

## **MINUTES OF PRE-BID MEETING**

### **SUPPLY OF CONTAINERS, UNIFORMS AND THEIR ACCESSORIES**

#### **Participants of the Meeting**

##### **LWMC Representatives:**

- |                        |                            |
|------------------------|----------------------------|
| 1. Mr. Arif Khalil     | Senior Manager Workshop    |
| 2. Mr. Muhammad Hassan | Deputy Manager Procurement |

##### **Shortlisted Applicants/bidders:**

- |                          |   |
|--------------------------|---|
| 1. Mr. M. Mudassar Altaf | Representative of M/s Sumico Technologies               |
| 2. Mr. M. Qaiser Khan    | Representative of M/s Colibrative Heavy Industries Ltd. |
| 3. Mr. M. Umer Khan      | Representative of M/s Colibrative Heavy Industries Ltd. |
| 4. Mr. Ali Yaseen        | Representative of M/s City Services                     |
| 5. Mr. M. Yasir          | Representative of M/s City Services                     |
| 6. Mr. Imran Hayder      | Representative of M/s Multi Wear                        |
| 7. Mr. Ghias Mehmood     | Representative of M/s G.M Chowdri                       |
| 8. Mr. M. Abdullah       | Representative of M/s Raza International                |
| 9. Mr. Usman             | Representative of M/s Majid Engineering                 |

**Date:** May 06, 2021

**Time:** 11:00 A.M.

**Venue:** Conference Room, 7<sup>th</sup> Floor Shaheen Complex

#### **Agenda**

##### **SUPPLY OF CONTAINERS, UNIFORMS AND THEIR ACCESSORIES**

Meeting started with the name of Almighty ALLAH. Lahore Waste Management Company representatives introduced themselves. Further, Potential bidders were given the opportunity to introduce themselves. Deputy Manager Procurement briefed the prospective bidders regarding contents of the bid document as follows:

- a) Instructions to bidders  
Technical Specifications/TORs  
Bid Form, Special Stipulations and Price Schedule  
Templates of required forms  
Draft Contract
- b) It is mandatory to submit the bidding forms as per the formats provided in the bidding document.
- c) Bidders must meet the Eligible Bidder / Criteria (Mandatory Criteria).

- d) Joint Ventures / Consortium & Sub Contracting between shortlisted applicants at this stage is not allowed.
- e) All the pages of bidding documents will be signed and stamped by Authorized Representative. Letter of Authorization will be also be the part of the technical bid.
- f) Bid Security is 2% of the estimated price and in the form as mentioned in the bidding document.
- g) Performance security will be 5% of the contract/ purchase order amount and in the form as mentioned in the bidding document.
- h) Single Stage Two Envelope bidding procedure shall be followed.
- i) Management welcomed the questions from the potential bidders with the assumption that they have gone through the bidding document. Queries and replies is as follows:

Sr. No.	Description of Query	Section	Reply
<b>For Containers</b>			
1.	Time for submission of bid may be extended	Instructions to bidders	Extended till May 26, 2021 at 1200 Hours. Technical Bids will be opened on the same day at 1230 Hours.
2.	Bid validity must be 30 days as the rates of sheets are increasing day by day	Instructions to bidders	No change in the bidding document
3.	Drawings of containers may be taken with technical bids instead of samples of containers	Technical Specifications/TORs	No change in the bidding document
4.	Grade A36 material is as per standard and LWMC may check the material manually at the time of delivery.	Technical Specifications/TORs	No change in the bidding document
5.	LWMC may impose the penalty on late delivery for remaining amount of the order as per standard 0.2-0.5% per day. Not on the entire amount of work order.	Special Stipulations	No change in percentage of penalty amount. However, the penalty would be charged on the remaining/pending delivery per day as specified in the bidding document.
6.	Time of delivery must start after receipt of purchase order from LWMC.	Technical Specifications/TORs	No change in the bidding document
7.	Dimensions of 5 m3 containers is incorrect as height of already existing containers is 53 inches while height mentioned in bid documents is 60 inches which is too high to put garbage into container	Technical Specifications/TORs	No change in the bidding document
8.	QR code is totally IT related thing so we request you to kindly arrange it by LWMC itself.	Technical Specifications/TORs	No change in the bidding document

