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

**MEETING NO. 02/2013**

**Venue** : Conference Room

**Date** : 26-02-2013

**Time**  : 01.30 p.m

**Present**

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

**Excused:**

1. Eng. K.R. Dewasurendra - Addl. GM (CS) - Member
2. Eng. (Mrs) K.T.P. Fernando - DGM (PC) - Member
3. 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, Western S, 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**

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| AGM (M&E Services) has forwarded a Tender Document utilizing the new specification for Supply of Ferrules for comments. The new document has been circulated and to be discussed at the committee before finalizing. | |
| **30-03-2013** | **Action:**  **AGM (Doc)** |

* 1. **Revision of ICTAD Specification Water Supply & Drainage Works**

ICTAD has requested NWSDB to revise the specification for Water Supply & Drainage works.

Chapters of the specifications have already been given to DGMM (RSC)/PD and other Engineers of Water Board for their comments. In addition, three committees were appointed to go through chapters and comments of DGMM (RSC)/PD’s and others who were given some chapters. The committees to list the chapters commented and to tabulate the changes.

Thereafter, these draft chapters will be discussed at a Workshop to finalize the specification.

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| Progress of the committees to be obtained. | |
| **25-03-2013** | **Action:**  **AGM (Doc)** |

* 1. **Ferrous Content of PAC**

AGM(T&C) raised an issue on a contradiction of “ferrous” content in PAC and Alum. The issue has been forwarded to the committee appointed to prepare the specification for PAC and to do the necessary modifications. The committee has confirmed that existing specifications are satisfactory.

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| AGM (T&C) informed that Chairman has directed PAC supplier to meet AGM (R&D) for further negotiation. The supplier to forward samples for testing as requested. SBDRC decided to follow the existing specification until then. | | |
| **15-03-2013** | **Action:**  **AGM (R&D)** | **Follow up:**  **AGM (Doc)** |

1. **Pre-qualification (PQ)**
   1. **PQ of Couplings & Flange Adaptors**

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| The specification completed for other types of couplings except for Harness couplings and has been circulated for comments. The corrected Document with SBDRC comments, has been sent to TEC.  TEC recommended to include DI Couplings & Adaptors for PE pipes also. | |
| **20-03-2013** | **Action:**  **AGM (Doc)** |

**4. SLS Standards**

**4.1 a) Establishing SLS Standards for Water Fittings**

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

Secretary to the Treasury agreed to declare the following list of items to be declared as controlled items. SLS Standards to be introduced for those items.

Four items were discussed by the sub-committees at the last meeting held. A list of mandatory items which were not agreed by the M&E Services Section has been brought to the notice of the committees at the meeting.

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|  | **Item** |  | **Current HS Codes** |
|  | Cisterns |  | 8481.80 |
|  | Domestic ball float valves |  | 8481.80 |
|  | Bib taps (swan neck valves, kitchen taps, etc.) |  | 8481.80 |
|  | Bidet shower |  | 8481.80 |
|  | Stop valves and ball cock |  | 8481.80 |
|  | Clamp saddles |  | 8481.80 |
|  | Ferrules |  | 7415.33.90 |
|  | Domestic water meters and bulk flow water meters |  | 9026.10 |
|  | Angle valves |  | 8481.80 |

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| 1. SBDRC decided to send a letter to the main committees which consist the representatives of the other organizations, under the signature of the GM to report the progress of those committees. 2. The four draft standards namely, 3. Draw off taps and stop valves for water services 4. Copper Alloy Building Servicing Valve 5. PVC Ball Valves with Service Connection of threaded sanks or solvent cement welding for Domestic Water Supply 6. Globe, check and Gate Valves of Copper Alloy body for Domestic and Industrial purposes   discussed at the SLSI to be finalized by the committees considering the facts raised at the meeting. | | |
| **20-04-2013** | **Action:**  **PD (GKWSP)** | **Follow up:**  **AGM (Doc)** |

**4.1 b) Acquiring necessary testing facilities for testing of products according to**

**standards.**

SLS has sent a letter (RSC-C/Gr.Kandy/Con/129A(5519)) to PD-GKWSP informing that the necessary testing facilities for testing of products in par with the new SLS standards for procurement of quality goods shall be acquired by the Board.

SBDRC discussed the issue and decided to check the possibility of handling this type of testing by accredited agents such as SGS/Veritas and ITI etc. to test the lots within a short period. The list of required tests to be prepared for each item.

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| List of required tests to be carried out when shipment is arrived, to be prepared for each item. | | |
| **28-03-2013** | **Action:**  **PD (GKWSP)** | **Follow Up:**  **AGM (Doc)** |

**4.2 Draft of Sri Lanka Standards for Potable Water (SLS 614 Part 1-Physical and Chemical Requirements)**

SBDRC appointed a committee comprising Specialist for Water Treatment together with AGM (R&D) and Chief of Laboratories to review the changes and to comment.

Several Meetings were held among the Addl. GM (SE), Addl. GM(C/S), AGM (R&D), Chief of Laboratories and Water Treatment Specialists to discuss the recommendations before meeting SLSI. The comparison of the parameters in the draft with the other standards was forwarded to SLSI.

