M.O.M

Pre-Bid meeting

Dated 11th .Jan. 2010

Preamble:

The Pre-bid meeting started at 10.00 a.m. and lasted for 2 hours in the meeting room of Faculty of Engineering – University of Tehran, with a brief introduction by Dr. Mirghasemi, the PMU Director of the Project. He emphasized that, since in this tender stage we have three different bid opening days for three groups of packages, thus complete offers for each packages should be submitted separately.

The meeting followed by description of main goal of project, a summary description of Tender stages and Tender Documents, consist of entire the Documents; dead-lines and opening dates of offers; address that offers to be submitted, by Mr. Safari, PMU Executive Officer. He stressed that technical offers should be exactly followed the required technical specifications submitted by the tenderer.

Detailed description:

It is worth to mention that three amendments have been issued prior to pre-bid meeting which discussed in detail and all the attendees encouraged visiting the site to see this M.O.M and the up coming questions and answers before bid closing dates.

In spite of sufficiency and adequacy of the Tender Documents, however, some parts of them were emphasized to be considered by the bidders and requested to study and follow them carefully:

> "The Bidder shall seal the original and copies of the bid in separate envelopes, duly marking the envelopes as "ORIGINAL" and "COPY" The envelopes shall then be sealed in an outer envelope. Bids shall be submitted in three separate sealed and signed envelops:
>
> 1. Envelop A: The original of Bid Security and all supporting documents that show eligibility of the Bidder as mentioned in the IFB as well as all the documents provided with the ITB signed and stamped on all pages. Only one ORIGINAL of each documents

stipulated in this envelope would be enough. No copy of these documents is necessary in this envelope. Envelope A should be labeled with "**BID SECURITY AND TENDER DOCUMENTS**"

2. Envelop B: Detailed Technical Proposal and Un-priced Commercial Proposals, in one original and five copies. Technical and un-priced Commercial Proposals shall include bidder's Proposal. Envelope B should be labeled with "**TECHNICAL AND UN-PRICED COMMERCIAL PROPOSALS**"
3. Envelop C: Priced Commercial Proposal, including detailed price-list in one original and five copies. Envelope C should be labeled with "**PRICED COMMERCIAL PROPOSAL**".

At the opening dates, as mentioned before, first of the Envelope "A" labeled with "**BID SECURITY AND TENDER DOCUMENTS**" would be opened. If it is accepted, then the relevant Envelope "C" labeled with "**PRICED COMMERCIAL PROPOSAL**" would be opened, read aloud and noted. If Envelope "A" rejected, then the other relevant envelopes to that bidder would be returned un-opened. However, technical and commercial evaluation of all accepted offers would be thereafter by scrutinizing of the submitted offers. No bid winner would be announced at the opening dates of offers.
The bidders are kindly requested to carefully study the Tender Documents, use the formats stipulated over there on their own head-letters, and provide the interested offer(s) exactly as per IFB instructions."

Then the interested representative of suppliers asked their questions and replied respectively by the client.

In this MOM the questions are not repeated if:

- are asked severally by different people;
- are clearly replied in the IFB as well as Tender Documents;
- are particular and not attributable to this Tender.

The described topics here are just for clarification and shall be published for general information.

The interested bidders who have probably any other technical and/or commercial questions, are requested to provide their own written questions maximum *15 days prior to the closing date of the tender*, i.e. 24th. Jan. 2010

(4/11/1388). All replies together with this MOM will be established at the same web site that the original IFB and Tender Documents have already been issued.

Questions and Answers:

Q: Is it possible to be in contact with the technical applicants?

A: No. If there are any possible questions, you are requested to ask through letter and/or e-mail within the validity period. The client shall consider and reply to them at the first convenience.

Q: How are the evaluation criteria which you would consider in evaluation of the offers?

