



Minutes of Pre-Bid Meeting “Procurement of Information Technology and Machinery Equipment”

The subject meeting was held at conference room of the Administration Block of Mardan Medical Complex Mardan on Thursday, July 08, 2021 at 10:00 AM in presence of the procurement committee for Goods (IT & Machinery items). Attendance sheet attached.

The following firms participated in the pre-bid meeting.

1. M/s Techaccess, Islamabad
2. M/s Computer Marketing Company, Islamabad

After recitation of the Holy Quran and introduction chairman procurement committee Mr. Azhar Khan welcomed the all the participants and informed that the purpose of this meeting is to discuss the draft bid solicitation documents including specifications and evaluation criteria and to incorporate the suggestion/comments from prospective bidders, so that the draft may be approved by the competent authority once supplemented/amended.

Chairman Procurement Committee Mr. Azhar, further added that the draft document for the subject equipment has been prepared keeping in view the requirements of MMC Mardan, however your comments / suggestions towards improvement will be appreciated and incorporated if agreed by the committee. At this point Manager IT Mr. Mohsin Ali Khan explicitly added that no compromise shall be made on the quality of IT & Machinery Equipment. The firm shall be declared as non-responsive, not meeting the value for money in terms of quality, reliability and upgradability.

Manager Procurement, Muhammad Khalid informed that in responsive to the advertisement in newspapers, KPPRA and MTI-MMC website so far total Five (05) firms obtained the bid solicitation documents. This document has been prepared in light of KPPRA Law and Rules. The bidding procedure will be single stage two envelopes and none of the document will be entertained (affecting the bid of the other competitors) once bid submitted and decision will be made on the bid submitted on time prescribed in bid documents. The draft was read out aloud and the participants were asked to share their views / suggestions / comments one by one.

Eligibility Criteria & Packages details:

- A Point raise by Mr. Adnan from Techaccess to include the “Partner” in the eligibility criteria. On this point, all vendors and committee agreed unanimously.

Specification:

- Mr. Adnan requested to mention Serial numbers SAN in the SBD. All were agreed on this decision.
- Aggregation switch model number were requested to mentioned in the SBD.
- Distribution Boxes for UPS and Precision ACs is included in the SBD.
- Training & Certification is included in “Package A”.
- The 10 KVA UPS was decided to include in the “package B”. All vendors & Forum were agreed on this decision.



**Medical Teaching Institution
Mardan Medical Complex Mardan**



Evaluation Criteria.

S #	Comments / Suggestions / Objections	Raised by	Decision
1.	Partner is added in Status of the Firm	M/s Techaccess	Agreed by all the bidders
2.	Free After sales support was clarified to the bidders: After completion of warranty period for (3S) for their respective item (s) mentioned in the statement of Technical Specification. Year No. 1 (02 marks) Year No. 2 (05 marks)	All the participants	-do-

At the end of the meeting once again it was announced by the chairman committee, that submit in writing your comments to the office of the Hospital Director and **these minutes shall be consider as integral part of the Bid Solicitation Documents.**

The meeting ended with a mutual vote of thanks.

The update Bid Document is available on mmc official website: www.mmckp.gov.pk

**Muhammad Khalid
Member / Secretary
Procurement Committee**