



Millennium Development Authority (MiDA)

PRE-BID CONFERENCE

PROCUREMENT AND INSTALLATION OF AC TEST LABORATORY FACILITY

Presented By Sylvester Ayayee

Date 11th February 2020

Accra City Hotel, Accra

OUTLINE OF PRESENTATION

- OVERVIEW OF THE PROJECT
- OVERVIEW OF THE SCOPE OF WORKS
- EVALUATION CRITERIA
- SCHEDULE OF REQUIREMENTS
- INSTITUTIONAL ARRANGEMENT

OVERVIEW OF THE PROJECT

THE PROJECT OBJECTIVE:

- ▶ The main objectives of the Project implemented under this contract is;
 - ▶ to construct a laboratory for the Ghana Standards Authority for performance testing of ductless Room Air Conditioning (RAC) systems with capacities up to 12 kW.
 - ▶ to support the implementation of a national program for enforcing a Minimum Efficiency Performance Standards (MEPS) and performance labeling of ductless RACs systems.
 - ▶ to construct a laboratory equipped with a Balanced Ambient Room Calorimeter (BARC) Test Chamber for evaluation of the capacity and performance of RACs in accordance with the ISO 5151 standard

OVERVIEW OF THE SCOPE OF WORKS

THE SCOPE OF WORKS CONSISTS OF:

- Proposed Project is to be executed as follows;
- The BARC ductless RAC test laboratory unit will be:
 - Designed by the contracted firm as a pre-fabricated package.
 - Manufactured at the supplier's facility.
 - Shipped to the designated site.
 - Assembled by the supplier's technical team on location in the pre-constructed containment building

OVERVIEW OF THE SCOPE OF WORKS

THE PROJECT CONSISTS OF – CONT'D:

- Installed, tested and commissioned as per the requirements in the IFB, and as deemed necessary and required by the Engineer;
- Abide by the environmental, health and safety requirements of the MiDA Environmental and Social Management System (ESMS) as detailed in Section “SR6 – Environmental, Health and Safety Procedures”.

SECTION III: EVALUATION CRITERIA

To qualify for award of the Contract, Bidders shall meet the following minimum criteria:

- **Adherence to Delivery Schedule. Acceptance of non-compliance to Delivery Schedule will be at the Purchaser's discretion irrespective of being the lowest bidder.**
- **Adherence to Required Technical Specification, including the required accompanied Accessories.**
- **Adequate experience in the supply of AC Test Laboratory as specified in the Contract.**
- **Capability of Bidder to supply, install, test and commission the total number of AC Test Laboratory.**
- **Adherence to Warranty Period of two (2) years after delivery.**

SCHEDULE OF REQUIREMENTS

SR1 – List of Goods and Delivery Schedule:

Item	Description of Goods	Quantity	Physical unit	Final Destination as specified in BDS ITB 15.6	Purchaser's Required Delivery Date (as per Incoterms)		Bidder's offered Delivery date
					Earliest Delivery Date	Latest Delivery Date	
1	Refrigerators Laboratory Test Equipment and Set-up	1	1	Ghana Standards Authority Headquarters	12 weeks After Contract Signature	16 weeks After Contract Signature	
2	Air Conditioners Laboratory Test Equipment and Set-up	1	1	Ghana Standards Authority Headquarters	12 weeks After Contract Signature	16 weeks After Contract Signature	

NOTE: MiDA expects that the GSA will be able to test Refridgerators and Air Conditioners in the same Containment Building with these equipment.

SCHEDULE OF REQUIREMENTS

SR3 – Technical Specifications:

1. Price of Spare Parts	The list of items and quantities of major assemblies, components, and selected spare parts, likely to be required during the initial one (1) year period of operation of the equipment.
2. Operating and Maintenance Costs	The projected operating and maintenance costs of the equipment during their projected lifespan.
3. Performance and Productivity of the Equipment	The Suppliers estimated performance and productivity of the equipment offered.
4. On-site set up and technician training	The list of items and quantities of labor and incidental costs for the necessary on-site equipment set up and training for GSA technician (minimum of 2 technicians) required during the initial one (1) year period of operation of the equipment.

