

Minutes of Meeting

Dated: September 30, 2019

Subject: BIDDERS PRE-BID MEETING REAGRNDING THE PROJECT “ACCESS TO CLEAN ENERGY PROGRAM- SOLARIZATION OF 8000 SCHOOLS AND 187 HEALTH FACILITIES IN KHYBER PAKHTUNKHWA”

Client:

1. Project Director Engr. Khurram Durrani PEDO (Solar)
2. Assistant Manager Procurement Mustafa Kamal PEDO (Solar)

Consultant:

1. CEO, Engr. Saleem Barg (Barg Engineering)
2. Project Coordinator, Engr. Aamir Shah (Barg Engineering)
3. Project Engineer, Engr. Umar Iftikhar (Barg Engineering)
4. Director, Engr. Khalid Zaman (Ultimate Engineering Consultants)
5. Project Engineer, Engr. Nouman (Ultimate Engineering Consultants)

The Pre bid meeting chaired by Project Director (PEDO) held at PEDO house on September 30th, 2019. The chair welcomed the Participants and briefed the bidders about background of the project. The following decisions were taken in light of the discussion held during the meeting .

Important Decisions:

1. According to the particular condition of contract, sub-clause 33.1, of the issued bidding documents, no retention money will be retained as a security from the interim payment certificate of the contractor and the “**Note**” in the above mentioned sub clause of the particular condition of the contract is hereby deleted.
2. Performance Security of an amount Eight (8) % of Contract Value in the shape of Bank Guarantee is required at the time of Contract agreement.
3. Refer to the section Form of Bid (Letter of Offer) on page 42-43 of the issued bidding documents, the Bidders must have to submit the “Form of Bid or Letter of Offer” in the start of technical proposal for each package separately and shall be signed by the authorized company representative. Bidders have to submit technical and financial proposal for each package separately.
4. Contractor shall arrange Factory Acceptance Test for the brands / products quoted in the technical compliance sheet after the award of contract.
5. Refer to the IB.2.1 (a) (Mandatory Criteria) the following two point is inserted at point 10 and 11 respectively;
 - a) The bidder should have an average annual turnover in the last five years equal to or more than the Total Bid Price. Alternately, the bidder should have successfully completed in the last five years any specific project having value equal to or higher than the total Bid Price.

- b) An affidavit is to be provided with Technical Bid stating that a bid security (Original) amounting to 2% (of the Estimated Cost), has been placed / enclosed in the financial proposal or bid. Also Bidders are required to submit the photocopy of the 2% (of the Estimated Cost) Bid Security in the shape of CDR in the Technical Proposals otherwise, the technical proposal will be considered non-responsive and will be returned to the bidder after being examined by the procurement committee.
6. The bidders will have to submit Cover Letter “Form of Bid or Letter of Offer”, Original CDR, the schedule of prices – summary of bid prices and schedule of prices (BOQ) in the Financial Proposal (All the pages of financial bid must be signed and stamped by authorized representative).
7. Bidders while Submitting the Technical Proposals for the Solarization of Schools must submit their respective Technical Compliance sheet ranging from Design 01 to Design 05 for each package separately else bid will be considered non responsive.
8. Bidders while Submitting the Technical Proposals for the Solarization of Health Facilities must submit their respective Technical Compliance sheet ranging from Design 06 to Design 08 for each package separately else bid will be considered non responsive.
9. Bidders shall have to submit the filled check list for the technical evaluation criteria as specified in the bidding documents, while at the time of submission of technical bid proposals. The detail of the check lists for the below mentioned three ranges are provided in the issued bidding documents.
 - a) Check list for the technical evaluation criteria for the packages value > 200 Million
 - b) Check list for the technical evaluation criteria for the packages value > 65 Million and ≤ 200 Million
 - c) Check list for the technical evaluation criteria for the packages value > 25 Million and ≤ 65 Millions
10. The bidders have to provide the project / package priority list, if applying for multiple packages. Bidders have to clearly mention the priority number for each package on the technical proposal and the priority list (of the packages for which the firm is applying) should be placed in each technical proposal.
11. Bidder can apply for any number of packages, but award of packages/works will be made collectively i.e. not more than the financial limit of the firm / JV firm as per PEC category, according to the priority list provided by the potential bidder. For example: if a firm has PEC category C4 its financial limit as per PEC is Rs.200 Million so in that case the award of work will be made either sum of work equals to Rs 200 M or individual work of Rs. 200 M.
12. Loose binding / Ring type binding of the proposals shall not be entertained and bids shall not be considered for evaluation.
13. Refer to the technical evaluation criteria, Section Financial soundness, S # 01, the bidders should have to provide the bank balance statement (Signed & Stamped by Concerned Bank) for last 06 months (Average Month End Balances up to Sept 30, 2019).
14. Each page of the bids (Technical and Financial) must be signed and stamped by the company authorized representative.

