

MINUTES OF PRE-BID MEETING HELD ON 23rd January, 2024

TERM CONTRACT FOR REPAIR AND MAINTENANCE & Minor Works of

(i) BUILDINGS & ROADS

(ii) Electrical & Mechanical

(iii) External Services

At National University of Technology, Islamabad

1. A Pre-Bid Meeting was held in Project Management Office, National University of Technology, Islamabad at 1200 hours on 23rd January, 2024 to discuss the Bidding documents issued to bidders and to clarify the points, if any, raised by them. The following attended the Meeting:

▪ **National University of Technology**

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| i. Mr. Shaukat Ali Khan | Director - PMO |
| ii. Mr. Mir Sohail Bashir | Dy Director - PMO |
| iii. Mr. Rizwan Ali | Asst Director – Maint |
| iv. Mr. Athar Naeem Alvi | Dy Asst Director (Contrcats) |
| v. Mr. Amir Maroof | QS - PMO |

▪ **Prospective Bidders**

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| i. Mr. Abdul Jabbar | Rep. M/s Al Hamd Engineering. |
| ii. Mr. Shabbir Ahmed | Rep. M/s Khaiwa Khan & Brothers. |
| iii. Mr. Muhammad Ali | Rep. M/s Khaiwa Khan & Brothers. |
| iv. Mr. Waseem Abbasi | Rep. M/s Paidar Engineering Services. |
| v. Mr. Buland Iqbal | Rep. M/s SBS Engineers (Pvt) Ltd. |
| vi. Mr. Misbah Uddin | Rep. M/s BCON International & Co. |

2. Director (PMO) welcomed the participants of the Pre-bid meeting and asked the bidders to come forward with their question. Every point raised in the meeting by Firms was replied and clarified at the spot. All the queries raised in the meeting were verbal which were clarified and there's no written query received yet. Most verbally asked query are as under: -

Sr	Queries	Replies
1	Is there any engineer / associate engineer required throughout the period of term contract?	Yes, the engineer / associate engineer should be appointed by firm throughout the period of term contract i.e. one year. Also there should be proper technical team available on call.
2	What is eligibility criteria for term contract?	Refer to clause no. 2.1 of bidding data in Standard Bidding Documents.



Sr	Queries	Replies
3	What is the maximum limit of a single work order?	The maximum limit of a single work order is 2.0 Million.
4	How much time is required to process the bill?	After Completion / handover of a project, the bill is processed within 15 working days.
5	What is the meaning of most advantageous bid?	Refer to PPRA Website – Rules, General Provision, Definitions h (i) (ii).
6	Is Performance Security accepted from any insurance company ?	Refer to clause no. 21.1 of bidding data in Standard Bidding Documents.
7	Is Pre Bid Meeting mandatory?	Pre Bid Meeting is not mandatory at this time.
8	Is the bidder required to only provide a letter of offer, since this is the Single Stage Single Envelope (SSSE) bid ?	Refer to clause no. 8.1 (A) of bidding data, the bid prepared by the bidder shall comprise the components written in abovementioned clause.
9	How works will be executed under this contract?	As this is the Framework Type Contract, all works under this Contract will be executed on “as and when required” basis. For each minor work (new work) necessary detail of work including Bill of Quantities / Drawings will be provided.

4. Firms were advised to read the bidding documents prior to submission of their bids.

5. The meeting concluded with a vote of thanks to and from Chair.

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