SCHEDULE OF REQUIREMENTS

SR3 –TECHNICAL SPECIFICATIONS: TECHNICAL SCHEDULE & COMPLIANCE DECLARATION FORM

ITEM 1 (REFRIGERATORS) – SUPPLY OF EQUIPMENT FOR HOUSEHOLD REFRIGRATING APPLIANCES ENERGY PERFORMANCE TEST LABORATORY Compliant with IEC 62552:2015 ¹ (Household refrigerating appliances – Characteristics and test methods)				
NO.	COMPONENT	MINIMUM SPECIFICATION	SUPPLIERS' NAME	
			OFFERED SPECIFICATION	COMMENT
1.	Main Application	<p>The equipment proposed must be capable of conducting the tests specified by IEC 62552:2015 (Household refrigerating appliances – Characteristics and test methods) to determine the energy performance (energy consumption over time, or the appropriate ratings) of household refrigerators.</p> <p>The proposed equipment must be:</p> <ul style="list-style-type: none"> i. Designed by the supplier and build on-site to meet the requirements of the above cited standards, and integrated as a complete test set up (“plug and play”); ii. Calibrated by an accredited calibration laboratory or service; iii. Capable of conducting the above reference test procedures, record and store test data; iv. Capable of testing both household refrigerator and freezer units; 		

SCHEDULE OF REQUIREMENTS

SR3 –TECHNICAL SPECIFICATIONS: TECHNICAL SCHEDULE & COMPLIANCE DECLARATION FORM

		v. Meets accreditation requirements for ISO 17025 or other applicable standards.		
2.	Controlled Environment	<p>Environmental chamber capable of delivering and maintaining the following test conditions for the duration of each test (minimum 80 hours):</p> <ul style="list-style-type: none"> i. Air temperature 32.2 ± 0.6 °C measured 25 cm from each center ii. Vertical gradient < 0.9 °C/m iii. Air currents < 0.25 m/s iv. 30% relative humidity <p>Note: GSA currently has four (4) test stations are already utilisable to test up to four (4) refrigerators at a time and up to two (2) freezers also at a time.</p>		
3.	Power Supply, Measurement Tools and Associated Data Collection Equipment	<ul style="list-style-type: none"> i. Conditioned power supply capable of delivering $230 \pm 1V$, $50 \text{ Hz} \pm 1 \text{ Hz}$ ii. Watt-hour meter/signal analyzer iii. Power meter capable of U, F, I, P, PF, E measurements iv. Data acquisition system consisting of CPU, display, probes, and data acquisition/storage software for recording power, temperature, and time. 		
4.	Test Packages	<ul style="list-style-type: none"> i. 125g, 250g, 500g, 1kg, M-packages with thermo couples ii. Temperature probe with 25g solid cylinder and thermo coupler iii. Cylindrical weights of 0,5 Kg, 80mm ø, weight of 2,3 Kg, weight of 23 Kg (for freezer tests) 		
5.	Air Tightness	<ul style="list-style-type: none"> i. Strip paper (50 mm wide and 0,08 mm thick, per ISO 534) 		
6.	Miscellaneous	<ul style="list-style-type: none"> i. Vane anemometer ii. Thermometer 		

SCHEDULE OF REQUIREMENTS

SR3 – TECHNICAL SPECIFICATIONS: TECHNICAL SCHEDULE & COMPLIANCE DECLARATION FORM

		<ul style="list-style-type: none"> iii. Ruler iv. Caliper v. Petri dishes vi. Measuring cylinder/beaker vii. Weighting scale viii. Test materials (test corner, arrangements or instructions regarding consumable material such as potable water or unsalted butter, etc.) ix. Others as needed. 		
7.	Documentation	<ul style="list-style-type: none"> i. User Manuals ii. Training materials iii. Accreditation manual/instructions as appropriate iv. Certification of calibration 		
8.	Warranty	<ul style="list-style-type: none"> i. Minimum of 2 years on equipment 		

