

Minutes of Pre-Proposal Meeting

Subject: Minutes of Pre-Proposal Meeting held at PMU Office on 8th June 2016

PROCUREMENT OF CONSTRUCTION AND IMPROVEMENT OF SINDH PROVINCIAL ROADS:

ICB-SPRIP-01: Thull to Kandhkot (44 Km)
ICB-SPRIP-02: Sheranpur to Ratodero (36 Km)
ICB-SPRIP-03: Khyber to Sanghar (64 Km)
ICB-SPRIP-04: Sanghar to Mirpurkhas (63 Km)
ICB-SPRIP-05: TM Khan to Badin (67 Km)
ICB-SPRIP-06: Digri to Naukot (54 Km)

The pre-proposal meeting was convened and chaired by the Project Director (PD), Project Management Unit SPRIP Hyderabad. Following PMU staff attended;

- i. Deputy Director (Procurement & Contracts), PMU, SPRIP WSD, Sindh
- ii. Deputy Director, Quality Control, PMU, SPRIP WSD, Sindh
- iii. Divisional Accounts Officer, PMU, SPRIP WSD, Sindh
- iv. Executing Engineer, SPRIP WSD, Sindh

On request from the PMU, ADB provided technical support of procurement specialist PRM and a procurement consultant during the meeting.

The participants (list attached as Annex A) were briefed on the request for proposal (RFP) particularly the contents of Section 2 (data sheet), Section 3 (Technical Proposal – Standard Forms), Section 4 (Financial Proposal – Standard Forms); Section 7 (Terms of Reference (TORs)); and Part-II (Conditions of Contract and Contract Forms). The meeting was held in two parts. During the first part, ADB staff explained in detail by reading through the important clauses on preparation of proposals and application of evaluation.

During part two of the meeting, the participants were invited to raise queries. PD advised them to submit their written queries to PMU for written replies/advice accordingly. The queries raised by the consultants were mainly related to person-months of the experts, extension of proposal submission deadline, etc.

The meeting was concluded with a vote of thanks to and from all the participants. The queries received in PMU and corresponding replies thereto are attached as Annex B.



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ATTENDANCE SHEET

SINDH PROVINCIAL ROAD IMPROVEMENT PROJECT

ADB LOAN NO. 3305-PAK

PRE-PROPOSAL CONFERENCE FOR CONSULTANTS UNDER THE CHAIRMANSHIP OF PROJECT DIRECTOR,

SINDH PROVINCIAL ROAD IMPROVEMENT PROJECT, WORKS & SERVICES DEPARTMENT, HYDERABAD

HELD ON 08th JUNE 2016 IN PMU OFFICE HYDERABAD

S. No.	Name of Participants	Designation	Deptt: / Firm	Cell #	Email Address	Signature	
1	Kanhwa Engineering & Consulting Co. Ltd. + Indus Associated Consultants + Jere Engineering Consultants	C.M. JANG Managing Director	Kanhwa	+82-010-3816-1589	Scmb310t@naver.com		3
2	Safim Khan	Site Manager	IAC	03333136393	SK Salim Khan SK @ gmail.L		3
3	Baiz ALI ABRO	Senior Executive Engineer Ecil	Proprietary - MA. Ecil	0300-8219778	baxali.abro@ecil.com		5
4	S. KAZIM MEHDI	Senior Engineer	Techno Consult KEI	0333-3412218	Kazim_gba@hotmail.com		2
5	S. Inaid Tahin Saad Alvi	Manager, BD Manager, BD	Osmai & Lompag (Pvt.) Ltd.	0835-3388024	OCL-khi@osmai.com		1
6	Mu Sadat	Junior Engineer	NESPAC & DOKAR TURKEY	0300-3649567 02199090635	muhammad112@gmail.com		
7	Saeed Mukhtar	Senior Engineer Director	Umar & Mansoor Associates	0333-2364369	saeed mukhtar@umaconsult.com		

