

MINUTES OF PRE-BID MEETING OF ANNUAL TENDER FOR CONTRACT OF TRAFFIC CONTROL & PARKING SERVICES HELD ON 01/06/2023 AT 10:30 A.M IN THE CONFERENCE ROOM OF SURGICAL TOWER, MAYO HOSPITAL, LAHORE.

- The meeting was held on 01/06/2023 vide letter No. PA/CEO/31887-91/MH Dated 29/05/2023.
- The list of the participants is given at Annex "A" (Copy Attached).
- Dr. Muhammad Adil, Additional Medical Superintendent (CMS) put up the briefed of case to the committee.
- The following case was discussed in detail and decisions are as under:-

ANNUAL TENDER FOR CONTRACT OF TRAFFIC CONTROL & PARKING SERVICES IN MAYO HOSPITAL, LAHORE FOR THE FINANCIAL YEAR 2023-2024.

Tender for contract of Traffic Control & Parking Services in Mayo Hospital, Lahore were advertised through press vide No. PA/CEO/30425/MH dated 22.05.2023 which was published in "*Daily Dunya*" dated 25.05.2023 and "*Daily Dawn*" dated 27.05.2023 and uploaded on PPRa website on 27.05.2023. Six firms participated in Pre-Bid meeting at Annex "B".

The reservation and decision are as under.

Sr.#	Draft Bidding Document Clauses	Suggestion	Remarks / Decisions of Bid Document Committee
M/S. MANJ INTERNATIONAL			
1	The award of the contract shall be valid for one (01) year from the date of signing the contract.	That the auction period should be more than about 5 years.	The award of the contract shall be valid for two (02) years from the date of signing the contract.
2	Information Technology (I.T) related Staff: Project Manager: Must have master of computer science with at least 05 years' experience in Transportation = 05 marks	In page No. 27 it is also written that it is necessary to have computer science and master for parking staff while working according to the nature, the matrix / middle pass person also works as a parking slip.	The Committee unanimously decided that: Project Manager I.T: = 05 marks Must have Bachelor of computer science with at least 05 years' experience in transportation sector
3	Transportation-related staff: Project Manager: Must have Bachelor of Transportation Engineering / Mechanical Engineering with at least 05 years' experience in Transportation = 05 marks	The Education of the project manager must be Bachelor in Transportation / Mechanical Engineering, while working experience is required to run the parking lot because the parking work is not so technical as to require an engineer.	The Committee unanimously decided that: Project Manager of Transport: Must have Bachelor of Transportation Engineering / Mechanical Engineering with at least 05 years' experience in transportation sector = 05 marks
4	The liquidated damages rate is 0.05 % per day of the Total Contract Value. The maximum amount of liquidated damages for the whole contract shall not exceed 10% of the total Contract Price.	Page No. 18 clause No. 3.8.1 parking charges to be levied on a per day basis. In case of any damages the company should pay 50% amount.	The committee regretted the suggestion of M/s. Manj International and recommended that the TOR remained same as it is.

