

	MINUTES OF MEETING			
ENAR Job No. 14-0298	HIRING OF PC CONTRACTOR SERVICES FOR PROCUREMENT (SUPPLY), CONSTRUCTION, INSTALLATION/ERECTION, TESTING & ALL COMPLETE CIVIL, MECHANICAL, ELECTRICAL AND INSTRUMENTATION WORKS AND PROVIDE PRE-COMMISSIONING, COMMISSIONING, STARTUP & PERFORMANCE TESTING ACTIVITIES FOR JHAL MAGSI DEVELOPMENT PROJECT			
Location of Meeting	Date of Meeting	Date of Issue	MOM No.	Prepared by
Online Zoom Meeting	11-Apr-2022	12-Apr-2023	001	MR
Subject of Meeting: Pre-Bid online Zoom Meeting for Jhal Magsi Development Project on April 11 th , 2023.				
Oil & Gas Development Company Limited (OGDCL)				
Name		Designation		
Mr. Muhammad Iqbal Memon		GM		
Mr. Iftekhhar Ahmed		Project Manager		
Mr. Iqbal A. Sheikh		SE		
Mr. Obaid Skindar		SPO		
Mr. Haroon Rashid		(C.E) PC		
Mr. Asim Jameel		JE		
ENAR Petrotech Services (Pvt.) Limited				
Mr. Tanveer Ul Haque		GM/Project Manager (Jhal Magsi Project)		
Mr. Kahlid Mohiuddin		GM Civil Engineering		
Mr. Muhammad Rais		Sr. Mechanical Engineer		
Mr. Waqar Sheikh		Sr. Instrumentation Engineer		
Mr. Saud Abbasi		Sr. Instrumentation Engineer		
Bidders' Representatives				
1. M/s. GASCO Engineering Pvt. Ltd				
Mr. Aman Ahmed		Proposals Manager		
Ms. Farkhunda Yunus		Contracts Manager		
Mr. Waqas Javed		Proposals Engineer		

Ms. Maham Waseem	Proposals Coordinator
2. M/s. Al-Tariq Constructors (Pvt.) Ltd.	
Mr. Yousuf Haroon	Sr. Manager
Ms. Hanzala Fayyaz	Lead Engineer
Mr. Sakhawat Ali	Manager Estimate
Mr. M. Hussain	Tender Section
3. M/s. Accrescent Engineers (Pvt.) Ltd	
4. M/s. BST (Pvt.) Ltd	

In compliance of tender requirements, an online Zoom pre-bid meeting was arranged by OGDCL on April 11, 2023. Following are the minutes of the referred meetings;

S. No.	Description
1	The pre-bid meeting started with the recitation of Holy Quran by the General Manager (GM) Projects – OGDCL. After the recitation, the GM welcomed the attendees and thanked them for their participation in the meeting. After introduction of each participant, GM-Projects invited ENAR to further proceed with the meeting with respect to the agenda which included the scope of the project, technical specifications, and commercial terms and conditions. The attendees were also encouraged to ask questions and clarify any doubts they have regarding the project.
2	<p>Project Manager (ENAR) explained in detailed the nature of the tender and also highlighted that Tender in general is typical with respect to Procurement and Construction (PC) Contract, where, unit prices and total prices against BOQs were quoted by Bidders including the general requirements as stipulated in Scope of Work and specifications such as Mobilization / de-mobilization, hydro testing, leak testing, etc. which prices Bidder distributed over respective BOQs unit rates or over entire Bid Price Schedule. However, considering the fact that major procurement was performed 8-9 years back by OGDCL and since then material/equipment/packages are stored at Jhal Magsi site and KBS, therefore, Contractor shall also be responsible to perform in general inspection, refurbishment, repair and rehabilitation works which required for material / equipment / packages to make them ready for installation and commissioning works of the project. Accordingly, prices of such services i.e. general inspection, refurbishment, repair and rehabilitation works shall also be required to include in respective BOQs item unit rates.</p> <p>Furthermore, it was also explained that in this tender, Contractor shall also be responsible for Pre-commissioning, Commissioning, startup and performance testing of the project facilities.</p>