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QUARRIES RAISED IN PRE – PROPOSAL MEETING HELD ON 08TH JUNE 2016

S#	Question	Response / Reply
01.	There is foreign training cost under the provisional sums. Please clarify whether the provisional sums will also cover upto the costs for seminars and workshops including trainers for each session.	Yes
02.	In 1 st Para, it is mentioned the "Design Review Consultants (DRC)", which appears as separate entity than Project Management Consultant (PMC). We understand that the design review is an activity to be performed by PMC and not by any other design review consultant. Furthermore, it is written that DRC will bear the professional liability for the accuracy of design while we understand that the liability of design should continue to lie with original design consultants and DRC liability should pertain to any design amendments which may be proposed by DRC after design review.	The design review experts are the part of PMC. The preliminary design was prepared by PPTA consultants, the PMC would have to review the PPTA consultants preliminary drawings and refine/amend it according to current existing site position.
03.	It is written that the DRC shall carry out any subsequent design changes. We understand that such design changes activity may continue intermittently throughout the contract implementation period which is 33 months, while the design staff such as drainage engineer, highway design engineer, structural design engineer mentioned in staffing schedule B. National Experts No. 15, 16 and 17 respectively are proposed for only 3 months each which seems insufficient.	These experts are of intermittent basis and as and when required.
04.	The project implementation period is 33 months while in staffing schedule A. International Experts No. 1 Chief Resident Engineer / Team Leader is proposed for 30 months only. We feel that this key position should be available at least during whole 33 months period and preferably for 36 months so that team leader may take part in pre bidding activities also.	The proposed person-months of CRE are adequate.
05.	It is understood staffing schedule be positions of 3 Highway Engineer (ARE) , 3 Structural Engineer (ARE) and 3 Material Engineer at B. National Experts No. 11, 12 and 13 respectively are	The numbers and person-months of proposed staff are adequate hence request is declined.



S#	Question	Response / Reply
	meant for one each for residency 1 and residency 2 and one for Sub Residency. However, we think that 1 Highway Engineer (ARE), 1 Structural Engineer (ARE) and 1 Material Engineer should be additionally provided to co reteam including international experts and deputy team leader for their own top supervisory activities over and above the residencies and sub residencies supervision activities.	
06.	Does it mean that the proposed Team Leader should have more than 25 years of experiences? Or it intends to mean that 15 years of international experiences as Chief Resident Engineer <u>or</u> 10 years as Team Leader on major road project. Please clarify.	Fifteen (15) year of international experience for Chief Resident Engineer is included ten years (10) of experience as team leader on major roads project.
07.	How many trainers should be proposed to carry out each session for seminars and workshops? Please specify.	Would be decided as per requirement.
08.	The provision to be made by Client to Consultant mentioned in the paragraph should be in hard form as well as these be supplemented and supported by soft copies as well as design calculations in respective softwares, soft outputs in order to complete the design review activity during the limited period of one and half month.	Available data will be provided to the wining consultant.
09.	As per TOR, the Construction Contractor shall provide Site Office. Does it mean that the Consultant may not need to consider office space in Financial Proposal as part of reimbursable cost?	Yes.
10.	We understand that the submission of CVs of only the Key staff is Required as they bear the marks / score where as that of Non-key staff is not required. Please kindly confirm.	Please read the issued RFP carefully and follow the guidance accordingly..
11.	Please specify all direct and indirect taxes for the Consultant to carry out this project.	As explained in detail in pre proposal meeting please consult ITB 16.3 of Bid Data Sheet.
12.	In order to implement our work schedule, we would like ask you to inform how long it does take to receive the Client's response after submission of Consultant's queries. Also how long does it take to obtain the Client's approval after submission of expected deliverable and outputs?	As per Asian Development Bank procurement guidelines.

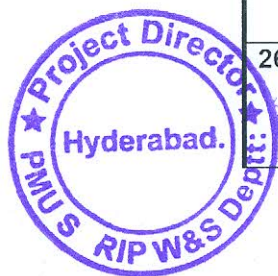


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S#	Question	Response / Reply
14.	We have review the rfp documents which is quite comprehensive. To prepare technical and financial proposal which would comply complete TOR and consideration clarification of pre-bid meeting which is schedule on 8 th June. Were quest that considering MOM of pre bid meeting re visit the submission date of proposal and it may extended at least 10 days.	The project is on high priority for government of Pakistan; therefore extension is not agreed and regretted.
15.	Time for completion of design review including detail design report is only six week. The total road length of six project is 328 km. All six projects spread over all Sindh i.e. two project are in Upper Sindh region and four project are in Lower Sindh region. Considering over al length of project and location of projects were quest that revisit the design review period and it would be around 03 month.	The person-months as per issued RFP are adequate for the assignment.
16.	Kindly clarify design review consultant scope only limited to point out deficiencies and omission in design. Ratification / Improvement of design would be responsibility of design consultant.	Please refer the reply of query at S/No. 2
17.	Kindly clarify that all design calculation, traffic report, topographic survey, field investigation, design drawings and design report (softcopy) would be available to design review consultant.	The available data would be provided to consultants upon request to the successful consultancy firm.
18.	Kindly clarify any topographic survey and field investigation may not included in scope of design review consultant.	Please refer the reply of query at S/No. 2
19.	Kindly clarify that in case lead firm of shortlisted consortium would not participate in bidding process. Other JV member or sub consultant of consortium may associate with other shortlisted consortium	Please read the RFP in general carefully and Letter of Invitation in particular.
20.	In shortlisted consortium list one consortium have sub consultant involved in detail design. As we understand it is conflict of interest. Consortium member which have carried out detail design how manage to undertake design review of their own design.	It is noted that PMU and ADB are well aware of situation which has already been taken care off.
21.	For equal opportunity of all bidding consortium complete design, design report and all corresponding detail would be available on website.	Please see Data Sheet ITC 4.1 In addition please visit SPRIP website (http://www.spripwsd.gos.pk)