SCHEDULE OF REQUIREMENTS

SR3 –TECHNICAL SPECIFICATIONS: TECHNICAL SCHEDULE & COMPLIANCE DECLARATION FORM

ITEM 2 (AIR CONDITIONERS) – SUPPLY OF EQUIPMENT FOR HOUSEHOLD ELECTRIC HEATPUMPS, AIR CONDITIONERS, AND SIMILAR ELECTRICAL APPLIANCES ENERGY PERFORMANCE TEST LABORATORY				
Compliant with all applicable parts of Ghana Standard GS 362:2017 (Non-ducted air conditioners and heat pumps -Testing and rating for performance), International Standard ISO 5151:2017(E) (Non-ducted air conditioners and heat pumps -Testing and rating for performance), International Standard ISO 13253:2017 (Ducted air conditioners and air-to-air heat pumps -Testing and rating for performance) and International Standard ISO 15042: 2017 (Multiple split-system air conditioners and air-to-air heat pumps – Testing and rating for performance) ²				
NO.	COMPONENT	MINIMUM SPECIFICATION	SUPPLIERS' NAME	
			OFFERED SPECIFICATION	COMMENT
1.	Main Application	<p>The equipment proposed must be capable of conducting the tests specified by All applicable parts of Ghana Standard GS 362:2017 (Non-ducted air conditioners and heat pumps -Testing and rating for performance), International Standard ISO 5151:2017(E) (Non-ducted air conditioners and heat pumps -Testing and rating for performance), International Standard ISO 13253:2017 (Ducted air conditioners and air-to-air heat pumps -Testing and rating for performance) and International Standard ISO 15042: 2017 (Multiple split-system air conditioners and air-to-air heat pumps – Testing and rating for performance) to determine the energy performance (energy consumption over time, or appropriate ratings) of these household appliances.</p> <p>The proposed equipment must be:</p> <ol style="list-style-type: none"> i. Designed by the supplier and built on-site to meet the requirements of the above cited standards, and integrated as a complete test set up (“plug and play”); ii. Calibrated by an accredited calibration laboratory or service; iii. Capable of conducting the above reference test procedures, record and store test data; 		

SCHEDULE OF REQUIREMENTS

SR3 –TECHNICAL SPECIFICATIONS: TECHNICAL SCHEDULE & COMPLIANCE DECLARATION FORM

		iv. Meets accreditation requirements for ISO 17025 or other applicable standards.		
2.	Controlled Environment	<ul style="list-style-type: none"> i. An AC containment building will be constructed by MiDA to host the balanced air-room calorimeter (Details on the AC Containment Building is available from MiDA upon request). ii. The AC Containment Building Floor Plan has demarcated area (150m²) for this test set-up. iii. The supplier will design and build a balanced air-room calorimeter with a total capacity of 12 kW suitable for testing with the above referenced standards. iv. This specification for the balanced air-room calorimeter shall include plug and play test equipment and miscellaneous items that are to be used in this chamber for the purpose of equipment testing (including, at a minimum, items in “3” and “4” below). 		
3.	Power Supply, Measurement Tools and Associated Data Collection Equipment	<ul style="list-style-type: none"> i. Conditioned power supply capable of delivering 230±1V, 50 Hz ii. Watt-hour meter/signal analyzer iii. Power meter capable for U, F, I, P, PF, E measurements iv. Data acquisition system consisting of CPU, display, probes, and data acquisition/storage software for recording power, temperature, and time 		
4.	Miscellaneous	<ul style="list-style-type: none"> i. Ruler ii. Calipers iii. Weighting scale iv. Others as needed 		

