



Dili, 16 June 2025

Publikasaun Akta Konferensia Previa

Prezadu Kandidatus,

Ho ida-ne'e ami publika akta Konferensia Previa kona-ba prosesu aprovizionamentu ba **Servisu Konsultoria ba Preparasaun Dezeñu Detalladu Enjeñaria (DDE) ba Fornesimentu Bee no Saneamentu iha Ainaro-Suai-Maliana (TENDER-RFP/055/MOP-2025)** ne'ebé hala'o iha Komisaun Nasionál Aprovizionamentu nia resintu iha dia 12 Juñu 2025 tuku 11 dadeer.

Publication of Pre-Proposal Conference Minutes

Dear Bidders,

We hereby publish the minutes of Pre-Bid Meeting regarding the procurement process for **Consulting Services for Detailed Engineering Designed (DED) Preparation for Ainaro-Suai-Maliana Water Supply and Sanitation (TENDER-RFP/055/MOP-2025)** which was held at National Procurement Commission's premises on the 12 June 2025 at 11am.



Hermingardo Albano Soares
Diretór Ezekutivu, CNA



Minutes of Pre-Proposal Conference

**Consulting Services for Detailed Engineering Design (DED) Preparation for Ainaro-Suai-Maliana Water Supply and Sanitation
(TENDER-RFP/ 055/MOP-2025)**

Venue: Conference Room of the National Procurement Commission (NPC) at Rua Balide, Património do Estado, Dili - Timor-Leste.

1. The Pre-Proposal Conference for the Consulting Services for Detailed Engineering Design (DED) Preparation for Ainaro-Suai-Maliana Water Supply and Sanitation was held at 11:00 am local time on 12 June 2025 at the Conference Room of the National Procurement Commission (NPC) at Rua de Balide, Património do Estado, Dili, Timor-Leste. The meeting was attended by representatives from the National Procurement Commission (NPC), the Ministry of Public Works (MPW), and interested consultants at the venue.
2. Mr. Anderias Tani, National Procurement Advisor of NPC, welcomed all the attendees of the meeting and gave a brief presentation on the key aspects of the Request for Proposal (RFP) Document.
3. The questions and answers portion of the meeting then proceeded immediately. Questions were handled by representatives from NPC, MPW/BTL, and E.P. The Questions and Answers are attached as Clarification No. 1, and the same clarification is published on designated websites.
4. At the end of the meeting, Mr. Anderias Tani thanked all the attendees for their active participation in the meeting.
5. The meeting was concluded at 11:45 am.

Dili, 12 June 2025

By the Jury,

Name	Signature
1. Abdul Basit, President	
2. Maria Jose Pinto, Effective Member	
3. Nelson Mesquita, Effective Member	
4. Amélio Dias Quintas, Effective Member	
5. Anor Sihombing, Effective Member	
6. Anderias Tani, Alternate Member	

Enclosed: Appendix- 1

- Clarification No.1
- PowerPoint Presentation



CLARIFICATION NO.1

Date: 16 June 2025

Consulting Services for Detailed Engineering Designed (DED) Preparation for Ainaro-Suai-Maliana Water Supply and Sanitation

TENDER-RFP/055/MOP-2025

No.	Questions	Responses
1.	Considering both tenders TENDER-RFP-054-MOP-2025 & TENDER-RFP-055-MOP-2025, Can the proposer consider the same team (international experts in both tenders)? Only getting one tender, right? No bidder will get both, right? If the bidder won a tender, won't be consider for the other one. Is this interpretation correct?	The employer reserves the right to award one or multiple projects to one consultant. Multiple projects can be awarded only if the proposed separate key personnel for each package.
2.	From the TOR, inn Table 9, page 27, the list of experts only includes International Key Experts and International Non-Key Experts. There is no mention of any National Expert or National Non-Key Expert. Are the National Non-Key Experts listed on the following page, i.e., page 28?	Please refer to Table 10 for National Experts in page 28.
3.	The RFP states that the assignment will last for 15 months, while line 108 of the ToR mentions that " <i>The contract outputs will be delivered within 12 months.</i> " What is meant by "contract outputs" in line 108?	It is a typo. Please follow the RFP.
4.	Would an ADB FS-DED WASH project experience valued below US\$ 2,300,000.00 (between US\$ 1,000,000.00 and US\$ 2,000,000.00) be considered as project experience (even if not awarded full points), or would it not be evaluated at all?	Yes, any project experience (including DED) will be evaluated against the evaluation criteria.
5.	Will DED experience in infrastructure projects outside the WASH sector, with a value of US\$ 2,300,000.00 or more (such as water resources, dams, or irrigation), be recognized as similar and relevant experience?"?	Similarity with respect to Relevant Experience is already defined in the Evaluation Criteria.
6.	Based on conflicting assignments and the clause on unfair competitive advantage, "Is a consultant who was	It may be considered a potential conflict of interest under ITC-3(a). The consultant must