S #	Queries by bidders	Project Consultant Recommendation	Department Decision
1	Is it mandatory for International and National contractors to be registered with KPRA?	Yes, it is mandatory for all foreign and local firms to be registered with KPRA.	
2	Is it mandatory for foreign firm to be registered with PEC?	Yes, it is mandatory for the foreign firm to be registered with PEC. According to the PEC registration policy-2017 of the constructors, Foreign Firms dully registered with PEC shall have to enter into joint Venture (Joint Venture agreement as per PEC criteria on stamp paper, signed by authorized persons of all the firms should be provided) with Pakistani Firm of appropriate category and submit the same to the employer before participating in bidding. Before award of contract JV between foreign firm and Local firm must fulfill the PEC requirement for the Joint venture.	
3	What will be the financial viability of a joint venture between two or more organizations?	As per PEC guidelines, it will be the collectively sum of financial limit on each PEC category assigned to the respective organization/firm in a joint venture (For both Foreign JV and Local JV) and that JV will be considered as single entity. For example, a C3 category firm is eligible for a project up to Rs.500 million and a C4 category firm can be considered for a project up to Rs. 200 million. A joint venture between C3 category and C4 category firms, will allow them to apply for the projects worth Rs. 700 M (500M + 200M).	
4	Can Operator Firms apply for packages mentioned in the bidding document?	No, Operator firms are not eligible to apply for the subject project.	
5	The marks allocated to a firm's work experience with private organization are quite less? It is requested to increase the weightage of marks for private experience.	The weightage of the marks are hereby changed as per request of the bidders and detail are herewith attached as Annex-A.	
6	Are there any restrictions on a joint venture between Local and Foreign Firms?	The officials from PEDO and Consultants stated that International Firms (PEC category FC-A, FC-B, FC-1 etc.) can form a joint venture with any reputed local/national firms of any specific category (C5 and above) mentioned in the issued bidding documents registered with PEC.	
7	Is SECP registration compulsory for all firms?	According to the PEC registration policy-2017 of the constructors, Firms lying in the category C3 and above must provide proof of SECP registration for evaluation purposes.	
8	Will Project experience, in a foreign country, of a foreign firm be considered?	Foreign experience of firm will only be considered if the required documents are attested and verified by the Pakistan Embassy situated in the respective country.	
9	Is it possible for a bidder to submit 2% SDR instead of CDR?	According to the email sent by Manager Finance & Admin to the contractors, in response to the said query, Yes SDR is also accepted by the client instead of CDR.	

