



PUNJAB RURAL MUNICIPAL SERVICES COMPANY

(Company Registered with SECP under section 42 of the Companies Act, 2017)



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 05 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 15th May 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 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.	ITB 20.1	How many copies are required and is USB submission is compulsory?	Please refer to Section-II-BDS (ITB 20.1) of the bidding documents.
2.	ITB 46.1	Reduce Performance Security from 10% to 5% and allow Bid Bond for Performance Security.	Please refer to Section-IX-PCC (GCC 50.1) of the bidding documents.
3.	GCC 1.1 (v)	Time Period for completion of project.	Please refer to Section-IX-PCC (GCC 1.1 (v)) of the bidding documents.



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4.	GCC 49.1	How much Mobilization Advance for these projects?	Please refer to Section-IX-PCC (GCC 49.1) of the bidding documents.
5.	ITB 19.1	Is CDR undertaking being compulsory?	Please refer to Section-II-BDS (ITB 19.1) of the bidding documents.
6.	GCC 50.1	A provision of Insurance Guarantee should be included.	Please refer to Section-IX-PCC (GCC 50.1) of the bidding documents.
7.	ITB 4.1	How much JV partners should be included?	Please refer to Section-II-BDS (ITB 4.1) of the bidding documents.
8.	Section III – Evaluation and Qualification Criteria	What is the criteria of qualification?	Please refer to Section III (Evaluation and Qualification Criteria) of the bidding document.
9.		How can we apply rates (MRS/Item wise).	Please refer to Section-VII-Works Requirements / BOQ
10.		In the bidding documents, no documents related to EHS/EIA and Code of Conduct are available.	Already Uploaded.
11.	Section III – Evaluation and Qualification Criteria	The Average Annual Turn Over should be reduced.	Please refer to Section III (Evaluation and Qualification Criteria) of the bidding document.
12.	Section III – Evaluation and Qualification Criteria	The Cash Flow limit should be reduced.	Please refer to Section III (Evaluation and Qualification Criteria) of the bidding document.



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Sr #	Section / Para	Queries	Replies
13.	Section III – Evaluation and Qualification Criteria	The value of Specific Projects should be reduced.	Please refer to Section III (Evaluation and Qualification Criteria) of the bidding document.
14.	ITB 22.1	Please extend the date of bid submission.	Please refer to Section-II-BDS (ITB 22.1) of the bidding documents.
15.	ITB 20.1	Technical bid and BOQ should in one envelope or separate envelopes	Please refer to ITB 20.1 of the bidding document.
16.		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.
17.	Section III – Evaluation and Qualification Criteria	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: -
- 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,
 - 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.),



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- 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.



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Annex - I

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.	Mr. Abdul Rehman	Manager Contracts	PRMSC
6.	Mr. Jawad Rauf	Owner	M/s Muhammadi Traders
7.	Mr. Adil Nayeet	Engr Contract	M/s Alam Khan Brothers
8.	Mr. Khalid Mehmood	Accountant	M/s Tayyab Manzoor
9.	Mr. Asghar Ali	General Manager	M/s Alam Khan Brothers
10.	Mr. Laeeq Ch.	Member	M/s Ch. Amjad Ali
11.	Mr. Umair Jam	Partner	M/s Jam Brothers & Co.
12.	Mr. Adul Rauf	Planning Engineer	M/s EDDCO Constructions
13.	Mr. Muhammad Afzal	General Manager	M/s Muhammad Afzal Contractors
14.	Mr. Muhammad Abid	General Manager	M/s Myco Engineers
15.	Mr. Ghulam Abbas	General Manager	M/s Muhammad Idrees Govt. Contractor
16.	Mr. Muhammad Arshad	General Manager	M/s Shad Construction
17.	Mr. M. Arshad Tahir	Proprietor	M/s Stylish Enterprises
18.	Mr. Hamid Butt	Project Manager	M/s M. Siddique Ch & Co.