



Date: February 21, 2024

Title: Electrical Deficiency Correction at the High Commission of Canada in Nigeria, in Abuja

Solicitation Number: 24-260763

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The following Questions & Answers is in link with the solicitation document mentioned above.

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### Questions & Answers # 1

- Q1.** “In regard to the insurance requirements, are you requesting the signature of the local Nigerian agent or is international enough?”
- A1.** We are requesting the signed certifications in the RFP that must be signed by your insurance broker, agency or underwriter. They do not necessarily have to be signed by a local agent.
- Q2.** “Since we are prepaying for travel, transportation, etc. could we request an additional milestone or interim payment for these?”
- A2.** The terms of payment is progress payments, and you are able to submit invoices every 30 days. These invoices can be submitted as part of these progress payments.
- Q3.** “Regarding to the trenching and manholes (pure construction works) – it may be beneficial for this to be completed by the local staff. Are you requesting us to deal with everything from our side?”
- A3.** You don’t have to necessarily; however you present your tender package is up to you. If you want to hire locals to do that part of the trench, that is fine, but you will have to oversee the whole installation.
- Q4.** “Are there any limitations on bringing any locals on site?”
- A4.** No, the work is outside and there is no access to the main chancery building. Everyone will have to go through the guard house where they will be provided a visitors’ badge upon presenting identification. On the outside, there are no security requirements. There will be security onsite to review.
- Q5.** “Do we need to dig the trenches by hand?”
- A5.** As long as proper scanning or identification of all interfering underground services has been identified, other methods of trenching can be used.
- Q6.** “We request information on available local contractors engaged in small construction jobs. It would be beneficial if we could engage their services for trenching works. If it aligns with your preferences, we would appreciate the option of making payments directly to the local contractor through the Embassy. Our proposed price will include all supervision works in both options.”
- A6.** The Embassy has previously done work with Enjay Technical Services. [enjaytech@gmail.com](mailto:enjaytech@gmail.com) or 132, Idiroko Road, Ota, Ogun State, Nigeria Tel/Fax: 234-01-7612153, 722766.



- Q7.** “Will the landscaping post-project be included in the scope?”
- A7.** It is not currently included in the scope.
- Q8.** “As for transportation methodology, whether by ship or airfreight, our agencies lack the capability to clear goods or handle inland transportation within Nigeria. Therefore, our material prices will be based on CIP Abuja Airport, Nigeria (Free-out), or CIF Apapa Port, Nigeria (Free-out), depending on your preference.”
- A8.** We are confirming that shipping cost prices should include for Air freight shipping.
- Q9.** “We can work on the weekends, is that a possibility?”
- A9.** Yes, weekend work is possible.
- Q10.** “Kindly provide the planned completion date for the related works. This information is crucial for specifying the transportation methodology for goods, as well as determining the required manpower and schedule.”
- A10.** The estimated completion date is in the draft contract on page 12, C3. Contract Period. The estimated completion date is April 30, 2024.
- Q11.** “Regarding payment methods, we propose dividing payments into three main disciplines:
- Preliminaries and Overheads: 25% total, divided into two parts - the first at the beginning, evidenced by the reservation of visa, flight ticket, and hotel for the initial site access, and the second after 30 days.
  - Material: 50% total, payment by delivery progress
  - Installation: 15% total, payment by monthly progress.
  - Retention: 10% total, upon handover.”
- A11.** Progress payments are standard as per the Ontario Construction Act. With progress payments, you can submit an invoice every 30 days.
- Q12.** “We would like to draw your attention to the assumption made in preparing our offer. We assume that all scoped areas will be emptied and ready for installation works before our teams commence the installation process.”
- A12.** All effort to clear the work area will be made prior to Contractor being on site.
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