

## MINUTES OF PRE-BID MEETING

### Civil Works at Cineplex & Commercial Complex (CCC – Building 02), I-8 Markaz Islamabad

**Package 01:** Architectural Works – CCC I-8, Islamabad

**Package 02:** Façade Works – CCC I-8 Islamabad

Date: 06<sup>th</sup> December 2021 at 1100HRS

Venue: PRIMACO HO, G-10/4, Islamabad

1. Following Employer's Representatives attended the Meeting:

- |                                |                         |
|--------------------------------|-------------------------|
| a. Engr. M. Aamir Naveed       | [A/ GM (Engineering)]   |
| b. Mr. Ain Uz Zia Qusain Pasha | [Manager (Contracts)]   |
| c. Engr. Salman Tahir Shah     | [Manager (Procurement)] |
| d. Engr. M. Waleed             | [AM Projects]           |
| e. Engr. M. Irfan Awan         | [Planning Engineer]     |

2. Engr. Shahid Ishfaq (Project Coordinator M/s DCS) attended the meeting on behalf of the Project Consultant for Architectural Works.

3. The meeting was initiated while highlighting location background of the project and the intent of the Employer to execute project.

4. After introduction, the bidders were requested to raise their queries regarding Tender Document, if any, for further clarifications by Employer's team.

5. Following are the queries and responses raised during the meeting;

No.	Clarification/Query	Response
a.	Will registration with FBR suffice or the firm shall be on Active Payers List (ATL)?	The firm must be both NTN and GST registered with tax department and must be on ATL.
b.	Can the Employer decrease the bid validity period due to uncertainty in market?	The Bid validity period (90 days) will remain same as mentioned in Bidding Documents.
c.	Can the Employer extend the Bid submission date?	The Bid submission date and time will remain the same.
d.	Where to dispose of debris?	Debris shall be dispose at the designated site specified or nominated by relevant authority. Approval from relevant authority to dump the material at such sites is responsibility of the contractor.
e.	Who will bear the cost of quality tests?	Contractor is responsible to bear all types of cost / expenses used to carry out the quality test specified in technical specifications or as per instructions of engineer in-charge.
f.	Are there any designated laboratories for testing of material?	Yes, testing of material shall be carry out by reputable & reliable laboratories such as UET Lahore, UET Taxila, NUST and CMTL or as per instructions of engineer in-charge.

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No.	Clarification/Query	Response
g.	Who will be responsible for submission of As-Built drawings to the Employer?	PMU staff shall fetch As-Built drawings from the Contractor and after vetting submit it to the Employer.
h.	What is the type of contract?	Contract type is Unit Rate (Measurement based)
i.	Due to different packages, If any activity is dependent on predecessor activity, what will be the scenario on LD clause?	Any successor activity whose predecessor is not in scope of same contract will not constitute any delay clause and its penalty until predecessor is finished. In case, any contractor wishes to handover section of works done, he may be entitled to do so as per conditions of contract. Therefore no contractor will be penalized for delays caused by other contractors, The Engineer and Project Management Unit of the project will govern these interfacing activities and will allow above as per conditions of contract.
j.	Can the Contractor submit insurance guarantee/bond as Performance guarantee?	Performance Guarantee shall only be accepted in shape of Bank Guarantee or Pay Order as already stipulated in bidding documents under particular conditions of contract.
k.	What will be the scenario if lowest submitted bid is significantly below of engineer estimate?	Contractor will be asked to submit additional amount of Performance Guarantee if his bid is below 15% of Engineer's Estimate.
l.	What will be the value of retention money?	Retention money will be deducted at the rate of 10% of each invoice (IPC) amount, not exceeding limit of 5% of total contract price, as per Tender Documents and PEC SBDs.
m.	Bid Security percentage may be decreased from 3% to 2% of quoted bid price.	3% of bid amount need to be submitted as bid security in form of Pay Order/Bank Guarantee as stipulated in Tender documents.
n.	Terms & Conditions of Performance Guarantee? Whether performance guarantee is conditional or unconditional?	An Unconditional and Irrevocable Performance guarantee shall be submitted by successful bidder as per standard form given in RFP documents. All terms & conditions shall remain same as mentioned in Tender documents/PEC SBDs.
o.	Who will be responsible to provide water, electricity and other utilities at site?	Utilities like electricity, water etc. are the responsibility of the Contractor at his own cost. Approval from relevant authorities regarding the provision of aforementioned utilities is responsibility of the contractor.
p.	Will both secure advance and mobilization advance be paid to contractor?	Only mobilization advance will be paid to contractor subject to provision of guarantee as per terms and conditions mentioned in Tender documents. For reference kindly see clause 60.11 & 60.12 of PEC SBDs for civil works.
<b>Package 01 - Architectural Works</b>		
q.	What is the duration of time for completion of the assignment for consultant?	Time period shall be as stated in Tender Documents i.e. 365 calendars days