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| NWSDB representatives to the working group to report, outcome of the meeting with SLSI on 28-02-2013. | | |
| **20-03-2013** | **Action :**  **AGM (R&D)/CLS** | **Follow up:**  **Addl. GM (CS)/AGM (Doc)** |

**4.3 Specification for Potable Water (SLS 614 :Part 2 : 1983 – Bacteriological Requirements)**

NWSDB representatives to the Working Group are AGM (R&D) WTS, and CLS.

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| NWSDB representatives to the working group to report, outcome of the meeting with SLSI on 28-02-2013. | | |
| **20-03-2013** | **Action :**  **AGM (R&D) /CLS** | **Follow up:**  **Addl. GM (CS)/AGM (Doc)** |

**4.4 SLS for PE Pipes and Fittings (EN 12201:2011)**

The Committee appointed to recommend appropriate standard out of ISO 4427 and EN 12201 for PE pipes, has recommended EN 12201:2011 to be used in the NWSDB Specifications for PE pipes, since specifications given in EN Standards are more appropriate to apply initially in water and sewerage industry in Sri Lanka. SLS may consider this as the National Standard for PE pipes. SBDRC accepted the specification committee recommendation.

A letter has been sent to SLSI stating above details and requesting them to adopt SLS 12201:2011 as Sri Lankan Standard.

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| A meeting to be arranged with SLSI and the NWSDB to expedite the process of accepting EN 12201:2011 as the Sri Lanka Standard. Specifications also to be revised in the SBDs. A reminder to be sent to SLSI. | |
| **20-03-2013** | **Action:**  **AGM (Doc)** |

**4.5** **Draft Sri Lanka Standard of Specification for Unplasticized Poly(Vinyl Chloride) Pipes for water supply and for Buried and above ground Drainage and Sewerage under pressure(Third Revision)-(SLS 147:2012)**

The Draft Sri Lanka Standard of Specification for Unplasticized Poly(Vinyl Chloride) Pipes for water supply and for Buried and above ground Drainage and Sewerage under pressure(Third Revision)-(SLS 147:2012) was circulated and discussed in the SBDRC. The comments to be discussed with Addl. GM (P &P) before responding to SLSI.

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| To do a full review ISO standards have to be purchased. AGM (T&C) was asked to obtain a copy of latest ISO standard ISO 1452 from Industrial Plastics Ltd. if available. | |
| **28-03-2013** | **Follow Up:**  **AGM (Doc)/AGM(T&C)** |

**5. Issues in SBDs**

**5.1 Inclusion of Machines for Micro-tunneling in bidding Documents.**

SBDRC has discussed the advantages of introducing Micro-tunneling instead of open cut trenches in pipe laying and decided to include Micro-tunneling wherever possible in future projects. But the availability of Micro-tunneling machines with the Board or the contractors shall be a problem.

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| 1. SBDRC has decided to include the machines in the bidding documents of major projects and to request them to be handed over to the Board on the completion of the projects. The machines to be operated with Board supervision and custody. 2. The requirement of the Micro tunneling machines to be defined in the SBD. | |
| **28-03-2013** | **Action:**  **AGM (Doc)** |

**5.2 Payment of interest on delayed VAT payments for contractors.**

AGM (Procurement & Contract) has brought up a dispute of payment of delay interest by adding the VAT component. In the view of the AGM (Procurement & Contract), the VAT is not to be paid as a contractual payment but a statutory payment and the interest shall be paid only for the contractual payment by omitting VAT.

But according to the AGM (F), the interest for delay shall be paid for VAT component as well as according to the financial regulations; the Board is liable to pay VAT on submission of a tax invoice. Hence if the delay is due to the Board, the interest also shall be paid by the Board.

After discussion, AGM (Procurement & Contract) was directed to forward the modification to change existing clauses in the D&B Document.

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| The necessary changes to be made in the SBD are to be taken up at the SBDRC after obtaining the response from the Tender Board. | |
| **28-03-2013** | **Follow Up:**  **AGM (Procurement & Contract)** |

**6. Other Issues**

**6.1** **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 - Addl. GM (CS) - Member

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

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

W. Illangasingha (Mrs) - PD (TSKWSP) - Member

J.P.G. Jayaratne - Snr. Eng. (S/E) - Secretary

The report was discussed at the SBDRC and finalized the report after accommodating the SBDRC comments.

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| The final report, sent to the General Manager was taken at the staff meeting. Comments are awaited from DGMM and Addl. GMM. | |
| **30-03-2013** | **Follow Up:**  **Addl. GM (Sew)** |

**6.2** **Revision of Total Cost Estimates in order to adjust the cost variations.**

AGM (F) has inquired from the Central Bank of Sri Lanka on the availability of internationally recognized Agency, to find the foreign inflation rate of Donor countries and other project financing countries, and found that there are no such Agencies.

A Board Paper on “Procedure for calculation of Total Cost Estimate, Adopting Escalation” has been forwarded to the GM in order to take up at a Board Meeting. Board has approved it subjected to approval of National Planning Department (NPD).