5	personnel(s) deployed under the contract is (are) absent PKR 500/per worker per absent	Page No. 18 Sr. No. 1. It is wrong to impose a fine of Rs.500/- in case of absence of parking worker.	The committee regretted the suggestion of M/s. Maji International and recommended that the TOR remained same as it is.
6	If the lifter is not available in the hospital fine of PKR. 5,000/- per day	Page No. 18 Sr. No. 5. If the lifter is not available at the hospital Rs.5000/- will be charged per day. A fine of Rs.500/- should be mentioned for removing a vehicle from the lifter in case of wrong parking.	<p>i. If the lifter is not available in the hospital fine of Rs.5,000/- per day.</p> <p>ii. Fine Rs.500/- will be charged from the car owner if lifted by lifter.</p> <p>iii. Parking at Non-Parking area creating disturbance in traffic flow fine Rs.500/- per vehicle / per incidence</p> <p>iv. Parking of vehicle by outsiders (not patient/attendant/staff) fine Rs.500/- per vehicle / per day</p>
7	Experience of e-ticketing & e-parking implementation and digital Parking system Less than 2 years = 00 marks 02 to 04 years = 05 marks More than 4 years = 10 marks {Experience less than 10 million monetary value (annual basis) will not be considered.}	<p>The parking space in the hospital is less while the number of people is increased day by day. Due to which there is a lot of difficulty in parking, so to solve the parking problems in the hospital, a five floor parking plaza is required for E-Ticketing digital parking, which is the responsibility of contractor for the construction of the plaza. The hospital administration should do 1/12 years by which all kinds of traffic in the hospital can be controlled and any untoward incident can be avoided. Page No. 27 digital parking and e-parking monitoring for the implementation of e-ticketing and e-parking, which requires about 1.5 minutes waiting per patient in hospital, while the hospitals patients are brought in a state of emergency because of waiting for them, there may be conflict due to which it is impossible to have E-Ticketing, E-Parking because for e-ticketing in the hospital, emergency situation can arise. Patients are brought to ambulance 1122 which is the waiting time for e-ticketing slip. If online parking, digital parking etc. are done, a large number of people gather for the slip, in which there is insufficient space for the main entrance of the hospital. E-Ticketing / online monitoring of traffic flow is mentioned on page No. 28.</p>	<p>Experience of E-ticketing system implementation Less than 2 years = 00 marks 02 to 04 years = 05 marks More than 4 years = 10 marks {Experience less than 05 million monetary value (annual basis) will not be considered.}</p> <p>Experience of Parking services in any public / private sector hospital (not less than 25 beds) Less than 2 years = 00 marks 02 years = 05 marks 03 years or more = 10 marks</p>

8	As per rule 38 2(a) of PPR, 2014 (amended) Single Stage Two Envelopes Bidding Procedure shall be adopted.	The advertisement of hospital published in newspaper must be as per PPRA rules 38-2(a) and no contract should be given to any arbitrary company. Every company should be awarded the right on merit.	As per PPRA rules 2014 (amended)
9	Estimated cost of Rs.41,745,000/-	The reserve price of parking contract is much high so please the reduce the reserve price i.e. Rs.20,500,000/-	The committee regretted the suggestion of M/s. Manj International and recommended that the TOR remained same as it is.
M/S. BAJWA BROTHERS			
1	Estimated cost of Rs.41,745,000/-	Our company is ready to fulfill all your requirements. But it is requested that these conditions of bidding document be simplified. We will provide experienced workers who will be in regular uniform to improve the E-Ticketing and traffic systems. Even if the previous rate of motorcycle is Rs.20/- and the reserve price is also high, it should also be considered. Separate space should be allocated for car and motorcycle parking. And there should be experienced manager for checking the staff.	Estimated cost of Rs.41,745,000/- Motor Cycle / Scooter Rs. 20.00
M/S. JUTT BROTHERS & CO.			
1	Estimated cost of Rs.41,745,000/-	Please be assured that our company is ready to fulfill all your requirements. But it is requested that these conditions of bidding document be simplified. Our company will regularly experience staff in uniform to operate the E-Ticketing system and improve the traffic system. The reserve price should be low and an experienced manager will just look.	The committee regretted the suggestion of M/s. Jutt Brothers & Co. and recommended that the TOR remained same as it is.
M/S. AZAM ALI GOVT. CONTRACTOR			
1	Transportation-related staff: Project Manager: Must have Bachelor of Transportation Engineering / Mechanical Engineering with at least 05 years' experience in Transportation = 05 marks	It is written in page No. 27 that the education of the project manager must be bachelors in Transportation Engineering / Mechanical Engineering while the education of the project manager for parking is also sufficient as F/A/BA because the work of parking is not technical that required an engineer.	The Committee unanimously decided that: Project Manager of Transport: Must have Bachelor of Transportation Engineering / Mechanical Engineering with at least 05 years' experience in transportation sector = 05 marks
2	The award of the contract shall be valid for one (01) year from the date of signing the contract.	That the contract period should be more than about 5 years.	The award of the contract shall be valid for two (02) years from the date of signing the contract.
3	personnel(s) deployed under the contract is (are) absent PKR 500/per worker per absent	Page No. 18 St. No. 1. It is wrong to impose a fine of Rs.500/- in case of absence of parking worker.	The committee regretted the suggestion of M/s. Azam Ali Govt. Contractor and recommended that the TOR remained same as it is.

