

**Minutes of Pre-Proposal Conference for
Construction Supervision of Civil Works on M2 Chisinau-Soroca
RFP # 05/2010**

November 10, 2010; 10:00 a.m. (local time)

The conference was attended by representatives:

Client's representatives

- Mr. Fiodor Grebencio, Deputy Chief-Manager of State Road Administration
- Mr. Gheorghe Curmei, Director of Investment Department, State Road Administration
- Mr. Martin Bennett, IEMC, Scott Wilson Ltd

Attendees from short-listed firms are listed below:

- 1. Swedish National Road Consulting AB (SweRoad) in association with WSP International Sweden AB**
 - Mr. Anders Buhrman, Swedish National Road Consulting AB (Sweden)
- 2. Egis Bceom International in association with Intexnauca SA**
 - Mr. Angelo Mandolfo, Egis Bceom International (France)
 - Mr. Anthony Fusy, Egis Bceom International (France)
- 3. TYP SA Company in association with Blizzard Design Srl**
 - Mr. Eugeniu Prodan, SC Blizzard Design Srl (Romania)
- 4. DIWI Germany GmbH**
 - Mr. Valeriu Severin, Universin Ltd (Moldova).

The questions of the firms' representatives and *answers* thereto are as follows:

- 1. Will there be one or two Works Contracts and where will the offices be located?**

There are 2 works contracts to be supervised on the M2 Road as mentioned in the Request for Proposals. Bids for these are under evaluation and it is not known whether one contractor will be awarded both contracts.

As far as contract administration is concerned, the contracts will be administered separately. Consultants should base their proposals on supervising two separate contracts. In the event that a single contractor wins both contracts, any changes to be considered, such as combining the offices, will be decided at the time.

Offices for the Engineer will be provided on each contract by each contractor at locations to be approved by the Engineer. Details of the facilities to be provided to the Engineer can be found under "Tenders" on the SRA web-site: www.asd.md
- 2. Are the time schedules for the contracts available – planned starting dates?**

It is planned to award the works contracts in time for the full 2011 working season.
- 3. Has the Client any preferences as to where the Consultant's main office is located?**

It is the larger contract is nearer to Chisinau and it is anticipated that the Team Leader's office (the Engineer under FIDIC) will be located at this office.

There is no requirement for an office in Chisinau.

4. **According to the construction contracts the contractor shall provide the Engineer with copies and licenses of any specialized software he is using. Could the Engineer direct the Contractor to get special software for terrain models and volume calculations to be used by both parties?**

The Tender Documents require the Contractor to provide two licensed copies of any proprietary software that he intends to utilize for the design, control, planning and operation of the works. The Engineer could only direct alternative software in the event that the software proposed by the Contractor does not meet the requirements of the Contract in the same way that Contractor's Equipment is his choice).

5. **The list of posts and time required for the Key Personnel is given in the Terms of Reference (6 positions, 120 man-months). At the same time the Consultant is free to purpose an alternative supervision structure as long as the basic minimum requirements are met. Does this mean that the Consultant is free to purpose alternative staffing within the 120 man-months allocated? How can the time for short-term experts be assessed?**

The Consultant will be required to provide the services detailed in the Request for Proposals. It is expected that each Consultant's will use his experience to decide the structure and allocation of the team to provide the services. 120 man-months for Key Personnel is considered to be a minimum figure.

*Regarding short-term experts, this is a contingency provision and cannot be decided beforehand. Consultants are requested to base their proposals on **10 man-months** being required.*

6. **What is meant by either the Team Leader or his Deputy shall be available until the Works are complete, i.e. shall either be physically present during the Defects Liability Period or just available at home office with regular visits given say one day notice?**

It is not anticipated that full-time cover will be required during the Defects Liability Period, and Consultants should use their experience to decide how to provide the services required during this time.

7. **What are the official working hours (8:00-18:00 mentioned in environmental plan) and what about working Saturday, Sunday and public holidays? Are there any restrictions?**

Locally recognized days of rest shall constitute all Saturdays and Sundays and all government recognized public holidays (refer to Particular Conditions of Contract for the Works Tender Documents). The normal working hours in Moldova are 8 hours per day on week-days (Monday to Friday). Consultants should base their proposals on this.

8. **The accuracy of the Total Stations is not specified and could thus be a subject of discussion?**

The Contractor will be required to provide surveying equipment as specified in the Tender Documents (Technical Specification). The survey equipment should meet Contract requirements and be to the Engineer's satisfaction.

9. **The Contract language according to the SCC sub clause 1.4 is English, will the Client need the translation in Romanian?**

Refer to Request for Proposals regarding reports (page 56 of the Terms of Reference).