

Subject: Minutes of the Pre-Bid Meeting – Request for Bids for Procurement of Civil Works of Priority Villages

Punjab Rural Municipal Services Company (PRMSC) has invited bids for Procurement of Civil Works of Priority Villages for 07 No Packages by publishing Specific Procurement Notices (SPN's) - Request for Bids, in combined edition of leading national dailies both English and Urdu and also uploaded on PRMSC and Local Govt official websites. As scheduled in SPN, a Virtual Meeting was held on 13th April 2023 through virtual platform namely "**Zoom**". The Weblink, Meeting ID and Passcode were provided in the Notice. The meeting was attended by the officials/technical resource persons of PRMSC & representatives of potential Service Providers who chose to attend. The list of participants, is attached at **Annex – I**.

Proceedings of Meeting:

2. The Chief Executive Officer with the assistance of Chief Infrastructure Development, Chief Operating Officer and technical resource persons, briefly explained the scope of the assignment which were duly made public in the Procurement Document that was uploaded on the website of the Company for free downloading. The uploading of Procurement Document was duly referenced in the Specific Procurement Notice. The "Terms & Conditions" related to bids' submission and selection of the Service Provider, thereof, were also apprised, concisely besides underscoring the importance of the assignment.

3. The representatives of the Service Providers sought clarifications which were addressed by PRMSC Team accordingly and are juxtaposed hereunder: -

Sr #	Section / Para	Queries	Replies
1		As mentioned in the BOQ, the Engineer's Estimate were prepared based on the 1st Bi-annual Market Rates Period. However, due to inflation, these rates would not be applicable.	Please refer to the clause 35 "Evaluation of Bids" of Section-I Instructions to Bidders (ITB) of the bidding documents.
2		As per the past experience of various contractors, if the contract rates were exceeded 4.5% from the engineer's estimate, the Audit department will do recovery from the contractors' invoices.	Please refer to the clause 35 to 39 of Section-I Instruction to Bidders (ITB) of the bidding documents.
3		The bidding documents were not uploaded on PPRA website.	Bidding will be conducted through national competitive procurement using Request for Bids (RFB) as specified in the World Bank's Procurement Regulations for IPF Borrowers dated July 2016 (Revised

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			November 2017 & August 2018) ("Procurement Regulations"), and is open to all eligible Bidders as defined in the Procurement Regulations & Bidding Document.
4	ITB 46.1 and ITB 46.2	In the Bid Data Sheet, there is no provision of Performance Bank Guarantee, after award of contract.	Please refer to clause ITB 46.1 and GCC 50.1 of the bidding document.
5	GCC 50.1	A provision of Insurance Guarantee should be included.	Please refer to clause ITB 46.1 and GCC 50.1 of the bidding document.
6	Section III – Evaluation and Qualification Criteria	In the Eligibility Criteria, the marks distribution is not mentioned. Further, it should be added that how much marks, a contractor should require to qualify?	Please refer to Section III (Evaluation and Qualification Criteria) of the bidding document.
7		What is the criteria of qualification?	Please refer to Section III (Evaluation and Qualification Criteria) of the bidding document.
8		Do you require firm's profile Book? If yes, then what should we include documents as like Work Orders, Company Financials, Bank Statements, Income Tax Returns, Staff and Machinery details.	Please refer to ITB 11, 16 and 17 of the bidding documents.
9		How should we submit Profile Book (Hard/Soft copy)?	Please refer to ITB 20.1 of the bidding document.
10		How we can bid (Technically/ Financially) and what is your requirement in technically bidding?	Please refer to ITB 11, 16 and 17 of the bidding documents.
11		What should be your tender procedure if we qualify.	Please refer to ITB 11, 16 and 17 of the bidding documents.
12		How can we apply rates (MRS/Item wise).	Please refer to the BOQ.
13		How can we know about qualification or disqualification after submission of profile book and same after bidding.	Please refer to the clause 41 of the bidding documents.
14		What will be your billing process (i.e. from Lahore or you've branches all over Punjab.	Please refer to the GCC clause 40 and 41 of the bidding documents.
15		In the bidding documents, no documents related to EHS/EIA and Code of Conduct are available.	Uploaded.
16	Clause 7.2 Section-I (ITB)	Kindly intimate contact person at sites for visit to obtain required data and information.	Please refer to the ITB 07 of the bidding document.
17	ITB 18.3 (a)	Kindly clarify that either Price Adjustment is applicable or not.	Please refer to Schedule of Adjustment Data.

