

***Tender for Finishing & Landscaping Works, Electrical, Mechanical, ELV & Lifts
at the Caritas Community Centre, Mountbatten Street c/w San Gorg Preca, Sqaq il-Kubrit,
Blata l-Bajda – File No. F1456***

Clarification Meeting held on **Tuesday 11th December 2018**
at **DeMicoli & Associates** Capital Business Centre, Entrance A, Level 2, Triq taz-Zwejt,
San Gwann at **10.30am**

Present: Dr George Abela and Francois Spiteri on behalf of Fondazzjoni Caritas Malta

In attendance: Perit Paul Borg and Ing. Edwin Aquilina

Secretary: Marthese Portelli

Present Interested Tenderers:

Steve Gambin - Director and Representative of Elbros Horizon Turnkey JV, and
Joseph Scicluna - Project Manager with Elbros Horizon Turnkey JV.

1. Finishing and Landscaping Works:

Perit Paul Borg presented an overview of the finishing and landscaping package as part of the *Tender for Finishing & Landscaping Works, Electrical, Mechanical, ELV & Lifts*. The finishing drawings were presented in colour-coded pictorial form, with a set of drawings available for each floor.

With reference to the neighbours residing in the vicinity of the site of the Caritas Community Centre at Blata l-Bajda, Perit Paul Borg emphasized that the said neighbours are to be taken care of conscientiously. The representatives of Elbros Horizon Turnkey JV commented that during the site visit they noted that the neighbours have direct access to the site. However, at this point, Francois Spiteri clarified that the neighbours in question have no legal right of access.

Perit Paul Borg explained that the site includes two existing reservoirs, one of which is useable whilst the other is not useable due to a drainage seepage. With reference to the '*Door and Window Schedule*', Perit Borg said that a plan with door numbers for each door is available, with the said door numbers identified with different colours. The Client is requesting the prospective Contractor/s to standardise the doors. Regarding partitions, respective specifications are also being provided. Fire doors were requested as self-closing, made up of steel, with their corresponding dimensions to be of standard size. The representatives of Elbros Horizon Turnkey JV specified that fire doors are not to be less than one (1) metre width in order to safeguard access for all.

Perit Paul Borg also explained that architectural drawings were also available as part of this Tender.

The representatives of Elbros Horizon Turnkey JV noticed that a degree of flexibility exists in this Tender. In this regard, Perit Paul Borg and Dr George Abela explained that the fact that Caritas Malta is a Foundation, duly registered as a Voluntary Organisation, and that this project may be partly financed by the European Union funds, this necessitates that at all times transparency and accountability have to be adhered to throughout the entire project.

With reference to the railings, the representatives of Elbros Horizon Turnkey JV asked whether they have to stick to what the said Tender specified or whether they can present an option of, for example, either an aluminium railing or a steel railing. Perit Paul Borg clarified that the prospective Contractor/s have to first price that which is being requested on the drawing of the said Tender, then they can give a possible option/s which the Client can also choose from.

Regarding the '*Preliminaries and Preambles*', Perit Paul Borg explained that these are similar to those outlined in the *Tender for Construction Works*. Bills were divided by trades, with specifications for each trade. The validity date for the said Tender for Construction Works has been mutually agreed between Client and Tenderer to be extended by six (6) months.

2. Electrical, Mechanical, ELV & Lifts

Ing. Edwin Aquilina outlined the main mechanical and electrical specifications, namely the:

- Electrical, power and lighting services
- Mechanical services
- Extra low voltage services.

Ing. Edwin Aquilina specified that it is in the responsibility of the Client to apply for the temporary electrical supply whilst its distribution is in the hands of the Contractor/s.

The representatives of Elbros Horizon Turnkey JV referred to the Tender document which specifies that the Contractor/s have to supply within three (3) days the samples that the Client requests. In relation to light fittings, the representatives of Elbros Horizon Turnkey JV explained that the respective supplier does not always provide the requested samples within three (3) days. In this regard, Ing. Aquilina clarified that what is important for the Client is to be provided with the necessary literature and respective photos.

Ing. Aquilina emphasised that drawings are to be approved by the Client. As soon as the Tender is awarded, all the drawings will be provided in ACAD format.

The representatives of Elbros Horizon Turnkey JV asked whether the Client considers any options for the material to be used – whether the Client would go for the cheapest in this regard. Ing. Aquilina clarified that the Contractor/s should observe the minimum requirements.

Ing. Aquilina also clarified *Bill Item No. 2.16.05* regarding the provision of maintenance that covers the necessary visits according to the suppliers' recommendations during the 24 (twenty-four) months Defects Liability Guarantee Period and 36 (thirty-six) months additional period.

With reference to *Bill Item 2.06.01*, Ing. Edwin Aquilina specified that the supply cable from the Generator to the Change over switch should read 5cx 70mm² XLPE/SWA/Cu.

3. Other matters

Fondazzjoni Caritas Malta is attaching to these Minutes revised M & Es, BOQs and drawings to cover trenching works and the reinstatement from substation to site distribution board. This will be considered as an additional Bill Item as part of this Tender.

The Clarification Meeting ended at 11.45 hrs.