

The Punjab Masstransit Authority

Record of Meeting

Agenda	Pre-Qualification of Contractor(s) For Installation / Repair / Maintenance of Electrical/Mechanical 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. Urfan Ullah, Assistant Manager (Electrical), PMBS
3. Mr. Muhammad Umar, Assistant Manager (Mechanical), PMBS
4. Mr. Ghulam Akbar, CEO, M/s Mega Handyman
5. Mr. Babar, Director, M/s Protech Solutions
6. Mr. Irfan Khattak, Managing Director, M/s Nazim Khan & Brothers
7. Mr. Aamir Sultan, CEO, M/s Sigma Enterprises

DECISIONS / DISCUSSIONS

The meeting started at 1100 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 1230 Hours with a note of "Thanks"

ANNEX- A

Sr. No.	QUERIES / COMMENTS	PMA'S RESPONSE
M/s Protech Solutions		
1.	Please specify the brands of Electrical & Mechanical Equipments installed at Pakistan Metrobus System for better understanding of scope of work.	PMA has clearly elaborated the brands of major Electrical / Mechanical Equipments in the meeting presentation. Later, PMA clarifies that the specification of Electrical / Mechanical Equipment will be detailed at the time of specific tender.
2.	Does the Pre-Qualification proposal need to attach workable / preventive correction plans?	No, there is no need to attach workable / preventive correction plans with the application of Pre-Qualification.
3.	Is there any advantage for high scoring firm in financial bidding? Or bidder with lowest bid will be preferred?	No, there is no advantage for the high scoring firm in financial bidding. Bidder with lowest bid will be awarded at the time of specific tender.
4.	What would be the way of work commencement after Pre-Qualification?	After Pre-Qualification process, PMA will invite the Pre-Qualified contractors/firms for specific tenders for financial bidding only.
5.	Please elaborate the Scope of Work in Pre-Qualification Document.	Scope of Work is detailed in the Pre-Qualification Document. Clause 4.2 (a) of Pre-Qualification Document is elaborated for clarification.
M/s Mega Handyman		
1.	Please give details of equipments that are running in PMBS.	PMA has clearly elaborated the details of all Electrical / Mechanical Equipments in the meeting presentation.
2.	Please give details of repairing of equipments.	This Pre-Qualification is for the technical and financial evaluation of contractors/ firms not the specific work. After Pre-Qualification, PMA will invite the Pre-Qualified contractors/firms for specific tenders for financial bidding only.
3.	Please give details of installation of equipments.	

M/s Sigma Enterprises

		M/s Nazim Khan & Brothers	
1.	Please specify terms and conditions of Tender Document.	All terms and conditions are clearly defined in the Pre-Qualification Document. Clause 5 of Pre-Qualification Document is elaborated for clarification.	
2.	What will be the working time for the repair / maintenance of equipments?	PMA will define the working time at the time of specific tender. Usually working time for the repair / maintenance is in non-operational hours of metrobus (from 11:00 PM to 5:00 AM).	
M/s Nazim Khan & Brothers			
1.	Please give information for the points (scores) of Electrical / Mechanical Engineers.	Number of Graduate Electrical/Mechanical 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 5.2.2.2 (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 it necessary to mention the numbers of DAE Electrical Engineers in the Application form?	Yes, there are specific points for the DAE Electrical/Mechanical Engineers for Pre-Qualification. Please refer to Section 5.2.1.2 (9, 10) Evaluation Criteria of Tender Document.	
4.	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.	

5.	What is the maximum time for the processing of payments?	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
6.	Is invoices / Bills be processed in Rawalpindi Office or Lahore Office?	All Invoices / Bills are processed in Rawalpindi Office.
7.	What will be the brand of LED lights in the replacement of Philips?	As mentioning of brand is the violation of PPRA Rules. PMA will clearly elaborate the detailed specifications of LED Lights in specific tender document.
8.	Is there any consultant for the installation/ repair / maintenance work in PMA?	No. PMA officials will verify the installation / repair / maintenance works.
9.	Is there any requirement for the testing of Electric Cable?	Yes, PMA will mention in the Specific Tender Document for the testing of Electric Cable.

ATTENDANCE SHEET
PRE-QUALIFICATION OF CONTRACTOR(S) FOR INSTALLATION / REPAIR / MAINTENANCE OF ELECTRICAL/MECHANICAL 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: 02:40 PM
 11:00 AM

Sr. No.	Name of Organization	Name of JV Partner (if any)	Representative's Name & Designation	Contact No.	Email Address	Signature
1	MEGA Handymen		GHULAM AKBAR	0332-7861676	megahandymen10@gmail.com	
2	Sigma Enterprises		Aamir Sultan	0333 7402832	sigmaenterprises07@gmail.com	
3	Protek Solution Pk		Babar Shaheen	0307-5000084	babar.shaheen@protek.pk	
4	MADAM KHAN 3 BROTHERS		Irpan Khattak	0333-9010034	irpankhattak055@gmail.com	
5	Shumaila Mohsin		Shumaila Meshai	0346-2324256	shumailaagrar@gmail.com	
6	Punjab Mass Transit Authority		Muhammad Usar	0333-0914001	muhammadusar1984@gmail.com	
7	Punjab Mass Transport Authority (PMA)		Muhammad urfan ullah	0301-7445886	engurufan.ullah15@gmail.com	
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