

MINUTES OF THE PRE-BID MEETING

For Procurement of Digital Printing Press and Scanners

The subject meeting was held on 14th June, 2021 at 10:00 AM at the office of Director (Finance/Admin) ETEA office Hayatabad. The following attended the meeting.

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| i. Director (Finance/Admin) ETEA | (Chairman) |
| ii. Deputy Director Systems ETEA | (Member Technical) |
| iii. Mr. Nasir Saleem Additional Registrar KMU | (Member Technical) |
| iv. Deputy Director Procurement ETEA | (Member/Secretary) |
| v. Mr. Shakirullah Deputy Director Technical KP IT Board | (Member Technical) Could not participate the meeting. |

PROCEEDINGS FOR DIGITAL PRINTING PRESS:

After recitation of the Holy Quran, The Chairman Procurement Committee welcomed the participants and apprised them regarding the subject procurement.

Below mentioned two firms attended the pre-bid meeting.

1. M/s Shirazi Trading Co. Pvt. Ltd
2. M/s Office Automation Group

PURPOSE:

The chair mentioned that the purpose of the meeting was to give an opportunity to the bidders to seek clarifications, regarding the whole tendering process including technical evaluation criteria and the bidding documents.

A brief discussion was done from the side of Mr. Ahsanullah (Deputy Director Procurement ETEA), Mr. Nasir Saleem (Additional Registrar KMU) and Mr. Sohail Nasir (Deputy Director Systems) for the key aspects of the bidding documents and bidding process.

- i. The bidding documents
- ii. Evaluation & Qualification Criteria
- iii. Technical Specifications etc.

REVISIONS MADE DURING THE PRE-BID MEETING

Bidder/Contractor/representatives raised the queries and requested for necessary modification to be incorporated in the specifications and the evaluation criteria in below clauses/specifications of the bidding documents.



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Sno.	Reference Evaluation Criteria	ORIGINAL CRITERIA	PROPOSED TO BE	DECISION/REMARKS
1	Package-I Sr # 2 sub clause iv.	Experience in supply of similar capacity digital printing press or higher. 2.5 marks per purchase order successfully completed.	Experience in supply of 95PPM or higher capacity digital printing press/Production Printers. 2.5 marks per purchase order successfully completed.	AGREED
2	Package-I Sr # 3	A list of clients to whom the bidder has done or being doing business for supply of similar item during the last 3 years along with their names, address, phone numbers. List is to be bifurcating in the following manner. The value should be for the supply of single machine. Each machine will get marks until the total limit is reached. Satisfactory performance certificate from the client shall be attached. Slabs: less than 1 million (0 marks) 1 million to 3 million (1.5 marks) 3 million to 6 million (2.5 marks) > 6 million (5 marks)	A list of clients to whom the bidder has done or being doing business for supply of similar item during the last 3 years along with their names, address, phone numbers. List is to be bifurcating in the following manner. After 6 Million the cycle will repeat untill the total is reached. Satisfactory performance certificate from the client shall be attached. Slabs: less than 1 million (0 marks) 1 million to 3 million (1.5 marks) 3 million to 6 million (2.5 marks) > 6 million (5 marks)	AGREED
3	Package-I Sr # 4	Printer Economy (unit cost in Pak Rs. per page): Maximum 30 score will be awarded to printer model offered with best printer economy whereas all rest models offered by respective bidders will get relative score as per following formula: Economy Score = (Eco. Score i.e. 30 x Best Printer Economy) / Printer Eco. of offered model of bidder. The economy must be reflected and verifiable through manufacturer's catalogue/brochure.	"To take per copy cost on 10 million pages "	NOT AGREED Because it would not be possible to assess the economy prior to the delivery of Digital Printing Press. The Department Requires advance confirmation of the economy in the form of original brochures from the manufacturer.
4	Package-I Sr # 5	ORIGINAL DELETED		AGREED
5	Package-I Sr # 5	REPLACED AS UNDER		AGREED