No.	Questions	Responses
	<p>previously involved in the Master Plan for the DED Project permitted to participate in this DED assignment?</p> <p>Additionally, may the experts who took part in the Master Plan also be included in the DED team?" Should this be disclosed in the data sheet and affect the evaluation score?</p> <p>Or would the consultant be disqualified?</p>	<p>disclose any previous involvement in the Master Plan.</p> <p>The NPC will ensure that all interested consulting firm(s) are provided with the relevant documents sufficient to prepare their proposal.</p> <p>NPC will ensure transparency, neutrality, and fairness in applying the evaluation criteria.</p> <p>The consultant will not be disqualified nor given an advantage over others.</p>
7.	Regarding the replacement of a key expert: Would a younger key expert with less total experience but more relevant experience be acceptable as a replacement?	Replacement of any Key Expert will be discussed with the project owner during implementation stage.
8.	Considering that the surface water resource report requires sampling during different seasons (rainy and dry), would it be acceptable for the D3 component to be invoiced separately for each corresponding document?	As per the Terms of Reference (TOR), payment and progress are to be made based on the submission and approval of the corresponding deliverables.
9.	Is the QGIS file mentioned on page 45 of the ToR available for access?	<p>The QGIS for each municipal capital will be provided to the awarded consulting firm(s).</p> <p>At the RFP stage, please refer to the information provided in "Q 10.2 The final report of the master plan, attached to the clarification No.1.</p>
10.	In both the RFP and Terms of Reference, table of payment for Deliverable No.3 (<i>D3. Specific Technical Fieldwork & Laboratory Testing Report</i>) is written as 100% of the services. Please clarify.	An Addendum will be issued later to address it!
11.	<p>This project provides engineering design consulting services for potential successful bidders. No relevant information has been provided at present. Can you provide the following documents:</p> <ol style="list-style-type: none"> 1. Approval documents, feasibility study report, and project proposal of the project (including electronic versions of texts, drawings, etc.) 2. Master plans of the project (if there are various plans involving the project's construction contents, including but not limited to urban master plans, water supply 	<p>Q 11.1: The final report of the Master Plan and relevant annexes are attached to the Clarification No. 1. Please review the documents as necessary.</p> <p>Q 11.2: Please refer to the response provided under Q 11.1.</p> <p>Q 11.3: Please refer to the response provided under Q 11.1.</p>



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No.	Questions	Responses
	<p>special plans, drainage special plans, etc.)</p> <ol style="list-style-type: none"> 3. Socio-economic profiles of the three regions, population data of the project area, industrial data requiring water usage, and administrative division maps 4. Basic information of the distribution of existing water source points in the project area; whether a reservoir project of small scale or above needs to be built for the new water supply project; distribution of proposed water intake locations; whether water resources demonstration and water intake permit can be provided; distribution and basic information of existing water treatment works; whether water treatment works need to be built or expanded for this project and whether the water treatment plant has a specified selection site . 5. Current status of sewage treatment and industrial materials on major discharged sewage. 6. Distribution of water systems and water system maps in the project area. 7. Whether the water source for this project is groundwater or surface water should be clarified and whether an analysis of water source water quality can be provided. 8. Whether topographic maps (1:1000 CAD electronic version) within the project service scope related to this project will be provided. 9. What are the technical standards in Timor-Leste? Can Chinese standards be used? 	<p>Q 11.4: Most existing pipelines and tanks are expected to be replaced. Please refer to the annexes of the TOR for the preliminary system design. It is essential that you thoroughly review the available Master Plan and Terms of Reference (TOR) for a complete understanding.</p> <p>Q 11.5: At present, there is no off-site sewage treatment system in the project areas. There is no industrial area or sizeable factory data available in the targeted towns. Further assessment may be needed during the DED stage.</p> <p>Q 11.6: Please refer to the response provided under Q 11.1.</p> <p>Q 11.7: Please refer to the response provided under Q 11.2.</p> <p>Q 10.8: CAD drawings, if any, will be provided to the selected consultant during contract implementation. These are not necessary at the RFP stage.</p> <p>Q 10.9: Timor-Leste's water supply and sanitation sector utilizes its own Standard Drawings and Technical Criteria, derived from international norms and best practices. Consultants are permitted to propose alternatives in early stages where Value Engineering offers improved efficiency. However, for this RFP stage, proposals must comply with the specified TOR requirements.</p> <p>Additional Documents and Reports available at: https://drive.google.com/drive/folders/1ggiY-A578_oKqIVHDW5sZiVMfi8oRNwu?usp=sharing</p>
12.	<p>For a consortium, is there a limit on the number of participating units? Is three acceptable? What are the requirements for the lead company? Will funds be disbursed to the lead party or can they be paid to any member of the</p>	<ul style="list-style-type: none"> • The maximum number of consortium members in terms of JV is Three (3) Companies.



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No.	Questions	Responses
	consortium?	<ul style="list-style-type: none"> • Please refer to the Evaluation Criteria for the Lead company. • Payment preferably will be made to Lead Firm. Payment can be made to other consortium member account provided that all members of Consortium give written consent to the Government of Timor-Leste that they don't have any objection to transfer it to Consortium Member Account. <p>Payment arrangement to be discussed during the contract negotiation stage.</p>
13.	<p>What are the funding sources for the Infrastructure Investment Fund?</p> <p>Has it been included in the national budget? Has the capital been disbursed?</p>	<p>Please refer to the RFP Documents and Terms of Reference for the funding sources.</p> <p>All tenders under NPC are duly authorized and approved financially before they are launched.</p>
14.	<p>Specific contents of the detailed design consulting services for this project: whether it is the preliminary design following the feasibility study consultation, including the budget estimate and the construction drawing design, and whether it includes construction drawing budget or other requirements.</p>	<p>Kindly refer to the Terms of Reference (TOR) that have been comprehensively outlined for detailed guidance, specifications, instructions, deliverables, and expectations pertaining to this DED project.</p>
15.	<p>Section 2. Instructions to Consultants and Data Sheet:</p> <p>I. Qualification of the Firm:</p> <p>A. General Experience with Infrastructure Major Projects – 5 years of relevant experience in Consultancy Services for major infrastructure projects with a minimum project cost of USD 2,300,000.00 or more (list of the major projects with the cost, sector, and title must be attached). We request clarification regarding what constitutes a "major infrastructure project" under general experience:</p> <ol style="list-style-type: none"> 1. Will Detailed Design projects related to <i>water, roads, railways</i>, be considered? 2. Will <i>Project Management Consultancy (PMC)</i> assignments also be considered? 3. Will Project Management Consultancy (PMC) assignments related to Water Supply also be considered under eligible assignments for technical evaluation? 	<p>Major infrastructure project mainly refers to an anticipated cost for services greater than that allowed by the routine contract procedure or a project of a complex or specialized nature:</p> <p>Q 14.1. Similarity with respect to Relevant Experience is already defined in Evaluation Criteria.</p> <p>Q 14.2. Depending on the nature of the work.</p> <p>Q 14.3. Depending on the nature of the work.</p> <p>Q 14.4. The projects should have been completed or substantially completed within the required period.</p>



