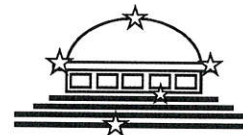




OFFICE OF THE CLERK OF THE LEGISLATIVE ASSEMBLY

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29 May 2018

To All Bidders

ADDENDUM 04: SAMOA PARLIAMENT COMPLEX REDEVELOPMENT PROJECT: FURNITURE AND FIXED EQUIPMENT – AUDIENCE SEATING

- 1. Question:** Would the Committee consider extending the closing date of bids to 11th June 2018 due to short week next week and public holiday for the Independence celebrations?

Response: Closing date of tender is extended to Monday 11th June 2018.
- 2. Question:** Can an editable or Word format version of RFQ page 5 be made available to Bidders?

Response: Editable or Word format version of Government Tender documents are not released to Bidders.
- 3. Question:** Can a Bidder submit more than one quotation if they have more than one (1) chair that meets the specifications as per RFQ 1.7(a) page 2 ?

Response: As per RFQ 1.7(a) page 2 this confirms that it is allowable for a Bidder to submit more than one (1) quotation if they have more than one (1) chair that meets the specifications.
- 4. Question:** In reference to RFQ 1.3(c) can Bidders submit bank statements for Feb, March and April since statement for May may not be ready in time for close of bid.

Response: As per RFQ 1.3(c) Bidders must submit bank statements for the immediate past three (3) months (March, April and May) since the tender is now extended to 11 June 2018. If the Bidder is unable to submit a bank statement for May 2018, the Bidder will need to indicate in their bid that the bank statement for the said month (May 2018) is not ready, in which case the Bidder must provide bank statements for February, March and April; so the Evaluation Panel is aware.
- 5. Question:** Please confirm if the Required Warranty Period is 12 months warranty as in the RFQ form on page 3.

Response: This confirms that the warranty period is for twelve (12) months, as per Part 3 of the RFQ. Bidders are required to produce manufacturers' warranty and if chairs gets damaged in twelve (12) months due to product failure and not human induced damage, the Supplier is required to replace it.
- 6. Question:** If chair has to be rectangular or have a narrow base as in the photo ?

Response: The chairs shown in the RFQ or something similar are options to consider but it is essential that the design intent for the chair is met.

7. **Question:** Can a sample of Mid-Tone-Grey be made available ?
Response: We do not have a sample available but Bidder can propose a colour similar to Mid-Tone Grey.
8. **Question:** In reference to RFQ 5(a) page 9 to confirm that the final colour selection is to be determined by the Client based on successful bidder's offered solution.
Response: This confirms that the final colour selection is to be determined by the Client based on successful bidder's offered solution.
9. **Question:** In reference to RFQ 1.2(d) can the Managing Director authorize the statement instead of a notarized power of attorney?
Response: As per RFQ 1.2(d) the Managing Director's signature should suffice if the Managing Director has the proper authority to bind the company; thus a notarised Power of Attorney is not necessary.
10. **Question:** In reference to RFQ 1.2(a) what form of evidence does the bidder have to produce? Is a statement sufficient ?
Response: As per RFQ 1.2 (a) '**Bidder Eligibility**', this clarifies that **there is a formatting issue** with RFQ 1.2(a). The provision should read as follows:

2. Bidder Eligibility

(a) The Bidder must be a bona fide business unit known by the Principal to be suitably qualified, experienced and financially resourced, and must provide:

- (i) an authenticated copy of its current valid Business license;*
- (ii) an authenticated copy of its VAGST Certificate from the Ministry for Revenue, Samoa; and*
- (iii) a notarized Power of Attorney authorizing the signatory of the Quotation to represent the Bidder, sign the Quotation and accept a Purchase Order.*

11. **Question:** As per RFQ 1.13 Payment - if an arrangement can be made such as an advance payment of 30% of contract sum be paid at awarding of contract, 30% of contract sum be paid at signing of contract and 40% at completion of contract?
Response: The provision of advance payment is allowable for Contract for Works, to facilitate mobilization of the Contractor. However, this is not practiced in Contract for supply of Goods and related services. As per the RFQ, the Bidder is required to provide a Performance Security of ten per-cent (10%) upon acceptance of 'Letter of Award'. Therefore the Bidder subject to agreement by the Principal, may only be entitled to an advance payment of up to ten per-cent (10%) of the contract price, at contract signing.

Should you require further clarifications please e-mail clerk@palemene.ws or the Building Project Manager at elsa.fruean@palemene.ws.



Sefuiva Charlene Malele
Clerk of the Legislative Assembly