



Subject: **MINUTES OF PRE-BID MEETING REGARDING BIDDING DOCUMENTS FOR PROVISION OF JANITORIAL SERVICES FOR VARIOUS HEALTHCARE FACILITIES OF P&SHD**

A meeting of Procurement Committee, PMU regarding Pre-Bid meeting was held on September 16th, 2021 at 11:30 am in the Committee Room of Project Management Unit (PMU) under the convenorship of Deputy Project Director, PMU.

2. Project Officer, PMU informed that an advertisement was published in Daily Dunya Lahore and The News dated 09-09-2021 vide IPL-9289 regarding procurement of Janitorial Services for various Healthcare Facilities of P&SHD. The Bidding Documents was uploaded on the websites of PPRA, P&SHD and PMU. The Technical Evaluation Criteria, Scope of Services, Technical & Financial Forms and salient features of advertised Bidding Documents were briefed to the participants. The queries by the participants / prospective bidders were invited and same were clarified / answered respectively by the chair. Some important decisions / clarifications against contended points are as follows:

Querier	Bidders Queries	Decisions & Clarification
Console Enterprises (Pvt.) Ltd (Annexed)	Reference to the subject captioned above we state that we have some reservations regarding bidding documents of September 2021 and your guideline is required for reservations mentioned below: 1- The bidder shall be legally registered entity with the formal intent to enter into an agreement or under an existing agreement	Technical Evaluation / Profile of the Bidder, Mandatory or Prerequisite Parameters, Sr. # 1 of Bidding Documents shall prevail.
	2- Percentage of all applicable Taxes, EOBI, PESSI must be provided to bidder.	Relevant clause of the Bidding Document shall prevail, however it is clarified that the percentage of applicable

		Taxes, EOBI, PESSI will be applicable as per prevalent laws, rules and regulations of Government of the Punjab and Pakistan.
	3- Payable salaries as per current minimum wage rate of Supervisor, Janitor and sewer men must be clearly mentioned in bidding documents. (as minimum wage rate is 20,000, but there is no clear indication regarding salary of supervisor which falls in semi-skilled category)	It is clarified that the minimum wage rate will be applicable as per prevalent Notification of Labour & HR Department, Government of the Punjab.
	4- Due date for payment against submitted invoices must be mentioned.	The due date for payment against submitted invoices will be done as per PPRA Rules, 2014.
	5- Rates of Consumables must be revised by considering the inflation and current market prices of commodities.	The rates of consumables are fixed as it was already mentioned in the Bidding Documents.
	6- Packing of Flit Oil and Liquid Toilet Cleaner as mentioned in Appendix can be revised as 800 ml & 1000ml respectively. (Flit Oil 250 ml and Liquid Toilet Cleaner 250 ml)	The packing of Janitorial Supplies / Equipment is not fixed. It is mentioned in note of Appendix-1, page # 56 of Bidding document that "Above mentioned quantities with unit of measurement (UOM) will be considered as benchmark and rational with respect to price and quantity of respective DHQ / THQ. In case of non-availability of already mentioned UOM, provided SKU will be compared with benchmarked UOM"
	7- Copy of the Invoice must be provided to the service provider.	7. Page # 57, Appendix 2, Invoice Checklist of the Bidding Document shall prevail.
	8- Clarify the term "Alliance" given in the note of Form of Contract mentioned on page No. 27 of bidding documents.	8. The applicability of the term Alliance is not allowed as Consortium / JV is not permissible in the Bidding Document.

3. The Pre- Bid minutes / decisions will be construed as part of the bidding document.

**PROJECT OFFICER
(OUTSOURCING) PMU**

**FIELD COORDINATOR OFFICER
PROCUREMENT CELL**

**PROJECT MANAGER
(AUDIT & ACCOUNTS) PMU**

**TCO-III
PROCUREMENT CELL**

**PROJECT MANAGER OUTSOURCING,
PMU**

**PROJECT MANAGER
PROCUREMENT, PMU**

SR. PROJECT MANAGER (F&A), PMU

PROCUREMENT SPECIALIST, PMU

DIRECTOR OPERATIONS, PMU

REPRESENTATIVE OF P&SHD

DEPUTY PROJECT DIRECTOR, PMU

APPROVED BY

**PROJECT DIRECTOR
PMU, P&SHD**