

PRE-BID MEETING FOR THE PROCUREMENT OF PARCEL-BASED MAPPING, RECORDS DIGITIZATION & LAND REGISTRATION IN NOTIFIED KATCHI ABADIS (KAS) IN PUNJAB (PK-BOR PUNJAB-322913-NC-RFB)

Above noted meeting was arranged as per following details/schedule:

Meeting Date: October 18, 2023 (Wednesday)

Timings: 11:00 AM – 12:00 PM.

Venue: Committee Room, PMU-BOR

Internal Participants of the meeting (PMU- PULSE):

- i. Mr. Faiz Ul Hassan (Project Coordinator-PIU) (Chair).
- ii. Muhammad Afzaal Amin Rana, Procurement Specialist (PIU-PLRA), (Member).
- iii. Mr. Nasir Ashraf, GIS Specialist (PMU-PULSE), (Member).
- iv. Mr. Rana Sohail Aslam, GIS Specialist (PIU- PULSE), (Member).
- v. Mr. Iftikhar Hussain Zaidi, Financial Management Specialist (PMU- PULSE) (Member).
- vi. Mr. Rizwan Khalid, Procurement Specialist (PMU- PULSE), (Secretary).

External participants of Meeting (Representatives of firms)

- i. Mr. M. Kashif, Manager, M/s Systems Ltd.
- ii. Ms. Atiqa Ijaz Khan, Sr. GIS Analyst, M/s NESPAK Pvt. Ltd.
- iii. Mr. Kashif Bhatti Manager, M/s NCBMS.
- iv. Mr. Aamir, Shahzad Manager, M/s Solochoicez Pvt Ltd.
- v. Mr. Awais, Gillani Manager, M/s AOS Ltd.
- vi. Mr. Aamer, GIS Expert, M/s ASCE.
- vii. Ms. Ramsha, Manager Tech, M/s SEMC.
- viii. Mr. M Mutahir Ahmad, GIS Analyst , M/s R2V.
- ix. Mr. Mouzam Inayat, BD Executive, M/s Jers Consultancy.
- x. Mr. Murad Kisana, Director, M/s The Spatio.
- xi. Dr. Urooj Saud, GM-GIS, M/s The Urban Unit.
- xii. Mr. Hamza Amjad, GIS Specialist, M/s Sheher Saaz
- xiii. Mr. Aamir Sarfraz Manager, M/s Geo Mapping Solution (Online Through Zoom)
- xiv. Mr. Mahtab Abdullah, Manager, M/s NIFT (Online Through Zoom)
- xv. Mr. Mahtab Qasim, Manager, M/S Sheher Saaz (Online Through Zoom)
- xvi. Mr. Shoaib Faisal, Manager, M/s Paidar. (Online Through Zoom)



The Chair welcome all the participants and asked the external participants / firm's representatives to submit their queries regarding above noted RFB; The queries response are as under: -

