

The Punjab Masstransit Authority

Record of Meeting

Agenda	Supply of diesel to generators and rendering of allied services in Lahore Metrobus system		
Date:	25-06-2018		
Venue	Committee Room, Punjab Masstransit Authority	Chair:	Mr. Rizwan Aziz Manager Operations (Technical), PMA

List of Participants:

1. Mr. Rizwan Aziz, Manager Operations (Technical), PMA
2. Mr. M.Imran, Deputy Manager (Security), PMA
3. Mr. Obaidullah Jan, Financial Specialist, PMA
4. Mr. Noor Elahi, Assistant Manager (Mechanical), PMA
5. Mr. Nauman Liaquat, CEO, Fuel Direct
6. Mr. Usman Nawaz, Marketing Engineer, MEFCON
7. Mr. Abdul Rehman, United Petroleum
8. Mr. Azhar Abbas, Grow More Petroleum.

DECISIONS / DISCUSSIONS

The meeting started at 1100 hours. The Manager Operations (Technical), PMA formally welcomed the participants and started the meeting. He gave a brief presentation on the salient features of the project. Question and Answer session was conducted afterwards. Detailed Minutes of Meeting are attached as **Annex A**. The list of participants is attached as **Annex B**. The meeting ended at 1300 Hours with a note of "Thanks"

ANNEX- A

Sr. No	QUERIES / COMMENTS	PMA'S RESPONSE
1.	<p>Participants raise their concerns for possibility of any delay in submission of bids due to time required in accessing and passing through security checks in Arfa Kareem Software Technology Park (ASTP).</p>	<p>All potential bidders are strongly cautioned to take into consideration time required for ASTP building access to reach Tender Box placed at PMA Office Reception before or on the stipulated time while submitting their bids.</p> <p>All potential bidders can request for building access permission at least two (02) hours before their expected arrival to the following PMA officers:-</p> <p>Mr. Muhammad Imran Deputy Manager Security Contact No: 0345 1112329</p> <p>Mr. Adil Dyal Assistant Manager Operations Contact No: 0336 4110659</p> <p>Not complying to the above, any request for late submission due to any delay caused due to building access / building security checks or any other reason whatsoever shall not be acceptable.</p>
2.	<p>All participants commented that explosive licenses are issued in the name of OMCs and not the pump operators. The extraction of</p>	<p>Agreed in case of pump operators only. In case of others having private storage facilities under possession (as owner or in form of lease), copy</p>

	<p>license copy from OMCs or explosive departments is a cumbersome process for the potential bidders as they do not possess the license ownership. Therefore it is suggested that PMA should ask for license number only. The potential bidders can provide an undertaking as part of their Technical bids that the license number of the storage tanks under their possession is valid and can be verified from the mentioned authentic source.</p> <p>Furthermore as per law, the explosive license if not renewed stands valid until or unless it is cancelled from the Explosive Department.</p>	<p>of the license is required</p>
M/s United Petroleum		
<p>3.</p>	<p>Who will bear the prices of new flow meters which as 20 in numbers. What if quantity required exceeds 20 ?</p>	<p>New flow meters will be supplied and installed as and when required by the Client. The Service Provider will be paid for these new flow meters along monthly payments according to his quoted bid rate and applicable conditions of the Contract (Please Refer to Annex-J "Price Table")</p> <p>In case the flow meter quantity required exceeds 20, PMA shall explore other legal and possible avenues for their procurement.</p>
M/s FUEL DIRECT JV		
<p>4.</p>	<p>Refer clause 6.1.12</p> <p>There is no need for backup batteries in case of flow meters. A general power source to provide power to the flow-meter during filling activity has already been mentioned elsewhere. So this part of the referenced clause should be deleted.</p>	<p>Agreed</p>

5.	<p>Refer Clause 6.1.13</p> <p>In case of a replacement of flow-meter, will the old one be handed over to the bidder? Also, who will determine that the flow-meter needs replacement?</p> <p>Detailed procedure must be included in the RFP document, and relevant portion of section 48/13 (a) must be amended to commence from issuance of purchase/work order.</p>	<p>The procedure for replacement of flow meter will be as follows:-</p> <p>Service Provider shall inform the Client for replacement of flow meter (faulty) and seek Client's approval in writing. The Client shall inspect the candidate flow meter and accordingly issue Work Order (W.O) to Service Provider. The Service Provider shall replace the flow meter within 15 days after the issuance of WO and deposit the old / faulty flow meter to designated PMA store.</p> <p>In section 48/13 (a), 07 days is replaced by 15 days</p>
6.	<p>Refer Clause 6.1.10</p> <p>What is meant by graduated material dip rod and what will be the material ? Graduated dip rods can only be used to take readings of base tanks as provision kept in flow-meters in Lahore is insufficient in thickness. Does PMA still require these?</p>	<p>Clause 6.1.10 is amended as follows:-</p> <p><i>"Maintain on-site as well as off-site record (e.g. log book) of all re-fueling activity.(Generator readings, quantity delivered at each supply, flow meter and graduated material dip rod readings etc.). Graduated dip rods must be made available at each station The Service Provider shall ensure that dip rod is available at each station in working condition. In case of replacement, new dip rod and shall be handed over and kept under the custody of Station Security Manager. at the initiation of the Contract"</i></p>
7.	<p>Refer Clause 6.1.16</p> <p>PMA already has dip charts of each auxiliary tank. Why this activity is needed to be repeated ?</p>	<p>In PMA's point of view it is mandatory to provide Dip charts within stipulated time in RFP as a further assurance to precision.</p>
8.	<p>In case of JV between a fuel company and petrol pump owner, can</p>	<p>Yes</p>

