



Millennium Development Authority (MiDA)

MINUTES OF PRE-BID MEETING FOR THE PROCUREMENT OF STREET LIGHTING REPLACEMENT CONTRACTOR (s) HELD AT ACCRA CITY HOTEL, BARNES ROAD, ACCRA-NORTH ON 12TH March, 2019 AT 10:25 HOURS.

REF: 5640100/IFB/CB/02/19

1.0 PRESENT

MILLENNIUM DEVELOPMENT AUTHORITY (MiDA & PDS/ECG)

Sylvester A. Ayayee	Project Manager, Energy Efficiency & Demand Side Management (EEDSM), MiDA
Priscilla Adjei-Darko	Project Engineer, Energy Efficiency & Demand Side Management (EEDSM), MiDA
Richmond Owusu	Project Manager / MiDA EEDSM Project - Energy Commission Secretariat
Kwabena Amponsa-Debrah	Procurement Officer, MiDA
Ian Stewart	Procurement Agent Manager, Charles Kendall & Partners (CKP)
Kwasi Ansu-Tutu	Senior Procurement Expert, CKP
John B. Koranteng-Yorke	Street Lighting Lead Consultant, MiDA
John Dakpoe	Street Lighting, Member-Consultant Team , MiDA

2.0 WELCOME ADDRESS & PARTICIPANTS' INTRODUCTION

The meeting was opened by the Project Manager, EEDSM at 10:25 am. The participants were welcomed. The participants introduced themselves after which presentations proceeded with the introduction of Energy Efficiency Demand Side Management Project of MiDA and its activities and sub-activities presented first by the Project Manager. This was followed by Technical aspects of the Street Lighting

sub-activity presented by the Street Lighting Consultant, and Procurement issues presented by the Procurement Agent Manager, along with a question and answer session.

A copy of the list of Participants in its original form is attached as Annex 1.

3.0 TOPICS PRESENTED

3.1 Energy Efficiency Demand Side Management Project

The Project Manager, EEDSM Project gave an overview of the EEDSM Project, its activities and sub-activities.

The four (4) EEDSM activities mentioned are;

- Development and Enforcement of Standards and Labels Activity
- Improved Energy Auditing Activity
- Education and Public Information Activity and
- Demand Side Management Infrastructure Activity

Each of the activities mentioned above have their sub-activities as detailed in the presentation. The Street Lighting Replacement Contractor (s) sub-activity is a sub-activity of Demand Side Management Infrastructure activity of EEDSM.

The context of Street Lighting Replacement Contractor (s) sub-activity within the overall EEDSM Project was shown.



Pre-bid Meeting
Works Phase 110319

The full presentation is provided as:

3.2 Technical aspects of Street Lighting

The Consultant gave an overview of the technical aspects of the Street Lighting, stating the main goal of the sub-activity is to address and significantly reduce the overall life cycle costs for the targeted street lighting systems.

The objective is to upgrade the existing street lights to deliver improved reliability, serviceability, energy monitoring capabilities and sustainability in terms of performance.

The Consultant provided the summary of the technical requirements and packaging of the Street Lighting Contractor (s) sub-activity and urged Bidders to find out the details from the Bidding Document, from the ground and in particular from the Baseline Studies.



STREETLIGHT
WORKS - PRE-BID.ppt

The full presentation is provided as:

3.3 **The Procurement Process and the IFB**

The Procurement Agent Manager briefed participants on the procurement principles, indicating that the aim of the presentation is to provide Bidders with sufficient information and guidance to enable them to comply with requirements and submit quality Bids. Bidders were advised to read and take careful note of all the Sections of the IFB. In particular:

Government Owned Enterprises Form – Irrespective of whether or not a firm is a GOE, all Bidders must ensure that the form provided is fully completed and signed with all the required boxes ticked. There are no exceptions.

Securities and Guarantees – The forms required are in every MCC Standard Bidding Document used by MiDA. All firms interested in Bidding should approach their bankers at the outset and ensure that they are willing to produce the securities and guarantees in the formats given.

Clarification Questions and Responses – Participants were urged to ensure questions were submitted by email in a form whereby they could be cut and pasted into a table. Responses will then be issued by 17:00 hours Ghana time on the date stated in the IFB. The responses will be sent to all who have requested the IFB so any firms who have not requested the IFB should apply immediately to ensure they received all the necessary documentation to inform their Bid.

Submissions – Participants were advised to present the content of their Bids in a logical order aligned to the order of the forms in the IFB, and use separators so that it makes both the Bid Opening, and the subsequent evaluation process, easier for all concerned. The submission date and time were fixed according to the clock in MiDA Procurement on the 4th Floor of Heritage Tower. All were warned that late bids would not be accepted.



