

Pre-Bid Meeting Minutes for Tender “Supply, Installation and Commissioning of various Labs Equipment for Sino-Pak Center for Artificial Intelligence (SPCAI)

21-04-2021

The Pre-bid meeting for the Tender advertised “Supply Installation and commissioning of various Labs Equipment for SPCAI” was held on Wednesday the April 21, 2020 at 10:00 AM, physically as well as online for which the link has been shared with the prospective bidder on request as referred in the Tender document. The meeting was convened by Mr. Anwar Amjad, Adviser IT, and representative of the following Companies/prospective bidders attend the meeting and shared their queries.

- Tech X (Mr. Saad Sikander)
- Best Power Solutions (Ms. Erum Zahid)
- Systech Technologies (Mr. Shahid)
- Convex Solution (Dr. Faran)
- Genius Traders (Mr. Naeem Kiyani)

Following are meeting minutes:

Most of the companies/prospective bidders have same question/comments mentioned below:

1. The specification is very stringent and for one product only. Can the equipment name be specified in the RFP document?
2. If a bidder can only bid for certain group of items within a lot, is it possible?
3. What will be the mode of payment and how it will be proceeded?
4. If a product is shipped from abroad what is the delivery time? If an equipment needs approval from relevant ministries regarding its import, then can the delivery time be adjusted?
5. How the accuracy of the equipment for instance sensors can be ensured?

Response:

1. It has been decided that we will upload the revised RFP Document with generalize form of specifications. If suggesting an equipment name or equivalent facilitates meeting the requirements, then it will be mentioned as well in the revised document.
2. The bidder must apply for all the equipment in a lot. If there is a specific justifiable requirement which needs any item(s) be taken out from the lot then it must be communicated by email, so that the changes may be adjusted in modified RFP which will be posted on PAF-IAST website within this week.
3. Advisor IT told companies/bidders that payment will be done via Local LC.
 - a. If the equipment does not require training, then 90% payment shall be made on the delivery and 10% shall be retained until the warranty period.
 - b. If an equipment requires installation and commissioning that requires training, then 70% payment shall be made on delivery and rest will be retained until the contract requirement are fulfilled.

4. The delivery time mentioned in the section 3 of the bid document is 10-12 weeks. However, in case if the equipment needs to be imported then this time can be extended from 6 to 8 months. If an equipment also needs approval from relevant ministries, then this shall also be considered in the delivery time. Bidders are however advised and required to mentioned delivery timelines if extended delivery time is needed for a particular Lot or any item(s) within the Lot.
5. Applicable quality assurance certificates are required, and so bidders are advised to enclose products specific Certificates as part of their Technical proposal, for all the items to ensure meeting the required specifications and quality standard as per RFP.

Moreover, prospective bidders are advised to communicate/ email their queries/ suggestions at an earliest, preferably by Friday, enabling us to respond and accommodate them as appropriate while issuing the modified version of RFP.

Contact details:

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Dr. Sohail Khan

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Mr. Anwar Amjad

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