Minutes nº1

Pre-Bid Meeting

Construction of Three Bridges (Seical, Borouai, & Malailada) (TENDER-OCB/018/MOP- 2026)

1. The pre-bid meeting was held at 15:00 hours local time on 20 August 2026 at the Conference Room of the National Procurement Commission (NPC) at Rua de Balide, Patrimonio do Estado, Dili, Timor-Leste. This meeting was attended by the representatives from the National Procurement Commission (NPC), Ministry of Public Works (MOP) and interested bidders in venue.

2. Project identification: TENDER-OCB/018/MOP- 2026
   Project owner: Ministry of Public Works (MOP)
   Scope of the procedure: Construction of Three Bridges (Seical, Borouai, & Malailada)

3. Ms. Graciete Ximenes, Junior Procurement Officer of NPC welcomed all the attendees of the meeting and gave a brief presentation on the key aspects of Bidding Document.

4. The questions and answers session of the meeting then proceeded immediately. Questions were handled by the representatives from NPC and MOP. The Questions and Answers will be sent to interested bidders as Clarification No. 1 and same clarification will be publish at designated website as soon as possible.

5. At the end of the meeting, the NPC representatives thanked all the attendees for their active participation in the meeting which was concluded at 16:00 hour's local time.

Attachment:

- PowerPoint Presentation

PRE-BID MEETING

20 August 2026; 15:00 hours Timor-Leste Time

Construction of Three Bridges (Seical, Borouai, & Malailada)

TENDER-OCB/018/MOP- 2026

Important Points

- **Employer: Ministry of Public Works (MPW)** on behalf of the Government of the Democratic Republic of Timor-Leste

- **Financed by:** Asian Development Bank (ADB)

- Open Competitive Bidding (OCB) will be conducted in accordance with ADB's Single-Stage: Two-Envelope Bidding Procedure Without Prequalification, with Merit Point Criteria (MPC) procedure and is open to all Bidders from eligible countries as described in the Bidding Document.

- The bid validity period shall be 120 days.

- The language of the Bid is **English (BDS-ITB 10.1)**

Important Points

For **Clarificatio**n Purposes only, the Employer's address is: **(BDS-ITB 7.1)**

Attention to: **Mr. Hermingardo Albano Soares**
Executive Director of NPC
National Procurement Commission
Avenida de Balide, Dili, Timor-Leste
Phone: +670 3331101;
E-mail*:* **ls@cna.gov.tl** **jfr@cna.gov.tl** **rlatif@cna.gov.tl** **ns@cna.gov.tl** **as@cna.gov.tl** **gx@cna.gov.tl** **om@cna.gov.tl**

The deadline for the submission of requests for clarification shall be **Twenty-One (21) days prior to the deadline for submission of Bids**.

The deadline of **Bid submission (BDS-ITB 23.1):**

- **Date: 17 September 2026**
- **Time: 3:00 PM (Timor-Leste Time)**
- NPC Tender Box

The Opening of Bid shall be immediately after deadline for bid submission of Bids. (BDS-ITB 26.1)

In addition to the original Bid, the number of copies is: **2 (Two) (BDS-ITB 21.1)**

Important Points

SITE VISIT

Place: **Ministry of Public Works Office**

Av. 20 de Maio, Caicoli, Dili, Timor-Leste

Contract Person: **Mr. Amilcar Da Costa Victor**

Email: **amilcar_victor@yahoo.com**; **gaaragoncalves@gmail.com**

Phone: +670 7759 1778 & +670 7769 1801

Date: ***TBA***

Time: ***TBA***

- Site Visit is not mandatory but highly advisable

<u>Important Points</u>

A **Bid Security** is required in **<u>Original Form</u>**.

The amount of the bid security is **US$ 320,000.00 (Three Hundred and Twenty Thousand United States Dollars) (BDS-ITB 20.1).**

The bid security shall be valid twenty-eight (28) days beyond the original validity period of the bid, or beyond any period of extension if requested under ITB 20.3.