Sr. No.	Queries	Response
1.	Estimated number of Kachi Abadi's/ Dwelling Units files/ pages are provided "Division Wise" in RFB While District-Wise Estimated volume is missing. Please share volume district wise.	Please refer to Part-II-Employer's Requirement, Section VII-Activity Schedule, Page 81 & 87 of Bidding Document.
2	Is there any sequence required of the physical record (Files) so that pre-scanning activity can be performed to arrange the documents in sequential order before initiating the scanning?	Files should be scanned Kachi Abadi wise and scanning be start from plot / property No.1 to last number.
3	Both sides of the image (Front and back) will be considered as one (01) page or a single capture (image) will be considered one page?	One side of printed / written paper shall be considered as one scanned side and both sides will be one page. There is no need to scan the Blank Side of Paper.
4	How many types of documents are available in a file (Legal, Letter, A4, etc) and do we need to scan complete set of file?	Normally Page size is A4 / Letter. However, in some cases, Legal Pages can also be part of record. Yes, complete Set of File need to be scanned.
5	Do We are need to perform scanning of the maps for all estimated files?	Maps are required to be scanned in case of available as part of file.
6	How old the record for scanning is and how it preserved in record rooms? What is the health of the record? Please also share the expected percentage of damage files.	Physical record can be decades old. There is no defined percentage of damage files.
7	Can we work in multiple shifts (two - three) at in Kachi Abadi's office at district/Tehsil Office. Project time duration is very short so we required 24 Hrs working. Will PIU Pulse provide access to record room on 24 hrs. basis?	Sufficient record shall be available for one shift in the concerned offices.
8	Can we work six days a week at scanning sites?	It depends upon policy of concerned office. However, it is possible with the mutual understanding of concerned office.
9	What will be the naming conventions / Indexing Criteria for each File scanned Page?	As mentioned on the face of original File.
10	We are assuming 35 (Text & Selection) fields for each file (Dwelling Unit) needs to be entered with entry of one Borrower and one seller information. Which means total estimated volume for Fields is 476,581 X 35 = 16,680,335 Total Fields, Please Explain.	Please refer to Part-II-Employer's Requirement, Section VII-Activity Schedule, LOT-3 Para 4 (Special note). Firm need to enter latest owner information only.
11	Do we need to enter all buyers / Sellers detail in "Allotment Section" of data entry fields and all buyers/sellers' entries will be countable/billable?	Please refer to Part-II-Employer's Requirement, Section VII-Activity Schedule, LOT-3 (Data Entry Fields to be filled). All the verified data entries shall be countable / billable.
12	It is mentioned here that data entry of "Valuation Tables" is also required. Do we also need to scan/Index valuation tables as well and the expected	Complete file shall be scanned including its all the essential components.

	volume is added in total estimated volume of mentioned files?	
13	In case of delay by the District Revenue Administration in providing the sufficient scanning space, delay in provision of record for scanning and strikes (long/short term) in district/tehsil offices which is usual practice in Govt office. How PMU (BOR) will mitigate these risks since both these risks have serious impact on project completion timelines?	Please refer to Part-III- Conditions of Contract and Contract Form, Section VIII-General conditions of Contract Clause 2.5 (Force Majeure)
14	Android app and progress monitoring dashboard will be provided by the Client. (Lot-1)	Yes. Android App and progress monitoring dashboard shall be provided by PULSE.
15	The vector layer of parcels of LOT-2 and ownership data of LOT-3 will be available in app. for the survey. The surveyor will select the name of Katchi Abadi and resident name from the app to verify the data in field. (Lot-1)	Yes.
16	The app. data columns will be shared with the minutes of the pre-bid meeting as these would be required to plan HR and time. (Lot-1)	App data is attached.
17	ITB 20.1 (Bid Data Sheet), Section-IV Bidding Forms, client required bid security for all the 3 lots but it hasn't been mentioned whether it will be in the form of Bank Draft / CDR/ Pay Order? (Lot-1)	Please refer to Part I - Bidding Procedures, Section I- Instructions to Bidders 20 (Bid Security).
18	There is a scanning duplication in Lot 2 and Lot 3. (Lot-2)	These requirements mentioned in the Terms of references of Lot-2 are generic. The Specific requirements are mentioned in respective annexures (I & II) of Lot- 2. An addendum to this effect (Lot-2) has been issued separately in accordance with Part I - Bidding Procedures, Section II- Bid Data Sheet (BDS) ITB Clause 8.1 pursuant to ITB Clause 9.
19	Each and every lot will be treated separately (Lot-2)	Please refer to Part I - Bidding Procedures, Section II- Bid Data Sheet (BDS) ITB Clause 1.1.
20	In the minutes, actual HR would be mentioned whose CVs are required (Lot-2)	Please refer to Part I - Bidding Procedures, Section III- Evaluation and Qualification Criteria; 2.2 Qualification of Award (Lot 1, Lot 2 and Lot 3) sub para (c) and Qualification Requirement Table Reference c) Key Personnel. The CVs of Key Personnel will be shared with the client. List of Field Surveyor, Scanning & Data Entry Operators will be required only. The Bidders must be required to maintain separate qualified teams for each Lot and for each district as applicable to each Lot to ensure focused and efficient project implementation.