	Any other unsatisfactory performance under the contract, Minimum PKR 10,000/event depending on the severity and it may lead to the termination of contract If the lifter is not available in the hospital fine of PKR. 5,000/- per day	What is the fine of Rs.10,000/- mentioned in Sr. No. 3 page No. 18. Page No. 18 Sr. No. 5. If the lifter is not available at the hospital Rs.5000/- will be charged per day. A fine of Rs.500/- should be mentioned for removing a vehicle from the lifter in case of wrong parking.	The committee regretted the suggestion of M/s. Azam Ali Govt. Contractor and recommended that the TOR remained same as it is. i. If the lifter is not available in the hospital fine of Rs.5,000/- per day. ii. Fine Rs.500/- will be charged from the car owner if lifted by lifter. iii. Parking at Non-Parking area creating disturbance in traffic flow fine Rs.500/- per vehicle / per incidence iv. Parking of vehicle by outsiders (not patient/attendant/staff) fine Rs.500/- per vehicle / per day
4	Information Technology (I.T) related Staff: Project Manager: Must have master of computer science with at least 05 years' experience in Transportation = 05 marks	In page No. 27 it is written that it is necessary to have computer science and master for parking staff while working according to the nature, the matrix / middle pass person also works as a parking slip.	The Committee unanimously decided that: Project Manager I.T: = 05 marks Must have Bachelor of computer science with at least 05 years' experience in transportation sector
5	Experience of e-ticketing & e-parking implementation and digital Parking system Less than 2 years = 00 marks 02 to 04 years = 05 marks More than 4 years = 10 marks {Experience less than 10 million monetary value (annual basis) will not be considered.}	The requirement of e-ticketing & e-parking monitoring in page No. 27, it has been reported that e-ticketing parking in hospital, a waiting time of about 2 minutes per patient is required, while due to keeping patients waiting in hospitals, there is a serious fear of quarrels with relatives, due to which e-ticketing, implementation of digital parking is impossible as e-ticketing requires 6 interface booths in the hospital. No hospital in Punjab has a digital parking system.	Experience of E-ticketing system implementation Less than 2 years = 00 marks 02 to 04 years = 05 marks More than 4 years = 10 marks {Experience less than 05 million monetary value (annual basis) will not be considered.} Experience of Parking Services in any public / private sector hospital (not less than 250 beds) Less than 2 years = 00 marks 02 years = 05 marks 03 years or more = 10 marks As per PPRRA rules 2014 (amended)
6	As per rule 38 2(a) of PPR, 2014 (amended) Single Stage Two Envelopes Bidding Procedure shall be adopted.	Page No. 28 mentioned E-ticketing/online monitoring traffic flow which should be implemented as per PPRRA Rules.	

7		The parking space in the hospital is less and the number of people is increasing day by day, due to which there is a lot of difficulty in parking in the hospital, so to solve the parking problems in the hospital, the implementation of e-ticketing digital parking. Therefore there is a dire need for a 5/6 floor parking plaza, which is the responsibility of contractor to make a 15 years contract agreement during the construction period of the plaza, which is a solution to all kinds of problems and traffic control in the hospital.	The committee regretted the suggestion of M/s. Azam Ali Govt. Contractor and recommended that the TOR remained same as it is.
8	Estimated cost of Rs.41,745,000/-	The reserve price of parking contract is much high so please the reduce the reserve price i.e. Rs.20,500,000/- The parking fee of motorcycle should be @ Rs.20/- as per previous year agreement.	Estimated cost of contract for one year Rs.41,745,000/- Motor Cycle / Scooter Rs.20/-
M/S. ASHFAQ BROTHERS			
1	personnel(s) deployed under the contract is (are) absent PKR 500/per worker per absent	Page No. 18 Sr. No. 1. It is wrong to impose a fine of Rs.500/- in case of absence of parking worker.	The committee regretted the suggestion of M/s. Ashfaq Brothers and recommended that the TOR remained same as it is.
	Any other unsatisfactory performance under the contract, Minimum PKR 10,000/event depending on the severity and it may lead to the termination of contract	What is the fine of Rs.10,000/- mentioned in Sr. No. 3 page No. 18.	The committee regretted the suggestion of M/s. Ashfaq Brothers and recommended that the TOR remained same as it is.
	If the lifter is not available in the hospital fine of PKR 5,000/- per day	Page No. 18 Sr. No. 5. If the lifter is not available at the hospital Rs.5000/- will be charged per day. A fine of Rs.500/- should be mentioned for removing a vehicle from the lifter in case of wrong parking.	i. If the lifter is not available in the hospital fine of Rs.5,000/- per day. ii. Fine Rs.500/- will be charged from the car owner if lifted by lifter. iii. Parking at Non-Parking area creating disturbance in traffic flow fine Rs.500/- per vehicle / per incidence iv. Parking of vehicle by outsiders (not patient/attendant/staff) fine Rs.500/- per vehicle / per day
2	The award of the contract shall be valid for one (01) year from the date of signing the contract.	That the auction period should be more than about 5 years.	The award of the contract shall be valid for two (02) years from the date of signing the contract.