The prices quoted by the Bidder **shall be fixed**.

Important Points

The Technical Bid shall comprise the following:

(a) Letter of Technical Bid;
(b) Bid Security or Bid-Securing Declaration, in accordance with ITB 20;
(c) alternative Bids, if permissible, in accordance with ITB 13;
(d) written confirmation authorizing the signatory of the Bid to commit the Bidder, in accordance with ITB 21.2;
(e) documentary evidence in accordance with ITB 15, establishing the Bidder’s qualifications to perform the contract if its Bid is accepted;
(f) Technical Proposal in accordance with ITB 16; and
(g) any other document required in the BDS.

The Price Bid Shall Comprise the following;
(a) Letter of Price Bid;
(b) completed Price Schedules, in accordance with ITB 12 and ITB 17;
(c) alternative price Bids, at Bidder’s option and if permissible, in accordance with ITB 13; and
(d)any other document required in the BDS.

In addition to the requirements under ITB 11.2, Bids submitted by a Joint Venture shall include a copy of the Joint Venture Agreement entered into by all partners. Alternatively, a Letter of Intent to execute a Joint Venture Agreement in the event of a successful Bid shall be signed by all partners and submitted with the Bid, together with a copy of the proposed agreement.

Evaluation and Qualification Criteria – Section 3

Eligibility

- Nationality
- Conflict of Interest
- ADB Eligibility
- Government-Owned Entity
- United Nations Eligibility

Historical Contract Non-Performance

- History of Non-Performing Contracts
- Suspension Based on Execution of Bid-Securing Declaration
- Pending Litigation and Arbitration
- Declaration: Environmental and Social (ES) past performance
- Bank’s SEA and/or SH Disqualification

Financial Situation

- Historical Financial Performance
- Average Annual Construction Turnover
- Financial Resources

Evaluation and Qualification Criteria – Section 3

- **Construction Experience**
  - Contracts of Similar Size and Nature

    (a) Similar Size - Must be complied with by the Biddera

    (b) Similar Nature - Must be complied with by the Bidderd
  - Construction Experience in Specialized Key Activities which may be met by the Bidder or Specialist Subcontractors

- **Evaluation**

The evaluation methodology shall be based on a merit point criterion where scores are applied to the evaluation of the Technical Proposals and, thereafter, a combination of technical weighted score and financial weighted score is calculated using the weights specified in ITB 38.1.

The Most Advantageous Bid is the one that:

(i) is substantially responsive to the Bidding Document, and

(ii) has the highest score of the combined technical and financial evaluation.

Evaluation and Qualification Criteria – Section 3

- **Technical Scoring**

- The evaluation approach shall be based on a scoring methodology as per the principles spelled out below:

Technical Factors1	Weightings (1)	Scores (2)	Weighted Score (1) x (2)
1. Construction Management Strategy	15%	(max = 100)	T1
2. Construction Methods for Key Components	20%	(max = 100)	T2
3. Construction Schedule	12%	(max = 100)	T3
4. Quality Assurance and Quality Control	8%	(max = 100)	T4
5. Environmental, Health and Safety Management Plan	15%	(max = 100)	T5
6. Anticipated Risks Evaluation	8%	(max = 100)	T6
7. Personnel and Organizational Chart	5%	(max = 100)	T7
8. Key Personnel Qualifications	10%	(max = 100)	T8
9. Local Participation Plan	7%	(max = 100)	T9
Total	100%		T

Evaluation and Qualification Criteria – Section 3

The technical factors for key personnel listed above shall be scored as follows:

Evaluation Factors	**Weightings** (1)	**Scores** (2)	**Weighted Score** (1) x (2)
(i) General qualifications	10%	(max = 10)	
(ii) Total work experience	20%	(max = 10)	
(iii) Experience in similar work	70%	(max = 10)	
Total Weight	100%		Total score for each Key Personnel of the Bidder

After determining the technical factors score, the next step is to calculate the technical weighted score. The formula specified below will be used to calculate a Bidder's technical weighted score (T_{ws}): $T_{ws} = T * T_{weight}$

Where:

Tws = Technical weighted score;

T = Total technical score given to the Bid;

Construction of Three Bridges (Seical, Borouai, & Malailada)

Tweight = Technical weight being equal to [insert a figure consistent with ITB 38.1 of the BDS].

