**MINUTES OF THE STANDARD BIDDING DOCUMENT REVIEW COMMITTEE**

**MEETING NO. 03/2012**

**Venue** : Addl. G.M (Sewerage)’s Office

**Date** : 21-02-2012

**Time**  : 1.30 p.m

**Present**

1. Eng. G.A. Kumararathna - Addl. GM (Sew) - Chairman
2. Eng. D.S.D. Jayasiriwardene - Addl. GM (S/E)/DGM (P&D) - Member
3. Eng. K.R. Dewasurendra - DGM (western-S) - Member
4. Eng. (Ms) K.T.P. Fernando - DGM (PC) - Member
5. Mrs. A.P.S. de Silva - AGM (F) - Member
6. Eng. M. Abeysekara - AGM (M&E-Services) - Member
7. Eng. U.C. Pathiranage - AGM (P&D-Doc) - Member
8. Eng. R.A.A. Ranawaka - AGM (T&C) - Member
9. Eng. S.S.S. Vipulanandan - Procurement Specialist - Member
10. Eng. (Ms) M.L. Wijesinghe - Eng. (Doc)

**Excused:**

1. Eng. K.H. Nandisena - CE (Doc) -Secretary

**Also circulated to:**

Chairman, Vice Chairman, Working Director

General Manager

Addl. GMM (WSP., P&P, Western, N/C, S/E)

DGM (Dev)/ (M&E)/(F), DGMM (RSC) – [Western – C, Western N, Southern

Uva, Sab, Central, NW, NC, North, East, Production]

AGMM (P&D), Specialists

Project Directors, AGM (Supplies) / (MPD&T)

1. **Confirmation of Decisions**
	1. **Previous minutes were confirmed**
2. **Specifications**
	1. **Ferrules**

SBDRC with representatives of GKWSP and M&E Section were discussed on the specification and a drawing for Ferrules. A draft drawing with specifications were circulated among all DGM (RSC). There were no major comments from them. A letter was sent to George Kent (Malaysia) for their consent to use their drawing of ferrule with some modifications as NWSDB drawing.

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|  1. Issue a circular instructing O&M personnel to use tapping machine for giving service connection.
2. AGM (M&E-services) to give details on which training course materials to be prepared and to draft a letter to AGM (MPD&T) for Addl. GM (Sew) ‘s signature.
3. AGM (MPD&T) has circulated a letter calling for applications for the Training Programme to be conducted to train Pipe Fitters.
4. A letter to be sent to PD (GKWSP) under the signature of GM with a copy to Addl. GM(WSP) to encourage and to train fitters in the RSC-Central on the usage of tapping machine to give service connections under NRW package of the GKWSP.
5. AGM (M&E-services) to circulate the draft letter to George Kent (Malaysia) Berhard for comments.

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|  **15-03-2012** | **Action:**1. **AGM (M&E-Services)**
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| **15-03-2012** | **Action:**1. **AGM (M&E –Services)**
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| **31-08-2012** | **Action:****C – AGM (MPD&T)** | **Follow up:****AGM (M&E-Services)** |
|  **15-03-2012** | **Action:**1. **AGM (Doc)**
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|  **15-03-2012** | **Action:**1. **AGM (M&E-Services)**
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SBDRC discussed the DPC decision No. 595/2011 dated 2011-12-23 and Decision No. 609/2011 dated 2011-12-23 to relax the specification to purchase low quality ferrules by introducing a payment system. SBDRC discussed and decided that specifications should not be changed. Instead DPC can take their own decisions depending on the situation. This has been informed to the DPC in writing.

 **2.2 Hardness of Rubber Rings**

Hardness of Rubber Rings in Specifications to be changed within the specified limits, so that Manufacturers can optimize its performance considering overall performance of the systems. This was discussed and decided that hardness ranges of the Rubber Rings produced by each Pre-Qualified Manufacturer to be obtained with justification for use those ranges. A letter has been sent on 21-12-2011 to rubber ring manufacturers under Addl. GM (Sew)/Chairman (SBDRC)’s signature in order to obtain above details.

As decided by the SBDRC letters were sent to Local Agents and Manufacturers on the above under GM’s signature.