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18	ITB 19.1 Section-II (BDS)	Bid Security issued by an Insurance Company having at least AA rating from PACRA/JCR be also accepted.	Please refer to clause BDS 19.1 of the bidding documents.
19	Clause 3.1(i) Section III (Evaluation and Qualification Criteria)	Financial Capabilities: In past the value of the similar nature and Complexity Water supply and sewerage projects in Pakistan was less. A Pro Rata mechanism should be devised by multiplying the past financial limits at least 4 times.	Please refer to Section III (Evaluation and Qualification Criteria) of the bidding document.
20	Clause 3.2 Section III (Evaluation and Qualification Criteria)	Annual Average Turnover: In past the value of the similar nature and Complexity Water supply and sewerage projects in Pakistan was less. A Pro Rata mechanism should be devised by multiplying the past financial limits at least 4 times.	Please refer to Section III (Evaluation and Qualification Criteria) of the bidding document.
21	Clause 4.2 Section III (Evaluation and Qualification Criteria)	Specific Experience: In past the value of the similar nature and Complexity Water supply and sewerage projects in Pakistan was less. Due to unprecedented inflation and recession of economy in the country the cost of construction, construction materials, machinery and labor has increased drastically and has manifold 4 times. Now a days the exchange rate of Dollar is too high as compared to 10-12 years earlier. A Pro Rata mechanism should be devised by multiplying the past projects value at least 4 times.	Please refer to Section III (Evaluation and Qualification Criteria) of the bidding document.
22	Clause 41.1 Section VIII (General Conditions of Contract)	Time for Payment: Time for payment should be within 14 days after certified by the Project Manager.	Please refer to GCC clause 41 of the bidding document.
23	Clause 41.1 Section IX (Particular Conditions of Contract)	Delay in Payments: In the event of the failure of the Employer to make payment within the times stated, the Employer shall pay to the Contractor compensation at the 28 days rate of KIBOR+2% per annum for local currency and LIBOR+1% for foreign currency, upon all sums unpaid	Please refer to GCC clause 41 of the bidding document.

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		from the date by which the same should have been paid.	
24	Clause 46.1 Section IX (Particular Conditions of Contract)	Retention Money: It should be 5% of the Interim Payment Certificate (IPC) and it should be kept in profit bearing account.	Please refer to GCC clause 46 of the bidding document.
25	Clause 47.1 Section IX (Particular Conditions of Contract)	Liquidated Damages: The liquidated damages for the whole of the Works should be 0.01% of the final Contract Price per day	Please refer to GCC clause 47 of the bidding document.
26	Clause 48.1 Section IX (Particular Conditions of Contract)	The Contractor should be paid bonus in case of earlier completion of works.	Please refer to GCC clause 48 of the bidding document.
27	Clause 49.1 Section IX (Particular Conditions of Contract)	Mobilizations Advance: The advance payment should be 20% of the Accepted Contract Amount and shall be paid to the Contractor within 14 days after signing of Contract Agreement by the Parties; and receipt of an acceptable Insurance Guarantee by the Employer for the same amount and currency of the advance payment from an Insurance Company having at least AA rating from PACRA/JCR.	Please refer to GCC clause 49 of the bidding document.
28	Clause 49.3 Section IX (Particular Conditions of Contract)	Recovery of Mobilization Advance: Mobilization Advance should be recovered @ %age of Mob Advance issued. 1st instalment should be recovered from 3rd IPC and last installment 02 month before the date of completion of the works.	Please refer to GCC clause 49 of the bidding document.
29	Clause 50.1 Section IX (Particular Conditions of Contract)	Performance Security: It is requested that Performance Security should be in the amount of five (05)%. Performance Security issued by an insurance company having at least AA rating from PACRA/JCR be also accepted.	Please refer to GCC clause 50 of the bidding document.
30	ITB 222.1 Bid Submission date: The deadline for Bid submission is	Extension in Bid Submission time: We have to visit the project sites to obtain required data. The Last Ashra of the Holy Month of Ramadan has started and there is one week Eid Holidays. We have to visit the projects	Please refer to ITB 22.1 of the bidding document.

