



## MINUTES OF MEETING

**Dated:** February 18, 2014

**Meeting:** Urban & Sub-Urban Routes Survey 2014  
**Date:** 14-2-2014  
**Venue:** Conference Hall LTC Office  
**Agenda:** Pre-Bid Meeting  
**Time:** 11:00 AM

1. Meeting was started at aforementioned time in the presence of following tender committee members.

Sr.#	Names	Designations	Organization
1.	Dr. Sara Khan	DGM Planning	LTC
2.	Mr. Abid Hussain	Manager Co-ordination	LTC

Representatives of following firms participated in the pre-bid meeting:

Sr.#	Firms Names
1.	M/s Engineering Services UET Pakistan (Pvt.) Ltd. (ESUPAK)
2.	M/s Tariq Abdul Ghani Maqbool & Co.
3.	M/s EA Consulting Pvt. Ltd
4.	M/s National Engineering Services Pakistan (Pvt.) Limited (NESPAK)
5.	M/s AAA Engineering Consultants (Pvt.) Ltd.

2. During the meeting the general queries of the firms regarding Terms of Reference TOR & methodology of the surveys were discussed.
3. A representative of EA Consulting Pvt. Ltd. requested to provide manning requirements for the surveys in bid Performa for uniformity of financial bids by all bidders.
4. A representative of ESU Pak University of Engineering & Technology Lahore inquired about the process regarding re-survey or additional survey of route to improve quality of survey if required. Therefore, it is decided to incorporate the clause of "Variation Order" to accommodate the additional surveys if required.
5. All of the survey firms requested to give at least two weeks for the submission of financial bids.
6. M/s EA Consulting Pvt. Ltd. as well as other participated firms requested that the bid should be called for the six routes and award of work should be based on successful bidder as a whole rather than item wise or each route on lowest bid price basis.
7. It was decided to discuss concerns discussed in above points (4, 5, and 6) with the tender committee of LTC and final decision will be made and conveyed to the firms accordingly.

8. All the firms were requested to give feedback till Monday 17 February, 2014 in case of any modification is required in RFP. So that the final RFP could be issued to the firms by Tuesday.

**Assistant Manager, Planning**