



**CONSTRUCTION OF CUBICLES AND CONFERENCE ROOM AT A, C & D TOWERS AT  
3<sup>RD</sup> FLOOR, OGDCL HOUSE, ISLAMABAD.**

**TENDER ENQUIRY NO. PROC/LB/PT/C&ESS-18715/22**

**MINUTES OF PRE-BID MEETING DATED 12<sup>th</sup> April 2022**

Pre-Bid Meeting was conducted on 12.04.2022 1130 hrs at meeting room at 10<sup>th</sup> floor in OGDCL House Islamabad. Following officials participated in meeting

- |      |                         |                                       |
|------|-------------------------|---------------------------------------|
| I.   | Mr. Asad Ali            | A/Manager(Contracts)                  |
| II.  | Mr. Mohammad Alam       | A / C.E (Contracts)                   |
| III. | Mr. Malik Ahmad Ghaffar | DCE(Contracts)                        |
| IV.  | Mr. Abdur Rahman        | Architect M/S Arch-Tech Engg Pvt Ltd. |

02. Following bidders has participated in Pre-bid meeting

- |      |                 |                                    |
|------|-----------------|------------------------------------|
| I.   | Kashif Gill     | M/s Oriental Quality Engg Pvt Ltd. |
| II.  | Rehan Patras    | M/s AQ Khan Builders Islamabad.    |
| III. | Waseem Tabassum | M/s AA Engg Services, Islamabad.   |

03. Before starting of meeting site visit was made and all bidders were explained about the interventions in all three (03) towers. Consultant thoroughly explained the scope of work in each tower regarding cubicles, conference room, record room, recreational room and 04 permanent room which are proposed to be converted into smart sitting workstations. After visit, meeting was started by opening remarks and welcome note from Mr. Asad Ali A / Manager (Contracts). He further briefed the participants on TOR for this project. Following are the proceedings of the pre-bid meeting:

Sr.#	Queries raised by Prospective Bidders	Reply from OGDCL
01	Which procurement method to be adopted for this tender?	Single Stage Two Envelope procedure as per PPRA is to be adopted as mentioned in bid documents. Evaluation of Financial bids will be done on Least cost method subject to compliance of specifications as mentioned in BOQ.
02	Bid security to be part of technical bid or Financial bid?	Bid security in the form of bank guarantee or PO / CDR / SDR as per provisions of bid documents and is to be part of technical bid.



**OIL & GAS DEVELOPMENT COMPANY LIMITED**  
Construction & Engineering Support Services Department



03	Is Pakistan Engineering Council (PEC) registration is mandatory or otherwise?	Yes, Pakistan Engineering Council (PEC) registration for current year is mandatory.
04	Bid submission date is 14.04.2022 or it is extended further?	Previously extended bid submission date was 14.04.2022 but it is now further extended for two weeks. For new date please check our website.
05	As ceiling removal and new ceiling placement is included in scope of this tender?	No. Only repair / renovation where required to be done as per instructions of Architect or Engineer.
06	What is the thickness of glass for front partition of permanent rooms wherein smart workstations are to be made?	The size of glass for front partition of permanent rooms is 12 mm as mentioned in BOQ.
07	Is revised BOQ covering all scope uploaded on OGDCL website?	Yes, revised BOQ is uploaded on OGDCL website.
08	Are drawings for conversion of permanent rooms into smart sitting workstations are uploaded on website?	Not yet, it will be done within 2 days, however draft drawings were shown to bidders on laptop.
09	What brand of Revolving Chairs and conference chairs is required?	As mentioned in BOQ interwood quality or equivalent meeting specification as per BOQ and sample as approved by Architect or Engineer.
10.	What is recommended quality for cables / wires and Switches & Sockets?	Pakistan cable or Fast Cables or equivalent and Clipsal / MK / Legrand quality or equivalent for Switches and Socket are recommended as per BOQ, with approval of Architect or Engineer.
11	Is Working from 5 pm to late night allowed?	Yes. Due to working hour on working days it is encouraged to do the work 5 p.m onwards and till late night for timely completion.

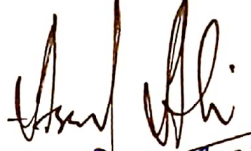


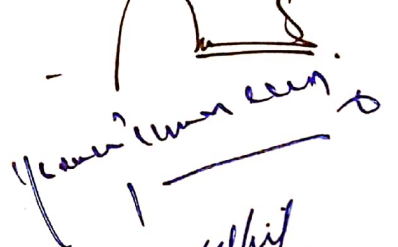


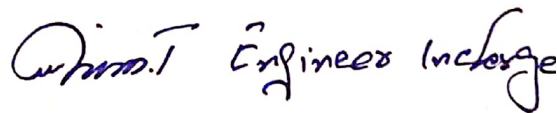
03. Bidders are required to take into effect this clarification for preparation their bid.

  
(ASAD ALI)  
A/ MANAGER (CONTRACTS)  
13/04/22.

# Attendance sheet

Subject: Pre-Bid meeting for Construction of Cubicles at Tower A, C & D of 3<sup>rd</sup> Floor at OGDCL House, Islamabad.

## Participants:

- 1) Asad Ali - OGDCL - AM (Contracts) 
- 2) M. Alam - OGDCL - A/CE (Contracts)  12/04/2022
- 3) Malik Ahmad - OGDCL - DCE (Contracts) 
- 4) Abdus Rahman Arch-Tech Architect 
- 5) Kashif Oriental Quality Engg Pvt Ltd Kashif Gill - SUP 
- 6) Reham patras AOS Khan Builders  Ast. Engineer
- 7) Waseem Tabassum AA Engg services  Omit Engineers Incharge