



# QUAID-E-AWAM UNIVERSITY

## OF ENGINEERING, SCIENCE AND TECHNOLOGY, NAWABSHAH

Sakrand Road, Nawabshah, 67450

### PROCUREMENT OFFICE

Dated: 14.06.2023

No: QUEST/NH/PROC/289

Subject:  
Reference:

#### MINUTES OF PRE-BID OPENING MEETING

File: T0007- SUPPLY AND INSTALLATION OF SOLAR PHOTOVOLTAIC SYSTEM FOR SOLARIZATION WITH ONLINE GRID HYBRID SOLAR SYSTEM WITHOUT BATTERIES WITH OUTPUT OF 500 KW INCLUDING SOLAR AC/DC AIR CONDITIONERS, SOLAR FANS & LED LIGHTS FOR REMAINING BUILDINGS / CLASSROOMS / LABORATORIES AT QUEST, NAWABSHAH

With reference to above captioned subject matter, the members of procurement committee (PC) met in the conference room of Vice Chancellor Secretariat, for the pre-bid opening meeting on 12.06.2023 at 12:30 PM. The meeting started with formal welcome from the convenor. The following items were then discussed and decided by the PC members.

#### 1. Introduction to the tender and NIT:

The PM provided a brief introduction of the tender and the proposed timeline of the tender. The following timeline was approved by the PC members:

- |                                       |                                                                                   |
|---------------------------------------|-----------------------------------------------------------------------------------|
| a. Issuance of the Bidding documents: | 19.06.2023 (tentative and will be confirmed once the NIT is sent for publication) |
| b. Submission deadline:               | 06.07.2023 up to 11:00 AM                                                         |
| c. Opening of technical bids:         | 06.07.2023 at 11.30 AM                                                            |
| d. Method of procurement:             | Single Stage Two Envelopes                                                        |
| e. Method of evaluation / selection:  | Most-Advantageous Bid (Quality and Cost based selection)                          |

#### 2. Technical Specifications:

The technical experts on the PC elaborated on the various aspects of the technical specifications of the said tender and together with the other members of the PC, finalized the specifications and bills of quantities. (See Attached)

#### 3. Bid Security and Performance Security:

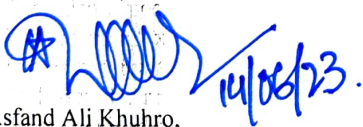
It was decided that the Bid security for the tender shall be 3% of the total bid. The performance security shall be 8% of which the successful bidder can get his submitted bid security converted to cover part of his performance security whereas the rest shall be paid by the bidder in the form of pay order.

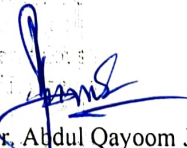
#### 4. Method of Bid Evaluation:

The evaluation method was discussed thoroughly, and it was concluded unanimously that most advantageous bid shall be awarded for contract through quality and cost based selection method for this tender.

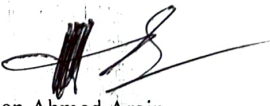
For this, a 70-30 split shall be used to evaluate a bidder's total score (i.e., 70% weightage for quality through technical evaluation and 30% weightage for the cost through financial evaluation). A bidder who obtained 60% marks in technical evaluation will be found responsive bidder and whose total score (combined quality and cost) is the highest, shall be awarded the contract. The selection method is detailed in the Bidding document Part-Two Section VIII. (Attached)

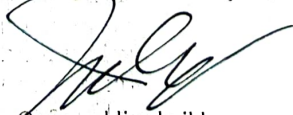
The meeting ended with concluding remarks from the convener and a vote-of-thanks to all members for their extremely helpful feedback. The committee members expressed their positive attitude towards the successful timeline of the aforementioned tender.

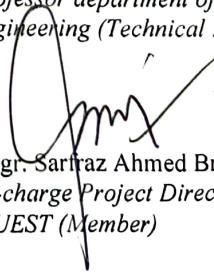
  
Mr. Asfand Ali Khuhro,  
Deputy Director Purchase, PUMHSW,  
Nawabshah (External Member)

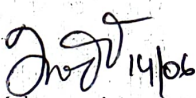
  
Prof. Dr. Abdul Qayoom Jakhrani,  
Professor, dept. of environmental  
engineering (Technical Expert)

  
Prof. Dr. Abdul Sattar Sand,  
Professor department of electrical  
engineering (Technical Expert)

  
Dr. Adnan Ahmed Arain,  
Associate professor, Department of  
Telecommunications Engineering,  
(Member)

  
Mr. Qamaruddin Shaikh,  
Deputy Director Finance, QUEST,  
(Member)

  
Engr. Sarfraz Ahmed Brohi,  
In-charge Project Director (Dev),  
QUEST (Member)

  
Dr. Muhammad Awais Rajput,  
Procurement Manager  
(Convenor)