



Ministry of Social Security, National Solidarity, and Environment and Sustainable Development (Social Security Division)

MSS/OAB 76/2017-18

04 May 2018

To All Bidders

Renovation and Refurbishment of Offices, Common Areas & Toilets at Pope Hennessy Police Station - R. Seeneevassen Bulding, Port Louis

Please refer to our Invitation for Bids dated *09 April 2018* concerning above project.

Note of the Pre-Bid Meeting held on 23 April 2018 at 10 30 hours at Pope Hennessy Police Station, R. Seeneevassen Building, Police Station

Attendance:

<i>Name</i>	<i>Title</i>	<i>Organisation</i>	<i>Contact</i>
L. Bissessur	Project Manager	MPI & LT	
V. Seeboruth		Keep Clean Ltd	
R. Selven	Site Manager	Chiselmet Ltd	
A. Hossenally	Quantity Suveyor	Top Builders	
I. Hossen		Neel Construction & Industries Ltd	
S. Elyhee	Site Manager	Island Civil & Mechanical Contracting Ltd	

Absent/ Apology:

<i>Name</i>	<i>Title</i>	<i>Organisation</i>
F. Jowahir	Project Manager	Ministry of Social Security, National Solidarity and Environment and Sustainable Development (Social Security Division)

1. Background & Objective

- 1.1 The Ministry of Social Security, National Solidarity, Environment and Sustainable Development (Social Security Division) has launched an Open National Advertised bidding for the renovation of Pope Hennessy Police Station on 09th April 2018.
- 1.2 The Ministry of Public Infrastructure & Land Transport has prepared contract document and will carry out supervision, contract administration and project management on this project.
- 1.3 In this context, a pre-bid meeting has been scheduled today by the Ministry of Social Security, National Solidarity, and Environment and Sustainable Development (Social Security Division) for bidders to visit the building and to attend to any queries from bidders.

2. Project Manager's Matter

- 2.1 The Project Manager welcomed all those present and introduced the different parties.
- 2.2 The Project Manager, then, proceeded with site visit of the premises in presence of contractor's representatives and gave a brief description of the works to be carried out.
- 2.3 The Project Manager also stressed out that Pope Hennessy Police Station is a busy station and operates 24/24 hours and 7/7 days. During renovation works, building will be operational. Contractors may have to work at odd hours as defined in Section V of the Employer's Requirements.

- 2.4 Regarding Item C5, the unit of measurement is linear metre (m) instead of square metre (m²).
- 2.5 The Project Manager stated that electrical works were excluded in the contract except for those listed in the Bill of quantities (i.e. installation of hand dryer).
- 2.6 After the site visit, The Project Manager invited questions/ queries from bidders.

3. Questions/Answers

Q Regarding Item B1, what is the surface area of material to be removed ?

A The Project Manager stated removal of works was related to items B3, B4, B5, B6, B7, F12 & F13.

Q Regarding Item B9, where granite will be placed ?

A Granite will be placed on concrete worktop in toilets and on counter in reception room.

Q Regarding Item D7, where will burglar proofing be fixed ?

A Burglarproofing will be fixed to windows (2 No) located on landings of staircase.

Q Regarding Item D6, where will aluminum partition/door/windows be placed ?

A Aluminum doors will be placed in toilets and bathroom cubicles and will not be glazed (solid). In reception room, counter will be in aluminum (design shall be as per existing) with granite slab as worktop. In inquiry room, 2 doors to be fixed.

Q Regarding item D4, where door will be located ?

A New double Skin tropical metal door will be fixed at Basement Level 1. Existing door has been damaged and removed by Client.

Q Regarding item D3, Door shall be in teak ?

A Door shall be in teak or equivalent material acceptable to Project Manager.

4. Closing

- 4.1 Meeting ended at 12:00 hours.

Permanent Secretary