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| 1. It was decided to send this letter to all prequalified DI pipe manufacturers too.
2. The technical basis of the hardness variation of the rubber rings to be studied and to be informed to SBDRC.
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| **20-03-2012** | **a) Action:****AGM (Doc)** |
| **30-03-2012** | **b) Action:****AGM (M&E-Services)** **Procurement Specialist**  |

1. **Prequalification (PQ)**
	1. **PQ of Couplings & Flanged Adaptors**

Document for Couplings and Flanged Adapters is completed. The Specification to be finalized.

The Specifications were circulated among following engineers for their comments.

* + 1. Mr. D.S.D. Jayasiriwardene - Addl. GM (S/E)/DGM (P&D)
		2. DGMM (RSCs)/PDD (GKWSP, TSKWSP, KRB. Ruhunupura),

 DGMM (M&E, Production)

 AGM(production)

A reminder also has been sent.

Only 2 comments were received. AGM (production) Mr. P. Ramawickrama informed that he and his staff discussed the specification in detail and conveyed that the specifications are in order.

PD (Kalu Ganga) stated that most manufacturers produced Rubber rings slightly lower than the specified Hardness Range; 76-84-IRHD at the heal of the ring and 46-55 IRHD at the bulb of the ring.

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| Corrected Document will be submitted to SBDRC for comments |
| **30-03-2012** | **Action:****AGM (Doc)** |

* 1. **Establishing SLS Standards for Water Fittings**

On behalf of the National Water Supply & Drainage Board (NWSDB), Greater Kandy Water Supply Project (GKWSP) works towards to reach goal, “Procurement of quality goods and services to assure sustainable supply of water for all”.

SBDRC appointed the following committee to liaise with GKWSP in Order to ensure that the NWSDB overall goal of effective procurement of water related fittings and devices are achieved.

Mr. D.S.D Jayasiriwardene - Addl. GM (S/E)/DGM (P&D) - Chairman

Mr. Mangala Abeysekara - AGM (M&E –Services) - Member

Mr. U.C. Pathiranage - AGM (Documentation) - Member

During the two workshops GKWSP had with 16 government stakeholders at Galle Face Hotel & the Waters Edge Hotel last year identified that the most important and essential need for enforcing legitimate measures to assure importing/manufacturing and selling quality water fittings in Sri Lanka would be established in Sri Lanka Standards (SLS) for such items with Sri Lanka Standards Institution (SLSI).

This was discussed at the SBDRC. AGM (Doc) informed that GM appointed Mr. G.A. Kumararathna, Addl. GM (Sew)/Chairman (SBDRC) as the representative of NWSDB to the National Steering Committee at the meeting held on 22nd December 2011, chaired by GM-NWSDB regarding above.

SBDRC identified following fittings as prioritized items, for NWSDB to prepare SLS Standards.

1. Domestic Water Meters and Bulk Meters
2. Ferrules
3. Clamp Saddles
4. Brass Stop Valves
5. PVC Ball Valves

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| 1. All committees to meet and report to SBDRC within 2 months time.
2. A letter to be sent to PD (GKWSP) asking for the progress of the work
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| **30-03-2012** | **Action:**1. **PD (GKWSP)**
 | **Follow up:****AGM (Doc)** |
| **12-03-2012** | 1. **AGM (Doc)**
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* 1. **PQ of Manhole Covers**

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| A Document to be prepared for the above work. |
| **30-03-2012** | **Action:****AGM (Doc)** |

1. **Issues in SBDs**

* 1. **SBD for Supply and Installation of Pumps**

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| An instruction sheet on how to use the Standard Specifications and include particular specifications/requirements for each tender will be published in the web.A separate section will be introduced for the inclusion of the particular requirements. The soft copy of the sheet has been prepared by AGM (M&E Services) and to be handed over to AGM (Doc). |
| **20-03-2012** | **Action:****AGM (M&E Services)** |

A letter has been sent to RSCs & PDs under the signature of the GM instructing to carry out designs for case by case and to consult DGM (M&E) or DGM (P&D) for any specials design issues.

* 1. **SBD for Supply of Valves**

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| 1. Payment system of TT (Telegraphic Transfer) should be included to SBD for Valves with an option of furnishing an Advance Payment Guarantee, as the Contract Value is generally less than DI Pipe Contract.

A letter to be sent to AGM (Supplies).  |
| **21-03-2012** | **Action:****AGM (Doc)** |
| 1. It was discussed that design of valves connected with pipeline is not done correctly. Therefore, decided to check the possibility of obtaining training facilities from an expert valve designer to train NWSDB Engineers on design of valves connected with pipelines.

