

# PUNJAB MASSTRANSIT AUTHORITY

## Minutes of Meeting

Agenda	Clarification meeting for the procurement of Short Term Consultancy Services for Analysing the Potential of Non-Fare Revenue Generation in Punjab Mass Transit Authority (PMA).		
Date & Time:	1 <sup>st</sup> November 2023 (11:00 AM)		
Venue	Punjab Masstransit Authority, 5th Floor, 346 B, Arfa Soft Ware Technology Park, Ferozpur Road, Lahore.	Chair:	General Manager (Operations), PMA

### List of Participants:

1. General Manager (Operations), PMA.
2. Secretary, PMA.
3. Ms. Nadia Shafique, Addl: Secretary, Transport Department, GoPb (joined online through ZOOM).
4. Manager Finance, PMA.
5. Manager Business Development (Acting), PMA.
6. Mr. Sulaiman Majeed, SO (NTS), Representative of Transport Department, GoPb.
7. Mr. Kamran Zulfiqar, M/s Exponent Engineers (Pvt) Ltd.
8. Mr. Mubashar, M/s Exponent Engineers (Pvt) Ltd (joined online through ZOOM)
9. Mr. Sarmad Sufyan, M/s QUARKS (Pvt.) Ltd.
10. Ms. Faisal Anwer, M/s Value Resources (Pvt.) Ltd.
11. Ms. Laiqa Muneer, M/s Value Resources (Pvt.) Ltd.
12. Mr. Kashif Ali, M/s Media K. Solutions (Pvt.) Ltd.

### DECISIONS / DISCUSSIONS:

The meeting started at 1100 hours. The Secretary, PMA formally welcomed the participants and started the meeting. The Manager Business Development (Acting), PMA gave a brief presentation on the salient features of the document prepared for the procurement of Short Consultancy Services for Analysing the Potential of Non-Fare Revenue Generation in Punjab Masstransit Authority (PMA). Question and Answer session was conducted afterwards. Details of Questions and PMA's Response is attached at **Annex-A**. The attendance of participants is attached at **Annex-B**. The meeting ended at 1300 hours with a note of "Thanks"

*[Handwritten signatures and initials]*

**1. M/s. Value Resources (Pvt) Ltd.**

Sr. No.	QUERIES / COMMENTS	PMA'S RESPONSE
1.	Do PMA have any comprehensive business plan?	A comprehensive business plan is part of the Scope of Work of this RFP.
2.	What is the vision mission, objective and strategy of this tender?	To analyse the potential of non-fare revenue generation in 06 systems currently operational under Punjab Masstransit Authority (PMA).
3.	Will PMA extend the completion period beyond three (3) months in case of delay in completing the above said project.	Yes, completion period may be extended for another three (3) months subject to the mutual agreement of the both parties.
4.	Time is very short to complete all six projects.	The scope has been reduced in view of the unanimous concern from the participants / potential consultants after removing the bidding process from the scope. Please refer to the Addendum to the RFP.
5.	Can the policies & vision of PMA change with the change of higher management?	The policies and vision of PMA are communicated by the Government from top down.
6.	Payment procedure is not satisfactory. Can PMA make project wise payments since each project has different quantum of work?	PMA has revised the Payment Schedule in the Addendum and made it subject to the successful completion of the study of a specific project. Please refer to the Addendum to the RFP.
7	What is the business model of PMA.	PMA has outsourced all of its services to private sector in order to tap its efficiency.

**2. M/s Exponent Engineers (Pvt) Ltd.**

8	Reconsider the time frame because quantum of work is more and time is very short.	Please refer to PMA's reply at Sr. No 4
9	Reconsider the payment mechanism as completing the bidding process for all projects after completion of the RFP work does not seem possible within the time period of 6 months, although its carrying the 50% weightage of total payment schedule.	Please refer to PMA's reply at Sr. No 6
10	PMA should reconsider the bid submission time.	In case of Addendum, bid submission time will also be extended as per PPRA.
11	Can PMA provide crystal clear and accurate details regarding assets of PMA and revenue potential avenues to attract the bidders?	All the requisite details will be provided to the Successful Consult after award of the contract.
12	Can the Successful Consultant participate in tendering procedure as a bidder for the generation of non-fare revenue?	Due to conflict of interest, the Successful Consultant in this tender will not be permitted to participate in the next bid.

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*[Signature]*

*[Signature]*

*[Signature]*

**3. M/s. QUARKS (Pvt) Ltd.**

13	What is the process of consultant's evaluation for hiring?	As per PPRA Rules 2014, the lowest technically qualified firm shall be awarded the Contract
14	50% Payment which is last and final payment, attached with the bidding process is totally unjustified	Please refer to PMA's reply at Sr. No 6
15	What are the payment safety provisions for a Successful Consultant in case there is an inordinate delay in bidding process?	Please refer to PMA's reply at Sr. No 4

1. GM Operations, PMA

Chairman

  
4/11/23

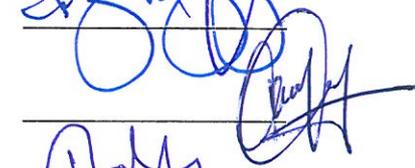
2. Secretary, PMA

Member



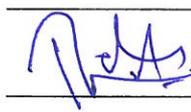
3. Manager Operations (Technical), PMA

Member



4. Manager Business Development, PMA

Member



5. Manager Finance, PMA

Member



6. Mr.Sulaiman Majeed, SO (NTS), Transport Department

Member