A: The function and characteristic, as well as back-ground and similar use of these equipments are essential and considered in the requirements. Thus, these quantities and specifications are exactly paid attention in the Tender Documents. If any submitted offer has no conformity with these specifications, but with the same function and characteristic, it will definitely be evaluated. However, no technical advantage or scores would be applied. The lowest price at the equal technical conditions will have priority.

Q: In some cases, particular specifications of equipments seem to be from any special brands. Thus, the other suppliers cannot meet exactly the same specifications.

A: We try our best to avoid such cases. If you find any particular specifications of equipments seem to be attributable to any special brands, it would be appreciated to ask the client for modification. You are, however, requested to prepare your offer with the equipments that are most similar to the provided specifications.

Q: If the provided specifications or requirement of the Client have some shortage or missing, how can we prepare our offer?

A: In such a case, the bidders can provide their complete offers including some recommended optional items or alternative offers.

Q: When would you announce the evaluation outcome and tender winner(s)?

A: This would be announced when all offers have been evaluated and the final report has been confirmed by IDB with “no object” opinion.

Q: The price schedule form has no field room for spare parts.

A: You can modify the forms to be more suitable for you offer.

Q: What is “IFB No.” stand for?

A: It is the Tender No.

Q: Is it possible for the Client to accept part(s) of a package?

A: The Client would evaluate the package as a whole. In the event that there is no successful complete bid for a given package, the Client reserves the right to split the package and award contracts to the bidders on item-by-item basis.

Q: Is it possible to submit offers for some specific items of a package in this tender?

A: Yes, but priority is with the complete whole packages.

Q: If a bidder only submit some items of a package, how should be defined?

A: Such an offer should be referred to the relevant package. The Bib Bond amount, however, should be equal to the whole package.

Q: Preparing offers for equipments, shall we submit a complete offer with the best quality including all the recommended options and accessories, or just consider the minimum IFB requirements?

A: It is requested to provide your offers as per IFB to meet the minimum requirements. If the bidders submit their bids including some recommended items and/or accessories as options or alternative offers, the Client would consider them.

Q: If the authorized representatives of some main manufacturers who are interested to participate in this tender, submit their representative document, is it sufficient or not?

A: Yes. It is acceptable.

Q: For a package consisting several items, is it necessary to provide several offers, or just one offer including all items?

A: One offer including all items of a package is sufficient.

Q: If a bidder is interested to participate in several packages, how should prepare his offer?

A: One separate offer should be prepared for each package.

Q: Is it necessary to provide the copies of the packages separately?

A: Yes. It is more convenient for evaluation stage.

Q: After sales services from the main manufacturer(s) are mandatory, or the supplier(s) and/or their local agent(s) can provide such services with their own guarantee and responsibilities?

A: After sales services from the supplier(s) and/or their local agent(s) can be provided on behalf of and authorization from the main manufacturer(s). Otherwise such services without supporting of the main manufacturer(s) would make problems for the users or applicants. Thus, the client prefers to receive after sales services with supporting of the main manufacturer(s). However, if it is not possible, the client would consider the capabilities of the supplier(s) and/or their local agent(s).

Q: How long would be the validity of the offer?

A: The offer should have a minimum validity of 6 months and Bid Bond 8 months (2 months more) from Bid Opening dates. However, if the submitted offers and/or bid bond have validity less than such stipulated in the IFB, the bidder should prolong them as requested.

Q: Transportation through Land or sea are acceptable or not?

A: Considering the weight and volume of the consignments, the suitable method of shipment should be used.

Q: The freight charges should be separated in the offer and P/I?

A: Yes.

Q: Where would be final destination?

A: Tehran customs offices.

Q: Who would be in charge of import customs formalities and costs at destination?

A: The client.

Q: How would be priority for bids evaluations?

A: The accepted Bids would be sorted as per lowest prices for each Package. Then evaluation started from the lowest priced package. If it is confirmed, then the other offers for the same package would not be considered. Otherwise, the second lowest priced bid, and so on, would be evaluated. No technical scores or advantages are applicable for evaluation.

Q: Would you please more explain about the spare parts offer?