SCHEDULE OF REQUIREMENTS

SR3 –TECHNICAL SPECIFICATIONS: TECHNICAL SCHEDULE & COMPLIANCE DECLARATION FORM

5.	Documentation	<ul style="list-style-type: none">i. User Manualsii. Training materialsiii. Accreditation manual/instructions as appropriateiv. Certification of calibration		
6.	Warranty	<ul style="list-style-type: none">i. Minimum of 2 years on equipment		

NB: Suppliers must offer equipment which are as close as possible to the requested specifications, no prototypes will be accepted, and proposed units must be the working and robust types.

SCHEDULE OF REQUIREMENTS

SR5 – INSPECTION AND TESTS

- ▶ **The following inspections and tests shall be performed on the Goods:**
 - ▶ Pre-Delivery Inspection: Factory Inspection/FAT (at MiDA’s discretion) prior to shipment
 - ▶ At delivery point:
 - ▶ The goods will be inspected on delivery by a duly authorized representatives of MiDA and GSA at the Final Destination specified in Form SR1.
 - ▶ Failure of any of the parts to conform to the required specification shall result in the rejection of the equipment which will subsequently result in non-payment of the corresponding invoice. The Supplier will need to replace any equipment that may be rejected by MiDA for Payment to be effected.

SCHEDULE OF REQUIREMENTS

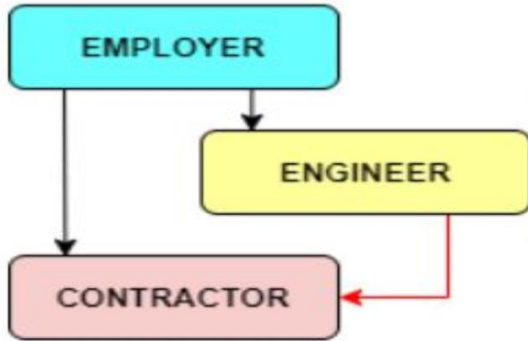
SR6 – ENVIRONMENTAL, HEALTH AND SAFETY PROCEDURES

- ▶ The Supplier shall abide by the following environmental, health and safety requirements of the MiDA Environmental and Social Management System (ESMS) available at <https://mida.gov.gh/pages/mca-program/environmental-and-social-performance-esp#fndtn-environmental-and-social-performance-esp>.
- ▶ If in doubt; seek clarifications within the time allowed.

