

PUNJAB UNIVERSITY OF TECHNOLOGY RASUL, M.B.DIN

MINUTES OF MEETING FOR PRE- BID MEETING

HELD ON 18TH SEPTEMBER, 2023

PARTICIPANTS

S#	Name of Member	Designation & Address	Committee Discipline	Status
1.	Engr. Meraj Ul Islam,	Project Director PMU, PUT Rasul, MB Din	Mechanical, Electrical & Transport	(Convener)
2.	Mr. Shawaiz	Lecturer PUT Rasul, MB Din	Mechanical & Transport	(Member)
3.	Mr. Saeed Ahmad	Instructor (Mech) GSPCT Gujrat	Mechanical	(Member)
4.	Mr. Muhammad Arfan	Accounts Officer PUT Rasul, MB Din	Mechanical, Electrical & Transport	(Member)
5.	Mr. Imtiaz Ahmad Awan	Project Procurement Officer, PUT Rasul, MB Din	Mechanical, Electrical & Transport	(Member/ Secretary)
6.	Dr. Farooq Ahmad	Associate Professor PUT Rasul, MB Din	Mechanical, Electrical & Transport	(Member)
7.	Mr. Shahbaz Hussain	Chief Instructor GCTW Lahore	Electrical	(Member)

PROCEEDINGS:

In pursuance to this office letter No. PUT/RSL/PD/2023/308 Dated:15-09-2023 subject meeting was held under the chairmanship of the Project Director (Convener), PMU, PUT Rasul on September 18, 2023 in the conference room. The meeting started with the recitation of Holy Quran. Project Director welcomed all the participants and briefed that in lines with the PPRA Punjab rules Pre-Bid meeting has been convened to discuss the issues faced by prospective bidders and invited the bidders to discuss their issues for clarification.

- Mirza Shahid Bashir representative of M/S Electrical Engineering Services Lahore inquired regarding the budget status of the scheme. The Project Director responded that Rs. 400 million in revenue component has been allocated for the month of July to October, 2023 out of which Rs. 200 million has been released by Finance Department and remaining budget is expected within couple of days.
- One of the bidders pointed out that criteria mismatches with checklist. The Procurement Officer replied that contents/ values given in Bid Data Sheet will prevail.
- One of the bidders asked for the location for demonstration of various items. The Project Director responded that demonstration will be conducted on delivery at PUT Rasul campus.
- Mr. Anwar representative from Intermark Pvt Ltd suggested that authorization certificate may be confined up to the specific items as it is not possible to arrange Authorization Letter for market-based items. After discussion with all committee members and with the consent of subject expert the authorization certificate was confined to specific items as detail below:

Package-11 Thermodynamics Lab	Sr# 2,3,4,5,6,9,10,11,12,13,14,15,17.
Package-12 Machine Tools Lab	Sr# 1,2,3,4,7.
Workshop Lab	Sr#1,2,3.
Package-13 CAM/CAD Lab	Sr#2,3.
Package-14 Electrical Circuit Lab	Sr # 1,2,3 & 5.

	Electronics Lab	Sr # 1,3 & 4
Package-15	Power Electronics Lab	Sr # 1,2,3, 6, 9, & 16.
Package-16	Electrical Machines Lab	Sr # 2, 7, 8, 9, 13 & 26.
Package-17	Measurement & Instrument Lab	Sr # 1, 2, 12, 14 & 23.

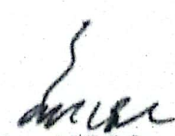
- Mr. Anwar representative from Intermark Pvt Ltd sought clarification that training of all equipment's may cost a significant amount, which may ultimately affect the bid cost. Training for following items is required as identified by the subject experts.

Package-11	Thermodynamics Lab	Sr# 1, 2, 3, 7, 9, 10, 11, 12, 13, & 16.
Package-12	Machine Tools Lab	Sr# 1, 2, & 7.
	Workshop Lab	Sr#1, 4.
Package-13	CAM/CAD Lab	Sr# 2, 3.
Package-14	Electrical Circuit Lab	Sr # 1,2,3 & 5.
	Electronics Lab	Sr # 1,3 & 4
Package-15	Power Electronics Lab	Sr # 1,2,3, 4, 9, & 16.
Package-16	Electrical Machines Lab	Sr # 2, 7, 8, 9 & 15.
Package-17	Measurement & Instrument Lab	Sr # 1, 2, & 12.

- Mr. Usman Nadeem pointed out that in CAD/CAM lab, for CNC milling machine there is demand by your office of 4th & 5th axis software against 3 axis machine which might be problem of compatibility. Mr. Shawaiz the Lecturer/Senior Faculty Member suggested that it would be more expedient that default software which comes with machine may be opted.
- In response to query from Mr. Usman Nadeem, from EES, that whether to quote optional accessories or not. Mr. Saced Ahmed Subject Expert further clarified that where the word optional accessories have been mentioned it is mandatory for the bidders to quote prices for each optional items separately failing which it shall be considered that price of accessories has already been included for the particular item.
- Mirza Shahid Bashir representative of M/S Electrical Engineering Services Lahore inquired that "We understand video demonstration for all quoted items may not be feasible. we recommend accepting catalogues or brochures as suitable representations. Moreover, we propose making physical demonstrations of the items available upon request, ensuring flexibility and confidence in the evaluation process." The subject matter was discussed during the meeting and it was decided in consultation with the subject experts that the video demonstration of the following items will be required. For other items, brochures/ catalogues or other appropriate illustration may be used.

Package-11:	Thermodynamic Lab	Sr #2,3,9,10,11,13,14,15 & 16
Package-12:	Machine Tool Lab	Sr # 1,2,4
	Workshop Lab	Sr # 1,2,3
Package-13:	CAD/CAM Lab	Sr # 2,3
Package-14:	Electrical Circuit Lab	Sr # 2,3.
	Electronics Lab	Sr # 3.
Package-15:	Power Electronic Lab	Sr # 3,9
Package-16:	Electrical Machine Lab	Sr # 7,15
Package-17:	Measurement & Instrument Lab	Sr # 1,24

The meeting culminated with the vote of thanks.


Engr. Meraj Ul Islam,
Project Director