

SRILANKA TOURISM DEVELOPMENT AUTHORITY

Minutes of Pre Bid Meeting

Subject: Hiring of a Consultancy Firm for Refurbishment and New Construction Work at National Holiday Resorts of SLTDA

Contract No: SLTDA/Resort/C/QCBS/Consultant-Resorts/2020/04

Date : 20th Jan 2021

Time : 10.00 hrs.

Venue : Through Zoom

Following officers presented for the Pre-Bid meeting on above subject;

Name	Organization	Designation
Mr. Anton Dilesh	SLTDA	Asst. Director (Resort Management)
Mr. Amila Medawattha	SLTDA	Asst. Director (Procurement)

Absent

Mrs. Dhammika Wijayasinghe	SLTDA	Director General
Mr. Samath Ganepalarachchi	SLTDA	Director (Financial Management)
Mr. Chandana Wijerathne	SLTDA	Director (Resort Management)
Mr. Hazeem	Ministry of Tourism	Director (Development)

Bidders Participated

1. M/s. Bureau Veritas Lanka (Pvt) Ltd.
2. M/s. State Engineering Corporation of Sri Lanka
3. M/s. Master Hellie's Engineering Consultants Ltd
4. M/s. Genesis Design Pvt Ltd
5. M/s. Signet Consultants (Pvt) Ltd
6. M/s. Engineering Consultants (Pvt) Ltd
7. M/s. Design Alliance(Pvt) Ltd
8. M/s. Central Engineering Consultancy Bureau
9. M/s. Fenco Engineering
10. M/s. Ranjan Nadesapillai Associates
11. M/s. Designvibez
12. M/s. Civil and Structural Engineering Consultants (Pvt) Ltd.
13. M/s. Consortium Of Consultants For Sustainable Development
14. M/s. Design Consortium (Pvt) Ltd
15. M/s. DH Wijewardene Associates
16. M/s. Resources Development Consultants (Pvt) Ltd
17. M/s. Associate Green Building Professional (Gbcsl)
18. M/s. Summit Engineering Services And Consultants (Pvt) Ltd
19. M/s. Signet Consultants (Pvt) Ltd
20. M/s. Wijyaratna Associates

➤ Questions and Clarifications

Mr. Anton Dilesh, Asst. Director (Resort Management) / SLTDA explained about the scope of work on this tender and participants were requested to raise any queries / clarifications in respect of same. Accordingly, SLTDA officers briefly discussed followings & decisions were taken in to further consideration.

a) Bidders raised following questions and answers are as follows;

- I. **Q.** The staff requirement has not been mentioned in the requirement. Could you please explain?
A. For any civil / mechanical or electrical work in a resort, the total consultancy service is required under your consultancy from the initiation including feasibility until the defect liability period of the particular project. In each & every phases shall be covered & based on the volume of the work you have to deploy the relevant officers as needed. We have clearly mentioned the each & every stages in the Bidding document.
- II. **Q.** What are the actual work / projects planned under this consultancy?
A. We will provide planned projects with PBM minutes (Attachment I). But this is not the confirmed document & based on the decision of the management the scope of this work will vary.
- III. **Q.** Payments are based on time based or how?
A. Payments are based on percentage base. Based on the actual value of the construction the consultancy fee will be paid as a consultancy fee.
- IV. **Q.** Could you share the budgets on each & every holiday resorts?
A. At this movement, we are not in a position to disclose the budgets, we will provide you the short description / specification of a particular project planned. Based on that you may quote the percentages.
- V. **Q.** Will you be selecting one consultant or couple of consultants for this procurement?
A. It will depend on the evaluation & there is the chance to select couple of consultants for this procurement. Practically, due to limited staff, experience and the bid price (Percentage of fee) of the consultancy firms, SLTDA management will decided to select several consultants for several projects and locations.
- VI. **Q.** What is the estimated project value?
A. There is no any ceiling value as mentioned earlier, It depends on the engineers estimate, scope, and the budget availability.
- VII. **Q.** Project duration is for 24 months isn't it?
A. Yes. We planned to complete those projects within 24 months. Once the consultant selected we will sign the contract for Two years, if needs arises for time extension, SLTDA will consider for extension of the contract period.
- VIII. **Q.** Are these projects are refurbishments, new constructions or both?
A. Both. The existing buildings planned to be refurbished & new constructions also there. If you wish to quote separately for the new construction & refurbishments, you may submit separate percentages for that.
- IX. **Q.** It has not mentioned the "Anuradhapura" and "Benthota" in the data sheet. Is it not needed the service for the both resorts or?

- A. For Anuradhapura, we obtain consultancy from Department of Building, and Bentota from CECB. Anyhow we observe the rates quoted by you and if client feels the quality of service is below expectation of the present consultants, SLTDA will consider to appoint a new consultant.
- X. Q. As per the circular, there is preferences given to the government / semi government institutes. In it applicable for this procurement?
- A. Actually, there is no such restrictions. All bidders including state own consultants are evaluated in a same criteria.
- XI. Q. During construction period, do we need to consider logistics and consultant's facilities to quote for this procurement?
- A. No. At the time of preparing the estimate, under the preliminaries you have to add consultant's facilities such as site office sanitation water and electricity and office furniture etc. and the selected contractor shall provide those facilities to you. But you have to consider any other requirements needed to provide the satisfactory consultancy service.
- XII. Q. Do we need to consider defect liability period in the proposal or?
- A. Yes. It is needed to be considered.
- XIII. Q. Cost of site visit also shall be considered in the proposal and site visits are in every month or additional visit?
- A. Yes. You have to consider all the cost related to provide the requested services in the bid under scope of work in your proposal. You are supposed to deploy a technically qualified full time site staff (residentially) during the construction period which includes any time extension of the contract. The qualification and experience of the full time residential site staff should be depend on the complexity of the project. Further if requirement arises for any other specialized technical personal, you have to visit and provide the aforesaid service. Normally once a month a progress meeting will be scheduled at site & consultants technical staff with different disciplines should attend the progress meeting as needed to give advice to client and contractor according to the stage of construction.
- XIV. Q. There is no any minimum qualification requirement of the staff. Could you please explain?
- A. Actually we have not mentioned because we expect it from you with their qualifications and the profile. SLTDA will consider these for the evaluation. The consultant know the person who should be deployed, You are supposed to mention the total team you are planning to engage for individual projects supported with their CV and certificates etc., category of employment with your firm (Permanent / Part Time / Contract Basis etc.).

Note. If any consultants need to visit the site prior to quote for this, you may contact & pre-site visit costs will not be covered.

**Chairman
Departmental Consultancy Procurement Committee
Sri Lanka Tourism Development Authority**