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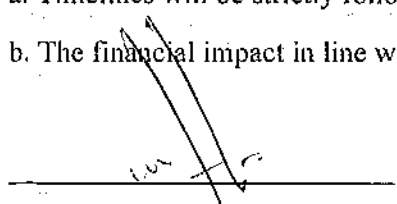
**Package 02:** Façade Works – CCC I-8 Islamabad

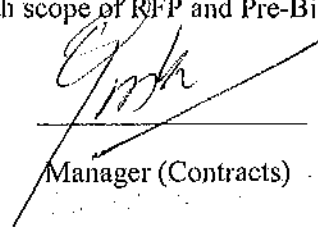
No.	Clarification/Query	Response
r.	What is Defect Liability Period (DLP)?	DLP for architectural works is 365 calendar days.
s.	Please provide dismantling plan?	Dismantling / alteration plan is already part of the tender drawings. Please refer to Drawing No. AL-01, 02, 03 & 04.
t.	What recovery mechanism of mobilization advance?	sub para (b) of Clause 60.12 shall be read as: “The Advance shall be recovered in five (05) equal installments @ 3% of contract price against submitted IPC. Recovery shall be made from second IPC onwards after deduction of retention money. Full mobilization advance shall be recovered by Sixth (6 <sup>th</sup> ) IPC.”
u.	For which items the escalation/price adjustment is allowed?	Escalation is only allowed on “cement” for architectural works package.
<b>Package 02 - Façade Works</b>		
v.	What is the duration of time for completion of the assignment for consultant?	Time period shall be as stated in Tender Documents i.e. 270 calendars days
w.	What is Defect Liability Period (DLP)?	DLP for façade works is 365 calendar days.
x.	Why there is need to include Architect for façade works?	A registered architect is required in order to understand, interpret and execute façade works as per the Drawings. Participant query with respect to Rule No. 10 (1) of PPRA 2004 pertains to specification and is not relevant to this query.
y.	What recovery mechanism of mobilization advance?	sub para (b) of Clause 60.12 shall be read as: “The Advance shall be recovered in five (05) equal installments @ 3% of contract price against submitted IPC. Recovery shall be made from second IPC onwards after deduction of retention money. Full mobilization advance shall be recovered by Sixth (6 <sup>th</sup> ) IPC.”
z.	For which items the escalation/price adjustment is allowed?	Escalation/Price Adjustment is not allowed in façade works.

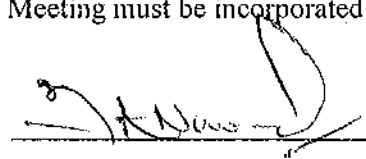
The meeting ended with on thanks giving notes.

#### 6. NOTE:

- a. Timelines will be strictly followed in line with RFP.
- b. The financial impact in line with scope of RFP and Pre-Bid Meeting must be incorporated accordingly.

  
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Manager (Procurement)

  
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Manager (Contracts)

  
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A/General Manager (Engineering)