3	<u>Information Technology (I.T) related Staff:</u> Project Manager: Must have master of computer science with at least 05 years' experience in Transportation = 05 marks	In page No. 27 it is written that it is necessary to have computer science and master for parking staff while working according to the nature, the matric / middle pass person also works as a parking slip.	The Committee unanimously decided that: Project Manager I.T: = 05 marks Must have Bachelor of computer science with at least 05 years' experience in transportation sector
4	<u>Transportation-related staff:</u> Project Manager: Must have Bachelor of Transportation Engineering / Mechanical Engineering with at least 05 years' experience in Transportation = 05 marks	It is also written in page No. 27 that the education of the project manager must be bachelors in Transportation Engineering / Mechanical Engineering while the education of the project manager for parking is also sufficient as FA/BA because the work of parking is not technical that required an engineer.	The Committee unanimously decided that: Project Manager of Transport: Must have Bachelor of Transportation Engineering / Mechanical Engineering with at least 05 years' experience in transportation sector = 05 marks
5	Experience of e-ticketing & e-parking implementation and digital Parking system Less than 2 years = 00 marks 02 to 04 years = 05 marks More than 4 years = 10 marks {Experience less than 10 million monetary value (annual basis) will not be considered,}	The requirement of e-ticketing & e-parking monitoring in page No. 27, it has been reported that e-ticketing parking in hospital, a waiting time of about 2 minutes per patient is required, while due to keeping patients waiting in hospitals, there is a serious fear of quarrels with relatives, due to which e-ticketing, implementation of digital parking is impossible as e-ticketing requires 6 interface booths in the hospital. No hospital in Punjab has a digital parking system.	Experience of E-ticketing system implementation Less than 2 years = 00 marks 02 to 04 years = 05 marks More than 4 years = 10 marks {Experience less than 05 million monetary value (annual basis) will not be considered,}
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7		The parking space in the hospital is less and the number of people is increasing day by day, due to which there is a lot of difficulty in parking in the hospital, so to solve the parking problems in the hospital, the implementation of e-ticketing digital parking. Therefore there is a dire need for a 5/6 floor parking plaza, which is the responsibility of contractor to make a 15 years contract agreement during the construction period of the plaza, which is a solution to all kinds of problems and traffic control in the hospital.	The committee regretted the suggestion of M/s. Ashfaq Brothers and recommended that the TOR remained same as it is.

