



GOVERNMENT OF SINDH
SCHOOL EDUCATION DEPARTMENT
Karachi, Dated 18-04-2017

PRE-BID MEETING MINUTES

**INVITATION FOR BIDS (NATIONAL COMPETITIVE BIDDING)
SCHOOL EDUCATION DEPARTMENT, GOVERNMENT OF SINDH
THIRD ROUND OF PROCUREMENT OF EDUCATION MANAGEMENT ORGANIZATIONS
(EMOs)
MOVENPICK HOTEL, KARACHI
APRIL 18, 2017**

1. Introduction / Background

- 1.1 Under the policy reform of Education Management Organizations (EMOs), the School Education Department (SED), Government of Sindh (GoS) has invited bids through National Competitive Bidding process for 14 (fourteen) schools newly reconstructed with the support of USAID under Sindh Basic Education Program in District Khairpur and Sukkur. Advertisement for the same was published on April 02, 2017 national dailies.
- 1.2 As part of public procurement process, a Pre-Bid Meeting for prospective bidders was organized on the 18th of April, 2017 in Karachi for an in-depth understanding of the EMOs Reform and the bidding process, and to interact with representatives of the schools, development partners and representatives of GoS.
- 1.3 Participants were welcomed to the Pre-Bid Meeting and a presentation was given to explain the bidding documents and to give an opportunity to the perspective bidders to seek clarifications, regarding the EMOs reform, the bidding process including guidance and technical questions on the bidding documents.

2. Brief Presentation

- 2.1 A presentation was given on the key aspects of the bidding documents and the bidding process:
 1. Instructions to bidders.
 2. Bid data sheet.
 3. Eligibility Criteria
 4. Evaluation and qualification criteria.
 5. Bidding forms.
 6. Technical specifications.
 7. EMO Contract requirements.
 8. Financial bid format.
 9. Common mistakes to avoid.



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3. Clarifications

Following clarifications were sought from the perspective bidders generally:

SN	CLARIFICATIONS SOUGHT	RESPONSE MADE
1.	Form of the bid security	Bid security to be submitted only in the form of Demand Draft, pay order, and bank Guarantee.
2.	How consortium is made?	Two or more duly registered legal entities can form a Consortium using experience of one prospective bidder and the financial worth of the other prospective bidder; therein it requires a lead member from the consortium to apply for bidding process.
3.	How to calculate year wise taxes?	All applicable taxes are to be built in the financial bid
4.	Evaluation Committee	The GoS notified TFEC (Technical and Financial Evaluation Committee) for EMOs will evaluate the technical and the financial bids.
5.	New Teachers	The bidders shall assess the need for hiring of additional teachers on EMO's budget and such cost should be mentioned in the technical and financial bid
6.	Can a bidder submit bids for more than one school?	Yes, but only a separate bid may be submitted for each individual school.
7.	Net worth of prospective bidder for each year	Net worth of PKR 5 million, for each of the two full financial years.
8.	Documents required to satisfy financial eligibility criteria	For each bid, the bidder has to provide the required Financial Data Form (Annexure 13) along with: (i) audited financial statements, duly certified by a certified chartered accountant, for the most recent two (2) full financial years for which such statements are available, including the consolidated balance sheet, income statement, statement of cash flows and the accompanying notes; and (ii) a confirmation letter from an independent auditor, to demonstrate that it satisfies the relevant financial criteria. In case of multiple bids' submission, the bidder may submit attested copies of the audited financial statements, and the confirmation letter (mentioned above). However, the Authority may ask bidders to produce the original (certified true copies) at the time of opening of bids.
9.	Technical Criteria for Eligibility / Required sector experience /	At least five years of experience is required.



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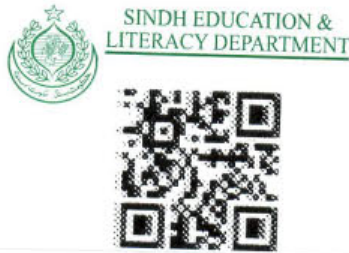
10.	Can the cost of solar electrification of schools be built in the bid	Yes, all bidders are required to build the technical specifications and cost of solar electrification of schools in their technical, as well as financial bids. The potential bidders are also advised to visit the schools for this purpose.
11.	What would happen if a discrepancy between hard copy and soft copy of the bid id found?	The Original Copy (Hard) will prevail.
12.	Does the lowest bid price guarantee award of contract?	The bidder with the lowest evaluated cost, but not necessarily the lowest submitted price, shall be awarded the procurement contract, within the original or extended period of bid validity.

4. Conclusion

Prospective Bidders were communicated/ invited to attend the Pre-Bid Meeting and to have a better understanding of the bidding documents. The minutes of the meeting highlight the important discussions points.

All prospective bidders were advised to carefully study the bidding documents, especially the Eligibility Documents, Annexed Forms, Required Documentation, Marking and Sealing of Envelopes, etc., and to carefully prepare their competitive bids accordingly.

At conclusion of the event, all participants were reminded that the closing date for the submission of bids is the 12th of May 2017 at 1400 Hours as indicated in the Bidding documents; and that the prospective bidders may seek inquiries from the Authority till 5th of May, 2017. The opening of bids would be on the 12th of May 2017 at 1500 Hours at Committee Room, Tughlaq House, Sindh Secretariat, Karachi.





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