	fuel company itself generate GST invoice for the diesel supplied. instead of submitting invoice in the name of Petrol pump?	
9.	Can on site log book be replaced by any accessible electronic form such internet cloud data due to its maintenance issues ?	No
10.	FuelDirect (Pvt.) Ltd. is an authorized reseller of petroleum products, as per its Memorandum and Articles of Association. It may sell HSD to PMA by issuing its own GST invoice, as per applicable law. In case it does so, what rate should it use if: It submits tender as part of JV wherein one partner is a petrol pump operator; or It submits a tender in which either there is no JV Partner or none of the JV partners is a petrol pump operator.	In case of JV wherein one partner is a petrol pump operator, the rate issued by the Oil & Gas Regulatory Authority (OGRA) for that particular petrol pump shall be followed. In case none of the JV partners is a petrol pump operator. OGRA rate for the following petrol pump shall be applicable:- PSO Filling Station, New Garden Town Civic Centre Barkat Market, Near Kalma Chowk, Lahore)
11.	Refer Clause 7 Why not contract extendable annually thereafter. The longer the annuity/stream of cash flows, the higher the present value. Accordingly, bidders would be in position to offer better price	Disagreed
12.	Annex-E Why it is necessary for all bidders to fill financial capacity form. It should be left upon the Lead partner to decide.	Agreed
13.	Clause 48-13 Failure to comply with O&M requirements as laid in scope of the contract within the 07 Days of the identification of fault in cases involving supply of new Flow Meter or repair of existing Flow Meter	Please refer to response at Serial No 5

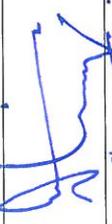
	is short to complete activity.	
14.	<p>Refer Clause 15.2.6.4</p> <p>Please clarify the clause</p> <p>For evidence of Storage Tanks: Verifiable license from Explosive Department, Lease Agreement in case of storage in lease. Pictorial proof of storage tanks for which Client shall have the rights of site verification.</p>	<p>Verifiable license no from explosive department, of the storage place under possession needs to be provided (Please also refer to response at Serial No 2). In addition to this, lease agreement in case storage place is under lease has to be provided.</p>
15.	<p>15.2.6.2 “At least Income Tax returns of the first and last applicable year of quoted experience.”</p> <p>Old record is not available in most cases where firm is 20-30 years old. Year of Incorporation as per NTN or incorporation certificate must be used or any other valid evidence.</p> <p>Further, in case a partnership entity has been converted to Private Limited Company, as is often done with growth in business, experience must be counted since the incorporation of the Partnership Entity or it should be considered as part of the JV.</p>	<p>NTN or Incorporation Certificate cannot be used to prove experience in diesel supply. However, in case the organization is old, any evidence other than Income tax Returns can be held valid subject to the Tender Evaluation Committee (TEC)</p> <p>In case a partnership entity has been converted to Private Limited Company or similar cases, the experience of both shall be considered only if they come in JV.</p>
M/s GROW MORE		
16.	What is monthly quantity of fuel consumption for generators?	Monthly average of 28,000 to 35,000 Liters

ATTENDANCE SHEET- PRE BID MEETING

SUPPLY OF DIESEL TO GENERATORS AND RENDERING OF ALLIED SERVICES IN LAHORE METROBUS SYSTEM

Place: Committee Room, PMA Office, 5th floor, Arfa Software Technology Park, Lhr
 Date: 25/06/2018
 Time: 11:00 AM

ATTENDANCE SHEET

Sr. No.	Name of Organization	Name of JV Partner (if any)	Representative's Name & Designation	Contact No.	Email Address	Signature
1	FUEL DIRECT MIFCON JV	FUEL DIRECT	USMAN NAWAZ MARKETING ENGINEER	03224956921	usman.nawaz@gmail.com	
2	"	FUELDIRECT (PVT.) LTD.	NAUMAN LIQAT CEO	0360-8694620	nauman@fueldirect.com.pk	
3	United Petroleum	U	ABDUL-REHMAN	0306-0475257	rehmanpk48@gmail.com	
4	GROW MORE PETROLEUM	N/A	AZHAR ABBASS. SHAHID, ISRAEL	0301-4444735	marketing.growmoregroup@gmail.com	
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