



TRADING CORPORATION OF PAKISTAN (PVT.) LIMITED  
MINISTRY OF COMMERCE

# LCP&QA DIVISION

LOCAL COMMODITY PROCUREMENT & QUALITY ASSURANCE

## MINUTES OF PRE-BID MEETING HELD ON 21<sup>ST</sup> MARCH 2022, AT 11:00 AM IN THE BOARD ROOM OF TRADING CORPORATION OF PAKISTAN (PVT) ON HIRING THE SERVICES OF SURVEYOR FOR SURVEY/INSPECTION OF 300,000 MT WHITE REFINED SUGAR TO BE PURCHASED FROM LOCAL SUGAR MILLS ACROSS PAKISTAN

A Pre-Bid meeting was held on 21<sup>ST</sup> March 2022, in the Board Room of TCP's Head Office, Karachi at 11:00 HRS in respect of the Tender Notice/Invitation for Bids dated 10<sup>th</sup> March 2022, published in the National Newspapers on 12<sup>th</sup> March 2022, for hiring the services of Surveyor for survey inspection of 300,000 MT white refined sugar to be purchased from local sugar mills across Pakistan. The bids are to be opened on 28<sup>TH</sup> March 2022, at 11:00 am in TCP's Board Room in the presence of Bidders or their Authorized Representatives. The officials of TCP and representatives of Companies / Firms, who attended the Pre-Bid Meeting, are as follows:

Sr. No.	NAME OF OFFICIAL	DESIGNATION
01	Mr. Sher Muhammad Mahar	DGM Incharge (LCP & QAD),TCP
02	Mr. Mir Muhammad Raza	Manager (LCP & QAD),TCP
03	Mr. Ayaz Mahar	Assistant Manager (LCP & QAD),TCP

Sr. No.	NAME OF COMPANY	REPRESENTATIVE NAME
01	M/s. Oceanic Surveyor (Pvt) Ltd	Mr. Abdul Qayyoom
02	M/s. Arshad & Company	Mr. Arshad Yahya
03	M/s. Icon Surveyor Pvt Ltd	Mr. Sundeep Kumar
04	M/s. Humber Inspection Pvt Ltd	Mr. Ahmer
05	M/s. Seaways Service Pvt Ltd	Mr. Irshad
06	M/s. T.Q Rana Surveyos	Mr. Tariq
07	M/s. Ego Associates Pvt Ltd	Mr. Tariq Ali

2. The DGM Incharge (LCP&QA Division) welcomed all the participants and presented an introduction on the subject matter and also informed the participants that the tender is required to be submitted on the mentioned date and time, and any delay on bidder's part in this regard may lead to rejection of bid and so disqualification from the bidding process. The Chair opened the forum for discussion and the prospective

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Bidders were given the platform to ask any clarification/queries relating to the Terms & Conditions of the Tender Document. All the representatives of survey/inspections companies jointly submitted following proposed changes with the request to amend in the Tender Document:

Clause No.	Existing Clause of the Tender Document	Proposed changes by the Surveyors
2(j)	The Company must have at least Three SECP's authorized surveying officers (ASO's) on its payroll with a valid license. Documentary evidence of the authorization is required to be submitted with the Bid.	The Company must have at least <b>One</b> SECP's authorized surveying officer (ASO) on its payroll with a valid license. Documentary evidence of the authorization is required to be submitted with the Bid.
2(k)	Documentation showing average annual turnover in last 3 years minimum Rs. 30 million and above.	Documentation showing average annual turnover in last 3 years minimum Rs. <b>12 million</b> and above
8(a)	In case of award of the tender / contract, the successful bidder shall submit, within two (2) working days from the acceptance of their bid, a Performance Security Deposit of Rs. 1,000,000 (Rupees One Million only) in the form of a Pay Order / Bank Draft, issued by a first class scheduled bank in Pakistan, in favour of Trading Corporation of Pakistan, for due and satisfactory performance of the contract.	In case of award of the tender / contract, the successful bidder shall submit, within two (2) working days from the acceptance of their bid, a Performance Security Deposit of <b>Rs. 5,00,000 (Rupees Five Hundred Thousand only)</b> in the form of a Pay Order / Bank Draft, issued by a first class scheduled bank in Pakistan, in favour of Trading Corporation of Pakistan, for due and satisfactory performance of the contract.
14(ix)	The lab test charges shall be reimbursed to Inspection/Survey Company upon provision of original invoice(s)/ receipts of the concerned labs.	<b>The lab test charges shall be paid by TCP directly to PSQCA/PCSIR.</b>

3. The above proposed changes of the representatives of survey/inspections companies were discussed in detail and the only proposed changes in the **Clause-14 (ix)** of the Tender Document has been accepted, accordingly a **Corrigendum** in this respect has also been issued and to be published in daily National Newspapers.

4. The meeting ended with a vote of thanks.

**SHER MUHAMMAD MAHAR**  
DGM/Incharge (LCP&QAD)

**SYED SHAKEEL AHMED**  
Executive Director (Finance)