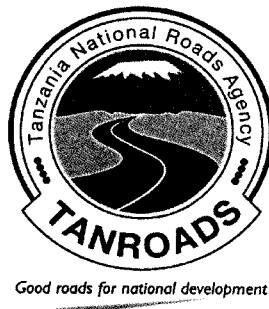


# TANZANIA NATIONAL ROADS AGENCY



P.O. Box 11364  
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Airtel House  
Ali Hassan Mwinyi / Kawawa Roads  
Junction  
Dar es Salaam

**Date:** 25<sup>th</sup> October 2017

**Our Ref:** TRD/HQ/GEN/999/01

**To:** All Prospective Tenderers

**RE: REHABILITATION AND UPGRADING OF IRINGA AIRPORT, TENDER No.  
AE/001/2017-18/HQ/W/47**

**Sub: Minutes of Pre-bid meeting held on 16<sup>th</sup> October, 2017**

Please refer to the above subject.

Please find attached herewith the Minutes of Pre-bid meeting held on 16<sup>th</sup> October, 2017 at the Regional Manager's Office- TANROADS, Iringa.

Eng. Chrispianus B. Ako  
**ACTING CHIEF EXECUTIVE**

**Encl: As stated**

# TANZANIA NATIONAL ROADS AGENCY



## MINUTES OF PRE-TENDER MEETING OF UPGRADING AND REHABILITATION OF IRINGA AIRPORT: TENDER NO. AE/001/2017-18/HQ/W/47

**Date:** 16<sup>th</sup> October, 2017

**Venue:** REGIONAL MANAGER'S OFFICE TANROADS IRINGA.

### I ATTENDANCE

#### TANROADS/TAA Representatives:

- |    |                       |   |                 |   |             |
|----|-----------------------|---|-----------------|---|-------------|
| 1. | Eng. Daniel Kindole   | - | TANROADS IRINGA | - | Chairperson |
| 2. | Eng. Caroline Mntambo | - | TANROADS HQ     |   |             |
| 3. | Eng. Kedrick Chawe    | - | TANROADS HQ     | - | Secretary   |
| 4. | Eng. Motta Kyando     | - | TANROADS IRINGA |   |             |
| 5. | Eng. Yonna Nelson     | - | TANROADS IRINGA |   |             |
| 6. | Hanna Kibopile        | - | TAA IRINGA      |   |             |
| 7. | Haji Usantu           | - | TMA IRINGA      |   |             |
| 8. | Hamisi Dawa           | - | ARFFS IRINGA    |   |             |

#### Tenderers' Representatives:

S/N	Name	Firm	Position/Designation
1	Mrs. M. Mwamy	STL Group	Marketing Manager
2	Mr. Attila Mohmud	STL Group	Project Manager
3	Mr. Nadav Simhoni	STL Group	Executive Director
4	Mr. Jorge Martius	MOTA - Engil	-
5	Mr. Pedro Condeizo De Souza	MOTA - Engil	-
6	Mr. Li Ran	CCECC	Engineer
7	Mr. Richard Emo	CCECC	Engineer
8	Mr. Babuu Halfan	ADVENT	Quantity Surveyor
9	Mr. Chen Hai Qing	SIETCO	Engineer

A copy of the signed list is attached as **Appendix I**

## II AGENDA

1. Welcoming Participants to the Site Visit
2. Site Visit
3. Opening of the Pre-tender Meeting
4. Questions / Issues and Responses / Clarifications
5. Closing of the Meeting

### 1 WELCOMING PARTICIPANTS TO THE SITE VISIT

Representatives from prospective Tenderers and TANROADS convened at the Regional Manager's Office TANROADS IRINGA at 9:15 AM for a site visit for **Upgrading and Rehabilitation of IRINGA Airport** pursuant to Sub-Clause 6.3 of the Invitation to Tenderers.

The Chairperson, Regional Manager TANROADS IRINGA – Eng. Daniel Kindole welcomed the participants to the site visit and thereafter, to pre-tender meeting at the Regional Manager's Office TANROADS IRINGA.

Before embarking on the site visit, the participants were allowed to make self- introduction. Thereafter, the participants reviewed the proposed agenda and adopted the same.