10	Is Factory Acceptance Test of the products, mentioned in the Bill of Quantities, compulsory?	Factory Acceptance Tests are an integral part of the project execution phase. Factory Acceptance Test will be mandatory for both foreign and local manufacturers.	
11	Is a foreign firm with local project experience being considered for evaluation?	Yes, the local experience of foreign firms will be taken into consideration, as per rules specified for local firm experiences.	
12	Clarification regarding the evaluation of JV firms	JV firm evaluation will be according to the rules specified by PEC as mentioned in the issued bidding documents for the subject project.	
13	Clarification regarding the release of Bank Guarantee to the contractors after the award of contract.	Bank Guarantee release duration will be decided at the time of contract agreement with the responsive and lowest bidder.	
14	Clarification regarding the award of projects to the bidders beyond their specified limit of the provided PEC category	Eligible Bidders are allowed to apply for any number of packages mentioned in the issued bidding documents. The client will award projects / packages to the bidders within the financial limit specified by PEC to the firm. The bidders have to provide the project / package priority list, if applying for multiple packages. Bidders have to clearly mention the priority number for each package on the technical proposal and the priority list (of the packages for which the firm is applying) should be placed in each technical proposal. Bidder can apply for any number of packages, but award of packages/works will be made collectively i.e. not more than the financial limit of the firm / JV firm as per PEC category, according to the priority list provided by the potential bidder. For example: if a firm has PEC category C4 its financial limit as per PEC is Rs.200 Million so in that case the award of work will be made either sum of work equals to Rs.200 M or individual work of Rs.200 M.	
15	Is it acceptable to submit 2% CDR in the form of bank guarantee?	Bidders have to provide the 2% bid security in shape of CDR.	
16	It is requested to extend the deadline for submission of bids because the bids preparation required much working time to fulfill the requirement of the bids and the stipulated time of submission mentioned in the issued bidding documents is not enough to submit the bids.	In view of request from the majority of bidders it is recommended to extend deadline for submission of bids till October 24 th , 2019 @ 1500 HRS for the subject project. Note: All other conditions will remain intact as mentioned in the issued bidding documents.	
17	Shall bidders allowed to quote products according to their design?	No, bidders are not allowed to quote products according to their design. Note: All the design parameters will remain intact as mentioned in the issued bidding documents.	
18	purchase of bidding document and bid security in shape of call deposit	Instead of pay order CDR will be consider.	
19	Private sector experience of multinational companies should be considered for health competition.	The criteria for Firm experiences are hereby changed as per request of the bidders and detail are herewith attached as Annex-A.	
20	IEC Certifications for Solar PV module	Refer to technical specification Annex-A item No.1 Solar Panel sub clause d. 1 st four IEC certifications are mandatory however last three certification will be accepted if valid irrespective of the testing standard version date.	

The meeting ended with thanks to all the participating firms.

2. Firm Experience Record

Note: Foreign Firms / Companies project experience will be considered only when duly verified by Pakistani Embassy of relevant country.

S #	Description	Marks Assigned	Evaluation Criteria for Packages Value > 200 Million	Evaluation Criteria for Packages Value > 65 Million and ≤ 200 Millions	Evaluation Criteria for Packages Value > 25 Million and ≤ 65 Millions
	<p>1. Completed Projects</p> <ul style="list-style-type: none"> Each Project should be of Five Million Rupees minimum Value. Projects less than Five Million will not be considered for evaluation If any Fake Work order or completion certificate is submitted by the contractor in the technical proposal then the Client will recommend the contractor for Blacklisting. 				<p>1. Completed Projects</p> <ul style="list-style-type: none"> Each Project should be of Three Million Rupees minimum Value. Projects less than Three Million will not be considered for evaluation. If any Fake Work order or completion certificate is submitted by the contractor in the technical proposal then the Client will recommend the contractor for Blacklisting.
a	<p>Solar Buildings and Solar Home Systems Projects Completed in last five years.</p> <p>Note: Firms experience with Government / Semi Government Departments / Autonomous Bodies / International NGOs and Donor Agencies shall be considered only. Work orders/LOA and Completion Certificates to be attached as proof.</p>	15	<ul style="list-style-type: none"> 12 Marks are given if the contractor has completed at least 04 projects in the mentioned category during last five years For less than 04 projects completed use the following weightage. $12 \times (A/04)$ For more than 04 projects but less than 08 projects completed use the following weightage. $12 + (A/08) \times 03$ <p>A = Number of projects in the mentioned category</p> <ul style="list-style-type: none"> Full Marks are given in case of 08 projects or more. 	<ul style="list-style-type: none"> 12 Marks are given if the contractor has completed at least 03 projects in the mentioned category during last five years For less than 03 projects completed use the following weightage. $12 \times (A/03)$ For more than 03 projects but less than 06 projects completed use the following weightage. $12 + (A/06) \times 03$ <p>A = Number of projects in the mentioned category</p> <ul style="list-style-type: none"> Full Marks are given in case of 06 projects or more. 	<ul style="list-style-type: none"> 12 Marks are given if the contractor has completed at least 02 projects in the mentioned category during last five years For less than 02 projects completed use the following weightage. $12 \times (A/02)$ For more than 02 projects but less than 04 projects completed use the following weightage. $12 + (A/04) \times 03$ <p>A = Number of projects in the mentioned category</p> <ul style="list-style-type: none"> Full Marks are given in case of 04 projects or more.