A: A detailed five years recommended and/or requested spare parts offer, for each equipment, should be included in the bids as a separate item. These spare parts shall be ordered with the main equipments.

Q: You state that evaluation will be started from the lowest priced package. How would you evaluate the spare parts which, however, affect the price comparison?

A: The recommended spare parts prices shall not be considered in the preliminary bid prices comparison table. In the technical evaluations, nevertheless, the technical aspects as well as spare part, performance and other criteria shall be considered.

Q: In some cases, spare parts prices for remedy of defects through after sale services are much less than the prices offer within the tender. This would cause to increase the offered prices and is not to the benefit of both parties.

A: It is expected to mention such issues in your proposal.

Q: How the representative, who submits the offer on behalf of main manufacturers, should provide his bid?

A: Considering that all items which consist one package are probably from different manufacturers, and it is not possible for one manufacturer to submit the offer for a whole package, the eligible bidders should submit offer for at least one whole package with authorization from different manufacturers. The relevant bid bond, as well as after sales services (if the contract awarded) can be provided by either succeeded bidder or their local agent in Iran. But the PBG, (if the contract awarded), should be submitted by the relevant bidder (supplier).

Q: Respect to the manufacturer who have authorized representative in Iran, is it possible for other dealers, other than authorized representative, to submit offer on behalf of the main manufacturer?

A: Providing the representative power attorney is compulsory for participation in the tender.

Q: If a bidder provides the name and dully signature of the main manufacturer, is it sufficient?

A: Yes. However, the contract would be awarded to the successful bidder. The authorized representative would take his own responsibilities.

Q: Submission of bid bond in Iranian Rials equal to the relevant amount is accepted or not?

A: It is accepted, provided that the currency exchange rate of 15 days prior to bid opening date has been considered. The PBG (in case of contract awarded) should be at the same currency of the contract.

Q: Offer in Iranian Rial is acceptable or not?

A: No. Only Bid Bond can be provided in Iranian Rial.

Q: Is it possible to submit banking cheque as a bid bond?

A: Yes. A certified cheque is acceptable.

Q: How would be the delivery period of the equipments?

A: Considering the equipments, the bidders shall determine the delivery periods as soon as possible.

Q: How can we prove the Client in respect of "Minimum 5 (five) years experience in manufacturing a similar type of goods for which the IFB is issued" as well as “installed in at least three Universities and/or research centers and/or R&D all over the world”?

A: The bidder, however, should submit the supportive documents to satisfy and convince the Client.

Q: Please explain the Letter of Credit conditions.

A: IDB would finance this project, and the at sight Letter of Credit including advance payment (against APG) would be opened through Export Development Bank of Iran (EDBI) in favor of the Supplier.

Q: Is it possible to issue any confirmed L/C through EDBI?

A: It has not been foreseen in this tender.

Q: How would be the origin of the equipments?

A: As far as the Client view, all origins, except Israel, are acceptable.

Q: In some cases it is necessary to apply for End User Certificate. How we can proceed for EUC?

A: It is possible, but for the time being it is rather late to apply. If is necessary before submission the offer, you are requested to provide your forms as soon as possible. It is recommended to tell the manufacturers and/or the suppliers that the end user in this tender is University of Tehran.

Other Questions and Answers

The following questions and associated responses were submitted to the PMU by potential bidders before/after the above-referenced Pre-Bid meeting.

Q1-I should to inform you that for issuing the quotation for Package-4 Item

CH 506.02 for PECVD, the RF source and power supply specification has missed, please clarify.

A1-The PECVD should be High Frequency type.

Q2-The bid closing and envelopes opening dates in tender documents on page 39 ITB19.1 & ITB22.1 instead of 3 days of February are mentioned in January, that is clear in January these days are not exist and elsewhere several times mentioned in February.

A2-Thank you very much for your attention, please modify Jan. to Feb. the rest are correct.

Q3-I am the end user of Item CH503.02 related to Package-41.Please modify the specification as attached table.