5640100 - Street
Lighting Contractor:

The full presentation is provided as:

4.0 **General Discussions, Clarifications & Decisions**

The Procurement Agent stressed that all clarification questions must be in writing in order to receive a formal response. All questions must be sent in accordance with the instructions given in the Bid Data Sheet, and in the presentation herewith.

Clarification questions asked at the meeting are given in the table at 4.2 below and discussed.

Since responses to clarifications were required to be sent to all interested Bidders who may not be present at the meeting, any issue raised and discussed at the meeting must be accompanied by a formal written request no later than 19th March, 2019 to the Procurement Agent (Charles Kendall & Partners) and MiDA at the e-mail addresses provided in the IFB which are recalled as follows.

These are paghana@charleskendall.com and procurement@mida.gov.gh.

The formal requests for clarification and responses given will be collated in the Form of Annex 2 below.

- 4.1** The Minutes of the Pre-Bid Meeting along with the clarification questions and responses and copies of the presentations would be circulated no later than 17:00 hours Ghana time on 5th April, 2019 to all those who have requested and received the IFB.

Bidders who have not yet formally requested for the Bidding Document, one of them was at the meeting, were advised to do so, through the e-mail addresses given above in order to receive responses to the clarification requests and any ensuing Addenda.

- 4.2** The following questions and issues were raised during the Meeting:

No	QUESTION
1.	What is the meaning of "Replacement" in the IFB?
2.	Are we required to remove damaged poles? Where are we supposed to send them? Is it correct to say that we are required to design, supply, install new poles and remove some old ones?
3.	Task 5 of the Works Requirements requires us to prepare measurement and verification reports for the review of MiDA's appointed Consultant. For how long is this supposed to continue to be provided?
4.	You have indicated that you have undertaken the Survey of the Street Lights and now you are asking us to go and do the same Surveys. Different outcomes of Surveys by different Bidders means bidding on different basis with possible evaluation challenges.
5.	In Accra, the Street Lights are close to the sea. The poles and luminaries fast deteriorate if appropriate materials are not used. Are we permitted to change the material of the replacement poles and or luminaries?
6.	The IFB is asking for value-added-services. What are the outlines of the value-added services? What will be the basis for evaluation? We suggest this should be defined for all Bidders to be on the same platform in the bidding process.
7.	For LED light source for example, if the product is specified by a Bidder to have say a period of 75,000hrs or 90,000hrs of operation, then to verify they must get IEC certification. The Employer must then send for IEC inspection to ensure that, what is actually being supplied meets the 75,000hrs or 90,000hrs of operation. As things stand in the IFB, there is no such requirement for IEC inspection. We suggest the following wording be included in the IFB. For example "5 lights type test certification shall be sent for IEC inspection at the cost of the Contractor, and the Bidder must let this cost reflect in their Bid".
8.	ESP: What will happen to the scraps, poles and waste we produce?
9.	We want to bring to your attention that if we give different technical offers as a result of different designs as required, it may be difficult to compare Bids.
10.	New lights and old lights may be required but the exact locations of the new lights were not seen.

11.	Are we going to change the existing Aluminium poles?
12.	Can we replace existing aluminium with Fibreglass poles?
13.	The concrete and wooden poles specifications were seen, but we did not see the drawings.
14.	In the case of no Transformers: Where there are no Transformers to feed the existing street lights, what do we do? Are we required to provide transformers in such situations?
15.	Replacement: Different poles requires different foundation design. Are we supposed to provide foundation designs for the new poles we are providing?
16.	Is the process for evaluation of the Technical Offers first followed by Financials, similar to that of the Bulk Supply Point (BSP)?
17.	Does the Contract for this bidding process include a maintenance agreement?

Participants were asked to note that:

- (a) Copies of the presentations shall be made available to Bidders as soon as possible; and
- (b) Anyone requesting the IFB following this meeting would also be provided with the attached presentations, and any addenda to the IFB.

5.0 CLOSING

Before closing, MiDA announced that there would be no Official Site Visit, saying it was impractical to undertake site visits to all the sites.

The Meeting came to a close at 12.20 Hours.