b	<p>Solar Pumping, Solar Street Lights Projects and Off / ON / Hybrid Solar projects Completed in last five years.</p> <p>Note: Firms experience with Government / Semi Government Departments / Autonomous Bodies / International NGOs, multinational companies and Donor Agencies shall be considered only. Work orders/LOA and Completion Certificates to be attached as proof.</p>	<p>5</p> <ul style="list-style-type: none"> • 03 Marks are given if the contractor has completed at least 04 projects in the mentioned category during last five years • For less than 04 projects completed use the following weightage. $3 \times (A/04)$ • For more than 04 projects but less than 08 projects completed use the following weightage. $3 + (A/08) \times 02$ <p>A = Number of projects in the mentioned category</p> <ul style="list-style-type: none"> • Full Marks are given in case of 08 projects or more. 	<ul style="list-style-type: none"> • 03 Marks are given if the contractor has completed at least 03 projects in the mentioned category during last five years • For less than 03 projects completed use the following weightage. $3 \times (A/03)$ • For more than 03 projects but less than 06 projects completed use the following weightage. $3 + (A/06) \times 02$ <p>A = Number of projects in the mentioned category</p> <ul style="list-style-type: none"> • Full Marks are given in case of 06 projects or more. 	<ul style="list-style-type: none"> • 03 Marks are given if the contractor has completed at least 02 projects in the mentioned category during last five years • For less than 02 projects completed use the following weightage. $3 \times (A/02)$ • For more than 02 projects but less than 04 projects completed use the following weightage. $3 + (A/04) \times 02$ <p>A = Number of projects in the mentioned category</p> <ul style="list-style-type: none"> • Full Marks are given in case of 04 projects or more.
c	<p>Projects of General Electric Works / Solar Projects Completed in last five years.</p> <p>Note: Firms experience with Government / Semi Government Departments / Autonomous Bodies / International NGOs, multinational companies and Donor Agencies shall be considered only. Work orders/LOA and Completion Certificates to be attached as proof.</p>	<p>5</p> <ul style="list-style-type: none"> • 03 Marks are given if the contractor has completed at least 04 projects in the mentioned category during last five years • For less than 04 projects completed use the following weightage. $3 \times (A/04)$ • For more than 04 projects but less than 08 projects completed use the following weightage. $3 + (A/08) \times 2$ <p>A = Number of projects in the mentioned category</p> <ul style="list-style-type: none"> • Full Marks are given in case of 08 projects or more. 	<ul style="list-style-type: none"> • 3 Marks are given if the contractor has completed at least 03 projects in the mentioned category during last five years • For less than 03 projects completed use the following weightage. $3 \times (A/03)$ • For more than 03 projects but less than 06 projects completed use the following weightage. $3 + (A/06) \times 2$ <p>A = Number of projects in the mentioned category</p> <ul style="list-style-type: none"> • Full Marks are given in case of 06 projects or more. 	<ul style="list-style-type: none"> • 3 Marks are given if the contractor has completed at least 02 projects in the mentioned category during last five years • For less than 02 projects completed use the following weightage. $3 \times (A/02)$ • For more than 02 projects but less than 04 projects completed use the following weightage. $3 + (A/04) \times 2$ <p>A = Number of projects in the mentioned category</p> <ul style="list-style-type: none"> • Full Marks are given in case of 04 projects or more.
d	<p>Solar Building, Solar Home Systems Projects, Solar Pumping , Off / ON / Hybrid Solar projects and Solar Street Lights</p>	<p>5</p> <ul style="list-style-type: none"> • 3 Marks are given if the contractor has completed at least 04 projects in the 	<ul style="list-style-type: none"> • 3 Marks are given if the contractor has completed at least 03 projects in the mentioned category during last 	<ul style="list-style-type: none"> • 3 Marks are given if the contractor has completed at least 02 projects in the mentioned category during last five years. • For less than 02 projects completed use the following

