



KHYBER PAKHTUNKHWA CULTURE & TOURISM AUTHORITY



File. No: MP/ FWC for sound system & lighting Services / KPCTA/4-4/2022/vol-5
Dated: 08 November, 2022

8157

MINUTES OF PRE BID MEETING FOR FRAMEWORK CONTRACT FOR

• SOUND SYSTEM & LIGHTING SERVICES

The subject meeting was held on **08-11-2022 (Tuesday) at 03:30 PM** in the Conference Hall of Khyber Pakhtunkhwa culture & Tourism Authority, KPCTA.

CHAired BY: General Manager Planning and Marketing, KPCTA
IN ATTENDANCE: Specialist Procurement, KPCTA
Specialist Contract Management, KPCTA

Attendance Sheet Enclosed

AGENDA:

To address the bidder's concerns regarding the framework contract for

- Sound system & lighting services

PROCEEDINGS:

After recitation from the Holy Quran, the Chairman welcomed the members of the procurement committee and briefly discussed the agenda of the meeting.

Three bidders attended the pre bid meeting. Details are mentioned below.

- M/S Asia tent & Catreing services
- M/S Afghan sons
- M/S Aya Corporation

Attendance Sheet Enclosed

DECISIONS:

The following discussions were made by the committee and bidders.

- Specialist Procurement thoroughly discussed the Bid Solicitation Documents with the concerned bidders and clarified that the process of bidding is single stage two envelop process and the CDR has to be submitted with the financial bid. The bidders are required to submit an affidavit clearly showing that the bidder has enclosed his CDR with the financial bid and that the firm has never been blacklisted by any government department.



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- Evaluation Criteria was also discussed in the meeting and it was clarified that the bidders who obtain 70 or above marks will be considered qualified for the financial bid opening. If in a situation the financial bid lies between two bidders then the decision will be made on the basis of technical bid.
- It was discussed with the bidders that CVs of the staff working with the firm must be attached. Bidders were also advised to carefully read the schedule of requirements and make it sure not to quote prices for serial no. 66 and 67 (fire works day time and fireworks night time) as these items have been removed from this Frame work contract. If incase any firm quote rates for serial no. 66 and 67 (fireworks day time and fireworks night time), rates will not be counted in the total rates quoted for each division.

The meeting ended with a mutual vote of thanks from the committee