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	May 02, 2023 at Time: 1400 hours	sites for obtaining data and markets for materials prices. It is very difficult to visit the different project sites in short time. It is therefore requested that bid submission date be extended at least 3 to 4 weeks.	
31	GCC 50.1	The performance bank guarantee should be reduced to 5% of the contract price.	Please refer to GCC clause 50 of the bidding document.
32	GCC 56.2	The amount to be withheld for failing to produce "as built" drawings by the time required in GCC 56.1 is PKR 2.00 million.	Please refer to GCC clause 56 of the bidding document.
33		Technical bid and BOQ should in one envelope or separate envelopes	Please refer to ITB 20.1 of the bidding document.
34		As we are all aware that the interest rates are being increased by the State Bank and it has gone up by almost 4% in the past 6 months (now stands at 21%), it will cost us, the contractors, a lot if we go for a bank guarantee. Therefore, I suggested adding an option of Insurance Guarantee from a AAA listed Insurance Company.	Please refer to GCC clause 50 of the bidding document.
35		There is no Force Majeure clause in the contract. Considering it is a Public Health work, the whole scope of work involves excavations and we will be heading into the monsoon season, which will evidently delay the project and the contractors will have no reason to demand for an extension in time. Therefore, a Force Majeure clause must be added to the contract.	As per the bid document.
36		You have asked the contractors to submit Environmental, Social, Health and Safety Management Strategies and Implementation Plans, now my question is, are you looking for contractors to just submit this or actually act on the submitted plan? Because if we are to actually IMPLEMENT implement it, then that will increase the cost, whereas your estimate is based on MRS, wherein all these costs are never incorporated. So, kindly clarify what needs to be done here.	Please refer to the ITB 11.1 (i) of the bidding documents.

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37		You have asked for a Gender Specialist. There has never been any such designation in Pakistan, maybe I haven't come across it. Anyway, we won't be able to find a Sociology major with 16 years of experience in Gender Specialization. I mean, I have done 2 units of Sociology in my Bachelors, can I put my name in that field. Will that be sufficient?	Please refer to Section III (Evaluation and Qualification Criteria) of the bidding document.
38		The bid date is too close and as Eid and holidays are coming up, we will have very little time for preparation of the bid. Therefore, as other contractors also requested, bid date should be extended for another 2 weeks at least.	Please refer to ITB 22.1 of the bidding document.
39		Standard operating procedure for constructors/contractors regarding quoting of rates below/above (%age)	Please refer to the clause 35 to 39 of Section-I Instruction to Bidders (ITB) of the bidding documents.
40		Clarification of PST whether it will be paid through IPC or in the shape of certificate.	Please refer to GCC clause 41 of the bidding document.
41		What are the parameters of pump capacity, either we need to meet the min or actual?	The contractor will have to submit the shop design and actual capacity duly approved from the designer.
42	Section III – Evaluation and Qualification Criteria	Is there any formula to calculate the value of contract prices, as we have completed similar types of projects with less amount on 3-4 years back. However, due to inflation, the name nature of project costed more than 200%.	Please refer to Section III (Evaluation and Qualification Criteria) of the bidding document.

