

No.WIN/872/1/2020
High Commission of India
Windhoek

Tender for External painting of Chancery main building, Annexe building (including roof tiles) & modification of all old grills (Burglar bars) with strong quality grills.

Minutes of pre-bid meeting

Date: 03.11.2020

Time: 11.00AM

Venue: High Commission of India, Windhoek

No. of Attendees: 16(sixteen)

1. All participants were explained the scope of work in detail and were taken to the site to show them & explain the work to be done.
2. The participants inspected the site, the walls & roofs and other areas to be painted & burglar bars to be modified/replaced.
3. It was mentioned that the bidders need to qualify at the technical stage for their financial bids to be considered. Financial soundness, reputation, past experience of similar works & references of the bidder will be considered at the technical stage.
4. Participants asked if there is a specified bill/schedule of quantities for the work. Participants were told that they could take measurements themselves & formulate the bill/schedule of quantities & accordingly quote for the work. However, they all were clearly and unambiguously explained in detail what all area is to be painted, minor repair work to be carried out etc. and all were satisfied with the site visit & explanations.

5. The quality & colours of the paint were specified (Neo Paint, white for walls and red for roofs). The quality & design of security grills (burglar bars) were specified.
6. Small/minor repair works, noticed during painting, will be done as part of the contract. This was explained to all participants. However, this excludes any major repair work.
7. Regarding electric & other cables on the walls, it was explained that they need to be trunked properly & neatly.
8. The work needs to be finished within **30 days** from award of contract, beyond which there would be a **penalty** of 0.5% of the accepted contract value per week subject to maximum of 10% of contract value.
9. On page one of the tender document the last date of submission of bids may be read as 23rd November, 2020 instead of 20th November, 2020.
10. These minutes form an integral part of the tender document.