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No.	Questions	Responses
	<p>4. Kindly confirm whether ongoing or substantially completed projects will also be considered under the evaluation criteria, or only fully completed projects will be counted.</p> <p>5. Please confirm whether the <i>USD 2,300,000.00</i> refers to the project cost or the consulting fee of each?</p>	<p>Q 14.5. The budget amount refers to Consultancy Services for major infrastructure projects.</p>
16.	<p>B. Relevant Experience with Detailed Engineering Design</p> <p>Three (3) similar projects for Detailed Engineering Design for Water Supply and Sanitation or similar projects with a minimum project cost of USD 2,300,000.00 as Lead Firm or Joint Venture Partner. In last 10 years. Kindly confirm whether the requirement of three (3) similar projects implies:</p> <ul style="list-style-type: none">Does each of the three (3) projects need to have a consulting fee greater than USD 2,300,000.00, or does this refer to the project cost?	<p>Similarity with respect to Relevant Experience is already defined in Evaluation Criteria.</p>



Hermingardo A. Soares
Executive Director of NPC



KLARIFIKASAUN NU.1

Data: 16 Juñu 2025

**Servisu Konsultoria ba Preparasaun Dezeñu Detalladu Enjeñaria (DDE) ba Fornesimentu
Bee no Saneamentu iha Ainaro-Suai-Maliana**

TENDER-RFP/055/MOP-2025

Nu.	Pergunta(s)	Resposta(s)
1.	Konsidera konkursu rua ne'e TENDER-RFP-054-MOP-2025 & TENDER-RFP-055-MOP-2025, proponente bele konsidera ekipa hanesan (peritu internasionál sira iha konkursu rua ne'e)? Bele hetan de'it tender ida, loos ka lae? Laiha konkorente ida maka sei hetan Pakote rua ne'e, loos ka lae? Se konkorente manan konkursu ida, sei la konsidera ba ida seluk. Interpretasaun ida-ne'e loos ka lae?	Empregadór rezerva direitu atu atribui projetu ida ka barak ba konsultór ida. Projetu oioin bele hetan de'it bainhira propoin pesoál xave ketak ba pakote ida-idak.
2.	Husi TOR, iha Tabela 9, pájina 27, lista peritu sira inklui de'it Peritu Xave Internasionál sira no Peritu La'ós Xave Internasionál sira. La mensiona kona-ba Peritu Nasionál ruma ka Peritu Nasionál La'ós Xave ruma. Peritu Nasionál sira ne'ebé la'ós xave lista iha pájina tuirmai, katak, pájina 28?	Favor haree ba Tabela 10 ba Peritu Nasionál sira iha pájina 28.
3.	Dokumentu RFP hateten katak orariu implementasaun projetu fulan 15, enkuantu liña 108 husi TOR temi katak "Rezultadu kontratu nian sei entrega iha fulan 12 nia laran." Ida neebe maka loos?	Ida-ne'e erru ida. Favor halo tuir Dokumentu RFP nian.
4.	Esperiénsia projetu ADB FS-DED WASH nian ne'ebé ho valór menus hosi US\$ 2,300,000.00 (entre US\$ 1,000,000.00 no US\$ 2,000,000.00) sei konsidera hanesan experiénsia projetu nian (maske la hetan pontu kompletu), ka sei la hetan avaliasaun total?	Sim, kualkér experiénsia projetu nian (inklui DED) sei avalia hasoru kritériu avaliasaun nian.
5.	Esperiénsia DED nian iha projetu infraestrutura sira fora husi setór WASH, ho valór US\$ 2,300,000.00 ka liu (hanesan rekursu bee, barajen, ka irigasaun), sei hetan rekoñesimentu nu'udar experiénsia ne'ebé hanesan no relevante ka lae?	Similaridade kona-ba Experiénsia Relevante defini ona iha Kritériu Avaliasaun nian.