	<p>Projects Completed in last five years in the private sector.</p> <p>Note:</p> <p>Solar projects experience of private sector will be considered only when the firm meets any one of the three conditions mentioned below (If client):</p> <p>a. Registered with SECP</p> <p>b. Educational Institute registered with concern commission, council boards and agencies etc.</p> <p>c. Private Banks after provision of completion certificates from Head Offices of the concerned banks.</p> <p>d. Multinational Company</p> <ul style="list-style-type: none"> • Work orders/LOA and Completion Certificates to be attached as proof and attested / verified by the concerned authorities. 	<p>mentioned category during last five years.</p> <ul style="list-style-type: none"> • For less than 04 projects completed use the following weightage. $3 \times (A/04)$ • For more than 04 projects but less than 08 projects completed use the following weightage. $3 + (A/08) \times 2$ <p>A = Number of projects in the mentioned category</p> <ul style="list-style-type: none"> • Full Marks are given in case of 08 projects or more. 	<p>five years.</p> <ul style="list-style-type: none"> • For less than 03 projects completed use the following weightage. $3 \times (A/03)$ • For more than 03 projects but less than 06 projects completed use the following weightage. $3 + (A/06) \times 2$ <p>A = Number of projects in the mentioned category</p> <ul style="list-style-type: none"> • Full Marks are given in case of 06 projects or more. 	<p>weightage.</p> <p>$3 \times (A/02)$</p> <ul style="list-style-type: none"> • For more than 02 projects but less than 04 projects completed use the following weightage. $3 + (A/04) \times 2$ <p>A = Number of projects in the mentioned category</p> <ul style="list-style-type: none"> • Full Marks are given in case of 04 projects or more.
1. In-Hand Projects				
a	<p>Solar Building, Solar Home Systems and Off / ON / Hybrid Solar projects, In hand during last 02 years.</p> <p>Note: Firms experience with Government / Semi Government Departments / Autonomous Bodies / International NGOs and Donor Agencies shall be considered only. Work orders/LOA and Completion Certificates to be attached as proof.</p>	<p>4</p> <ul style="list-style-type: none"> • 3 Marks are given if the contractor has 04 projects of similar nature in-hand during last 02 years. • For less than 04 projects in-hand use the following weightage. $3 \times (A/04)$ • For more than 04 projects but less than 08 projects in-hand use the following weightage. $3 + (A/08) \times 01$ <p>A = Number of projects in the mentioned category</p> <ul style="list-style-type: none"> • Full Marks are given in case of 08 projects or more. 	<ul style="list-style-type: none"> • 3 Marks are given if the contractor has 03 projects of similar nature in-hand during last 02 years. • For less than 03 projects in-hand use the following weightage. $3 \times (A/03)$ • For more than 03 projects but less than 06 projects in-hand use the following weightage. $3 + (A/06) \times 01$ <p>A = Number of projects in the mentioned category</p> <ul style="list-style-type: none"> • Full Marks are given in case of 06 projects or more. 	<ul style="list-style-type: none"> • 3 Marks are given if the contractor has 02 projects of similar nature in-hand during last 02 years. • For less than 02 projects in-hand use the following weightage. $3 \times (A/02)$ • For more than 02 projects but less than 04 projects in-hand use the following weightage. $3 + (A/04) \times 01$ <p>A = Number of projects in the mentioned category</p> <ul style="list-style-type: none"> • Full Marks are given in case of 04 projects or more.

d	Valid Enlistment record with Government Organizations & Other Agencies	1	0.5 Mark for each valid enlistment up to maximum of two.	0.5 Mark for each valid enlistment up to maximum of two.	0.5 Mark for each valid enlistment up to maximum of two.
	Sub-total:	35	Obtained Marks		