

The Punjab Masstransit Authority

Record of Meeting

Agenda	Pre-Qualification of Contractor(s) For Construction / Installation / Maintenance Related Civil Works in Pakistan Metrobus System (Rawalpindi-Islamabad)		
Date:	28-03-2018		
Venue	Committee Room, 5 th Floor, PMA Building, Haider Road, Saddar, Rawalpindi	Chair:	Ms. Shumaila Mohsin, Manager Operations (Technical), PMBS

List of Participants:

1. Ms. Shumaila Mohsin, Manager Operations (Technical), PMBS
2. Mr. Muhammad Qasim, Assistant Manager (Operations), PMBS
3. Mr. Urfan Ullah, Assistant Manager (Electrical), PMBS
4. Mr. Muhammad Umar, Assistant Manager (Mechanical), PMBS
5. Mr. Ghulam Akbar, CEO, M/s Mega Handyman
6. Mr. Babar Shaheen, Director, M/s Protech Solutions
7. Mr. Irfan Khattak, Managing Director, M/s Nazim Khan & Brothers
8. Mr. Aamir Sultan, CEO, M/s Sigma Enterprises
9. Mr. Mujahid, Project Manager, M/s Zafar & Co.

DECISIONS / DISCUSSIONS

The meeting started at 1400 hours. The Manager Operations (Technical), PMBS formally welcomed the participants and started the meeting. She 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 1530 Hours with a note of "Thanks"

ANNEX- A

Sr. No.	QUERIES / COMMENTS	PMA'S RESPONSE
M/s Zafar & Co.		
1.	Please provide information related to year of prequalification of contractors.	PMA responded that contractors will be prequalified for the period of 2 years.
2.	How the works will be commenced after Pre-Qualification to contractors?	After Pre-Qualification process, PMA will invite the Pre-Qualified contractors/firms for specific tenders for financial bidding only.
3.	Can new firms be prequalified again after Pre-Qualification of contractors?	Once prequalification of contractors / firms is done PMA may add new contractors through same prequalification process as per requirement.
4.	Is the registration of company with PEC necessary?	Yes, for Option II registration of PEC is necessary.
5.	Can you please briefly explain the scope and nature of work in Metro bus corridor related to Civil Works?	Scope of Work is detailed in the Pre-Qualification Document. Clause 4.2 (a) of Pre-Qualification Document is elaborated for clarification.
6.	Are rates of works taken from Scheduled Rates of Punjab government?	No.
7.	What is the process of payment in PMBS?	After satisfactory completion of work and submission of invoice, maximum time for payment processing will be 15 days subject to provision of all required / supporting documents as specified by PMA
8.	Will PMBS pay any advance to the contractors?	No, PMBS will not pay any mobilization advance to the contractors.
9.	Will contractors submit any security to the client?	Contractors will submit performance security (refundable) for completion of works and also for the maintenance period as if mentioned in tender document. During this period, contractor will be responsible for any defect.
M/s Nazim Khan & Brothers		
1.	Please give information for the points (scores) of Civil Engineers.	Number of Graduate Civil Engineers Registered with PEC in employment of the firm for Option-II; 10 Marks will be awarded for 4

		or more Engineers and 5 Points for 2 to 3 Engineers. (Refer to Section 5.2.2 (7) Evaluation Criteria).
2.	Our firm is working in three provinces of Pakistan. Does PMA will take into account our financial business of three provinces of Pakistan for Pre-Qualification?	Yes. Financial business from all over the Pakistan will be entertained in the Pre-Qualification.
3.	Is GST or PRA rules are applicable in PMA?	PRA Rules will be applied on the firms registered in the Punjab Province. Similarly firms registered in other provinces will be treated with their rules.
4.	Is invoices / Bills be processed in Rawalpindi Office or Lahore Office?	All Invoices / Bills are processed in Rawalpindi Office.
5.	Is there any consultant for the installation/ repair / maintenance work in PMA?	No. PMA officials will verify the installation / repair / maintenance works.

ATTENDANCE SHEET

PRE-QUALIFICATION OF CONTRACTOR(S) FOR CONSTRUCTION / INSTALLATION / MAINTENANCE RELATED WORKS IN PAKISTAN METROBUS SYSTEM (RAWALPINDI-ISLAMABAD)

ATTENDANCE SHEET

Place: Committee Room, 5th Floor, PMA Building, Haider Road, Saddar, Rawalpindi.

Date: 28/03/2018

Time 02:00 PM

Sr. No.	Name of Organization	Name of JV Partner (If any)	Representative's Name & Designation	Contact No.	Email Address	Signature
1	MEGA HANDYMAN		SHUAM AKBAR	0332-7861676	megahandyman10@gmail.com	Shuam
2	Protect Solution		Babar	0307-5500014	babar.shahen@protect.pk	Babar
3	NAZIM Khan & Associates		Erhan Khattak	0333-9010034		Erhan
4	Sigma Enterprises		Amir Sultan	0333 7400832	sigmaenterprises07@gmail.com	Amir
5	M/s M. Faraz & Co		Majid Hussain	0333-6037629	engr.majidh@pqa.com	Majid
6	Punjab Mass Transit Authority		Shumaila Memon	0346-2324258	shumailaasrar@gmail.com	Shumaila
7	Punjab Mass Transit Authority		Muhammad Usman	0333-6911001	muhammadusman14@gmail.com	Usman
8	Punjab Mass Transit Authority		Muhammad Usman	0341-7445884	engr.usman_bhatti15@gmail.com	Usman
9	Punjab Mass Transit Authority		Muhammad Usman	0323-4606571	ngasimshahid@pqa.com	Usman
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