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6.	<p>Bazeia ba knaar sira ne'ebé iha konflitu no kláuzula kona-ba vantajen kompetitiva ne'ebé la justu, "Konsultór ida ne'ebé uluk envolve iha Planu Mestre ba Projetu DED hetan lisensa atu partisipa iha Projetu DED ida-ne'e ka lae?</p> <p>Adisionalmente, peritu sira ne'ebé hola parte iha Planu Mestre bele inklui mós iha ekipa DED nian ka lae?" Ida-ne'e tenke fó sai iha folha dados no afeta pontuasaun avaliasaun nian?</p> <p>Ka konsultór ne'e sei hetan deskualifikasaun?</p>	<p>Ida-ne'e bele sai konflitu interesse potensial bazeia ba ITC-3(a) - Konflitu Interesse. Konsultór tenke fó sai kualkér envolvimentu anteriór iha Planu Mestre refere.</p> <p>CNA sei asegura katak empreza konsultoria sira hotu ne'ebé iha interesse sei hetan dokumentu relevante sira, ne'ebé suficiente atu prepara sira nia proposta. CNA sei garante transparénsia, neutralidade, no justisa iha aplikasaun kritériu avaliasaun nian.</p> <p>Konsultór sei la hetan deskualifikasaun no mós sei la hetan vantajen ida hasoru sira seluk.</p>
7.	<p>Kona-ba substituisaun ba peritu xave ida: Peritu xave ida ne'ebé joven liu ho esperiénsia total menus maibé esperiénsia relevante liu bele aseitavel nu'udar substituisaun ida ka lae?</p>	<p>Substituisaun ba Peritu Xave ruma sei diskute ho projetu na'in durante faze implementasaun.</p>
8.	<p>Konsidera katak relatóriu rekursu bee superfísie nian presiza foti amostra durante estasaun oioin (udan no raj-maran), sei aseitavel ba komponente D3 atu fatura ketak ba kada dokumentu korrespondente?</p>	<p>Favor refere ba TOR.</p>
9.	<p>Arkivu QGIS ne'ebé temi iha pájina 45, hosi ToR disponivel atu asesu ka lae?</p>	<p>QGIS ba kapital munisípiu ida-idak sei fornese ba empreza konsultoria ne'ebé manan-nain.</p> <p>Iha faze RFP, favór refere ba informasaun ne'ebé fornese iha "Q 10.2 Relatóriu final planu mestre nian, ne'ebé anexa ba Klarifikasaun Nu.1.</p>
10.	<p>Iha RFP no Termu Referénsia, tabela pagamentu ba Deliverable No.3 (D3. Relatóriu Teste Tékniku Espesífiku & Laboratóriu) hakerek hanesan 100% hosi servisu sira. Favor klarifika.</p>	<p>Emenda ida sei fó sai tuirmai atu rezolve ida-ne'e!</p>
11.	<p>Projetu ida-ne'e fornese servisu konsultoria dezeńu enjeñaria nian ba oferente susesu potensial sira. Laiha informasaun relevante ne'ebé maka fornese daudaun. Ita-boot bele fornese dokumentu sira tuir-mai:</p> <ol style="list-style-type: none"> 1. Dokumentu aprovasaun, relatóriu estudu viabilidade, no proposta projetu nian (inklui versaun eletróniku testu sira, dezeńu, nst.) 2. Planu mestre sira projetu nian (karik iha planu oioin 	<p>P 10.1: Relatóriu final husi Planu Mestre no aneksu relevante sira aneksa ba Klarifikasaun Nu. 1. Favor haree filafali dokumentu sira bainhira presiza.</p> <p>P 10.2: Favor haree ba resposta ne'ebé fornese iha P 10.1.</p>



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	<p>ne'ebé envolve konteúdu konstrusaun projetu nian, inklui maibé la limita ba planu mestre urbanu sira, planu espesiál forneseimentu bee nian, planu espesiál drenajen nian, nst.)</p> <p>3. Perfil sosioekonómiku sira hosi rejiaun tolu, dadus populasaun hosi área projetu nian, dadus industriál sira ne'ebé presiza uza bee, no mapa divizaun administrativu sira.</p> <p>4. Informasaun báziku kona-ba distribuisaun pontu bee-matan ne'ebé eziste iha área projetu nian; karik presiza harii projetu rezervatóriu ida ho eskala ki'ik ka aas liu ba projetu forneseimentu bee foun; distribuisaun ba fatin sira ne'ebé propoin atu hemu bee; bele fornese karik demonstrasaun rekursu bee nian no lisensa atu hemu bee; distribuisaun no informasaun báziku kona-ba obra sira tratamentu bee nian ne'ebé eziste; se obra tratamentu bee nian presiza atu harii ka habelar ba projetu ida-ne'e no se planta tratamentu bee nian iha fatin selesaun espesifiku ida.</p> <p>5. Estatutu atuál tratamentu bee-fo'er no materiál industriál sira iha bee-fo'er prinsipál ne'ebé soe.</p> <p>6. Distribuisaun sistema bee no mapa sistema bee iha area projetu.</p> <p>7. Tenke klarifika karik bee-matan ba projetu ida-nee mak bee-rai-okos ka bee-rai-leten no karik bele fornese analize kona-ba qualidade bee-matan nian.</p> <p>8. Se mapa topográfiku sira (versaun eletróniku 1:1000 CAD) iha âmbito servisu projetu nian ne'ebé relasiona ho projetu ida-ne'e sei fornese.</p> <p>9. Saida mak padraun tékniku iha Timor-Leste? Padraun Xinés sira nian bele uza?</p>	<p>P 10.3: Aneksu maka "APÉNDISE AILEU F Levantamentu Ekonómiku Sosiál". Adisionalmente, dokumentu sira ne'ebé hanesan disponivel mos ba Gleno no Liquica.</p> <p>P 10.4: Maioria kanu no tanke sira ne'ebé eziste hein atu troka. Favor refere ba aneksu sira iha TOR ba dezeñu preliminar sistema nian. Esensiál liu atu ita-boot haree didi'ak Planu Mestre no Termu Referénsia (TOR) ne'ebé disponivel atu hetan komprensaun kompletu.</p> <p>P 10.5: Agora daudaun, laiha sistema tratamentu bee-fo'er nian iha áreas projetu nian. Laiha área industriál ka dadus fábrica ne'ebé boot ne'ebé disponivel iha kapital munisipiu sira ne'ebé sai nuudar projetu fatin. Avaliasaun adisionál bele presiza durante faze DED.</p> <p>P 10.6: Favor haree ba resposta ne'ebé fornese iha P 10.1.</p> <p>P 10.7: Favor haree ba resposta ne'ebé fornese iha P 10.1.</p> <p>P 10.8: Dezeñu CAD, karik iha, sei fornese ba konsultór selezionadu durante implementasaun kontratu. Hirak-ne'e la nesesáriu iha faze RFP.</p> <p>P 10.9: Timor-Leste nia setór forneseimentu bee no saneamentu utiliza nia Dezeñu Padraun no Kritériu Tékniku rasik, ne'ebé mai husi norma internasionál no prátika di'ak liu. Konsultór sira hetan lisensa atu propoin alternativa sira iha faze inisiál sira iha ne'ebé Valór Enjeñaria oferese efisiénsia ne'ebé di'ak liu. Maibé, ba etapa RFP ida-ne'e, proposta sira tenke kumpre rekizitu sira ne'ebé espesifikadu ona iha TOR.</p> <p>Dokumentu no Relatoriu adisional bele asesu iha link tuir-mai:</p> <p>https://drive.google.com/drive/folders/1ggiY-A578_oKqIVHDW5sZiVMfi8oRNwu?usp=sharing</p>