Also decided to check this from reputed valve manufacturers such as VAG or AVK and Tyco.  |
| **20-03-2012** | **Action:****b) AGM (Doc)/DGM (P&D)** |

* 1. **Bidding Documents Prepared by Consultants.**

A letter has been sent to PDs under signature of the GM to include important Clauses such as following, in order to streamline with NWSDB SBDs;

1. Average Annual Construction Volume (Civil Work)
2. Minimum Qualification Criteria (Civil Work)
3. Water Treatment Plants
4. Pipelines
5. Water Towers
6. Reservoirs
7. Pipes & Fittings
8. Financial Capacity of Civil Bidders.
9. Financial Capacity of Supply Bidders.
	1. **Preliminary Bill**

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| A draft of the Board circular on Preliminary Bill was prepared to include following items. 1. Provisional Sum for Bonds and Guarantees
2. Provisional Sum for insurance
3. Provisional Sum for Day Works
4. Construction Management Services as specified in the Contract Data
5. Price Escalation
6. Inspection and Road Reinstatement
7. Site Supervision
8. Diversion of permanent Structures (for Contract less than 100m)

The draft of the Board Circular was circulated among SBDRC members for their comments and received few comments. The circular to be up loaded to web after accommodation the comments and GM’s signature. |
| **15-03-2012** | **Action:****AGM (Doc)** |

* 1. **Performance as Evaluation Criteria**

NWSDB do not have Monitoring systems and a Data Base to determine Performance and Functional aspects of materials and M&E equipment purchased.

As an initial step it was decided to collect details of Performance of Pipes, Fittings, Specials, Pumps, Chlorinators & other M&E equipment from PDs, DGMs etc.

AGM (T&C) can collect such details and give TECs when necessary.

A letter with relevant formats was circulated under GM’s signature.

* 1. **Contract Act No. 3-1987**

Procurement & Contract Specialist forward the following details.

**Mandatory Requirement**

If any one, who intends to tender, on behalf of another, then the former should register himself with Registrar of Public contracts (for all works valued above Rs. 5 m) as a Contractor and followed with registration of the ensuring contract.

**Optional Requirement**

If any Principal or self dependant contractor wishes to register himself, then the Registrar of Public Contract will register him as a Contractor as well as the ensuing contract (The contract after tender is awarded, should also be registered)

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| AGM (T&C) agreed to meet Registrar of Contract and discuss this issue further.  |
| **30-03-2012** | **Action:****AGM (T&C)** |

* 1. **Test Certificate for leak proof piping system**

Test Certificates for pipes are generally issued after testing single pipes without joints. The SBDRC decided to add a clause to the SBDs for supply of pipes to submit a test certificate for a leak proof piping system by testing pipes with rubber rings joints.

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| A new clause to be added to pipe supply SBDs to test the pipes with rubber ring joints. |
|  | **Action:****AGM (Doc)** |

1. **Other Issues**
	1. **PE Pipes and Fittings**

PE pipes have been introduced in several schemes such as;

1. Ranna Water Supply Scheme
2. Kirindi Oya Water Supply Scheme, etc.

DGM (RSC- Southern) has sent a report on NRW details at,

1. Ranna Water Supply Scheme
2. Kirindi Oya Water Supply Scheme

The following statements were indicated in that report;

1. Ranna : No any leaks occurred in PE pipeline from 2005 to 2011 (06 years)
2. Kirindi Oya : No leaks found and it was recommended to replace 280mm & 225mm PVC pipes along Matara – Wellawaya Road with PE

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| 1. A report to be prepared & forwarded to PAC on transferring from PVC to PE up to 280 mm dia. and use of PE pipes in place of DI pipes where possible. A grace period to be allowed for local PVC manufacturers to commence production of PE Pipes locally. The same report to be forwarded to Board with the PAC observations.
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| **15-03-2012** | **Action:** **AGM (Doc)** |

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| 1. A meeting with PVC suppliers was held on 18th November 2011 at 12.00 noon regarding conversion of PVC manufacturing machines to PE manufacturing process.
2. It was decided to give 5 years PE pipe requirement of NWSDB to all PVC pipe manufacturers by Addl. GM (Sew) / Addl. GM (WSP)
3. Thereafter, they have to inform us the minimum time period require to commence manufacturing of PE pipes locally
4. 5 years House Connection requirement and requirement for replacement of existing house connection for year 2013 to be assessed by AGM (S/E). However some Regions have not given details and Addl. GM (S/E) agreed to collect those details.
5. Another meeting with PVC Manufacturers to be arranged after collecting above Data.