General Discussions:

4. In addition to above, the following principles of the selection process, were underpinned: -

- i) The Service Providers should read and understand the Scope of Requirement besides Evaluation & Qualification Criteria, with all clarity. They must also have complete comprehension of the selection process employed,
- ii) Interested Service Provider(s)/ Joint Venture(s) must provide information indicating that they are qualified to perform above services (e.g. descriptions of similar assignments,

value of previous assignments, experience under similar conditions, availability of appropriate professionals etc.),

- iii) A Service Provider should ensure that all submitted information is correct. A Bid submitted may be dropped at anytime up to award of work if significant omissions/errors are found in the information submitted by the Service Provider,
 - iv) The person who would be submitting the Bid, should be properly authorized to do so and the power of attorney/authorizations in this regard, be provided with the profile,
 - v) All the documents of Bid should be in properly binded form,
 - vi) All the Pages of the Bid must also be properly numbered, signed and stamped,
 - vii) Data Sheets of relevant (similar and specific experiences) assignments/works, duly substantiated, by the Service Provider(s)/ Joint Venture(s) members either completed or in progress, with the following details.
 - a) Name of the Project
 - b) Cost of the Project
 - c) Name and address of the Company
 - d) If case of association of Service Provider(s), the type of association i.e. either JV or sub-contractor/consultant be mentioned clearly along with names and address of all the partners.
 - e) Services rendered along with the Start & Completion Date.
 - f) A Service Provider, which was a partner in a previous joint venture(s), should furnish a statement providing details of work, component of works performed individually and its over-all share (percentage) in the works performed by the joint venture,
 - viii) The Service Providers may request for further clarifications, if required, however, such clarifications should be received by the Company no later than seven (07) days before Bid Submission's due date i.e., 02nd May 2023. The Company shall respond to the clarifications and shall post them without referring to/disclosing the identify of the Service Provider, at its website.
5. The meeting ended with a vote of thanks from the Chief Executive Officer.

LIST OF PARTICIPANTS

S.#	Names of Representatives	Designation/ Contact	Organization/ Service Provider
1.	Mr. Asadullah	Chief Executive Officer	PRMSC
2.	Mr. Jamil Ahmed	Chief Infrastructure Development	PRMSC
3.	Mr. Ali Rao	Chief Operating Officer	PRMSC
4.	Mr. Muhammad Ahsan Khan	Manager Procurement	PRMSC
5.	Ch. Amjad Ali	CEO	M/s Amjad Ali
6.	Mr. Hayat Malik	CEO	M/s Hayat Ali & Co.
7.	Mr. Kashif Saeed	CEO	M/s Green Colts Construction (pvt) Ltd.
8.	Mr. Nabeel Ahmed	CEO	M/s A.H. Construction
9.	Mr. M. Zahoor Elahi	General Manager	M/s M. Afzal Contractors
10.	Mr. M. Arslan Akhtar	Director Operation	M/s Progressive International
11.	Mr. Amir Nawaz	Project Manager	M/s M. Siddique Ch & Co.
12.	Mr. Abid Abbas	Owner	M/s Maxforce Engineering
13.	Mr. M. Arshad Tahir	Proprietor	M/s Stylish Enterprises
14.	Mr. M. Zafar Waseem	Owner	M/s Rao Waseem
15.	Mr. Hayat Ullah Khan	MD	M/s Nayab Kokar Construction Co
16.	Muhammad Hammad		M/s Ramsha Enterprises
17.	Syed Zaid Bin Khalid		ZAK Developers Multan
18.	Mr. Hanzala Nazir		M/s Nazir & Company Govt Contractor
19.	Mr. Shahbaz		M/S Abdul Hamid ghouri and co govt contractor
20.	Syed Zaid bin Khalid		Zak Developers pvt ltd
21.	Mr. Massab Ikram Chunian		Bismillah Traders