This was forwarded to the NPD with the Estimate prepared for Matale Water Supply Project as an example.

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| Report has already been forwarded to PAC for approval. Further discussion to be done at the next PAC meeting. | |
| **28-03-2013** | **Follow up:**  **DGM (P&D)/AGM (Doc)** |

**6.3** **Delegation of Authority of Employer & the Engineer**

AGM(T&C) pointed out that the forfeiture of bonds and guarantees in NWSDB contracts are done by the relevant regional DGMM though the” Employer” in the document who is the Chairman, NWSDB. As it is difficult to obtain Chairman’s signature by the Regions, it was decided to request to delegate Chairman’s authority of encashment of guarantees to Regional DGMM, with the consent of the Chairman. In addition, the delegation of authority of the “Engineer” in the Contracts to Regional DGMM has not been done in the documents.

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| A letter prepared on above details has been sent to Chairman. | |
|  | **Follow up:**  **Addl. GM (Sew)** |

**6.4 Separate Design & Build SBDs for various funding Arrangements**

SBDRC has discussed the present tendency of funding criteria of Design & Build contracts and decided to prepare three types of Design & Build SBDs on the basis of funding arrangement as below.

1. Contracts with funding arrangements- EOI called
2. Contracts with funding arrangements- Unsolicited Proposals

3. Contracts with funding arrangements by the Donor (ADB, WB, JICA)

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| Accordingly, the SBDRC has decided to prepare a SBD for Unsolicited Proposals as the first step by appointing a committee. | |
| **30-05-2013** | **Action:**  **AGM (Doc)** |

**6.5 Two Envelope Bidding System for purchasing of items for house water connections - GKWSP**

Project Director-Grater Kandy Water Supply Project has forwarded a letter regarding Two Envelope Bidding System for procurement of quality products of Lockable stop valves, Ballcock valves, Water meters, HDPE pipes & fittings & UPVC Pipes & fittings.

SBDRC has discussed the procedure and decided to inquire if the quality of the purchased goods has been increased, whether it is due to the Bidding system or any changes made in the specifications.

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| A letter to be sent to PD(GKWSP) requesting the performance records of the items purchased and inquiring any changes made in the specifications. | |
| **28-03-2013** | **Follow Up:**  **AGM (Doc)** |

**Annex1**

**PROGRESS OF SPECIFICATIONS PREPARATION COMMITTEES**

**As at 04-03-2013**

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| **Sr**  **No.** | **Key** | **Title/Chairman** | **Progress** | **Action by / Date** | **Present**  **Status** |
| 01 | S12 | Updating Specification in Plant & Design-Build Contract for Civil and M&E Works  Committee Chairman –  **Addl. GM(SE),**  **Mr. D.S.D. Jayasiriwardene** | Committee was appointed. Work is in progress. | Addl. GM (SE)  31-03-2013 | Work in progress |

**PROGRESS OF SBD PREPARATION COMMITTEES**

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| **Sr**  **No.** | **Key** | **Title** | **Progress** | **Action by / Date** | **Present**  **Status** |
| 01 | D20 | SBD for Water Meters  Committee Chairman – | Few issues such as definition of Supplier, Manufacturer and separating of “Bidding Data” and Specifications have to be solved. Brief written submission is required from AGM (Doc) and AGM (M&E-Services).  Chairman / SBDRC will give a decision. | AGM (M&E-Services)/ AGM (Doc)  15-03-2013 | Chairman SBDRC to finalize |
|  |  | **Addl. G.M.(Sewerage)**  **Mr. G.A. Kumararathna** |
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| 02 | D22 | SBD for Design & Build – ICTAD  Committee Chairman –  **DGM (Western-South)**  **Mr. M.K. Hapuarachchi** | Draft Document is completed.  To be circulated among SBDRC members. | AGM (Doc)  28-03-2013 | To be circulated |

**Outstanding SBDs/Specifications – As at 04 March 2013**

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| **S.No.** | **Key** | **Title** | **% Completion** | **Activity** | **Target Date of the Activity** |
| **SBDs** | | | | |  |
| 1 | D20 | SBD for Water Meters ( ½” & ¾" ) | 98% | \* 2a | 28-03-2013 |
| 2 | D22 | SBD for Design & Build – ICTAD | 95% | \* 1 | 28-03-2013 |
| 3 |  | PQ document for Couplings and Flanged Adapters | 98% | \* 3 | 20-03-2013 |
| 4 |  | Document for Ferrules | 98% | \* 2 | 05-04-2013 |
| **Specifications** | | | | |  |
| 5 | S12 | Updating Specification in Plant & Design – Build Contract for Civil and M& E Work | 50% | \*1 | 31-03-2013 |

***Note :***

\*1 - Documents to be submitted to the SBDRC

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

\*2a – Few issues such as definition of Supplier, Manufacturer and separating Bidding Data and Specifications have to be solved.

\*3 - TEC comments, to be included and send to T&C Section for calling Applications for Pre-Qualifications.