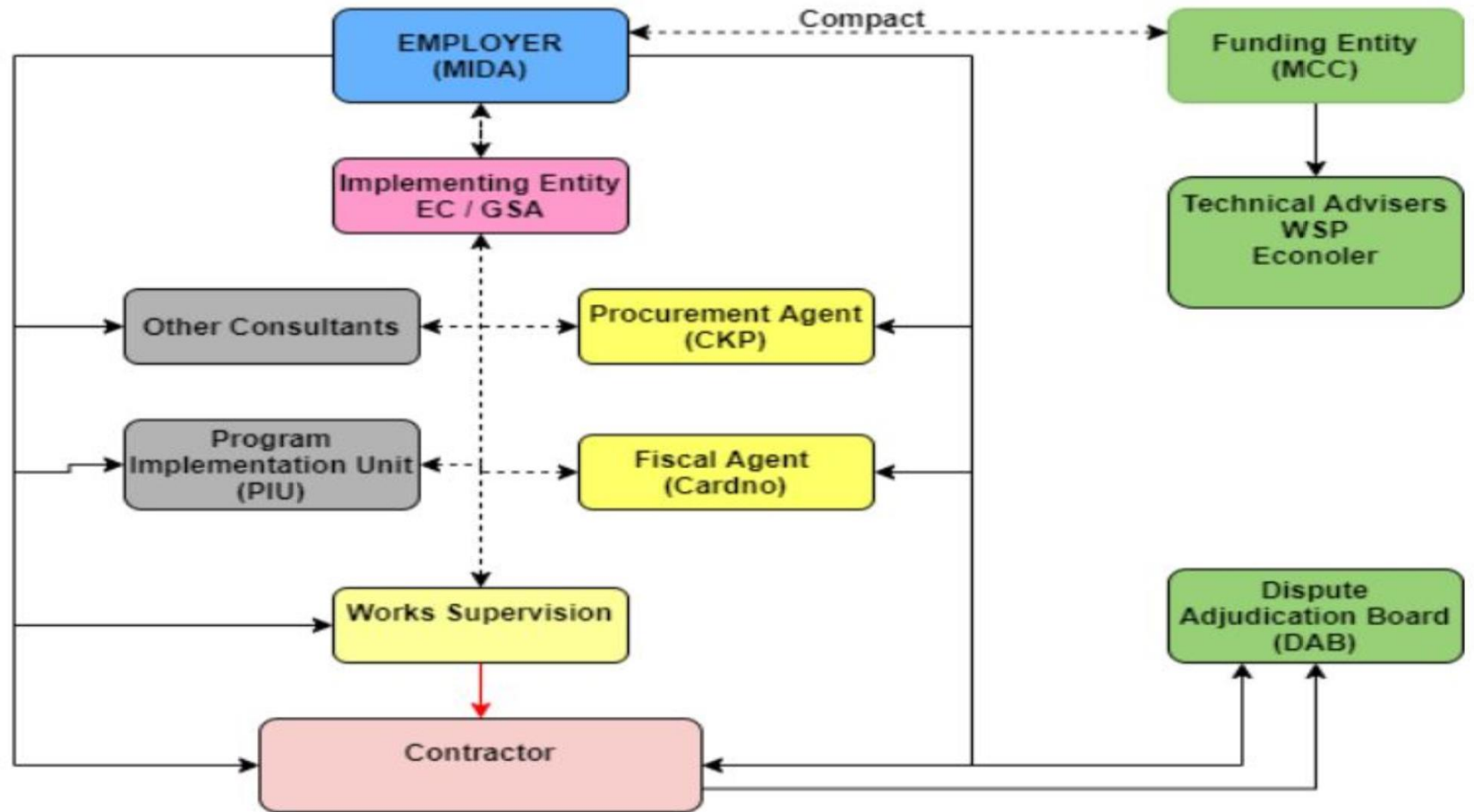
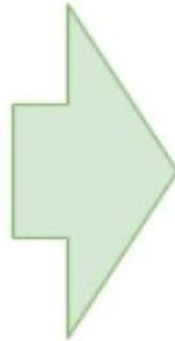
INSTITUTIONAL ARRANGEMENT

INSTITUTIONAL ARRANGEMENT

Classic FIDIC Arrangement



- = Contractual
- (red) = Supervisory
- - - - - = Collaborative



THANK YOU

Q ? A



NEXT PRESENTATION





Millennium Development Authority (MiDA)