A3- The specification modified as below:

1) General Data

SCHOOL / DEPARTMENT	Chemical Eng.
LABORATORY	Color and Polymer
EQUIPMENT TITLE	**Instruments Dependent To The Rheometer Apparatus Polymer Lab**
EQUIPMENT CODE	CH 503.02
NO. OF UNITS	1

2) Application (Function)

1) Flow and deformation material recognition
2) For suspension or molten polymers due to obtaining rheological properties
3) Normal-forced rheometer or normal stress rheometer (is better)
4) For polymer fluid, rotational rheometer is better.

3) Technical Specification

3-1) MAIN INSTRUMENT		
ITEM	**QTY**	**SPECIFICATION**
Torque (mNm)		0.05 (Min) 230 (Max)
Temperature range(°C)		-100(Min) 400 (Max)

Minimum Torque Oscillation (mNm)		0.01
Angular frequency (rad/s)		10^{-5} (Min) 628(Max)
Speed (RPM)		10^{-7}(Min) 3000(Max)
Normal Force (N)		0.01 (Min) 50 (Max)
Power supply		220V, 50-60Hz
Normal Force resolution (N)		0.002
Parallel disk		
Strain control		
Stress control		
3-2) Accessories		
ITEM	**QTY**	**SPECIFICATION**
Temperature control unit	1	
Processor Pentium 4-high	1	
Low temperature extension to ETC	1	
Cavity for sealing applications	1	
MRD cell	1	
DMA cell	1	
Rheooptics-WAXS/SAXS	1	
Rheooptics-SANS	1	

Q4: In Package No. 26, item MC 308.09**,** page 242, Laser vibrometer, Single beam or multi/beam? Kindly clarify which one is required?

A4**:** The required item is a single beam one known as single-point vibrometer

Q5: In Package No.34, item MI 404.02**,** page 286, Laser particle sizer, exact technical details of fluid type and particle size dimensions interval are needed."

A5**:** Particle size range: 0.01-2000 micron

Type of Fluid: As usual is "water+particles", and if accepts "Chemicals+particles", would be perfect.

Q6: Regarding Tool and Tool Shank of Package No. 18, Item MC 304.01 and Package No.19, item MC 304.02, which is necessary for the machine, but do not mentioned detailed require on the Technical Specification sheet (below I use TS instead), it is normally to supply such tools and shanks according to demand of end users considering the type and size of the work piece the user want to process. Can the end user provide the detailed requirement? Or these two machines are only used for demonstrate to the student how to play the machine?

A6**:** This is a multi-purpose machine which will be used for machining of all types of materials which is normally defined by manufacturing companies. The size of work piece depends to the size of the work table.

Q7: Package No.19, item MC 304.02, CNC Universal- Turning Machine:

If this is CNC type, it should be only X\Y, without Z. (But on TS, it is written: X\Y\Z\ Axes Travel: 1000/500/500mm), Please confirm.

A7: Yes, in turning machine Z axe does not mean.

Q8: Package No. 20, Item MC 304.03 Wire Cut Machine:

There's only one specification: "X\Y\Z\U\V Axes Travel: 720/470/300/± 50\±50mm".

First of all, there's always Integer Multiples of 50 or 100, never find a product's data which is 720 or 470, if 750 and 500 is reasonable.

Secondly, if without specifications of Processing Accuracy, Location Accuracy and Weight of Processing Work piece, etc., it is hard to provide a model, because there's great price and quality difference between: Slow Wire, Middle Wire and Fast Wire.

A8**:** The traveling distance can be changed around the values mentioned.

Q9: Package No. 2 Item MC 304.04 EDM Die Sinking:

1) It is on the TS, X\Y\Z\U\V Axes Travel: 400\300\400mm. (There's no data for U/V, in fact, for this machine, it should be only X\Y\Z, without U\V)

2) On TS, 3, it is written "3. Erosion Limit Load: approx. 30kg", what is this? The factory thinks it is same meaning of 5. Max Electrode Weight: 200 kg (but one is 30Kg, the other is 200Kg)

3) On TS, 6, it is written "NC Rotary Quill with 0.005 -0.001Resolution", without unit, is it mm?"