9.	Kindly revise payment terms on interim basis and time period of payment must be reduced from 30 days to 7 days only.	Technical Specifications/TORs	No change in the bidding document
10.	As your company is offering mobilization advance on bank guaranty while islamic bank offering bank guaranty on 100% cash margin so it is useless for us to deposit cash to bank and get as advance from LWMC so in place of this we request you to kindly open interim payment clause.	Technical Specifications/TORs	No change in the bidding document
11.	As mobilization advance is not a choice for us so we request you to kindly deduct performance guaranty from our bill so that we can use cash for purchasing of raw materials.	Technical Specifications/TORs	No change in the bidding document
12.	Performance guarantee of 5% in shape of Insurance guarantee may be allowed	Special Stipulations	No change in the bidding document
13.	Part payment against part delivery be allowed	Special Stipulations	No change in the bidding document
14.	Mobilization payment 30% of total contract be allowed against Insurance guarantee by at least AA category insurance company rated by PACRA and operating in Pakistan instead of Bank Guarantee	Technical Specifications/TORs	No change in the bidding document
15.	Delivery period must be at least 120 days	Technical Specifications/TORs	No change in the bidding document
16.	It is advisable not to collect the samples of containers rather the sample should be approved after the awarding of the contract in the production facility of the successful bidder.	Technical Specifications/TORs	No change in the bidding document
17.	Late delivery charges may apply on balance delivery to be delivered after delivery period, and vice versa delay in payment from the department side, the charges will be imposed to the department on late payments	Technical Specifications/TORs	Refer to the serial no. 5
<b>For Uniforms and Accessories</b>			
18.	In male shirt specification the weave type of fabric is missing	Technical Specifications/TORs	No change in the bidding document

	<p>pique fabric is recommended to be used as weave fabric weave.</p>		
19.	<p>Male shirt design given in picture is different from specification. We can put two reflector tapes on waist. The yellow strips shown in picture will increase the estimated cost of uniform and practically it will take a lot of time and cost for production.</p>	<p>Technical Specifications/TORs</p>	<p>No change in the bidding document. However, bidder will comply with the technical specifications. Pictures provided are for design and illustration purpose only.</p>
20.	<p>In bidding documents you have given demand of reflecting vest where as technical specification is given for winter fleece jacket. if you want reflecting jacket for summers following specification is recommended from our side</p> <ul style="list-style-type: none"> <li>• Fabric type mesh egg hole</li> <li>• Colour flourcent yellow</li> <li>• GSM 115</li> <li>• Piping of black /orange or any colour as required by LWMC</li> <li>• Yarn type 75 danyer to be used</li> <li>• 5 cm reflector 2 horizontal strip to be used around the waist</li> <li>• LWMC logos on front and back with night visibility.</li> </ul>	<p>Technical Specifications/TORs</p>	<p>Following specifications of Reflector Jackets is allowed</p> <ul style="list-style-type: none"> <li>• Fabric type mesh egg hole</li> <li>• Colour flourcent parrot green</li> <li>• GSM 115</li> <li>• Piping of yellow or any colour as required by LWMC</li> <li>• Yarn type 75 danyer to be used</li> <li>• 5 cm reflector 2 horizontal strip to be used around the waist</li> <li>• LWMC reflector logos on front and back with night visibility.</li> </ul>
21.	<p>Delivery time should be 90 days as it is practically not possible to procure raw material in short time.</p>	<p>Technical Specifications/TORs</p>	<p>No change in the bidding document</p>
22.	<p>Payment time should be clarified in case of late payment who will bear loses.</p>	<p>Special Stipulations</p>	<p>No change in the bidding document</p>
<p>The Meeting ended with a note of thanks.</p>			

These minutes shall be considered as the addendum/amendment of bidding document as per clause 9 of the Instructions to Bidders of the bidding documents.