

# The Punjab Masstransit Authority

## Record of Meeting

Agenda	<b>EXPRESSION OF INTEREST (EOI)/ PRE-QUALIFICATION FOR PROCUREMENT OF JANITORIAL AND HOUSEKEEPING SERVICES FOR MASS TRANSIT SYSTEMS IN PUNJAB”</b>		
Date:	21 <sup>st</sup> December, 2023		
Venue	Committee Room, Punjab Masstransit Authority	Chair:	Mr. Muhammad Ozair Shah, General Manager (Operations), PMA

### List of Participants:

1. Mr. Farooq Sadiq, Secretary PMA
2. Mr. Rizwan Aziz, Manager Operation (Technical), PMA
3. Mr. Mian Mudassar , Manager Operation PMBS, PMA (on video link)
4. Mr. Muhammad Yasin, Manager Operations MMBS, PMA (on video link)
5. Mr. Sulaiman Majeed, Deputy Secretary Planning, Transport Department,
6. Ms. Kiran Anjum, CAIDS Marketing,
7. Mr. Khizar Ali, Manager Skill Hub (Pvt.) Ltd

### DECISIONS / DISCUSSIONS

The meeting started at 1100 hours. The Mr. Muhammad Ozair Shah, General Manager Operations, PMA formally welcomed the participants and started the meeting. He presented the general scope of work and after that Mr. Rizwan Aziz briefed participant about EOI/PQ Documents in details. 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 1200 Hours with a note of "Thanks"

All prospective applicants are hereby informed of a typographical error in Eligibility Criteria at **Sr. No 2 on Page 11** which is reproduced with corrections highlighted in yellow as under:-

*"Registered for at least 5 years in country of origin, and has proven experience in ~~transport~~ janitorial and housekeeping sector.*

After the aforementioned typo correction, the referred section is consistent with other sections of the document



Sr. No	QUERIES / COMMENTS	PMA'S RESPONSE
<b>CAIDS Marketing</b>		
01	What is reserve price estimation for this tender?	The reserve price estimation is required at bidding stage, not at the prequalification stage at the moment
02	In case JV, janitorial and house-keeping experience is only required for lead partner. It is our suggestion that all JV members should have janitorial and housekeeping experience instead of only lead partner	Denied
<b>M/s Skill Hub</b>		
01	<p><u>Under Eligibility Criteria the following statement is mentioned in EOI/PQ Document, which depicting experience in Transport sector.</u></p> <p>“Registered for at least 5 years in country of origin, and has proven experience in transport sector.”</p>	It is typographical error. The mentioned “ <b>Transport Sector</b> ” shall be read as “ <b><u>Janitorial and Housekeeping sector</u></b> ”
02	Will the Clientele to be considered in Technical Evaluation Criteria include both current and past?	Yes. 



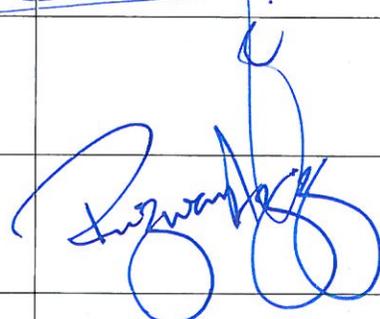
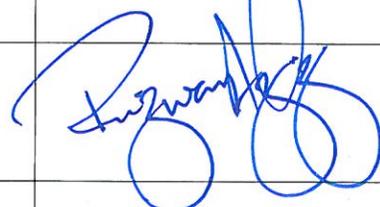
**TENDER EVALUATION COMMITTEE (TEC)- 1st Meeting**  
**EXPRESSION OF INTEREST (EOI)/ PRE-QUALIFICATION DOCUMENT (PQD) FOR "PROCUREMENT OF JANITORIAL AND HOUSEKEEPING SERVICES FOR MASS TRANSIT SYSTEMS IN PUNJAB"**

**ATTENDANCE SHEET**

Place: Committee Room, PMA, 5th floor,  
Arfa Software Technology Park, LHR

21/12/2023

11:00 am

Sr. No.	Committee Member/Name & Designation	Signature	Email Address	Contact No.
1	General Manager (Operations), PMA, Chairperson <i>MUHAMMAD OZAIR SHAH</i>			
2	Secretary, PMA <i>FAROOQ SADIQ</i>			
3	Manager Operations (Technical), LMBS -PMA <i>RIZWAN AZIZ</i>			
4	Manager Operations (Technical), PMBS-PMA <i>Mian Mudassar</i>			
5	Manager Operations (Technical), MMBS- PMA <i>MUHAMMAD YASIN</i>			
6	Manager Finance, PMA			
7	Representative of Transport Department, GoPb <i>Sulaiman Majeed, Deputy Secretary (Planning).</i>		-	0321-4212003