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| **30-03-2012** | **Action :****AGM(T&C)** |

**5.2** **Tapping of Service Connection in Parallel with pipe laying**

It was discussed at the SBDRC meeting that tapping for service connection to be done in parallel with laying of Distribution pipelines to avoid damages to roads again and to minimize public inconvenience, and to avoid possible leaks occurring in future.

The following committee was appointed to study the issues in tapping for service connection in parallel with pipe laying and report to SBDRC.

D.S.D. Jayasiriwardene - DGM (P&D) /Addl. GM(S/E) - Chairman

K.R. Dewasurendra - DGM (Western- S) - Member

K.T.P. Fernando - DGM (PC) - Member

R.K.L. de Soyza - AGM(S/E) - Member

W. Ilangasingha - PD(TSKWSP) - Member

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| The committee had met and the report is being prepared. |
| **20-03-2012** | **Action :** **DGM(P&D)/Addl.GM(S/E)** |

**5.3 Use of Installation Type Drawings and Standard Specification Templates in E&M Design Work**

AGM (M&E-Services) letter No. AGM/M&E services /SBDRC dated 04/11/2011 was tabled, on 23-11-2011 and further discussion was taken place.

 His comments were as follows;

**Standard Specification and Type Drawing**

Just incorporating typical templates and typical Drawing is wrong.

AGM (M&E- Services) is preparing necessary modification to SBD of pumps which will be easier for preparation of Bidding Documents by Design Engineers.

Designer must refer literature of manufacturers and use them in detail Design and Drawings.

Pure embedding of “Typical/Standard Templates” in lieu of “design” should be completely discouraged as the practice is wrong and creating the unnecessary problems.

**Thumb Rules for Initial Layout, Estimations etc**.

During initial layout, estimations etc. data from a typical similar product can be used with “adequate” allowance.

However, the initial drawings, estimations etc. must be converted to Shop Drawings, Exact Estimations once the actual manufacturer, model, make is decided. For this the data in the particular manufacturer’s literature be carefully selected and used.

1. “Guide for Bulk Meters Selection & Installation” and
2. “Instructions for customization of the SBD for Supply & Installation of Pumps & Accessories” was circulated, among DGM (RSCs) and PDs for their comments

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| A training session on above to be arranged for Design Engineers. Mr. Paul to be arranged as a resource person for a training program to CEs  |
| **30-03-2012** | **Action :** **AGM (M&E Services)** |

**5.5 Draft of Sri Lanka Standards for Potable Water**

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| The draft was circulated among SBDRC members. A letter to be sent to SLSI inquiring the changes made from the previous version and the basis of the changes.SBDRC decided to appoint Specialists for water and sewerage to review the changes and to comment. |
| **30-03-2012** | **Action :****AGM (Doc)** |

  **Annex1**

 **PROGRESS OF SPECIFICATIONS PREPARATION COMMITTEES**

**As at 01-03-2012**

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| **Sr****No.** | **Key** | **Title/Chairman** | **Progress** | **Action by / Date** | **Present****Status** |
| 01 | S8. | Specification for Hydraulic and Electrical Surge Arresters Committee Chairman AGM (P&D-M&E)**Mr. B.L. Gunarathne** | Specification for Power Surge Protection Devices, and Hydraulic Surge Vessel uploaded to NWSDB Web Site. |  | Uploaded |
|  |  |  | Standards BSEN 13445-Part 1 to Part 7 have been purchased as requested by AGM (P&D-M&E). The Specification Committee has studied further and amended Specifications. Amendment to be circulated among SBDRC Members. | CE (Doc)15-03-2012 | SBDRC to comment |
| 02 | S9. | Specification for DI Pipes, Fittings etc.Committee Chairman – AGM (Doc)**Mr. U.C. Pathiranage** | Comparison of ISO 2531:2009 and EN 545:2010 Standards have been submitted to SBDRC and their comments were included.Final specifications to be prepared. | AGM (Doc)30-03-2012 | Specification to be finalised |
| 03 | S10 | Specifications for Sewerage Valves.Chairman –Addl.GM(Sew) **Mr. G.A. Kumararathna**  | Work is in progress. | Addl.GM(Sew)30-03-2012 | Work in Progress |