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Nu.	Pergunta(s)	Resposta(s)
12.	Ba konsórsiu ida, iha limitasaun ba númeru unidade sira ne'ebé partisipa ka lae? Konsultór tolu (3) aseitavel ka lae? Saida maka ezijsia sira ba empresa prinsipál? Fundu sira sei dezembolsa ba parte prinsipál ka sira bele selu ba membru ruma husi konsórsiu?	<ul style="list-style-type: none"> Númeru másimu membru konsórsiu nian iha termu JV maka Kompañia tolu (3). Favor haree ba Kritériu Avaliasaun ba empresa prinsipál. Pagamentu prefere liu sei halo ba Empresa Xefe. Pagamentu bele halo ba konta membru konsórsiu nian sira seluk bainhira membru hotu-hotu Konsórsiu nian fô konsentimentu eskrita ba Governu Timor-Leste katak sira laiha objesaun ruma atu transfere ba Conta Membru Konsórsiu nian. <p>Arranju pagamentu sei diskute durante faze negosiasaun kontratu.</p>
13.	Saida maka fonte finansiametu sira ba Fundu Investimentu Infraestrutura nian? Tama ona iha orsamentu jeral estadu ka lae? Kapital ne'e dezembolsa ona ka lae?	<p>Favor haree ba Dokumentu RFP no Termu Referénsia ba fonte finansiametu sira.</p> <p>Konkursu hotu-hotu iha CNA hetan autorizasaun no aprovasaun finansimentu antes anunsiau ba publiku.</p>
14.	Konteúdu espesífiku husi servisu konsultoria dezeńu detalladu ba projetu ida-ne'e: karik ida-ne'e dezeńu preliminar tuir konsultasaun estudu viabilidade, inklui estimativa orsamentu no dezeńu dezeńu konstrusaun, no karik ida-ne'e inklui orsamentu dezeńu konstrusaun ka rekizitu sira seluk.	Favor refere ba Termu Referénsia (TOR) ne'ebé maka deskreve ona ho komprensivu ba orientasaun detallu, espesifikasaun, instrusaun, rezultadu, no espetativa sira ne'ebé maka pertense ba projetu DED ida-ne'e.
15.	<p>Seksaun 2. Instrusaun sira ba Konsultór sira no Folha Dadas: I. Kualifikasaun Empresa nian:</p> <p>A. Esperiéncia Jerál ho Infraestrutura Projetu Boot sira – tinan 5 esperiéncia relevante iha Servisu Konsultoria ba projetu infraestrutura boot sira ho kustu projetu mínimu USD 2,000,000.00 ka liu (lista projetu boot sira ho kustu, setór, no titulu tenke anexa). Ami husu klarifikasaun kona-ba saida maka konstitui iha "Projetu Infraestrutura Boot" tuir esperiéncia jerál:</p> <ol style="list-style-type: none"> Projetu sira Dezeńu Detalladu nian ne'ebé relaciona ho bee, estrada sira, <i>railways</i>, sei konsidera ka lae? Sei konsidera mós knaar sira husi Konsultoria Jestaun Projetu (KJP)? Sei konsidera mós knaar sira Konsultoria Jestaun Projetu nian (KJP) relaciona ho Fornesimentu Bee nian iha knaar sira ne'ebé elizivel ba avaliasaun téknika? 	<p>Projetu infraestrutura boot refere liuliu ba kustu antisipada ba servisu sira ne'ebé boot liu, haree husi prosedimentu kontratu rutina ka projetu ida ho natureza kompleksu ka especializadu:</p> <p>P 14.1. Similiridade kona-ba Esperiéncia Relevante defini ona iha Kritériu Avaliasaun.</p> <p>P 14.2. Depende ba natureza serbisu nian.</p> <p>P 14.3. Depende ba natureza serbisu nian.</p> <p>P 14.4. Projetu sira tenke kompleta ona ka kompleta ona substancialmente iha periodu ne'ebé maka determina ona.</p> <p>P 14.5. Favor haree ba Resposta 'P 14.4' iha leten.</p>



**MINISTÉRIO DO PLANEAMENTO
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IX GOVERNO CONSTITUCIONAL**



Comissão Nacional de Aproveitamento

Nu.	Pergunta(s)	Resposta(s)
	<p>4. Favor confirma se projetu sira ne'ebé la'o hela ka kompleta ona substansialmente sei konsidera mós tuir kritériu avaliasaun nian, ka sei sura de'it projetu sira ne'ebé kompleta hotu ona.</p> <p>5. Favor confirma se projetu sira ne'ebé la'o hela/ substansialmente sei konsidera ka projetu ne'ebé kompleta de'it maka sei sura hanesan kritériu avaliasaun nian.</p> <p>6. Favor confirma karik USD 2,000,000.00 refere ba kustu projetu ka taxa konsultoria ida-idak nian?</p>	<p>P 14.6. Montante orsamentu refere ba Servisu Konsultoria ba projetu infraestrutura boot sira.</p>
16.	<p>B. Esperiência Relevante ho Dezeñu Enjeñaria Detallu.</p> <p>Projetu tolu (3) ne'ebé hanesan ba Dezeñu Detallu Enjeñaria ba Fornesimentu Bee no Saneamentu ka projetu ne'ebé hanesan ho kustu projetu mínimu USD 2,300,000.00 nu'udar Lead Firm ka Parseiru Joint Venture iha tinan 10 ikus ne'e. Favor confirma se ezijénsia ba projetu tolu (3) ne'ebé hanesan implika:</p> <ul style="list-style-type: none">• Projetu tolu (3) ne'e ida-idak presiza iha taxa konsultoria boot liu USD 2,300,000.00, ka ida ne'e refere ba kustu projetu nian?	<p>Similidade kona-ba Esperiência Relevante defini ona iha Kritériu Avaliasaun.</p>