A9**:** Please quote for the nearest machine to the specifications and consider NC Rotary Quill Resolution with 0.001Degree and positioning accuracies at least 0.001 MM.

Q10: we need to Tech Spec details of cooling Tower (Package 38, Item CH 508.01) as below:

1. Water inlet temperature of the cooling tower.

A10.1: up to 50ºC

2. Water outlet temperature of the cooling tower.

A10.2: up to 15ºC

3. Water flow rate of the cooling tower.

A10.3: up to 5 lit/min

4. Wet bulb temperature

A10.4: 20 to 30ºC

5. Do you need box type or bottle type tower?

A10.5: Box type

Q11: Regarding the tender specifications of Package No.5, item MT 203.02 (Hi Freq Resonant Testing Machine), there are a lot of critical subjects as following:

1. Tensile Tests: A resonant fatigue testing machine cannot be used for static tensile tests!

A11.1**:** We require a system that can provide the capability of doing dynamic tests as well as static tests. You can offer a system with two operation frame.

2. speed of static drive 0-800 mm/min is not possible (and is not needed for high cycle fatigue tests of for fracture mechanics testing applications).

A11.2**:** The speed of up to 150 mm/min is acceptable for fatigue tests, but in the case of static tension and compression test the speed of 800 mm/min is needed.

3. Furnace and Gripping system up to 1400 °C

There is no furnace and no gripping system available for fatigue tests at such high temperatures.

A11.3**:** The furnace and gripping system up to 1100 -1200 ºC is acceptable. We will provide the system up to 1400 ºC here.

4. Programmable cooling chamber/ cooling rate of 20-25 deg/sec:

Such a cooling chamber is not available

A11.4**:** Presently, the programmable cooling chamber may be ignored.Such a cooling chamber is not available.

5. Reliable facilities to quench the specimen Such a facility is not available

A11.5**:** Facilities of sample quenching are mandatory for this high temperature testing machine. This can be mounted for the frame of tension tests.

6. Information about sample and component geometries and loading conditions:

There is no information about samples and components to be tested.

A11.6**:** Information about the specimen geometry is given in the following checklist.

Technical Checklist for MT 203.02 (Hi Freq Resonant Testing Machine)

Material to be tested

Metal		Yes	✓	No	
Composite materials / Ceramics		Yes	✓	No	
Others	ALL FERROUS AND NON-FERROUS ALLOYS				
Standards (DIN, EN, ISO, ASTM-No., etc.)	• EN • ASTM E466, 606, • STP 520, STP 459				

Type and size of specimens

Type of specimen							
tension	✓	Compression	✓	3-point-bending not SE (B)			
4-point-bending		Thread					
Size of specimen							
Specimen length	MAX	200	mm	MIN	50	mm	
Specimen width	MAX	30	mm	MIN	5	mm	
Specimen depth	MAX	10	mm	MIN	2	mm	
Specimen diameter	MAX	20	mm	MIN	5	mm	
Drawing / Sketch							

Clamping devices

Mechanical gripping heads	Yes	✓	No	
Gripping device for bolts	Yes		No	✓
Mechanical gripping device for flat specimens	Yes	✓	No	
Hydraulic gripping device for flat specimens	Yes	✓	No	
Gripping device for round specimens without thread	Yes	✓	No	
Compression platens	Yes	✓	No	
Torsion device	Yes		No	✓
3-point bend tools	Yes		No	✓
4-point bend tools	Yes		No	✓

Fracture toughness bending tools (COD)	Yes		No	✓
Fracture toughness tension tools (CT)	Yes		No	✓
Grips for reinforcement / steel bars	Yes	✓	No	
Adaptors for customer's tooling requested	Yes		No	✓
Drawings of customer's tools available	Yes		No	✓