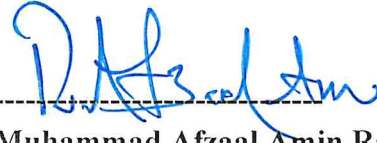
21	There is no specific requirement of establishing offices at districts (Lot-3)	Firms may arrange offices at their own as per their convenience.
22	Coordination with Government Departments and Local Governments and security will be ensured by the Client (Lot-3)	Coordination with Government Departments and Local Governments will be ensured by the Client.
23	There will be a unique key or code with each parcel digitized in LOT-2 and with each form at the time of entry in LOT-3 for the smooth survey in LOT-1 (Lot-3)	Yes
24	Kindly confirm whether the procurement of the RFP document is necessary, or if bidders can utilize the web-based version available on the Pulse website.	Please refer to Para 5 of Advertisement (Request for Bids-Non-Consulting Services) Published in newspapers.
25	Concerning the three lots/packages, is it permissible for a bidder to apply for a single lot, or is it mandatory to apply for all three lots? Also, please specify whether separate proposals are required for each lot, or if a combined proposal suffices.	Please refer to Part I - Bidding Procedures, Section II- Bid Data Sheet (BDS) ITB Clause 1.1. and Section IV- Bidding Forms (Letter of Bid) para f (Bid Price).
26	Referring to page 45 of the RFP (evidence of adequacy of financial resources), are consultants allowed to submit financial statements/audit reports as proof of financial resources, or are there any additional requirements? Kindly provide further details.	Please refer to Part I - Bidding Procedures, Section III- Evaluation and Qualification Criteria; 2. Qualification (Lot 1 , Lot 2 and Lot 3) para (f).
27	Could you kindly specify whether the bid price should be quoted in PKR or any other currency?	Please refer to Part I – Bidding Procedures, Section I - Instructions to Bidders Clause 16 Currencies of Bid and Payment.
28	Evaluation Criteria for evaluation of proposal is not mentioned. Kindly clarify so that bidders can develop their proposal as per evaluation criteria.	Please refer to Part I – Bidding Procedures, Section III - Evaluation and Qualification Criteria.
29	Refer to Qualification Experience of Lot-3, Do firm required experience of GIS-related interventions such as geo-spatial mapping of parcels, georeferencing, and digitization for scanning and Data entries (Lot-3)?	An addendum to this effect (Lot-3) has been issued separately in accordance with Part I - Bidding Procedures, Section II- Bid Data Sheet (BDS) ITB Clause 8.1 pursuant to ITB Clause 9.

The meeting ended with a mutual vote of thanks.

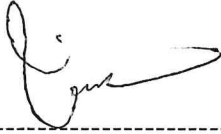
Handwritten signatures in blue ink, including a large stylized signature on the left and a smaller signature on the right.



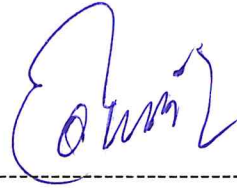
Mr. Rizwan Khalid
Procurement Specialist, PMU-BOR



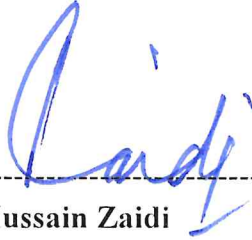
Muhammad Afzaal Amin Rana
Procurement Specialist, PIU-PLRA



Mr. Nasir Ashraf
GIS Specialist, PMU-BOR



Mr. Rana Sohail Aslam
GIS Specialist PIU-PLRA
Co-opted Member



Mr. Iftikhar Hussain Zaidi
Financial Management Specialist PMU-BOR



Mr. Faiz Ul Hassan,
Project Coordinator-PIU
Chair, PMU-BOR Procurement Committee