Hermingardo Albano Soares
Diretor Exekutivu, CNA



REPÚBLICA DEMOCRÁTICA DE TIMOR-LESTE
 MINISTÉRIO DO PLANEAMENTO E INVESTIMENTO
 ESTRATÉGICO
 COMISSÃO NACIONAL DE APROVISIONAMENTO



PRE-PROPOSAL CONFERENCE

Consulting Services for Detailed Engineering Design (DED) Preparation for Ainaro-Suai-Maliana Water Supply and Sanitation

12 June 2025, 11:00 Hours

TENDER-RFP/055/MOP-2025

PROJECT BACKGROUND

TERMS OF REFERENCES (TOR)

I. INTRODUCTION	1) The Government of Timor-Leste provides financial support to BTL, E.P. to provide safe, reliable, affordable water supply and sanitation (WSS) in the Dili East metropolitan area in 2030. The project will finance the civil works for the eastern part of Dili, the support for contract management, administration, and supervision of the civil work packages, preparation of detailed engineering design (DED), and feasibility studies of Dili groundwater resource development. 2) The project is aligned with the Timor-Leste Strategic Development Plan (2011–2030). It will contribute to the country's response to environmental health by improving the environmental health and hygiene of the population in project areas.
1.3. OBJECTIVES	10) The main objectives of the BTL, E.P are to increase the service coverage of safely managed water supply and sanitation access, improve the quality of services at an affordable price and enhance O&M capability in the targeted municipal capitals. 11) The scope of services is the development of a DED of a climate resilient the Water Supply & Sanitation Project of the 3 (three) municipal capitals of Ainaro, Suai, and Maliana, public consultations, and environmental-social safeguard activities and documentation. 12) The TOR sets out the principles, criteria, process, inputs, activities, and deliverables to be carried out by the DED consultant for funding eligibility.
1.4. PROJECT LOCATION	13) The project's location is in the 3 (three) Municipal Capitals of Ainaro, Suai and Maliana, in Timor-Leste.

IMPORTANT POINTS

CLAUSE	
ITC 2.1 (Data Sheet)	<p>Name of the Employer: Ministry of Public Works (MoP) of Government of Timor-Leste</p> <p>Method of selection: <u>Quality and Cost Base Selection (QCBS)</u> in accordance with the Applicable Law, the Employer shall open the financial proposals of only the Consultants whose proposals meet the minimum passing scores based on the result of the Technical Evaluation in accordance with ITC-22</p>
ELIGIBILITY	Participation in this proposal process is open to all interested international and national consultants.
ITC 9.1 (Data sheet)	<p>Language</p> <p>Proposals shall be submitted in <u>English or Portuguese</u> languages (Only one language).</p> <p>All correspondence shall be in the <u>English</u> language and/or in Timor-Leste official language.</p>
ITC 14.1.4 (Data Sheet)	<p>Maximum budget for the assignment: US\$ 2,906,802.00 (United States Dollars Two Million Nine Hundred Six Thousand and Eight Hundred Two) inclusive of all taxes profits, duties and other expenses. (Refer to Addendum No.1)</p> <p>The Employer may <u>disqualify</u> the technical and financial proposal if an Evaluated Financial Proposal exceeds the maximum budget.</p>

IMPORTANT POINTS

CLAUSE	
ITC 12.1 (Data Sheet)	<p>Proposal Validity</p> <p>Proposals must remain valid for <u>120 calendar days</u> after the proposal submission deadline.</p>
ITC 13.1 (Data Sheet)	<p>Clarification of Request for Proposal</p> <p>The contact information for requesting clarifications is: Attention: Mr. Hermingardo Albano Soares, Executive Director - NPC E-mail: mj@cna.gov.tl cc: as@cna.gov.tl, ns@cna.gov.tl, ab@cna.gov.tl, at@cna.gov.tl and tr@cna.gov.tl Phone No.: (+670) 333 1101</p> <p>Clarifications may be requested no later than 19 June 2025.</p>
ITC 16.1. (Data Sheet)	<p>A Proposal Security is required.</p> <p>The amount and currency of the proposal security shall be: US\$ 29,000.00 (Twenty-Nine Thousand United States Dollars)</p> <p>The proposal security shall be valid: 120 days + 28 days = 148 Days from the last day of submission date or beyond any period of extension if requested under ITC 12.4</p>
ITC 17.1. (Data Sheet)	<p>Electronic Submission of Proposals</p> <p>The Consultants <u>“shall not”</u> have the option of submitting their Proposals electronically.</p>