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| **Sr****No.** | **Key** | **Title/Chairman** | **Progress** | **Action by / Date** | **Present****Status** |
| 04 | S11 | Comparison of PE ISO standards and PE-EN standards for Water & Sewerage Committee Chairman – **Mr. K.W. Premasiri** | Committee was appointed. Standards are being studied. | AGM (Dev-WC)30-03-2012 | Committee appointed |
| 05 | S12 | Updating Specification in Plant & Design-Build Contract for Civil and M&E Works Committee Chairman – **Mr. D.S.D. Jayasiriwardene** | Committee was appointed. Work is in progress. | Addl. GM (SE)30-03-2012 | Committee appointed |
| 06 | S13 | Specification for Cationic Polymer for Waste Water Sludge TreatmentCommittee Chairman – **Mr. S. Sumanaweera** | Committee was appointed. Work is in progress. | AGM (R&D)20-03-2012 | Committee appointed |

**PROGRESS OF SBD PREPARATION COMMITTEES**

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| **Sr** **No.**  | **Key** | **Title** | **Progress** | **Action by / Date** | **Present****Status** |
| 01 | D10 | NWSDB/SBD/Civil – FIDIC/Ver 1SBD for Foreign Funded Project – Work Contracts designed by the Employer. Committee ChairmanDGM(Western-S)**Mr. K.R. Dewasurendra**  | 50% of the SBD was discussed on 22-02-2012. Those comments to be included. Balance to be discussed by the SBDRC members.  | AGM(Doc)30-03-2012 | SBDRC to discuss |
| 02 | D18 | SBD for Provision of Unskilled Workmen ServicesCommittee Chairman – CE (P&C-WC)**Ms. M.D.T. Abeywardena** | Discussed on 09-11-2011. Comments of AGM (Doc) to be included and uploaded to web.  | AGM(Doc)15-03-2012 | Comments to be included and uploaded to web |
| 03 | D20 | SBD for Water MetersCommittee Chairman –  | Comments of SBDRC to be included. | AGM(Doc)27-03-2012 | SBDRC Comments to be included |
|  |  | Addl. G.M.(Sewerage)**Mr. G.A. Kumararathna** | AGM (M&E- Services) to handover soft copy of the corrected specification to AGM (Doc). | AGM (M&E-Services)20-03-2012 |
|  |  |  | A reply to be sent to DGM (RSC-Central) for his comments. | AGM (M&E-Services)15-03-2012 |

**Outstanding SBDs/Specifications**

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| **S.No.** | **Key** | **Title**  | **% Completion** | **Remarks** |
| **SBDs**  |
| 1 | D10 | SBD for Foreign Funded Project – Work Contracts designed by the Employer (FIDIC) | 95% | \* 2a |
| 2 | D18 | SBD for Provision of Unskilled Workmen Services  | 97% | \* 4 |
| 3 | D20 | SBD for Water Meters ( ½” & ¾" ) | 80% | \* 3 |
| 4 |  | PQ document for Couplings and Flanged Adapters  | 80% | \* 1 |
| **Specifications** |
| 5 | S9 | Updating of Specification for DI Pipes & Fittings | 95% | \*3 |
| 6 | S10 | Preparation of Specification for Sewerage Valves | 60% | \*1 |
| 7 | S11 | Comparison of PE- ISO Standards and PE–EN Standards  | 80% | \*1 |
| 8 | S12 | Updating Specification in Plant & Design – Build Contract for Civil and M& E Work | 20% | \*1 |
| 9 | S13 | Preparation of Specification for Cationic Polymer for Waste Water Sludge Treatment  | 20% | \*1 |

***Note :***

 \*1 - Documents to be submitted to the SBDRC

 \*2 – Documents circulated & to be discussed by the SBDRC members.

 \*2a – Part of the SBD discussed by the SBDRC, balance to be discussed.

 \*3 – Documents discussed at the SBDRC meeting, the comments to be included by SBD committee and uploaded to web.

 \*4 – Documents submitted by the relevant SBD committees after correction and pending Documentation Section perusal.