

PUNJAB MASSTRANSIT AUTHORITY

PAKISTAN METROBUS SYSTEM

Minutes of Meeting

Agenda	Clarification meeting of Tender for Supply / Installation / Replacement / Maintenance Works of Electrical & Mechanical Equipment(S) from Saddar to Pak Secretariat Including PMA Building at Designated Places for Pakistan Metrobus System (PMBS) in Rawalpindi - Islamabad		
Date	22/08/2022		
Venue	Conference Room, PMA Command & Control Center, Haider Road, Saddar, Rawalpindi	Chair	Ms. Shumaila Mohsin, Manager Operations (Technical), PMBS

List of Participants:

- | | | |
|----|--|---------------|
| 1 | Ms. Shumaila Mohsin, Manager Operations (Technical), PMBS | (Chairperson) |
| 2 | Mr. Muhammad Urfan Ullah, Assistant Manager (Electrical), PMBS | (Member) |
| 3 | Mr. Muhammad Umar, Assistant Manager (Mechanical), PMBS | (Member) |
| 4 | Mr. Shoukat Ali, Assistant Manager (Security), PMBS | (Member) |
| 5 | Mr. Naeem Saleem, Accounts Assistant, PMBS | (Member) |
| 6 | Mr. Irfan, Access Engineering (Pvt.) Ltd. | (Participant) |
| 7 | Mr. Anees, Access Engineering (Pvt.) Ltd. | (Participant) |
| 8 | Mr. Arslan Shahid, Sapphire Consulting | (Participant) |
| 9 | Mr. Ali Raza, MESI Enterprises | (Participant) |
| 10 | Mr. Babar, Protech Solutions Pvt. Ltd. | (Participant) |
| 11 | Mr. Asif Shabbir, Al-Asif Traders | (Participant) |

DECISIONS / DISCUSSIONS

The clarification meeting on the said agenda was started at 1100 hours. Manager Operations (Technical), PMBS chaired the meeting and formally welcomed the participants. Manager Operations (Technical), PMBS, discussed the Tender Document. In detail, she discussed the Scope of Work, General Requirements, Price Tables and Penalties of Tender Document. Question and Answer session was conducted afterwards. Detailed Minutes of Meeting (MoM) are attached as **Annex-A**. The list of participants is attached at **Annex-B**. The meeting ended at 1200 Hours with a note of "Thanks"


24/8/22

Sr. No.	QUERIES / COMMENTS	PMA'S RESPONSE
M/S. MESI ENTERPRISES		
1.	Is Sole Proprietor is eligible for the tender?	Yes, it should meet the eligibility criteria as defined in clause No. 11.
2.	Rewinding of the transformer is not mentioned in the scope of work or BOQ, is it included in tender scope?	No.
3.	Which type of paint is required for electrical panels?	The paint should be applied as recommended by the manufacture. It should be heat, weather, fire resistant and durable.
M/S. PROTECH SOLUTIONS (PVT.) LTD.		
4.	Please allow relaxation in the resolution time of critical faults i.e three hours as per SLA?	No relaxation is allowed in the resolution time of faults as per SLA.
5.	Can contractor decrease the number of human resource provided in the tender document?	No.
6.	Is LD (liquidated damages) be justified or PMA is solely have right to impose?	No, it is not solely on the discretion of PMA. LD can be justified with proper evidences.
7.	In case of wapda supply issue who will communicate with IESCO?	The contractor is responsible for all the communication with IESCO for the all types of faults related to IESCO and will follow up till resolution of faults.
M/S. ACCESS ENGINEERING (PVT.) LTD.		
8.	Will PMA facilitate our staff by providing office in command & control center (CCC)?	No, PMA will not provide any office to the contractor in PMA building. However, control room representative will be facilitated in CCC.
9.	Is there any warehouse facility in the PMA building for inventory management of critical parts?	No, PMA will not provide any warehouse facility in the PMA building for inventory management of critical parts.



10.	Will PMA consider partial completion project certificate for technical evaluation?	No.
11.	Can we increase/decrease the number of staff from shift to shift (morning/evening/night)?	Yes, contractor can manage the staff in shifts as per requirements but minimum number of staff will not decrease.
12.	What is the leave policy for employees?	Employee leaves will be admissible as per Govt. Laws and contractor will manage the minimum required staff at site.
13.	GST is not included in services but included in supply items, is it ok?	Please refer Clause No. 1.2, 17.1.4, Form Fin 2 of RFP; the quoted price is inclusive of all taxes including GST except PRA which shall be added over and above the quoted price as applicable.
M/S. AL-ASIF TRADERS		
14.	Is performance bond/insurance bond is acceptable as Bid Security?	No.
15.	Will contractor submit separate invoices for supply of parts and services or one invoice for both?	Separate invoices will be submitted for supply of parts and services and taxes will be imposed as per applicable laws.
16.	Is PMA will make advance payment against performance guarantee?	No advance payment will be made.
17.	What is the meaning of social charges in FORM FIN-5?	It means EOBI/PESSI and any other related charges as per Govt. Laws.
M/S STARK INDUSTRIAL SOLUTIONS PVT. LTD. (Received online)		
18.	At Page No. 64 of FORM FIN-1, please clarify Sales Tax on Goods and Services?	The quoted price is inclusive of all taxes including GST except PRA which shall be added over and above the quoted price as applicable. The page # 64 is amended and read as attached page in Erratum-01.