S#	Question	Response / Reply																					
22.	As mentioned in rfp there would be two supervision team. In staffing schedule there are three number highway engineer (ARE) and three number structural engineer (ARE). As we understand for balance team composition of both packages the highway and structure engineer (ARE) may be four number for each category. i.e total # of 8 (ARE).	We have already indicated minimum person months for International as well as National experts in the Data Sheet, please read through section -1 of RFP for detailed guidance.																					
23.	Kindly clarify in financial proposal sales tax may include in overall proposal fee	As explained in detail during the pre-proposal meeting we request to read the Data Sheet clause 25.2.																					
24.	On the Section 7 TOR 7-experience, qualification & responsibilities table, for the International Key Experts named Chief Resident Engineer / Team Leader, Contract Specialist, Material Engineer and Design Review Experts named Senior Highway Design Engineer / Team Leader, Senior Structural Engineer, Geo technical Engineer, it requires international experiences for more than 10 years. Could you please clarify whether international experience means outside of Pakistan? Would it be considered as relevant experience if the key expert experience was in their home countries?	According to personal evaluation sheet fifteen (15) person weightages is given to overseas/country experience (working in International organization within Pakistan)																					
25.	<p>If it cannot be considered as relevant experience, the requirement seems to be stringent. Therefore, kindly consider softening the requirement as below:</p> <table border="1"> <thead> <tr> <th>Key Expert</th><th>Current</th><th>Proposed</th></tr> </thead> <tbody> <tr> <td>Chief Resident</td><td>15 years</td><td>10 years</td></tr> <tr> <td>Contract Specialist</td><td>15 years</td><td>10 years</td></tr> <tr> <td>Material Engineer</td><td>12 years</td><td>8 years</td></tr> <tr> <td>Senior Highway Design</td><td>15 years</td><td>10 years</td></tr> <tr> <td>Senior Structural Engineer</td><td>12 years</td><td>8 years</td></tr> <tr> <td>Geo technical Engineer</td><td>10 years</td><td>6 years</td></tr> </tbody> </table>	Key Expert	Current	Proposed	Chief Resident	15 years	10 years	Contract Specialist	15 years	10 years	Material Engineer	12 years	8 years	Senior Highway Design	15 years	10 years	Senior Structural Engineer	12 years	8 years	Geo technical Engineer	10 years	6 years	As above
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26.	In Data Sheet Clause no. 17.4 it is written that consultant have to submit the copy of technical proposal to ADB Manila and ADB resident mission Islamabad at the same time as it is submitted to the client:	In Data Sheet, deadline for submission is 27 th June 2016. Please note that it is "DEAD LINE" proposal may be submitted earlier but will be opened on the date and time mentioned in Data Sheet.																					



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S#	Question	Response / Reply
	- is there possibility to submit the copy of technical proposal earlier the submission to the client. If there is, how much time earlier we can submit copy of technical proposal.	
27.	In Section D (staffing) of TOR, First Paragraph. The Implementation period is mentioned 33 months for the assignment excluding the defect liability period. - Provide the breakup of the project duration which is written 33 months, in which how much will be given to design review and for construction supervision.	Please read the Para-C 5(A) of the TOR's
28.	Refer to summary evaluation sheet in Data sheet, what will be the minimum criteria of consultant experience, i.e. how many projects are to be given in both categories.	As many similar projects.
29.	In Section D (staffing) of TOR, First Paragraph. There will be two site supervision teams for the 6 contract packages. - Kindly provide the detailed information where the site supervision teams will be positioned.	The road packages are mentioned in Para A – Background, of the TOR. It is Full Technical Proposal please feel free to propose your best judgment.
30.	In Section D (Sub clause a, b, c & d) of TOR, The positions of drainage engineer, highway design engineer and structural design engineer are mentioned in both table b and d - Kindly differentiate the responsibilities, should it be considered that same key expert will be appointed in construction supervision and design review.	The positions of said experts are separately mentioned for implementation and design review activities.
31.	For better understanding of the project location, kindly provide geographical route locations as KMZ/KML Files	Please refer to reply of query No. at 29 and geographical route location may be downloaded from SPRIP web site. www.spripwsd.gos.pk
32.	When the Traffic Studies were conducted, how old the existing traffic data.	One Year.
33.	As the project scope is complex and needed to be carefully analyzed to understand the project specific features and to drive the most suitable approach and methodology, we would like to request relevant data provision such as feasibility study report, design report etc for the proposal preparation. We hope your kind understanding on our efforts for proposal preparation.	Please see Data Sheet ITC 4.1 In addition please visit SPRIP website (http://www.spripwsd.gos.pk)



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