	Additional Marks will be given for additional features:	Max Marks
	Print Speed of Digital Printing Press	
i.	Slabs: Greater than 130PPM (2.5 marks) Greater than 135PPM (5 marks)	5
ii.	Paper feeding capacity if greater than 9000 sheets 2.5 marks will be awarded	2.5
iii.	Paper Stacking capacity if greater than 4000 sheets 2.5 marks	2.5



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6		Package-I	BOQ/TECHNICAL SPECIFICATIONS OF PACKAGE-I (DIGITAL PRINTING PRESS)	PROPOSED TO BE	DECISION/REMARKS
i.	Sr. 1.		Print Speed = 135 PPM A4 or higher	To reduce the requirement to 130PPM or higher for digital printing press.	AGREED
ii.	Sr.3.		Memory = 8-GB or Higher	To reduce Memory from 8 GB or higher to 4 GB or Higher.	NOT AGREED Speed and the storage capacity of the machine cant be compromised. The Department would prefer even higher speed and space in the machine to be procured.
iii.	Sr. 4.		HDD Capacity = 01-TB or Higher	To reduce HDD from 1TB or higher to 500 GB or higher.	
iv.	Sr.8.		Finisher & 3-Position Stapling Unit (Capacity Upto 100 sheets)	Finisher & 3 position stapling unit to Finisher & 2 position stapling unit.	NOT AGREED The department requires a machine able to make booklets which can only be possible with three position stapling.
v.	Sr. 11.		RADF (Reverse Automatic Document Feeder)	To change the RADF requirement of scanner to "Dual Automatic Document Feeder in one go"	AGREED
vi.	Sr. 19		Not mentioned.	Technologically the printer should be Digital Printing Press.	AGREED
vii.	Sr. 20		Not mentioned.	Biometric Authentication printing process.	AGREED
7		Package-II	BOQ/TECHNICAL SPECIFICATIONS OF PACKAGE-II (SCANNERS)	PROPOSED TO BE	DECISION/REMARKS
i.	Sr.4		Scan speed: 85 PPM (Portrait A4) or higher	To add "85PPM Portrait/Landscape A4 Size) in technical specification of scanners.	AGREED
ii.	Sr.6		Paper Thickness and Weight 27-433 g/m ² Paper	To change the range of paper thickness and weight to 25-150g/m ² paper or higher for scanners.	AGREED
iii.	Sr.3		USB 3.2 Gen 1x1 Compatible, 10/100/1000 ETHERNET	To change the USB3.2 Gen to USB3.1 Gen Compatible, 10/100/1000 ETHERNET or higher for scanners.	AGREED
iv.			New Clause	Mandatory Inclusion of flatbed scanning option in the scanners.	NOT AGREED Such facility is not required by the Department. It is useless for the Department.
v.	Sr. 6	ORIGINAL DELETED			AGREED
8	Sr. 6	REPLACED AS UNDER			AGREED
6		Additional Marks will be given for additional features of scanner:			Max Marks
i.		Daily Volume more than 20,000 pages per day			2
ii.		More than 85PPM scanning portrait/landscape A4			2
iii.		More than 600dpi			2
iv.		Feeding capacity more than 300 sheets of 80g/m ² paper			2
v.		Connectivity/interface greater than USB3.1 Gen			2
9	Bid Data Sheet Sr.11	Delivery Period 70 days from the date of signing of the contract.		To increase the delivery time from 70 to 90 days.	AGREED



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The minutes of the pre-bid meeting along with revised BSDs can be downloaded from the ETEA & KPPRA website.

The meeting was concluded with the vote of thanks from the chair,

Ahsanullah Marwat
Deputy Director (Procurement)

Copy forwarded to:

1. PS to Executive Director ETEA
2. All Members (Procurement Committee)

Ahsanullah Marwat
Deputy Director (Procurement)