### 2 SITE VISIT

#### 2.1 Pre-amble

The Tenderers' representatives and TANROADS representatives visited the site and inspected the project namely: **Upgrading and Rehabilitation of Iringa Airport**. The Tenderers' representatives were also informed that TANROADS representatives would clarify on any questions / issues that would raise during the visit.

The Chairperson emphasized that all questions/issues raised during the site visit and pre-tender meeting will be clarified, even though the final clarification will be sent to all bidders through emails.

The Tenderers' representatives were informed by Chairman that the Soft Copy of Bid Document already submitted to the Tenderers has some correction and therefore the document needs to be recollected. The Tenderers were also informed that the correct soft copy will be available at TANROADS PORTAL.

#### 2.2 Inspection of the Project Site

At the proposed site (Airport), the representatives from prospective Tenderers and TANROADS were welcomed by Airport Manager (TAA) Iringa Ms. Hanna Kibopile.

The site inspection started at IRINGA Airport Airside (Runway 02/20, Taxiway, Apron, RESA and Runway Strip), Parking Area and ended at the existing Access Road. The site visit for the Airside Pavements commenced at 9.35 am and ending at 11.50 AM.

Project Engineer from TANROADS HQ led the team (Participants) by walking in the Airside starting in the existing Apron, Taxiway and the entire length of the Runway stopping at some areas

to check different features. During the site visit the questions and issues raised were responded and recorded.

**3 OPENING OF THE PRE-TENDER MEETING**

After the end of the site visit, the pre-tender meeting convened at the office of the TANROADS Regional Manager Iringa.

At 12:10 PM, the Chairperson again welcomed all participants to the pre-tender meeting.

**4 QUESTIONS / ISSUES FROM THE TENDERERS AND RESPONSES**

After the opening, the participants proceeded to deliberate on the issues that arose during the site visit. Tenderers also raised various issues regarding the tender documents in general. The Chairperson also reminded Tenders to submit additional queries or requests for clarification, if any, before the period stipulated in the Tender Documents.

Furthermore, it was elaborated that any modifications to the tender documents that may become necessary as a result of the site visit and the pre-bid meeting or other subsequent clarifications shall be made by TANROADS through Addenda as per provision of Sub-Clause 9.1 of Section II: Instructions to Tenderers of the Tender Documents.

*Questions/issues raised and subsequent clarifications are attached as **Appendix II**.*

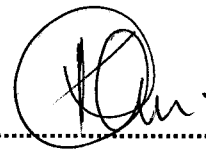
**5 CLOSING OF THE MEETING**

In closing the meeting, the Chairperson thanked all participants for their attendance in both the site visit and pre-tender meeting and for their active participation. The chairperson assured them that all questions and issues were noted and that responses will be sent to all prospective Tenderers through their e-mail addresses. The pre-tender meeting was closed at 12:55 PM.

**MINUTES SIGNED BY:**



Chairperson



Secretary

16/10/2017

Date

## APPENDICES

## APPENDIX I



## APPENDIX II



## QUESTIONS / ISSUES FROM THE TENDERERS AND RESPONSES

### 1. Airport operation during construction.

The representatives from prospective Tenderers requested the Employer to clarify whether the Airport will still be in operation during the contract execution of the esteemed assignment.

*The Employer disclose that, the project duration of 20 months inclusive of 3 months of mobilization has considered the interruption during landing and taking off (live Airport) and in no case the Airport operation will be stopped unless during the critical construction stage where it will be required that Airport operations to be suspended. Moreover, the awarded Contractor should prepare working schedule which must accommodate ICAO requirements on working in live Airport. The bidder were informed that their construction methodology should indicate the Output/Day/Pavement Layer. The information will be used to ascertain the maximum length of the Runway that can be worked per day with creating delays and disrupting operations.*

### 2. Contractor entrance to Airside

The representatives from prospective Tenderers alarmed the Airport Security and need to know the Contractor's vehicle movement particularly entry and exit to the Airside during construction.

*The Employer respond that, for the security and safety purpose, the awarded Contactor will have to set up a separate guarded gate to the airside that will not disturb normal airport operations, or elsewhere as this will be decided during the construction by the Employer.*

### 3. Contractor Camp

The representatives from prospective Tenderers raised the matter concerning parking for the Contractor's equipment and heavy machines if the space will be provided inside or outside the Airport.

