

MINUTES FOR THE
PRE-BID MEETING HELD ON OCT 03, 2023 FOR THE "PROCUREMENT AND SUPPLY OF LPA
SUPPLIES / MISC. ITEMS"

Tender for the "Procurement and Supply of LPA Supplies / Misc. items" was advertised on Sep 28, 2023 and Pre-Bid meeting was held at Committee room, Ministry of National Health Services Regulations and Coordination (MoNHSR&C), Kohsar Block, New Secretariat, Islamabad on October 03, 2023 at 11:00am. The meeting was attended by the following:

CMU Staff:

- i. Mr Rizwan Nabi Baloch, Chief Procurement Officer-CMU
- ii. Mr. Irfan Ullah Khan, Deputy Director, Central Procurement Committee (MoNHSR&C)
- iii. Mr. Faisal Masood, Sr. Microbiologist-NRL
- iv. Muhammad Imran Khan, Procurement Officer-Pharma

Representatives From Firms:

- i. Representative from M/S Waqar Scientific
- ii. Representative from M/S Imran Scientific
- iii. Representative from M/S Neotech
- iv. Representative from M/S Khurram Enterprises
- v. Representative from M/S Pharmalogic (Pvt) Ltd
- vi. Representative from M/S Al-Awan Electronic

The meeting started with the agenda under discussion. The Chief Procurement Officer welcomed the representatives of relevant firms in the Pre-bid meeting. The representatives of firms were asked for queries related to the tender advertised. Following clarifications/information was shared with the firm's representatives in response to their questions.

- (a) The firms asked about the CDR value which has been fixed @PKR 1,800,000/- in the bidding document which is highest for the firms who are willing to quote few items or one item. It was conveyed that it is mentioned in the new PPRA rules that procuring agency may decide the CDR value which may be less than 5 % of the total budget allocated for the activity. However almost all the firms requested to reduce the CDR value so it was decided that the list of items will be divided into sub groups and for each group CDR value will be mentioned separately so the firm will submit the CDR value for the group of items out of which they are willing to quote (List of items are attached as Annex "A") for healthy competition. The CDR amount will be equal to 2% of the estimated budget value of the groups.
- (b) The firm asked about the submission address of bids which was communicated as mentioned in the advertisement.
- (c) The firm asked to confirm the quantity of items for which it has been decided to confirm the quantities from the end user (The revised list of items as well as quantities are attached as Annex "B")
- (d) The firms asked the query about provision of authorization letter for items which are general in nature and no authorization letter is in practice for such items. So a list has been finalized with two types of items mentioning authorization letter to be required or not for each item (List is attached as Annex "C"). It is further clarified that marks for the authorization certificate will be 100% for the items for there is no need of authorization letter.
- (e) Upon query from the firms, it was clarified that the items at serial number 5 and 18 are same and serial number 7 and 20 are also the same.
- (f) The firms requested to split the quantity of sputum cups into four deliveries as it takes time in production for such a big quantity in single delivery which was accepted that the work order for sputum cups will be issued with four equal parts with different date of delivery on the basis of consumption by the end user. However the payment for each delivery challan will be paid after satisfactory supply of next part/complete delivery mentioned in the work order.
- (g) The technical member from the NRL conveyed that if any supplier is not able to quote the pack size demanded in the items list. They may quote the pack size smaller than the mentioned pack size and bigger pack size will not be accepted where applicable.
- (h) It was communicated to the firms that Pre-bid meeting minutes will be shared on NTP/CMU website and will be part of Standard Bidding Document.

- (i) The vendor also requested for extension in the current pertaining situation.
- (j) The meeting ended with vote of thanks.