Evaluation and Qualification Criteria – Section 3

Financial Evaluation

- **Detailed Financial Evaluation**
- Financial Scoring

After evaluating the bid price of each Bidder, the next step is to conduct the financial scoring. The formula specified below will be used to calculate a Bidder's financial weighted score (Fws).

Fws = Plow / P * Fweight

Where:

Fws = Financial weighted score;

P = Evaluated Bid Price of the Bid;

Plow = Lowest of all evaluated Bid Price among all bids in compliance; and

Fweight = Financial weight being equal to *[insert a figure consistent with ITB 38.1 of the BDS]*.

Combined Technical and Financial Scores

The combined score (CS) shall be calculated for each substantially responsive bid using the formula below:

$$\mathbf{CS = \frac{Plow}{P} * Fweight + T * Tweight}$$

The Most Advantageous Bid shall be the one that obtains the highest combined score (CS).

Evaluation and Qualification Criteria – Section 3

Equipment

Using Form EQU in Section 4 (Bidding Forms), the Bidder must demonstrate that it has the key equipment listed in this table.

No.	Equipment Type and Characteristics	Minimum Number Required
1	Wheel Loader, 1.8 cu.m, bucket capacity, 160hp	4
2	Motor Grader, 160 hp	2
3	Vibrating Roller Single Smooth Drum,10t, 150 hp	3
4	Pneumatic Tyre Roller 10-15t, 150hp	2
5	Tipper Truck, 6 cu.m, bucket capacity	6
6	Bowser, water 9000 litre with spray bar	2
7	Aggregate Crushing / Screening Plant, 80t per hour	1
8	Hot mix Asphalt Plant (batch type) 80t per hour	1
9	Asphalt Distributor	1
10	Portable Air Compressor, 250 cpm	2
11	Backhoe Excavator with Concrete Breaker	4
12	Dump Truck, 7-10 cu.m.	15
13	Transit Mixer for Concrete, 6-8 cu.m.	6
14	Asphalt Sensor Paver, 3.5 - 5.0 width screed	1
15	Bulldozer, D85	2
16	Concrete Batching Plant, 50-60 cu.m/hr.	1
17	Power Broom, Towed Type	1
18	Hydraulic Jack, 100 t	1
19	Bored Pile Machine with Rotary Drill, 1000 mm Diameter	1
20	Crane, Hydraulic Telescopic Boom, 50-60t	1
21	Crawler Crane, 50-60t	1

Condition of Contract

- Time for Completion: **540 days (18 months)**

- The Defects Liability Period is: **365 days (12 months)**

- **The Performance Security :**

  - The Performance Security shall be in the form of an "unconditional demand guarantee" in the amount of **10 % (ten percent)** of the Accepted Contract Amount and in the same currency in which the Accepted Contract Amount is payable. Where the issuing bank is located outside the Democratic Republic of Timor-Leste, the Performance Security shall be counter-guaranteed or supported by a correspondent bank or financial institution located in Timor-Leste, acceptable to the Employer, to ensure that the guarantee is enforceable within the territory of Timor-Leste.

- **Advance Payment**

  - The Contractor shall obtain (at the Contractor's cost) an Advance Payment Guarantee in amounts and currencies equal to the advance payment and shall submit it to the Employer with a copy to the Engineer. This guarantee shall be issued by reputable bank or financial institution selected by the Contractor and shall be based on the sample form annexed to the Particular Conditions or in another form agreed upon by the Employer (but such agreement shall not relieve the Contractor from any obligation under this Sub-Clause)."

THANK YOU

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