



**PROVINCIAL TB CONTROL PROGRAM PUNJAB**  
**DIRECTORATE GENERAL HEALTH SERVICES PUNJAB**  
24-COOPER ROAD, LAHORE, Punjab.



MINUTES OF PRE-BID MEETING HELD ON DECEMBER 18, 2020 AT 11 A.M FOR “ACQUIRING SECURITY PROTECTED, INSURANCE COVERED WAREHOUSE ON RENTAL BASIS WITH STORAGE CAPACITY OF 100,000 ± 15,000 SQ.FT. ALONG WITH OPERATIONS & MANAGEMENT SERVICES” FOR FY 2020-21

**Venue**

Committee Room of Directorate General Health Services, 24-Cooper Road Lahore.

**1. Participants of the Meeting:**

Following Participants of Bidding Document Formulation Committee attended the meeting.

1. The Senior Medical Officer/ Cold Chain Manager (EPI), (Member)
2. The Computer Program Officer, DGHS, (Member)
3. The Public Health Specialist (M&E), (Member)
4. Technical Officer (Medicine), (Member)
5. PQ Specialist, P&SHD, (Co-opted Member)
6. General Manager (MSD), (Co-opted Member)
7. Tender Coordination Officer (Services), P&SHD, (Co-opted Member)

**2. Agenda:**

The pre-bid meeting for Acquiring Temperature Controlled, Security Protected, Insurance Covered Warehouse on Rental Basis With Storage Capacity of 100,000±15,000 Sq. Ft. along with Operations & Management Services for DGHS, Financial Year 2020-21

**3. Proceedings/Decisions:**

The Chair welcomed the participants and briefed about agenda and committee reviewed requirements and specifications as approved by competent authority dated 7.12.2020. After due deliberation and with consensus made following decisions:

- i. The committee nominated by procuring agency will monthly evaluate the compliance to Scope of work/TORs as part of performance evaluation.

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- ii. If any dispute arises between the Procuring Agency and the Service Provider in connection with or arising out of the Contract or the provisions of the Services, whether during carrying out the Services or after their completion, the matter if not resolved through negotiations as mentioned in 8.1 of bidding document, shall be referred to the Arbitrator within 14 days of the notification of disagreement of one party to the other. Secretary, Primary & Secondary Healthcare will arbitrate the matter.
- iii. Contractor shall maintain at least one-week record of security surveillance camera through virtual means (Cloud storage etc.)
- iv. Worth of Insurance coverage will be 1 billion Rupees (Approx.)
- v. Bid Security will be 2% of estimated cost.
- vi. Covered area must be 100000 ± 15000 Sq. ft. The warehouse will be acquired should be under one roof or in a single boundary wall or adjacent (in case of adjacent (across the road) than it should be opposite, and road should not be main highway or more than 30 feet wide). Roof height should be 20 ± 5 feet.
- vii. Electricity and other utilities bill including fuel of power backup generator shall be paid by the contracting firm.
- viii. Racks, Pallets and other all operational requirements including HR will be on part of contracting firm. Size & type of stacking pallets should be as per sample approved by Evaluation committee (PART II Knockdown Criteria).
- ix. Operational Timing of warehouse will be 9.00 AM to 9.00 PM. However, in case of emergency it should be 24 hours.
- x. It is also clarified that the past experience of the bidder as required according to clause 1 of part II ordinary parameter will be considered of similar & relevant project(s) i.e. Operation & Management of Warehouses etc.
- xi. Location of warehouse is preferable on Multan Road and surroundings. Furthermore, Part II ordinary parameter # 4 (Accessibility) is also amended as follows:

Sr. #	Parameter	Marks
i	30 km from location of procuring agency	30
ii	40 km from location of procuring agency	10
lii	45 km from location of procuring agency	05
iv	>45 km	00

2. Meeting ended with vote of thanks.

**Note:** These minutes will be part of already advertised bidding document dated December 16, 2020.