

21 April 2021

PA.5/0103/17.1:

Tender for the Installation of a Reversible Metal Frame Structure to support Archival Storage Shelves, Internal Alterations and Finishes, Mechanical & Electrical works, and supply of Furniture & Fixtures for the Archives of the Archdiocese of Malta, Floriana.

Clarification No. 1

Minutes of Clarification Meeting held online on 16 April 2021 at 10:00.

- a. The Representative of the Contracting Authority and the Project architect provided a general description of the requirements of the tender to those present.
- b. It was also explained that all questions and answers being provided in this clarification meeting will be published online on the Contracting Authority's website. Any subsequent clarifications that the Contracting Authority will receive, will also be published on the website of the Contracting Authority.
- c. A bidder asked if he could bid for one trade only. It was explained that this is a turnkey tender and it is not divided in lots. To be considered eligible, each bid must contain all work that are required to meet the minimum tender specifications.
- d. A question was made on the access points in the Archbishop's Curia in order to see how necessary equipment and structures can reach the archives room. In reply, reference was made to the *Restoration Method Statement* document and tender drawings as provided as part of the tender package, which includes details of the site logistics. The Project Architect showed a photo of the exterior of the building and indicated the room pertaining to the archives to show the access points from the exterior of the building. It was also stated that the tenderers are to envisage the deployment of machinery, equipment and human resources for the completion of all works, and take into account the methods and logistics of access into the site.
- e. A question was asked on whether the rails for the mobile archival shelving should be embedded flush with the floor or not. It was confirmed that the railing should be embedded flush with the flooring. It was pointed out that the tender clearly outlines that the expected result and also includes the design of the metal structure, timber flooring and the installation of laminated frameless glass railing. It was also clarified that all the design details and logistics of how the final result will be achieved are to be clearly shown by the tenderer at tender submission stage. The tender provides the specifications and requirements of the Contracting Authority, but it is the Contractor's responsibility to provide a design and build the structure in accordance with the requirements of the Contracting Authority.
- f. It was asked whether options can be provided in the tender submission, allowing for different options for the works and trades supplied. It is being clarified that options are allowed as long as the options provided meet the minimum requirements and specifications of the tender. If a bidder submits different options, the bidder must submit a separate tender submission (entire package) for each option.
- g. A question was asked on how the metal rail for the mobile shelving units shall be loaded and set up. It was once again clarified that this is a 'design and build' issue, and that the detailed design is entirely the responsibility of the bidder. The tender Terms of Reference provide details about the required

works relating to the metal frame structure and railing. It was also clarified that the working design and system to be carried out by the contractor to implement the works must take into account that no damages are caused to the premises, as well as achieve the minimum requirements as specified in the tender.

- h. It was confirmed that a mechanical mobile archival storage system is required.
- i. It was clarified that the deadline for bidders to submit requests for clarifications is 28th April 2021 at 17:00 and that all replies are to be provided by the Contracting Authority by 7th May 2021 at 20:00.