PRE-BID MEETING

AC TEST LABORATORY

PRESENTATION BY PROCUREMENT AGENT

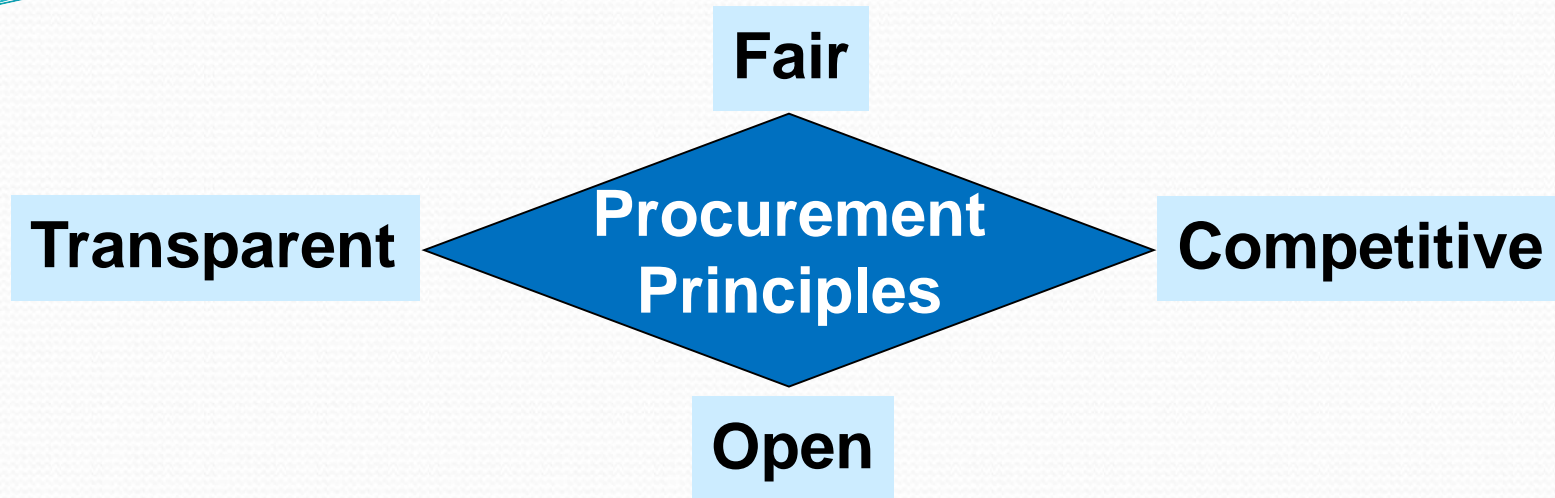
VENUE: ACCRA CITY HOTEL

DATE: 11TH FEBRUARY 2020

INVITATION FOR BIDS

- ❖ MCC STANDARD BIDDING DOCUMENT
- ❖ REMEMBER THIS IS UNTIED AID AND COMPETITION IS OPEN WORLDWIDE
- ❖ IMPORTANT FOR INTERESTED BIDDERS TO READ THE IFB CAREFULLY.
- ❖ IF IN DOUBT ON ANY ISSUE(S) ALWAYS ASK FOR CLARIFICATION

MiDA PROCUREMENT PRINCIPLES



- Procurement Agent to ensure integrity of the process
- Open competition wherever possible
- No geographic or national preferences
- Government-Owned Enterprises (ITB Clause 5.11 and Bid Form BSF1.1)
- Independent and suitably qualified Evaluation Panels
- MCC and MiDA Board of Directors approvals over certain thresholds
- Price Reasonableness Analysis
- Contractor Past Performance Reports
- Reference Checks
- Bid Challenge System (www.mida.gov.gh) and Debriefings

PART 1 - SECTION I

INSTRUCTIONS TO BIDDERS

READ CAREFULLY, AND IN PARTICULAR NOTE

ITB CLAUSE 12 DOCUMENTS COMPRISING THE BID:

- ❖ The Letter of Bid in Section IV.
- ❖ All Bid Forms in Section IV.
- ❖ Bid Security – please refer to the Bid Data Sheet (BDS ITB 22.1).
- ❖ Written authorization of signatory to commit ..Bidder (BDS ITB 23.1).
- ❖ Documentary evidence of the Bidder's qualifications (BSF1 & BSF1.1).
- ❖ Any other materials-BDS ITD 12.1(h) and Section III. Qualification & Evaluation Criteria which includes the following:
 - Original Brochures
 - Evidence of After Sales Support Services in Ghana
 - Warranty Period
 - Manufacturers' Authorization - BSF8
 - Maintenance Service Plan
- ❖ Joint Venture/Association Agreement(s) – BSF5.

