#### **Minutes of the Meeting**

(Pre-Bid Meeting - UNDP-ITB-2021-176 - Construction of Tsunami Evacuation Shelters at Two Districts of Karachi (Malir & Kemari) and Gwadar (Gunz, Pasni & Surbandar))

	Date: 05 July, 2021		
	Time: 2.00 PM to 3.00 PM		
	Online (Zoom) meeting		
	<ol> <li>Mr. Nouman Ayaz (Mohmand Developers)</li> <li>Mr. Anwar Zeb Khan (Hadaf International)</li> <li>Mr. Muhammad Jawad Shahid (3G Engineers)</li> <li>Mr. Naveed Asad Zaidi (Nordtec)</li> <li>Mr. Malik Mansoor Ahmed (Nordtec)</li> <li>Mr. Saeed Ahmed (BOT Associates Private Limited)</li> <li>Mr. Muhammad Shoaib (M/s Rab Nawaz &amp; Co)</li> </ol>		
Participants	Consulting Firm PEPAC  1. Mr. Nawazish Ali (PEPAC)  2. Mr. Shahid Mahmood (PEPAC)		
	<ol> <li>UNDP</li> <li>Mr. Ali Saeed (Procurement Officer)</li> <li>Ms. Kanwal A. Kazmi (Procurement Specialist)</li> <li>Mr. Gohar Yasin (Admin &amp; Finance Officer, DRRiP Project)</li> <li>Mr. Adnan Iqbal (Admin &amp; Finance Associate, Tsunami)</li> <li>Mr. Abdul Waheed (Monitoring &amp; Reporting Associate, Tsunami)</li> </ol>		

Agenda item	Discussion Points	Decision
Opening remarks  Introduction of the Project	Mr. Ali Saeed (PU) opened the meeting and welcomed the participants. He briefed the participants on the ITB of the tsunami evacuation shelter for the target district (Malir, Keamari and Gwadar).  Mr. Abdul Waheed (MRA) proceeded with welcoming the participants and briefed them about the project activities being implementing especially the scope of the tsunami evacuation shelter	UNDP already provided the details of each shelter site with the exact location for every district in the ITB. Furthermore, the details of the contact person also mentioned for any further assistance. Potential bidders may visit
Introduction of the Structure		the sites.

Mr. Shahid Mahmood from PEPAC briefed them about the scope of the work, designs of the proposed shelters.

#### Introduction of the formats

Mr. Ali Saeed explained each section of the ITB in detail and highlighted the important points aspect which can be helpful for successful bid submission.

Mr. Ali Saeed moderated the Q&A session and all the queries were addressed appropriately. The details of queries and responses are as follows.

#### Questions and answers

#### Q.1: Is there any flexibility in the provision of license BC01?

The registration with Pakistan Engineering Council (PEC) for 2021 in Category C-5 Minimum having specialization codes CE10, BC 01, and subcodes is mandatory for this bid submission.

### Q.2: As UNDP is holding a 10% bank guaranty so can UNDP withdraw 5% of defect liability?

UNDP agree that 5% retention payment for 1 year is removed from payment terms; as UNDP will withhold 10% Bank Guarantee to cover the defect liability period of 1 yea.

## Q3: Is UNDP providing any security or facilitation in the provision of security in District Gwadar?

UNDP team responded that as per the organization's policy, security will not be provided to any vendor, though UNDP will support in terms of coordination with district administrations and community for smooth implementation of the project.

# Q4: General facilities are mentioned in the scope but the detail of piping and other items is not given in BOQs?

Revised BOQs of all buildings have been attached. Bidders must prepare the Bid based on Revised BOQs.

	Q.5: What will be the payment schedule? Will UNDP pay any advance payment?	
Closing remarks	UNDP team responded that there is no advance payment allowed in this ITB. The payment shall be made to the contractor against running bill of executed works through submission of Interim Payment Certificate (IPC) with supporting documents dually verified by the Construction supervision consultant firm and the UNDP project Civil Engineer.	
	Mr Ali Saeed closed the session by thanking the participants.	