

Subject: Minutes of the Pre-Bid Meeting – Request for Bids for Procurement of Civil Works of Priority Villages Pilot Phase (Tehsils: Taunsa and Rojhan) | TAU06, ROJ02, ROJ03 opening date of 29 July, 2025

Punjab Rural Municipal Services Company (PRMSC) has invited bids for Procurement of Civil Works of Priority Villages for 3 Nos 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 Meeting was held on 18th July, 2025 participants also joined 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 bidders who chose to attend. The list of participants, is attached at **Annex – I**.

Proceedings of Meeting:

2. Procurement Team, 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 contractors, thereof, were also apprised, concisely besides underscoring the importance of the assignment.

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

Sr #	Section / Para	Queries	Replies
1	Eligibility and Qualification Criteria – 4.2	Can the bidder submit multiple project references cumulatively equivalent to the required contract amount, instead of a single work order of the same value?	No, the bidder is required to submit two work orders of similar nature, rather than multiple projects combined to meet the required amount. Furthermore, each work order must be accompanied by a completion certificate or a substantial completion certificate. Please note that PRMSC reserves the right to verify all submitted documents. In case any submitted work order is found to be forged or misleading, PRMSC may initiate legal action against the bidder as per applicable laws.
2		Can we submit a handwritten financial bid or Bill of Quantities (BOQ)?	ITB 20.1 In addition to the original of the Bid, the number of copies is: Two (02) The Bidders shall also submit the PDF copy of the entire Bid and Word/Excel copy of the technical and

			<p>financial parts of Bid on a USB device.</p> <p><i>In case of non-compliance, the bid may be declared as non-Responsive.</i></p> <p>ITB 20.3 In case the bid is not typed or written in indelible ink, the bid may be declared as non-Responsive.</p>
3	Section-IX, particular conditions of contract GCC 49.1	What is the percentage of mobilization advance/ advance payment	<p>Please refer to GCC 49.1</p> <p>The Advance Payment shall be 15% of the Accepted Contract Amount and shall be paid to the Contractor within 28 days after:</p> <p>a) receipt of an acceptable Performance Security by the Employer in accordance with Sub-Clause COC50.1;</p> <p>b) signing of Contract Agreement by the Parties;</p> <p>c) receipt of an acceptable bank guarantee by the Employer for the same amount and currency of the advance payment from a Scheduled Bank in Pakistan, in the prescribed form; and</p> <p>receipt of Contractor's invoice for advance payment by the Employer.</p>
4		Who will bear the cost of safety items and environment plans required for the execution of the subject work	The contractor will do needful measures
5		Can a bidder only apply for a specific village in a package	The bidder need to apply for whole package partial bidding in any package is not allowed
6		Do the funds available for the subject project	Yes
7		Can a bidder only apply for a specific village in a package	The bidder need to apply for whole package partial bidding in any package is not allowed
8		Do the funds available for the subject project	Yes
9	Section V,	What is the escalation rate and items allowed for escalation	The escalation allowed items are mentioned in bid document in section V, although the bidders are allowed to add/subtract the items as per their requirement
10	GCC 1.1 (v)	What is the completion time of contract	<p>Please refer to GCC 1.1 (v)</p> <p>The Intended Completion Date for the 12 whole of the Works shall be 300 days</p>

11		Is there any other stakeholder other than resident supervision firm to verify the works/invoices	The invoice shall be verified by the PRMSC tehsil team and resident supervision team
12		How much time do PRMSC take to complete the evaluation and release the CDRs/bid securities of unsuccessful bidders	On approval of PRMSC Board committee for civil works

General Discussions:

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

- i) The contractors/firms 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 Firm(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 Contractors/Firms should ensure that all submitted information is correct. A Bid submitted may be dropped at any time 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 in 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) Detail of work with the Start & Completion Date.
 - f) A Firm, 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) BOQs must be written or typed in indelible ink. (excel/word format of BOQs should be provided with bid failure to which will lead to the rejection of the bid)
5. The meeting ended with a vote of thanks from the chair.

LIST OF PARTICIPANTS

S.#	Names of Representative s	Designation/ Contact	Organization/ Service Provider
1.	Mr. Muhammad Ahsan Khan	Manager Procurement	PRMSC
2.	Mr. Umar Awais	Procurement Officer	PRMSC
3.	Ali Usman	Site Engineer	Techno Time Construction
4.	Malik Allah Dad Khar	CEO	Kashif Construction Company
5.	Kamran Saeed	Proposal Manager	SKC Engineers and Contractors