

Please address
all correspondence
to the Chief Executive
Officer



Office of the Director General /
Chief Executive Officer
Private Mail Bag, Motootua

Government of Samoa
Ministry of Health

Tel: (685) 68 100
66 600

REQUEST FOR TENDER FOR THE PROCUREMENT OF A NEW BOILER FOR
TUPUA TAMASESE MEAOLE HOSPITAL, MOTOOTUA
CONTRACT NO. MOH/30/2022

PRE-BID MEETING MINUTES
Monday 21th November, 2022 at 10am

Present

Amandarell Nuuvai-Peseta (MOH)
Rosana Faletose (MOH)
Jimmy Leo Li (Samoa International Development Ltd)

Minutes

- ❖ Welcoming of attendant and introduction of MOH staff by Amandarell Peseta;
- ❖ Introduction of Samoa International Development Ltd by Jimmy Leo Li
- ❖ Explanation of meeting objective
 - i. To ensure that the proposed bids will be responsive towards the requirements of the bidding document
- ❖ Bid Due Date and Clarification,
 - i. Bids due Monday 28th Nov 2022 at 11am to the following address:
Tenders Board
4th Floor
Central Bank Building
Beach Rd Apia Boulevard
Samoa
 - ii. Clarifications should be received no later than Wednesday 23rd November 2022 and MOH response to be received no later than Friday 25th November 2022 before the submission date
- ❖ Instructions to Bidders
 - i. Eligibility Requirements (including both administrative and technical requirements)
 - a. Bid Securing Declaration (form in page 49);
 - b. Bid Submission form (page 43);
 - c. Bidder Information Form (page 41);
 - d. Joint Venture if applicable (page 42);
 - e. Price Schedule Form (page 46-48);
 - f. Manufacturers Authorisation (page 50);
 - g. Current business license valid for at least six (6) months;
 - h. List of Goods and Delivery Schedule (page 54);
 - i. ISO Certification;
 - j. Power of Attorney-confirmation from MCIL confirming only one shareholder of the company that can sign on its behalf;
 - k. Certificate of Company Incorporation;

- o. References (two) of similar project;
- ii. Related Services;
 - A. Installation;
 - B. Commissioning;
 - C. Training;
 - D. After sales service for 3years;
- ❖ Conditions of Contract
 - i. General
 - ii. Special

Questions and Answers

1. What is Power of Attorney?

Response

Legal document confirming that the tender signatory is authorized to sign on behalf of a company.

2. What if a company has only one share holder that is registered at MCIL?

Response

Then you can provide confirmation from MCIL confirming that your registered company only has one shareholder.

3. What is the purpose of submitting evidence for Income Tax payment but bidders is also require providing audited financial statement which reflects these transactions?

Response

Audited financial statement required is the Company's own document and evidence for Income Tax Payment is a confirmation from the Government through the Ministry of Revenue to confirm details showing that your company has been paying income tax for the past 3 years.

4. According to the GCC 16.1 Payment of Goods and Services supplied, is this condition negotiable given that the manufacturer always require a full payment before commencing process and the cost of this procurement is expensive?

Response

Yes, the contract special conditions are negotiable so bidders can submit their alternative payment arrangement or terms in their bid for the ministry to consider in the event they are awarded the contract.

5. Who is responsible to supply the component associated with the installation of the boiler like the water pump, water treatment plant, diesel pump, diesel line) given that the bidding document does not specify these items?

Bidders are advised to submit 1 price schedule for the boiler only and another price schedule for the boiler and components. The ministry will decide on the two price schedules depending on its available budget.

6. It is understood that the new boiler is for TTM Hospital Motootua, is there a confirmed location or housing for the installation of this boiler?

Response

The Ministry is yet to confirm housing for the new boiler.

End of meeting

Signed on behalf of the Ministry of Health



Dr. Tagaloa Robert Thomsen
Acting Director General