PART 1 - SECTION I

INSTRUCTIONS TO BIDDERS

READ CAREFULLY, AND IN PARTICULAR NOTE

ITB CLAUSE 22 : BID SECURITY (See BSF6)

- ❖ Shall be a demand guarantee and either an unconditional bank guarantee or an irrevocable letter of credit
- ❖ If the financial institution is from outside of Ghana the Bid Security must be confirmed by a correspondent financial institution in Ghana, satisfactory to the Employer (MiDA), to make the Bid Security enforceable

For this Activity:

- **Bid Security is: US\$ 40,000 (Forty Thousand United States Dollars).**
- ❖ Bid Security shall be valid until **10th August, 2020** – that is **120** days after Bid Submission or **28 days** after Bid Validity period.

PART 1 - SECTION I

INSTRUCTIONS TO BIDDERS READ CAREFULLY, AND IN PARTICULAR NOTE

ITB CLAUSE 24

The Inner and Outer Envelopes shall:

- ❖ Bear the full name and address of the Bidder
- ❖ Be addressed to MiDA as shown in the Bid Data Sheet (ITB 23.1)
- ❖ Be clearly marked with the name and reference for the assignment – also see Bid Data Sheet ITB 1.1;
- ❖ Bear a warning not to open before the time and date for Bid Opening specified in the Bid Data Sheet (ITB 22.2).

PART 1 - SECTIONS II AND III

Section 2 – The Bid Data Sheet (BDS) supersedes the related clauses from the Instructions to Bidders. Please ensure that the BDS is read carefully.

Please note ITB 25.1 that Bids must be submitted no later than **10:00 hours Ghana time on 13th March, 2020.**

Section 3 – The Bid Review, Evaluation Criteria and Bidder Qualification Requirements contains all the criteria that the Employer shall use to review Bids, post qualify Bidders and select the winning Bid.

SECTION III -

QUALIFICATION AND EVALUATION CRITERIA

- ❖ A. Examination of Bids (Pursuant to ITB Clause 31, 32 & 33)
 - ❖ **Responsiveness of Bid**
 - Bid signed (ITB 21.1), Bid Security (ITB 22.1) and Bid Validity
 - Eligibility of Bidders (ITB Clause 17)
 - Other Eligibility Checks in accordance with ITB Clause 18 and Section 3: General 1 Qualification Information

 - ❖ **Examination of Terms and Conditions, Technical Evaluation and determination of Bid Responsiveness**
 - Adherence to Delivery Schedule (SR1)
 - Adherence to Required Technical Specification, including accompanied Accessories (SR3),
 - Manufacturers' Authorization (ITB Clause 18.2; & BSF8),
 - Original Brochures,
 - After Sales Service Support and
 - Warranty

SECTION III -

QUALIFICATION AND EVALUATION CRITERIA

❖ B. Price Evaluation and Comparison of Bids (pursuant to ITB 32 to 36)

- ❖ B1. Arithmetic Corrections, Adjustment and/or Conversion of Currency
- ❖ B2. Comparison of Bid Prices Corrected and/or Adjusted
- ❖ B3. Determination of the Lowest-Evaluated Bid Price
- ❖ B4. Price Reasonableness Analysis

❖ C. Post Qualification

After determining the Lowest-evaluated Bid, it must meet the following requirements

- C1. Financial Capability
- C2. Experience and Technical Capacity
- C3. Non-conforming contracts and litigation
- C4. Usage Requirements

SECTION IV – BIDDING FORMS

Every Bid Submission Form in Section IV starts with Notes to Bidders to guide the completion of Bidding Forms – please follow the instructions carefully.

