

# PAKISTAN INDUSTRIAL DEVELOPMENT CORPORATION

## Minutes of Meeting

Cost Analysis & Detailed Study of Auto, Cement and Fertilizer Sectors

Held at: PIDC Head office

Dated: 24<sup>th</sup> May 2022

Time: 11:00 am

### Participants:

S. No.	Participants	Designation	Organization	Appearance
1	Mr. Waqar uddin	Joint Secretary	Mol&P	Virtual
2	Zeeshan Khan	Manager (Research & Evaluation)	PIDC	Physical
3	Ms. Beenish Mobin	AM (Analysis & Evaluation)	PIDC	Physical
4	Muhammad Faizan Khan	AM Projects	NIP	Physical
5	Muhammad Jiwani		Sidat Hyder	Physical
6	Sohni Jatai		Sidat Hyder	Physical
7	Nadir Ahmad		NMC	Physical
8	Saleem		Isotec	Physical
9	Syed Ghazanfar Iqbal		Isotec	Physical
10	Shahzad Ali	BD Manager	IN Consultant	Virtual

Meeting has been initiated with the introduction of Project and PIDC staff, and introduction of Bidder's representatives.

Following discussion took place in the meeting.

S. No.	Quires Raised by Consultants	PIDC Response
<b>A</b>	<b><u>Isotec</u></b>	
1	<u>Special task/Deliverables (TORs)</u> Whether the cement producing unit will be intimated by PIDC or Consultant is responsible to select for cost analysis of at least two cement producing units in each province.	Consultant is responsible to find out and recommend to PIDC two (02) cement producing units in each province. After PIDC acceptance, Consultant can proceed with the study.
2	<u>Payment (TORs)</u> Consultant was seeking for clarification on 50-50% payment.	PIDC is responsible to pay 50% on draft submission of report by the Consultant and remaining 50% after review and acceptance of final report.

<b>B</b>	<b>National Management Consultant Pvt. Ltd.</b>	
3	<u>Form 3 – CV (Part E)</u> Consultant was reluctant at submission of highest education certificate of relevant key personnel	PIDC will accept registration (number) of relevant key personnel with relevant registration body alongwith copy of highest education certificate. For personnel those can't be registered by any platform, copy of highest education certificate will be accepted.
4	<u>Form 3 – CV (Part E)</u> It's not possible to get data easily require under Sr. 10.	PIDC will accept whatever information will be available in this regard.
5	<u>Payment (TORs)</u> Consultant has requested for advance payment for all three (03) assignments as per rule.	As the studies are mainly related to Engineering sector, therefore, as per PEC guidelines 'Advance payment is sole decision of a client'. PIDC is not looking to pay any advance payment for such short assignments.
<b>C</b>	<b>IN Consultant</b>	
6	<u>Value Chain Data</u> If value chain data for all studies will be provided.	PIDC will support the consultants by providing such data where necessary.
7	<u>Key Personnel</u> If same relevant key personnel can be proposed for all studies.	PIDC have no objection at proposal or utilization of same relevant key personnel at all studies however, it shouldn't affect the progress.
8	<u>Financial Expert</u> IF MBA finance can be proposed.	Only 'FCA/FCMA/Fellow Member of any Professional Body' can be proposed for studies as written in RFP.
<b>D</b>	<b>Request by multiple consultants</b>	
9	<u>Financial Capacity – Part D (Selection Criteria)</u> 0.1 marks per million should be reduced	0.15 marks per million will be considered in evaluation. However, average annual turnover should be minimum 50 million PKR.
10	<u>Completion Certificate – Part A (Selection Criteria)</u> Consultants are reluctant at submission of completion certificates as most of the client don't used to provide such document.	PIDC intimated that most of the clients are normally providing completion certificates. However, contract agreement alongwith signed invoices and payment transferred proofs (by key authorize person) will be acceptable.
11	<u>Scope (TORs)</u> As per RFP document, Analysis will be based only on information published by listed companies of the respective sectors, which may not reflect the true picture. The interested bidders requested that in order for the studies to be more useful client may arrange the required primary & secondary data through respective sectors.	PIDC in collaboration with Ministry will assist the consultants throughout the study at providing relevant data, documents or approvals where require. Therefore, Consultant need to visit the sites in order to collect and gather true data from source.
12	<u>Timeline – Automobile Industry</u> Timeline of study of Automobile industry should be 2 months instead of 1 month	Corrigendum will be released in this regard
13	<u>Submission deadline</u> Submission time should be increased	Corrigendum will be released in this regard

The meeting ended with the vote of thanks to all participants.