IMPORTANT POINTS

CLAUSE	
ITC 18.7. and 18.9 (Data Sheet)	<p>Deadline for the Submission of Proposals</p> <p>The Proposals must be received at the address below no later than:</p> <p>The Proposal submission address is:</p> <p>Attention: Mr. Hermingardo Albano Soares, Executive Director - NPC</p> <p>Address: National Procurement Commission, Avenida de Balide, Dili, Timor-Leste</p> <p>Telephone: (+670) 333 1101</p> <p>Date: <u>10 July 2025</u></p> <p>Time: <u>16:00 Hours Local Time</u></p>
ITC 20.1 (Data Sheet)	<p>Opening of Technical Proposals</p> <p>The time should be immediately after the time for the submission deadline</p>
ITC 18.4 (Data Sheet)	<p>Submission of Proposals</p> <p>The Consultant must submit:</p> <p>(a) Technical Proposal: one (1) original, two (2) copies and 1 soft copy.</p> <p>(b) Financial Proposal: one (1) original, one (1) copy and 1 soft copy.</p>

IMPORTANT POINTS

CLAUSE	
ITC 14.1.2 (Data Sheet)	<p>Estimated time-input of International Key Experts' is: 81 person-months.</p> <p>Estimated time-input of National Key Experts' is: 192 person-months.</p>
ITC 17.2. (Data Sheet)	<p>Price Adjustment</p> <p>A price adjustment provision applies to remuneration rates: <u>No</u></p>
ITC 17.3 and 24 (Data Sheet)	<p>Taxes - Reference</p> <p>Information on the Consultant's tax obligations can be found at http://www.mof.gov.tl/</p> <p>The consultant shall pay local taxes without reimbursement by the Employer.</p> <p><u>Consultants should add all taxes, profits, duties and other expenses into their financial proposal.</u></p>
ITC 17.4	<p>Currency of Proposal</p> <p>The Financial Proposal shall be submitted in <u>United States Dollars (USD)</u> only.</p>

IMPORTANT POINTS

ITC & Data Sheet 10.1, 15.2	
<p>The format of the Technical Proposal to be submitted is:</p> <p><u>Full Technical Proposal (FTP).</u></p> <p><u>For FULL TECHNICAL PROPOSAL (FTP):</u></p> <p>1st Inner Envelope with the Technical Proposal:</p> <p>(1) Power of Attorney to sign the Proposal</p> <p>(2) Proof of Legal Status and Eligibility*</p> <p>(3) TECH-1 (including Statement of Undertaking if required under Data Sheet 10.2)</p> <p>(4) TECH-2</p> <p>(5) TECH-3</p> <p>(6) TECH-4</p> <p>(7) TECH-5</p> <p>(8) TECH-6</p> <p>2nd Inner Envelope with the Financial Proposal :</p> <p>(1) FIN-1</p> <p>(2) FIN-2</p> <p>(3) FIN-3</p> <p>(4) FIN-4</p>	<p>*Proof of legal status establish Consultant's legal capacity to enter into binding and enforceable contracts and shall be supported by the following or its equivalent as deemed acceptable by the Employer:</p> <ul style="list-style-type: none"> • Certificate of incorporation • Partnerships duly organized • Universities, institutions, public sector organizations, and non-government organizations that are not legally incorporated shall provide other documentation that establishes their legal capacity to enter into binding and enforceable contracts with the Employer (such as charter, statute, etc.). <p>Please refer to CHECKLIST OF REQUIRED FORMS in Section 3.</p> <p>Submission of the Technical Proposal in incorrect format may lead to the Proposal being deemed non-responsive to the RFP requirements.</p>

IMPORTANT POINTS

CLAUSE	
ITC 21.1 (Data Sheet)	<p>Evaluation Criteria</p> <p>The evaluation criteria, sub-criteria, and point system are specified in the Summary and Personnel Evaluation Sheets that are attached to the Data Sheet.</p> <p>(APPENDIX 1 - SUMMARY EVALUATION SHEET)</p> <p>(APPENDIX 2 - PERSONNEL EVALUATION SHEET)</p> <p>The minimum technical score (St) required to pass is: 750 (maximum 1000 points)</p>
ITC 27.1 (Data Sheet)	<p><u>QCBS Only</u></p> <p>The lowest evaluated Financial Proposal (Fm) is given the maximum financial score (Sf) of 1000.</p> <p>The formula for determining the financial scores (Sf) of all other Proposals is calculated as follows:</p> <p>Sf = 1000 x Fm/ F, in which "Sf" is the financial score, "Fm" is the lowest ETP Evaluated Total Price (ETP), which is equal to the Adjusted Total Price (ATP) less the Non-competitive Component, i.e., provisional sums and contingency; and "F" is the ETP of the proposal under consideration.</p> <p>The weights given to the Technical (T) and Financial (P) Proposals are: T = 90, and P = 10</p> <p>Proposals are ranked according to their combined technical (St) and financial (Sf) scores using the weights (T = the weight given to the Technical Proposal; P = the weight given to the Financial Proposal; T + P = 1) as following:</p> <p>S = St x T% + Sf x P%.</p>

IMPORTANT POINTS

APPENDIX 1 - SUMMARY EVALUATION SHEET (SES)		
EVALUATION CRITERIA		Max. Weight
I. Qualification of the Firm		350
A	General Experience with Infrastructure Major Projects - 5 years of relevant experience in Consultancy Services for major infrastructure projects with a minimum project cost of USD 2,300,000.00 or more (list of the major projects with the cost, sector, and title must be attached)	50
B	Relevant Experience with Detailed Engineering Design Three (3) similar projects for Detailed Engineering Design for Water Supply and Sanitation or similar projects with a minimum project cost of USD 2,300,000.00 as Lead Firm or Joint Venture Partner. In last 10 years. In case of JV, magnitude is considered based on the value of the participation	300
II. Approach and Methodology		250
1	Understanding of Objectives	50
2	Quality of Methodology	70
3	Innovativeness/Comments to TOR	30
4	Work Program	50
5	Personnel Schedule	50
III. Key Experts		400
International Experts		
1	Team Leader/ Water Supply & Sanitation Specialist	100
2	Water Supply Design Specialist	80
3	Environmental/Climate Change Specialist	50
4	Social Development Specialist	50
5	Water Resources Specialist	60
6	Water treatment Plan Design Specialist	60
National Experts		
Total		1,000