Type of test

Dynamic cyclic (single stage)	Yes		No	✓
Block programming (multiple stage)	Yes	✓	No	
Through zero testing	Yes		No	✓
Tension	Yes	✓	No	
Compression	Yes	✓	No	
Bending	Yes		No	✓
Bending through zero	Yes		No	✓
Precracking	Yes		No	✓
Crack propagation	Yes		No	✓
Universal program needed (Protest)	Yes		No	✓
Standards	• EN			
	• ASTM E466, 606, STP 520, STP 459			

Machine specification

Performance	Static load range	MAX	250	kN	MIN	0	kN
	Dynamic load range	MAX	250	kN	MIN	0	kN
	Frequency	MAX	300	Hz	MIN	30	Hz

Special performance requested:

Suitable Chamber to control the Heating system Atmosphere during heating

-Suitable Chamber to provide a quenching system depending on the temperature profile required

-Complete Infrared and/or Induction Heating System to be used with the Testing System (the required max. temp. is 1100°C)

-Programmable temperature control system

-Heating length: not less than 100 mm

-Static Tension and Compression

-Reliable facilities to quench the specimen at the end of test in to the quenching media.

Max. allowed height of the load frame							3	m	
Vertical daylight (between tool mounting faces)	MAX		mm	MIN			m		
´T´ slotted table required					Yes		No	✓	
	Size		mm		mm			mm	
	Stainless steel				Yes		No		
Safety installations	Door or guard				Yes	✓	No		
	Light barrier				Yes		No	✓	

Extensometer

Axial	**Gauge length**	-	**mm**	**Measuring range**	-	**+/- mm**
Crack opening	Clip gauge	-	mm	Measuring range	-	+/- mm
Temperature range	from	-	°C	to	-	°C
Other	• - •					
Connection of existing transducers (amount, type)	• - • • •					

Environmental Test Conditions

Furnace - chamber required					Yes	✓	No	
Temperature range	from	25	°C	to		1100	°C	
Railway system					Yes		No	✓
Size			mm		mm		mm	
CO^2-Cooling: CO^2 available at customer					Yes		No	✓
N2-Cooling: N2 available at customer					Yes	✓	No	

Q12: In Package No. 5, item MT 203.02**,** page 100, Hi Freq Resonant Testing Machine we need to know the exact technical details of material which should be tested and the applications to be covered.

A12**:** This question has been answered in above.

Q13**:** Please be informed that on page 7 of your tender the equipment title is mentioned “Fourier Transform Infraction and raman Spectroscopy” (Package No. 39, item CH 502.04),whereas in page 311 of the tender, it is mentioned FTIRS and the specification seems only for FTIR Spectrometer,without Raman.Please advise.

A13**:** This FTIR Spectroscopy is with Raman.

Q14**:** Please find below some technical questions about equipments in Package 73, Item CI 605.08. With respect to the digitizer spec would you please clarify the following points?

1) The 24 bit digitizer should have a dynamic range of at least 6dB per bit @ 100sps (>144dB) , ...the spec calls for 24 bits @ >120 dB ?

A14.1**:** 144 db is correct.

2) The spec calls for 12 channels- is the expectation the 12 channels are all in one digitizer? Would you please explain in detail what is required here. Is the requirement for the hard storage of 200GB for all 12 channels?

example 16.6 GB per channel?

A14.2**:** Each seismometer (transducer) should have separate digitizer.

3) Our maximum cables lengths for the Seismometer and the Accelerometer cables are 25m...will this present a problem with non- compliance? Anything over these lengths affects performance.

A14.3: 50 meter extension cable is optional. Supplier should provide suitable solution for simultaneous recording of 12 seismometer with a very high precision for time.

Q15**:** In package number 74, page 535, 3d shaking table, we need to know if the 3axes excitation are simultaneous or 2d simultaneous?

A15: This case is optional if the supplier provides a suitable solution for simultaneous recording of all seismometers with very high precision of time. (for example GPS time, networking, …)