The Forms include:

- ❖ **BSF1. Bid Submission Forms**
- ❖ **BSF1.1 Government-Owned Enterprise Certification Form**
- ❖ **BSF2. Price Schedule for Goods**
- ❖ **BSF3. Price and Completion Schedule for Related Services**
- ❖ **BSF4. Bidder Information Form**
- ❖ **BSF5. Party to Joint Venture Information Form**
- ❖ **BSF6. Form of Bid Security (Bank Guarantee)**
- ❖ **BSF7. Environmental, Social, Health and Safety Forms**
- ❖ **BSF8. Manufacture’s Authorization**
- ❖ **BSF9. Financial Capacity of the Bidder**
- ❖ **BSF10. Current and Past Proceedings. Litigation, Arbitration, Actions, Claims, Investigation and Disputes of the Bidder**
- ❖ **BSF11. References of MCC-Funded Contracts**

Bidders must respond to all of the Forms provided.

SECTION V

SCHEDULE OF REQUIREMENTS

- SR1 – Bidders should indicate the Earliest/Latest Date for Items Delivery
- SR3 – (a) In the Technical Schedule and Compliance Declaration Form, Bidders should indicate the Equipment **TYPE** or **MODEL** being offered.
- SR3 – (c) Information requested in the Table provided must be given, even though this will not form part of the evaluation criteria.
- SR5 – MiDA may opt to have Pre-Delivery Inspection, in addition to the On-Delivery Inspection.

SECTIONS VI, VII AND VIII

- **SECTION VI – GENERAL CONDITIONS OF CONTRACT** (These cannot be changed)
- **SECTION VII SPECIAL CONDITIONS OF CONTRACT (SCC) & ANNEX TO THE CONTRACT – MCC ADDITIONAL PROVISIONS**
(These cannot be changed)
- **SECTION VIII – CONTRACT FORMS:**
NOTICE OF INTENT TO AWARD, LETTER OF ACCEPTANCE, CONTRACT AGREEMENT AND FORMS OF GUARANTEES, ACCEPTANCE CERTIFICATE

CLARIFICATION QUESTIONS AND RESPONSES

CLARIFICATION QUESTIONS MUST BE SENT **BY E-MAIL** NO LATER THAN CLOSE OF BUSINESS ON **14TH FEBRUARY, 2020** TO:

paghana@charleskendall.com

and

procurement@mida.gov.gh

YOU MUST USE THESE ADDRESSES TO SOLICIT A WRITTEN RESPONSE TO YOUR QUESTIONS INCLUDING THOSE RAISED AT THIS MEETING.

RESPONSES TO ALL QUESTIONS WILL BE ISSUED ALONG WITH THE MINUTES OF THE PRE-BID MEETING, AND ANY ADDENDUM TO THE IFB, NO LATER THAN **21ST FEBRUARY, 2020.**

SUBMISSIONS OF BID

MiDA PROCUREMENT

4TH FLOOR HERITAGE TOWER

INSIDE THE TENDER BOX

INDICATE YOUR NAME ON THE SUBMISSION FORM ON TENDER BOX.

SUBMISSIONS DUE BY **10:00** HOURS GHANA TIME ON **13TH MARCH, 2020**. A PUBLIC OPENING FOLLOWS IMMEDIATELY AFTER.

LATE SUBMISSIONS WILL NOT BE ACCEPTED.

COMMON CHALLENGES

- ❖ Clarification questions not asked by due date and time
- ❖ Bids submitted late
- ❖ Courier packages not clearly marked
- ❖ Bids not signed
- ❖ Written authorization of signatory to commit the Bidder not provided
- ❖ Bid Envelopes not correctly marked or packaged
- ❖ JV or Association documents not provided (where applicable)
- ❖ Government-Owned Entities form not completed and/or signed
- ❖ Bid Security in the wrong format, value and/or validity and /or not supported by correspondent financial institution where required
- ❖ Bid Forms not completed correctly and/or submitted
- ❖ Technical Compliance Declaration Form not filled truthfully
- ❖ Incorrect and/or no email addresses provided for References
- ❖ Where data is required in Technical Compliance Sheet, one-or two-word responses (e.g. “Yes,” “No,” “Will comply,” etc.) are normally not taken as sufficient to confirm technical responsiveness to the Technical Requirements.



Thank You.

Any Questions?