APPENDIX 2 - PERSONNEL EVALUATION SHEET

- General Qualifications (15%)
- Project Related Experience (75%)
- Experience in Timor-Leste or similar region (10%)

IMPORTANT POINTS

Rating		Rating Definition
Excellent	100%	Proposal <u>significantly exceeds</u> the sub - criteria requirements
Very Good	90 – 99%	Proposal marginally <u>exceeds</u> the sub - criteria requirements
Above Average	80 -89%	Proposal fully <u>meets</u> the sub - criteria requirements
Average	70 – 79%	Proposal partially meets the sub - criteria requirements
Below Average	1 – 69%	Proposal meets some sub - criteria requirements with deficiencies
Non-Complying	0%	Proposal either <u>does not comply with</u> the sub-criteria requirements or does not provide enough information

IMPORTANT POINTS

CLAUSE	
ITC 17.1 (Data Sheet)	<p>Financial Proposal</p> <p>The sample list provided below is intended for guidance only. Items that are not applicable should be deleted; others may be added. If the Employer wants to set up maximum ceilings for unit rates of certain type of expenses, such ceilings should be indicated in the FIN forms:</p> <ol style="list-style-type: none"> (1) a per diem allowance, including hotel, for experts for every day of absence from the home office for the purposes of the Services; (2) cost of travel by the most appropriate means of transport and the most direct practicable route; (3) cost of office accommodation, including overheads and back-stop support; (4) communications costs; (5) cost of purchase or rent or freight of any equipment required to be provided by the Consultants; (6) cost of reports production (including printing) and delivering to the Employer; (7) office support staff (8) insurance specific to the assignment (e.g., travel-related medical, professional liability, motor vehicle, third party, equipment, employer's liability, and workers compensation) unless such insurances are included in the overhead expenses. (9) other allowances where applicable <p>Provisional sums: US\$ 107,400.00</p> <p>Contingency: NIL</p>

IMPORTANT POINTS

LUMP-SUM CONTRACT
Clause: Conditions of Contract
<p>GCC & SCC 14.1 (Expiration of Contract)</p> <p>The time period shall be 15 months after the effective date of Contract</p> <p>GCC & SCC 39.1 and 39.2 (Taxes and Duties)</p> <p>The Employer warrants that the Employer will deduct all applicable taxes on behalf of the Consultant, the Sub-Consultants and the Experts, and any local indirect taxes and other local taxes, duties, fees, levies, and other impositions imposed, under the applicable law in the country.</p> <p>GCC & SCC 40.1 (Currency of Payment)</p> <p>Any payment under this Contract shall be made in the <u>UNITED STATES DOLLARS.</u></p> <p>GCC & SCC 41.2.1 (Advance Payment)</p> <p>An advance payment of 10% in United State Dollars (USD) shall be made within 30 days after effective Date Upon the Request from Consultant. The advance payment will be made against advance payment guarantee and advance payment guarantee shall be in USD and amount shall be equal to the Advance Payment.</p> <p>GCC & SCC 45.1 (Dispute Resolutions)</p> <p>The Location is: Singapore</p>

IMPORTANT POINTS

CLAUSE 41.2 : The Payment Schedule

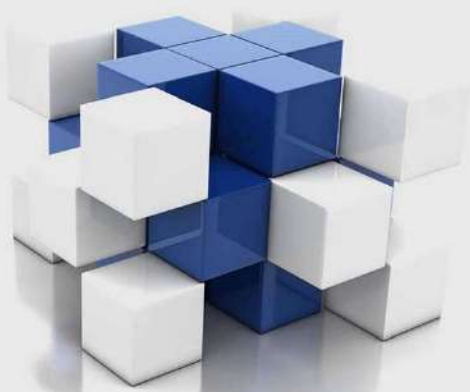
The payment will be executed as follow:

Code	Deliverables (D-Draft, P-Presentation, F-Final)	Subject to payment certificate approval	Due, within (months)*
D1	Inception Report	10% of services*	1D, P, 1.5F
D2	Interim Reports, consisting of:	20% of services*	5D, P, 6F
	D2.1 Preliminary Design Report		
	D2.2 Hydraulic Modelling Report (D)		
	D2.3 BOQ Report (D)		
D3	Specific Technical Fieldwork & Laboratory Testing Report	100% of specific report**	
	D3.1 Topographical & Drone Survey		6D, P, 8F
	D3.2 Surface Water Resource Report		6D, P, 12F
	D3.3 Groundwater Resource Report		5D, P, 8F
	D3.4 Water Quality Test Report		6D, P, 10F
	D3.5 Ambient Air Quality Index Report		6D, P, 10F
	D3.6 Geotechnical Investigation Report		6D, P, 10F
D4	Environmental and Social Safeguard Reports		
	D4.1 Project Documents (for categorization – ANLA, I.P)	5% of services*	4D, 5F
	D4.2 Environmental-related Reports (D, P, F), various reports	20% of services*	6D, P, 12F
	D4.3 Social-related Reports (D, P, F), various reports	15% of services*	6D, P, 12F
D5	DED Reports	20% of services*	10D, P, 15F
D6	ANLA Environmental Licenses	10% of services*	15F

The Employer will retain **Five (5%)** from each progress payment as Performance and Quality Guarantee for satisfactory Performance of the Contract. The total retention money will be payable after successful completion of the Contract.

***Note:** 3D & 6F shall be read as; the Draft report is due within 3 months & Final Report is due within 6 months of the contract's start. To be reviewed in the inception stage.

****** The payment schedule will be revised through an addendum after confirmation with the project owner.



THANK YOU

Question & Answer Session