

**MINUTES OF THE PRE-BID COORDINATION MEETING HELD ON 29<sup>TH</sup> AUGUST, 2019 IN THE OFFICE OF THE CHAKLALA CANTONMENT BOARD REGARDING DETAILED / RESIDENT SUPERVISION OF CB RAHEEL SHARIF MEDICAL & DENTAL COLLEGE CHAKLALA CANTT**

A pre-bid coordination meeting was held at CCB office on 29-08-2019 at 1100 hours. The following members participated in the meeting:

**CLIENT REPRESENTATIVES:**

S.No.	Name	Designation
1	Syed Ali Irfan Rizvi	CEO, CCB
2	Mr.Farid-ul-Islam Khan	CCE,CCB
3	Mr. Wilayay Khan	CE, CCB
4	Mr.Abdul Samad Khan	CE,CCB
5	Mr.Najeeb Ullah	CE,CCB

**CONSULTANTS:**

S.No.	Name & Designation	Name of Firm
1	Mr. Aftab Nadir, Engineer	EDMS (Pvt.) Ltd
2	Mr. Muhammad Bilawal	MM Pakistan (Pvt.) Ltd
3	Mr. Muhammad Naveed Sr Engineer	NESPAK (Pvt.) Ltd
4	Mr. Latif Ahmed	DCS Pvt Limited, Isbd
5	Mr. Samad Wazir	MEINHARDT Pakistan (Pvt.)Ltd
6	Lt Col (R) Zaeem	ACES
7	Amir Khan XEN	D Dd C E-in-C Branch
8	Mr. Mansabdar	DESIGNMEN Consulting Engineer (Pvt.)Ltd

After a brief introduction of the project, the consultants were asked to submit their queries, if any. Then the following was discussed during the question answer session:

S.No	Question asked/ Point raised	Reply
1.	Will a furnished office including Computer, Telephone and printing facilities be provided by the contractor or should that be included in the	As per the draft contract agreement of the contractor, a furnished office with fittings & fixtures, adequate lighting, air conditioners, fans etc. and running water, utilities etc. will be provided by the contractor. However, Laptops/Desktops etc. and printing facilities will be the responsibility of the Consultant
2.	The last date for submission of proposals may please be extended	As the bidding process for contractors is expected to be finalized in the coming week, the time for submission of bids could not be extended
1.	What is the approximate covered area and site area?	The approximate covered area is 137,793.5 sq ft while the site area for the current phase of construction is around 50 Kanal
2.	Activity Plan may please be excluded from the technical bid as it will be provided by the contractor	Form 6 (Work Plan/ Activity Schedule) shall be considered deleted
3.	Two resident engineers have been demanded for the site. How will they be marked in the marking criteria determined for the technical staff?	Average of the marks obtained by the two personnel shall be assigned for the particular staff member
4.	It will be better if Man Months are communicated to the consultants so that comparable bids could be provided. If not, please communicate the criteria for comparing the amount quoted against the staff.	Financial bid will be evaluated on the basis of the rates quoted for one month of all the required staff
5.	Please communicate the staff required on site during the Defect Liability Period.	Two Engineers, One Civil and one MEP, well versed in building inspection as per international standards, will be required to visit fortnightly and inspect the building for any defects/flaws in Civil works and MEP items respectively during the Defects Liability Period. The

		<p>same, along with remedial measures, will be promptly communicated to CCB in the form of a Report. No additional charges for the visits during the Defect Liability Period will be paid. At the end of the Defect Liability Period, the Detailed / Resident Supervision Consultant shall provide a Fitness Certificate for the buildings.</p>
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