ANNEX 1 – LIST OF PARTICIPANTS



Millennium Development Authority (MiDA)
PRE-BID MEETING – STREET LIGHTING REPLACEMENT CONTRACTOR (S)
 CB NO: 5640100/IFB/CB/02/19



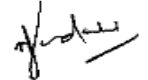
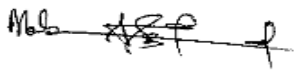
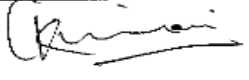
REGISTER OF FIRM'S REPRESENTATIVES

VENUE: ACCRA CITY HOTEL
 DATE: 12TH MARCH, 2019
 TIME: 10.00 HOURS

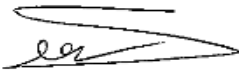
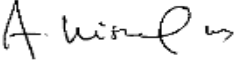
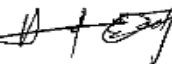

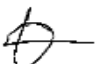

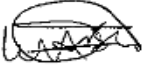
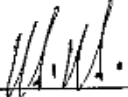
NO.	NAME OF REPRESENTATIVE	FIRM/ORGANIZATION	SIGNATURE	TELEPHONE/EMAIL
1	CONSTANCE AGBENTHEVI	TATA POWER DELHI DISTRIBUTION LTD (TPDDL) / RICHCON LTD		tarunkabiyar@tatapower-delhi.com cons.agbey@gmail.com
2	Kwame Agyeeman	Westar Elect. & Co. Ltd		024428066/ agyeman.westar@gmail.com

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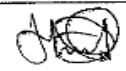


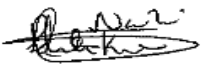

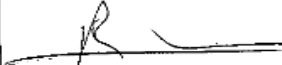

REGISTER OF FIRM'S REPRESENTATIVES

NO.	NAME OF REPRESENTATIVE	FIRM/ORGANIZATION	SIGNATURE	TELEPHONE/eMAIL
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8	Krishan Tewari	ALPHA TND LTD		05 611 60130 krishan.t@alphatnd.com

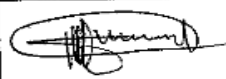
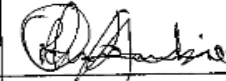
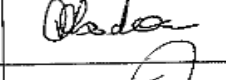

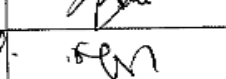
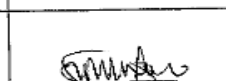
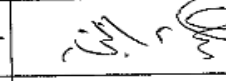
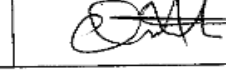

REGISTER OF FIRM'S REPRESENTATIVES

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9	KATARU VENKATA SUDARSA NA	KEDAR ENGINEERING SOLUTIONS & SERVICES LLC - DUBAI		00971528806669
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16	MUBARICK MASHAQUDDIN	NEWGEN. ENERGY		MASHAQUDDIN@Gmx.com

REGISTER OF FIRM'S REPRESENTATIVES



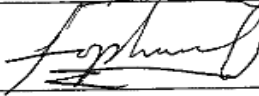




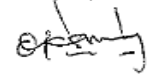
NO.	NAME OF REPRESENTATIVE	FIRM/ORGANIZATION	SIGNATURE	TELEPHONE/eMAIL
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18	Anette Ampah	Process & Plant Automation Ltd		0241045566
19	Irvin Quarkey	Process & Plant Auto. Ltd		0501371081
20	Jela Pachikvor Na-Ten	Process & Plant Auto. Ltd		0264117270
21	Ben Osei Bonsu	New Lucky Steel. G. Ltd		0242139117 benoseibonsu@gmail.com
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23	Frank Kulis	Bwa Factor Ltd		0244522802

REGISTER OF FIRM'S REPRESENTATIVES

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29	F. GBEEDY	Lightingate Ltd.		fobi.gbeddy@gmail.com
30	Simon Annan	Wester Electricals		0244659352 s21annan@gmail.com
31	Haitham El Naggar	El sewedy Electric		0506732892 h.mou5a@elsewedy.co
32	Adams T. Mensah	Linpra Ghana		0245962692 amensah@linpra.com

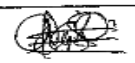



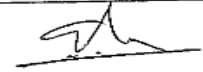



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REGISTER OF FIRM'S REPRESENTATIVES

NO.	NAME OF REPRESENTATIVE	FIRM/ORGANIZATION	SIGNATURE	TELEPHONE/eMAIL
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38	Adji Bawich Karsidi	Strategic Security System Limited - Strategic Power Solutions		Kabawich@SPS-congl Mkwantunge@SPS-congl 0244308204
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REGISTER OF FIRM'S REPRESENTATIVES

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45	Raymond Kwaku	CHRISTIAN ENG. LTD		0248856359
46	Augustine Nti - Addae	Impact Lighting Ltd		0244366390
47	Ekus Adams	Process & Plant Auto		0202026702 impacttechLtd@gmail.com
48	Emmanuel Appiah	Time Concept		0202026702 emmappiah@msn.com
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REGISTER OF FIRM'S REPRESENTATIVES

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ANNEX 2

CLARIFICATIONS FOR STREET LIGHTING CONTACTOR (S)
BID REFERENCE: 5640100/IFB/CB/02/19

SI	Ref	Question	Answer
1			
2			
3			
4			