M/S. BASHIR BROTHERS

1	Information Technology (I.T) related Staff: Project Manager: Must have master of computer science with at least 05 years' experience in Transportation = 05 marks	In page No. 27 it is written that it is necessary to have computer science and master for parking staff while working according to the nature, the matric / middle pass person also works as a parking slip.	The Committee unanimously decided that: Project Manager I.T: = 05 marks Must have Bachelor of computer science with at least 05 years' experience in transportation sector
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3	Transportation-related staff: Project Manager: Must have Bachelor of Transportation Engineering / Mechanical Engineering with at least 05 years' experience in Transportation = 05 marks	It is written in page No. 27 that the education of the project manager must be bachelors in Transportation Engineering / Mechanical Engineering while the education of the project manager for parking is also sufficient as FA/BA because the work of parking is not technical that required an engineer.	The Committee unanimously decided that: Project Manager of Transport: Must have Bachelor of Transportation Engineering / Mechanical Engineering with at least 05 years' experience in transportation sector = 05 marks
4	personnel(s) deployed under the contract is (are) absent PKR 500/per worker per absent	Page No. 18 Sr. No. 1. It is wrong to impose a fine of Rs.500/- in case of absence of parking worker.	The committee regretted the suggestion of M/s. Bashir Brothers and recommended that the TOR remained same as it is.
	Any other unsatisfactory performance under the contract, Minimum PKR 10,000/event depending on the severity and it may lead to the termination of contract	What is the fine of Rs.10,000/- mentioned in Sr. No. 3 page No. 18.	The committee regretted the suggestion of M/s. Bashir Brothers and recommended that the TOR remained same as it is.
	If the lifter is not available in the hospital fine of PKR. 5,000/- per day	Page No. 18 Sr. No. 5. If the lifter is not available at the hospital Rs.5000/- will be charged per day. A fine of Rs.500/- should be mentioned for removing a vehicle from the lifter in case of wrong parking.	i. If the lifter is not available in the hospital fine of Rs.5,000/- per day. ii. Fine Rs.500/- will be charged from the car owner if lifted by lifter. iii. Parking at Non-Parking area creating disturbance in traffic flow fine Rs.500/- per vehicle / per incidence iv. Parking of vehicle by outsiders (not patient/attendant/staff) fine Rs.500/- per vehicle / per day
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7	As per rule 38 2(a) of PPR, 2014 (amended) Single Stage Two Envelopes Bidding Procedure shall be adopted.	Page No. 28 mentioned E-ticketing/online monitoring traffic flow which should be implemented as per PPRA Rules.	As per PPRA rules 2014 (amended)
8	Estimated cost of Rs.41,745,000/-	The reserve price of parking contract is much high so please the reduce the reserve price i.e. Rs.20,000,000/-	The committee regretted the suggestion of M/s. Bashir Brothers and recommended that the TOR remained same as it is.
M/S. MARZOOQS TRADERS			
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	and does not give an opportunity for complaint. The Provision of transportation engineer in the bidding document should be deleted. All bid procedures should be simplified so that every contractor can participate as much as possible.	than 250 beds) Less than 2 years = 00 marks 02 years = 05 marks 03 years or more = 10 marks
M/S. QASIM ENTERPRISES		
personnel(s) deployed under the contract is (are) absent PKR 500/per worker per absent	Page No. 18 Sr. No. 1. It is wrong to impose a fine of Rs.500/- in case of absence of parking worker.	The committee regretted the suggestion of M/s. Qasim Enterprises and recommended that the TOR remained same as it is.
Any other unsatisfactory performance under the contract, Minimum PKR 10,000/event depending on the severity and it may lead to the termination of contract	What is the fine of Rs.10,000/- mentioned in Sr. No. 3 page No. 18.	The committee regretted the suggestion of M/s. Qasim Enterprises and recommended that the TOR remained same as it is.
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<table><tr><th>Sr. No.</th><th>Detail of Vehicles</th><th>Parking Fee</th></tr><tr><td>1</td><td>Truck, Mazda</td><td>Rs. 50.00</td></tr><tr><td>2</td><td>Car / Jeep / Loader Rikshaw</td><td>Rs. 30.00</td></tr><tr><td>3</td><td>Auto. Rikshaw, Chingche,</td><td>Rs. 20.00</td></tr><tr><td>4</td><td>Motor Cycle / Scooter</td><td>Rs. 10.00</td></tr></table>			Sr. No.	Detail of Vehicles	Parking Fee	1	Truck, Mazda	Rs. 50.00	2	Car / Jeep / Loader Rikshaw	Rs. 30.00	3	Auto. Rikshaw, Chingche,	Rs. 20.00	4	Motor Cycle / Scooter	Rs. 10.00				<table><tr><td>Motor Cycle / Scooter</td><td>Rs.20/-</td></tr></table>			Motor Cycle / Scooter	Rs.20/-
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The Bid Documents Committee discussed the tender / bidding documents thoroughly and unanimously recommended to proceed further after amendment / change.
The meeting ended with vote of thanks to the chair.



Mr. Rana Bilal Ashraf
Law Officer
(Member)


Dr. Giuliam Fareed
A.M.S (Surgical Tower)
(Member)


Dr. Muhammad Adil
A.M.S (CMS/Admin)
(Member)


Mr. Kashif Haroon
Director Finance
(Member)


Dr. Munir Ahmad Malik
Medical Superintendent
Mayo Hospital, Lahore
Chairman of the Committee


Prof. Dr. Haroon Hamid
Chief Executive Officer
Mayo Hospital, Lahore