*The Employer clarify that, due to the small restriction Airside area, the awarded Contractor will be advised to set up his own camp particularly at Landside area but inside the airport boundary to improve security.*

### 4. Position and Owner of the borrow pits

The representatives from prospective Tenderers requested the Employer to make clear who own the source of construction materials. In case landlord is private / individual and as for this may constituent the charging or toll fees, how then this issue will be settled. The Tenderers also wanted the Employer to make clear the location of the borrow pits.

*The Employer reply that, the owner of the new borrow pits are individuals and the common practice is usually the contractor will buy the material from the borrow pit owners or the contractor can buy the land from the owners. As for the big project like this, the Employer will assist the awarded Contractor in easiness the compensation. The Employer clarify that all borrow pits that can be used as source of materials are listed in the Materials report including the distance from the borrow pits to the project site. However the Employer also informed the Tenderers that for hard stone quarry (Isimila) the one listed in the Material report is 37 Km from the Airport along TAZAM highway and the another one 22 Km from the project site along Iringa-Dodoma road are owned by TANROADS. However chairperson informed the tenderers that they are free to look for other new source of material and the employer will facilitate the bidder during acquisition of those areas.*

- iv. *Contractors are also free to search for other new sources of materials during execution of the project.*
- v. *According to Minerals Act of 2010, a contractor also needs to have a licence from Ministry of Energy and Minerals.*

*It has to be noted that TANROADS will assist in all logistics of getting permits from different Ministries.*

#### **5. Type of Rock Within the Airport Project Site.**

The representatives from prospective Tenderers inquired about the type of rock that is found within the airport project site.

*The Employer responded that, the predominant rock within the vicinity of the airport and project site is mainly granite and dolomite, the employer also reminded bidders to go through all documents provided by client.*

#### **6. Compensation.**

The representatives from prospective Tenderers wanted to know if there is any compensation that is within the project site.

*The Employer responded that, there is no compensation that is within the project limits and also assured that any issues that might arise concerning compensation will be solved by the Client.*

#### **7. Number of Computers and Laptops Specified in the BOQ Preamble.**

The representatives from prospective Tenderers wanted to know whether the number of computer and laptops specified is correct

*The Employer responded that, the specified number was correct since the computers and laptops were meant to be provided to the project team and the supervising engineer's team.*

#### **8. Height of Cutting and Fill and Height of Mountain Cutting**

The representatives from prospective Tenderers wanted to know why there is so much cutting and filling on the Runway, also what was the height of mountain cutting as it was not clear in the PDF drawings.

*The Employer reply that, the amount of cutting and fill in the Runway is due to the requirement of the approach angle on Runway 02 and the obstruction by the mountain beyond Runway 02. Furthermore the tenderers were informed that they should collect the DWG drawing for the earthworks from TANROADS HQ to get the clear information on cutting on the mountain.*

#### **9. Type of Airport Fence**

The representatives from prospective Tenderers wanted to know what type of fence is suppose to be constructed and what type of Materials will be used.

*The Employer replied that, the fence type will be according to the specification as highlighted in the bid document and furthermore it should conform to the requirements of ICAO and FAA for a security fence.*

## 10. Another Site Visit

The representatives from prospective Tenderers wanted to know if there will be another site visit for those who were absent during the pre-bid meeting.

*The Employer reply that, there will not be another site visit after the pre-bid site visit.*

## QUESTIONS / ISSUES FROM THE TENDERERS AND RESPONSES

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### 4. Location and Owner of the Borrow areas/Quarries

The representatives from prospective Tenderers requested the Employer to make clear who own the source of construction materials. In case landlord is private / individual and as for this may constituent the charging or toll fees, how then this issue will be settled. The Tenderers also wanted the Employer to make clear the location of the borrow pits.

*The Employer responded as follows:-*

- i. For the new proposed borrow pits/quarries, they are owned by individuals where by a contractor can have an agreement with land owners on how to get the required materials.*
- ii. For the existing Borrow areas/quarries some are owned by TANROADS and others by Contractors/individuals*
- iii. Location of the Borrow pits and quarries are as shown in the Materials Report, which have been provided to all bidders.*