due to the Covid-19 pandemic. A total of four amendments have been posted on the procurement website regarding the RFP.

The stipulated timeline of the RFP shows the closing date as 30th June 2021 at 4pm after which no submissions will be accepted. All proposals must be submitted electronically to

the procurement email address, procurement@spc.int . No submissions can be accepted at the SPC office, which is closed due to the Covid-19 pandemic. In the case bidders face any difficulties in submitting their proposal, they must email the procurement office on procurement@spc.int and the team will try their best to assist in any way possible.

The deadline for seeking any clarification is the 16th of June 2021 and SPC will respond to submitted enquiries by 18th June 2021. Bidders cannot communicate directly with any SPC staff as per SPC's procurement policy and any communication, including for technical queries, must be through the SPC procurement email. SPC does not hold a public bid opening session. The procurement process should be completed, and the successful bidder selected tentatively by the 4th week of July 2021. If any bidder feels that the procurement process was not fair or was not followed according to SPC procurement policies, then an official protest can be lodged as described in the RFP, and this will be assessed by an independent team.

The SPC procurement email address must be used for any queries and clarifications by bidders.

1.5 Questions and Discussion

Mr Navi of Faizal Bulldozing Works Ltd asked if hard copies of the proposal could be delivered to the SPC office in Nabua. SPC clarified that this was not possible as the offices were closed due to Covid-19 restrictions.

1.6 Virtual Site Tour

Mr Tofinga Fakasao, SPC GCCA+ SUPA Project Engineer presented the virtual site tour using a PowerPoint presentation that has been made available on the SPC procurement website. The Fiji GCCA+ SUPA project activities included in this RFP will construct and install two new floodgates, a trash rack and raise the levee height in order to reduce flooding in the area.

Proposed trash rack structure

This is to be built across the Nasuva creek. The purpose of the trash rack structure, which is separate to the flood gate, is:

- a. To avoid blockage of the barrels with logs/debris and top flowing of water through the barrel, as this would cause flooding of the surrounding upstream areas.
- b. The Soasoa catchment is the biggest in the Northern Division and consists of farmland and forest with many large trees. Some logs and other large debris are expected to flow downstream during heavy rain, which will cause blockage to the system/barrels if the trash rack is not well designed and separated from the barrel flood gate.

Proposed new 2- barrel flood gate adjacent to the existing 4-barrel flood gate

- a. The existing 4-barrel flood gate will remain and will be supplemented by a new double barrel floodgate structure.
- b. The new 2-barrel floodgate will be built beside the existing 4-barrel flood gate.

Proposed new 2-barrel flood gate adjacent to flap gate

- a. The existing flap gate structure will remain and will be supplemented by a new double barrel floodgate structure.
- b. There is no trash rack for this new 2-barrel flood gate.
- c. The new 2-barrel flood gate will be built beside the existing flap gate.

Levee

- a. The levee is to be raised by an average of 200mm from point/chainage 0 to chainage 3300m of the levee.
- b. The levee is divided into 3 segments:
 - i. Soasoa levee segment
There was no major physical damage of the crest of the levee only minor depression along the crest.
 - ii. Soasoa and Qawa segment
Small, waterlogged depressions were visible along the crest of the levee. Notable erosion was observed of approximate 1.2m depth and 50m length on the landward side of the levee.
 - iii. Qawa levee segment
Minor depression observed along the crest of the levee and several areas of accumulated or deposited sediments along the crest.

Scouring and erosion along the banks of the Qawa river will be addressed by the MoW by the placement of boulders. Scouring along the landward and seaward sides of the 3300m length of levee will be addressed by the MoW by using earth fill, which is part of MoW's routine maintenance works.

1.7 Questions and Discussion

1. Mr. Sarvesh Sharan requested for the virtual tour to be shared with the bidders. It was confirmed by SPC that the virtual tour would be posted on the website.
2. Mr. Tasheen of Viti Vanua Company asked if the old flap-gate will be removed. SPC clarified that the old flap-gate will not be removed.
3. Mr. Tasheen of Viti Vanua Company advised that it may be difficult to produce references and quotations as required by the RFP as some of the companies and suppliers of materials are closed during this Covid-19 outbreak and asked if there can be some flexibility around this. SPC confirmed that references and quotations are a requirement of the RFP.

4. Mr Sarvesh Sharan pointed out clause 15.13 of the RFP namely minor work stoppages, states that it will be at no further cost to the contractor, which was fair. He requested if it is possible to have additional time or time extensions given due to the Covid-19 situation. SPC confirmed the conditions of the RFP must be met, however should there arise unforeseen/exceptional circumstances, there is a procedure for informing SPC, after which SPC would consider the request on a case-by-case basis. Further the contractual agreement will have clauses to safeguard the contractors especially during unforeseen circumstances.

1.8 Closure of Meeting

SPC thanked the contractors for attending and reminded participants that the closing date for submission of proposals is the 30th June 2021, and the deadline for queries is the 16th June 2021. Bidders must use the SPC procurement email for all correspondence. Participants were also advised that a further amendment would be posted to the SPC procurement website before close of business on the 11th June. This amendment will contain technical changes relating to the materials list and design drawings. Bidders must use the updated information in the amendment when preparing their submissions. If contractors wish to visit the site, they may do so in their own time but neither SPC nor the Ministry of Waterways will conduct any physical site visits.

Annex 1 – Participant List (as shown on the Zoom screen)

Find a participant

RT	Rahul Tikaram (Me)		
SR	Swastika Raju (Host)		
FT	Fakasao Tofinga (Co-host)		
G	gillianc (Co-host, guest)		
S	Sheikl (Co-host, guest)		
ZK	Zhiyad Khan (Co-host)		
AS	Aneet Sivam (Guest)		
HH	Hussains Hire Plant (Guest)		
KT	Kashmir Transport (Guest)		
SA	Sameer azaad (Guest)		
TV	Tasheen- Viti Vanua (Guest)		

Find a participant

ZK	Zhiyad Khan (Co-host)		
A-	Aneet - Sivams Digging Works (Guest)		
AS	Aneet Sivam (Guest)		
GA	Galaxy A10 (Guest)		
HH	Hussains Hire Plant (Guest)		
J	jesel (Guest)		
SA	Sameer Azaad (Guest)		
SN	sanjay narayan (Guest)		
TV	Tasheen- Viti Vanua (Guest)		
VQ	VALEBASOGA QUARRIES & CIVIL ... (Guest)		
W	Waterways (Guest)		
VQ	VALEBASOGA QUARRIES & CIVIL WOR... (Guest)		