



Official Tender Clarification no.1

Procurement: Maintenance Works of the SIMA Residential House, Gizo, Western Province

This Clarification Notice is issued in response to questions received from prospective bidders.

Bidders are reminded to carefully review the Procurement Notice, Terms of Reference (ToR), and all procurement documents available on the SIMA website at <https://www.sima.gov.sb/procurement/call-for-proposals-maintenance-work-sima-house-gizo/>.

The purpose of this notice is to clarify matters raised and ensure a common understanding of the procurement requirements.

All clarifications contained in this notice form part of the procurement documents and shall be considered by bidders when preparing their proposals.

A. Tender Reference and Procurement Information

The official procurement documents, including the Procurement Notice and Terms of Reference, are available on the SIMA website. Bidders should rely on the information contained in the current procurement documentation and advertisement. The closing date for submissions is clearly stated in the Procurement Notice.

B. Tender Documents and Scope Information

The complete set of procurement documents consists of the Procurement Notice and ToR available on the SIMA website.

SIMA has intentionally not provided detailed designs, engineering drawings, specifications, bills of quantities, schedules of rates or prescribed methodologies. The procurement is structured to allow bidders to undertake their own assessment of the property and submit their own technical and financial proposals based on their professional judgement, experience and inspection of the site.

Bidders are therefore expected to determine quantities, methodologies, materials, labour requirements and pricing necessary to complete the works described in the Terms of Reference.

C. Site Location and Site Inspection

The location of the house is known and accessible within Gizo.

Bidders are strongly encouraged to inspect the property before preparing their proposal. The house is available for inspection by interested bidders during the tender period.

It is the responsibility of each bidder to familiarise themselves with:

- Existing site conditions;
- Accessibility;
- Dimensions;
- Material quantities;
- Existing defects;
- Construction constraints; and
- Any other matters relevant to the preparation of their proposal.

Failure to inspect the site will not relieve the successful contractor of its obligations under the contract.

D. Existing House Condition and Scope of Works

The required works are described in the ToR.

Bidders are expected to assess the existing condition of the property during their site inspection and identify all maintenance and repair works necessary to meet the requirements outlined in the ToR.

The proposal should clearly identify the bidder's understanding of the scope and include all works considered necessary for proper completion of the project.

E. Access Road Works

The ToR describe the intended outcomes for the access road.

SIMA has not provided engineering designs, dimensions or quantities. Bidders are required to inspect the site, determine the extent of works required and include appropriate quantities, materials, labour and methodology within their proposal.

F. Fence Works and Property Boundaries

The ToR identify fencing improvements as part of the maintenance works.

Bidders are expected to inspect the property, assess site conditions and propose an appropriate fencing solution consistent with the objectives of the ToR.

Any dimensions, materials, gate arrangements and quantities proposed should be clearly identified in the bidder's submission.

G. Roof and Ceiling Repairs

Bidders should assess the visible condition of roofing and ceiling systems during site inspection and propose an appropriate repair or replacement methodology.

The purpose of the procurement is to engage an experienced contractor capable of determining the most suitable solutions to achieve the required outcome. SIMA has therefore not prescribed detailed repair specifications.

H. Existing Assessments and Hidden Defects

No additional reports or specialist assessments are included within the procurement documents.

Bidders should rely on their own inspection, experience and technical judgement when preparing submissions.

Where bidders identify assumptions, exclusions or specific conditions affecting their proposal, these should be clearly stated within the technical proposal.

I. Material Standards and Technical Requirements

SIMA expects all materials, workmanship and construction practices to comply with accepted industry standards and good construction practice.

Bidders should propose materials, products and construction methods that are fit for purpose, durable and suitable for the environmental conditions experienced in Gizo and Western Province.

Proposals should clearly describe the materials and standards proposed by the bidder.

J. Contractor Eligibility and Experience

Contractors should ensure that their submissions demonstrate their experience, capability and capacity to undertake the works.

Bidders should include all information necessary to support their proposal, including relevant experience, key personnel, equipment, business registration and any other information considered relevant to the evaluation of their proposal.

K. Proposal Submission Requirements

Bidders must comply with the submission requirements stated in the Procurement Notice and ToR.

Technical and financial proposals are to be submitted separately as specified in the procurement documentation.

Bidders should ensure their submissions are clear, complete and received by SIMA before the closing date and time. Late submissions may not be considered.

L. Evaluation and Contract Award

Evaluation will be undertaken in accordance with SIMA's procurement procedures and the requirements set out in the ToR.

Bidders are encouraged to submit proposals that demonstrate:

- A clear understanding of the required works;
- Technical competence;
- Relevant experience;
- Practical methodology; and
- Value for money.

M. Contract Administration and Pricing

Bidders should submit a complete financial proposal covering all costs associated with the execution and completion of the works.

Bidders are expected to undertake their own assessment of costs associated with labour, materials, transport, mobilisation, accommodation, waste disposal, equipment, taxes and all other matters necessary to complete the works.

The proposed price should therefore reflect the bidder's own assessment following review of the ToR and inspection of the site.

N. Clarification Process

Any clarification requests must be submitted to the procurement contact identified in the Procurement Notice.

To ensure fairness, transparency and equal treatment of all bidders, responses to material clarification questions may be issued to all interested bidders and form part of the procurement documentation.

General Reminder to Bidders

SIMA is seeking proposals from experienced contractors capable of independently assessing the property, identifying the works required, determining quantities and methodologies, and submitting a complete technical and financial proposal. The ToR describe the required outcomes. It is the responsibility of each bidder to undertake sufficient due diligence, including site inspection, to prepare an accurate and complete proposal.