S. No.	Description
3	<p>Project Manager (ENAR) also emphasized the requirement of site visits for both Jhal Magsi and KBS sites before submitting the bids so that Bidders would have complete understanding of condition of stored material and relevant required services as per tender requirements.</p>
4	<p>M/s GASCO enquired regarding the Commissioning and performance testing services as in case Performance would not achieve. ENAR explained that in such scenario it will be established whether the issue relates to PC Contractor supplied material and workmanship or it is attributed to OGDCL supplies / packages. Accordingly, LDs decision will be finalized.</p>
5	<p>M/s Gasco raised the question related to inspection, Refurbishment, repair and rehabilitation of OGDCL procured material, equipment and packages. ENAR at this point in time elaborated the scope and emphasized the importance of refurbishing and rehabilitating the bulk materials, equipment, and packages considering the fact that these were procured by the client 09 years ago and kept in an open space or warehouses. PM-ENAR mentioned that the refurbishment and rehabilitation of the materials and equipment will be general in nature with respect to inspection, servicing, lubrication, oiling, testing, etc. however, with type of equipment more aggressive works like overhauling, repair would also be envisaged to make the equipment fit for installation and further its intended services. Any Consumables, seals, gaskets if required will be the responsibility of Contractor for its supply and installation. However, if after having all efforts related to refurbishment, rehabilitation, testing services, material / equipment do not work and declared as non-usable (with approval of OGDCL), then Contractor will be responsible to supply the same under already quoted prices under supplies BOQs or additional item BOQs (if available there), otherwise Contractor will be responsible for the supply of the same as per the procedures stipulated in the Condition of Contractor of the tender documents.</p> <p>It was further mentioned that the contractor would be required to inspect all materials and equipment, conduct necessary repairs and maintenance, and ensure that they meet the technical specifications and safety standards before installation.</p> <p>The PM-ENAR also mentioned that the contractor would be required to provide a detailed plan for the refurbishment and rehabilitation of the materials and equipment, including a schedule. The plan would be subject to the client's approval before the work could commence.</p> <p>The attendees were requested to take note of the requirement for the refurbishment and rehabilitation of the materials and equipment and to include the necessary costs in their bids against respective BOQs of Bulk material and equipment/packages. The PM-ENAR emphasized that the bids would be evaluated based on various factors, including the quality of the refurbishment and rehabilitation plan.</p>

S. No.	Description
6	For the requirement of arrangement of OEM / packagers' representative for supervision of inspection, installation, commissioning services, PM-ENAR informed that all vendor data along with names already provided in Tender document which are necessary for bidding purposes. Accordingly, Bidders are responsible for contacting the OEMs/Packagers for their intended services for the preparation of bids.
7	Against the question for quoting in USD, OGDCL/ENAR clarified that same question already answered in pre-bid clarifications and further informed that considering procurement component is at very lower side compare to overall project cost, therefore, Bidders are required to quote in Pak Rupees only.
8	M/s Accrescent enquired about the hiring of services from DCS/ESD Control System integrator other than the M/S Avenceon ; it was agreed that OEM authorized Vendor/System integrator may be hired for the said job provided that the Letter of Authorization is issued to him from the OEM; it is mandatory for the bidder to submit the OEM's Letter of authorization with bid.
9	M/s Al-Tariq enquired regarding the BOQs of building Fire alarm system in reference of tender scope of work. ENAR informed that same will be provided through pre-bid clarifications (uploaded on OGDCL web). Post Meeting status: Updated BOQs are attached with MOM for Bidders to consider.
10	Regarding request of extension in bid submission date from various Bidders, OGDCL advised to submit the request in writing through e-mail with proper justification for OGDCL's review and further action.

Notes:

1. Distribution to all attendees as per attached attendance sheet and all prospective bidders through OGDCL's website.