ERRATUM-01
REQUEST FOR PROPOSAL (RFP)
FOR
PROCUREMENT OF

**SUPPLY / INSTALLATION / REPLACEMENT / MAINTENANCE
WORKS OF ELECTRICAL & MECHANICAL EQUIPMENT(S)
FROM SADDAR TO PAK SECRETARIAT INCLUDING PMA
BUILDING AT DESIGNATED PLACES FOR PAKISTAN
METROBUS SYSTEM (PMBS) IN RAWALPINDI - ISLAMABAD**



PUNJAB MASSTRANSIT AUTHORITY

Government of the Punjab

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URL: www.pma.punjab.gov.pk



ERRATUM-01 TO THE TENDER DOCUMENT

As per clarification meeting held dated 22nd August 2022; the following addendum No. 01 is hereby issued; which shall form a part and parcel of the original document titled

“SUPPLY / INSTALLATION / REPLACEMENT / MAINTENANCE WORKS OF ELECTRICAL & MECHANICAL EQUIPMENT(S) FROM SADDAR TO PAK SECRETARIAT INCLUDING PMA BUILDING AT DESIGNATED PLACES FOR PAKISTAN METROBUS SYSTEM (PMBS) IN RAWALPINDI - ISLAMABAD”

Issued and uploaded on 15th August 2022. The contents of this addendum shall supersede/replace page 64 of the original RFP Document, and shall be read as part of the RFP document uploaded on the following websites;

www.pma.punjab.gov.pk

The aforementioned modified page is hereby attached with this addendum with changes as highlighted text.



[Location, Date]

To (Name and address of Client / Client)

Dear Sir,

We, the undersigned, offer to provide the (Insert title of assignment) in accordance with your Request for Proposal dated (insert date). Our attached Financial Proposal is for the sum of PKR (insert amount in words and figures). This amount is inclusive of all applicable taxes applicable as per Laws of the Government of Pakistan including GST except PRA but is exclusive of Sales Tax on goods and services which shall be added by the Client over and above the offered amount, as applicable/required under the relevant Tax Laws, to arrive at the Contract Price. Accordingly, the Contract Price shall be subject to adjustments for change in rate of Sales Tax on Services as and when applicable.

Our Financial Proposal shall be binding upon us subject to the modifications resulting from Contract negotiations, up to expiration of the validity period of the Proposal, i.e. three (03) months from the submission date.

We also declare that the Government of Pakistan / Punjab has not declared us or any Sub-Service provider for any part of the Contract, ineligible on charges of engaging in corrupt, fraudulent, collusive, or coercive practices. We furthermore, pledge not to indulge in such practices in competing for or in executing the Contract, and are aware of the relevant provisions of the Proposal Document.

We understand you are not bound to accept any Proposal you receive.

Signed

In the capacity of:

Duly authorized to sign the proposal on behalf of the Applicant.

Date:

(Signature)

(Name, Title and Address of the Attorney)

Date:

ATTENDANCE SHEET- PRE BID
INVITATION FOR BIDS FOR SUPPLY / INSTALLATION / REPLACEMENT / MAINTENANCE WORKS OF ELECTRICAL & MECHANICAL EQUIPMENT(S) FROM SADDAR TO PAK SECRETARIAT INCLUDING PMA BUILDING AT DESIGNATED PLACES FOR PAKISTAN METROBUS SYSTEM (PMBS) IN RAWALPINDI - ISLAMABAD

ATTENDANCE SHEET

Place: Conference Room, PMA Building, 5th Floor, CCC,
Haider Road, Saddar, Rawalpindi

Date: 22-Aug-22

Time 11:00 AM

Sr. No.	Name of Organization	Name of JV Partner (if any)	Representative's Name & Designation	Contact No.	Email Address	Signature
1	ACCESS ENGINEERING	—	M. ANEES SHAHEER	0344-41148680	mahammad.anees@	
2	M. Arham	—	OPERATION MANAGER	0345-3587719	ACCESS ENGRS.COM	
3	Arslan Shahid	—	Arslan Shahid (Coordinator)	0333858282	arslan.shahid@sapphire.co	
4	Sapphire Consulting	—	ALIRAZA MUMTAZ OPERATIONS	03486767438	ALIRAZA.MUMTAZ@SAPPHIRE.COM	
5	MESI ENTERPRISES	—	Bahar	0307-500084	babar.shahwan@pdrch.pk	
6	PROTECH SOLUTIONS PRIVATE LIMITED	—	M.ASIF SHARBER	0300-6479159	al.asif.traders@yahoo.com	
8	AL-ASIF TRADERS	—				
9						
10						
11						
12						

22/8/22

COMMITTEE MEMBERS ATTENDANCE SHEET- PRE BID

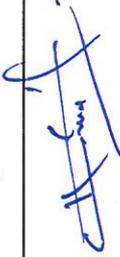
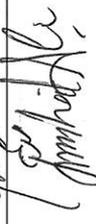
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ATTENDANCE SHEET

Place: Conference Room, PMA Building, 5th Floor, CCC,
Haider Road, Saddar, Rawalpindi

22-Aug-22

11:00 AM

Sr. No.	Committee Members	Signature	Email Address	Contact No.
1	Ms. Shumaila Mohsin, Manager Operations (Technical), PMBS		shumailaasrar@gmail.com	0346-2324258
2	Mr. Muhammad Urfan Ullah, Assistant Manager (Electrical), PMBS		engrurfan-bhatti@gmail.com	0301-7445886
3	Mr. Muhammad Umar, Assistant Manager (Mechanical), PMBS		Muhammadyar.Pma@gmail.com	0333-8914001
4	Mr. Shoukat Ali, Assistant Manager (Security), PMBS		Shoukat.ali.Pma.Pmbs@gmail.com	0333-2340678
5	Mr. Naeem Saleem, Accounts Assistant, PMBS		naeem.saleem@gmail.com	0346-4365659
6	Transport Department's Representative Mr./Ms.	-	-	-