



**Government of Liberia  
MILLENNIUM CHALLENGE ACCOUNT LIBERIA**

**PRE-BID CONFERENCE MINUTES**

**Procurement of**

**Customization and Implementation of a Road Asset Management  
System (RAMS) for Liberia**

**(Ref: 4A1507/RP/013)**

**February 12, 2020, 2:30 pm** local time, MCA-Liberia Mt. Coffee Conference Room

**Present:**

<b>Company Representatives on WebEx (list attached)</b>		<b>Annex-1</b>
<b>MCA-Liberia and Procurement Agent</b>		
<b>Name</b>	<b>Designation</b>	<b>Entity</b>
• Victor Stewart	Roads Director	MCA-L
• Aaron K.K. Cholopray	Procurement Director	MCA-L
• Theophilus M. Cooper	Civil Works Engineer	MCA-L
• Fatee Zeigler	Project Coordinator	MCA-L
• Akli Ourad	Consultant	MCC
• Sreekant Baathuku	Senior Procurement Specialist	MCA-L, PA

**A. Introduction**

All the prospective bidders (representing 18 firms) joined the meeting through WebEx only. No bidder was present in the meeting physically. After Self introduction of the participants, Roads Director, MCA-Liberia welcomed the participants for the pre-bid meeting and informed that the Compact End Date (CED) is January 20, 2021 and the project has to be completed by December 2020 and all payments shall be made before CED. He emphasized that the bidders should submit the bids in line with the requirements of the Bidding Document.

As per the agenda, Senior procurement Specialist, MCA-L, PA started the presentation on bidding procedures.

## **B. The Purpose, Scope and Context of the Meeting**

The Purpose of the meeting was to explain the technical and procurement aspects of the bidding document of Procurement of Customization and Implementation of a Road Asset Management System (RAMS), and to allow prospective bidders to request for clarifications on the bidding document in relation to technical and bidding requirements.

It was made clear to the bidders that though MCA-L provides answers verbally during the meeting, the bidders are requested to submit all their queries for clarification in writing by 14 February 2020. MCA-L will send their written responses to queries by 20 February 2020.

## **C. Overview of the Bidding Procedures**

The Senior Procurement Specialist, Procurement Agent, briefed the participants on the important points in the bidding procedure and explained the evaluation criteria for the bid. As per the bidding document, in the evaluation of bids, 60% weightage will be given to technical factors and 40% weightage for price factor, and the highest scorer will be considered for award. The bidders were briefly introduced to the financial and experience qualification criteria that will be used for checking the bidder's eligibility as a part of post-qualification. The bidders were advised to read the bidding document carefully and prepare their bids for submission.

## **D. Question & Answer Session**

Some of the important queries were:

1. Whether Contract Signing will be with each JV partner, if JV
2. Requirement of Experience in Sub-Saharan Africa
3. Continuation of Maintenance support after 1-year warranty

The above queries and others were clarified with reference to the bid document and the bidders were asked to submit the queries in writing for MCA-L to respond in writing.

## **E. Overview of the Technical Requirements**

As per the agenda, Akli Ourad, Consultant to MCC, provided a brief technical overview of the project in the context of Liberia and answered the technical queries.

## **F. Question & Answer Session**

Some of the important queries were:

1. Network switches to be provided
2. Back-up power
3. Number of windows to be supplied (physical server and cloud server)

On the above queries and other queries, MCA-L requested the bidders to submit them in writing and MCA-L will respond with necessary information, as requested.

### **G. Closing Remarks**

The Procurement Director requested the bidders to look into the bidding document carefully and submit responsive bids accordingly. He thanked the participants for attending the meeting.

#### **Attachment:**

- **Annex 1** – Attendance list of bidders participated through WebEx

## Annex 1

### Attendance Register

#### WebEx Session details - Pre-bid Conference (February 12, 2020 at 2:30 pm) - Customization and Implementation of RAMS for Liberia (4A450/RP/013)

Nr.	Participant Name	Email Id	Date	Start time	End time	Duration
1	Rajgotimukul	rajgl@satragroup.in	02/12/2020	2:31 PM	2:32 PM	2 mins
	Satra	parthibanb@satragroup.in	02/12/2020	2:31 PM	3:58 PM	87 mins
2	Ojo Saliu	ojo.x.saliu@pwc.com	02/12/2020	3:13 PM	3:58 PM	45 mins
	Ojo Saliu	ojo.x.saliu@pwc.com	02/12/2020	2:36 PM	3:10 PM	34 mins
3	Andrew Ughonu	ogochukwu.ughonu@optisoft.ng	02/12/2020	2:34 PM	3:58 PM	84 mins
4	TettehO	tetteho@unops.org	02/12/2020	2:31 PM	3:58 PM	87 mins
5	Sekhar JV	sekhar.jerripothula@lonrix.com	02/12/2020	2:31 PM	3:58 PM	87 mins
	Thomas Potgieter	thomas.potgieter@lonrix.com	02/12/2020	2:31 PM	3:58 PM	87 mins
	Gagan	gagan.virmani@lonrix.com	02/12/2020	2:31 PM	3:58 PM	87 mins
6	Priska Coetzee	priska.coetzee@nextec.co.za	02/12/2020	2:32 PM	3:58 PM	87 mins
	Albie Hanekom	albie.hanekom@nextec.co.za	02/12/2020	3:35 PM	3:58 PM	23 mins
7	Flucci	francesco.lucci@bureauveritas.com	02/12/2020	2:33 PM	3:57 PM	84 mins
8	Michael DeMers - USA	mdemers06@gmail.com	02/12/2020	2:32 PM	3:29 PM	58 mins
9	Irfan	irfan.ali@ebizframe.com	02/12/2020	2:55 PM	3:00 PM	5 mins
	Irfan	irfan.ali@ebizframe.com	02/12/2020	2:45 PM	2:51 PM	6 mins
10	NLooker	norman.looker@rjburnside.com	02/12/2020	2:31 PM	3:57 PM	87 mins
11	Jcour	jcour@immergis.fr	02/12/2020	2:32 PM	3:58 PM	86 mins
12	AIC Strategies - Adarien & Akhil	info@aicstrategies.com	02/12/2020	2:31 PM	3:58 PM	88 mins
13	Sylvain Cote	Sylvain.cote@exp.com	02/12/2020	2:33 PM	3:28 PM	56 mins
14	Michel d	mdavitt@nodwyer.com	02/12/2020	2:35 PM	3:58 PM	83 mins
15	Chris Von Holdt (Dr)	sip:chris.vonholdt@173.39.230.201	02/12/2020	2:30 PM	3:50 PM	81 mins
16	Peter.Stutterheim	peter.stutterheim@aurecongroup.com	02/12/2020	2:31 PM	3:58 PM	87 mins
17	Goriain	goriain@compass.ie	02/12/2020	2:32 PM	3:58 PM	86 mins
18	Gabriel	gabriel.okwuofu@pwc.com	02/12/2020	2:32 PM	3:58 PM	86 mins