

**Government of Pakistan**  
Cabinet Division  
Special Technology Zones Authority  
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No. STZA/PROC/FY 24-25/MN 021

Dated: 16 June 2025

**Subject: MINUTES OF THE PRE-BID MEETING FOR INFRASTRUCTURE DEVELOPMENT OF ISLAMABAD TECHNOPOLIS.**

The pre-bid meeting for Infrastructure Development of Islamabad Technopolis was held on 16th June 2025, attended by the members nominated by the STZA. 5 representatives of different organizations attended the meeting.

The following points were discussed in the meeting:

Q1. Will the Employer or Consultant issue coordinate shop drawings, or is the responsibility fully delegated to the Contractor for approval?

Ans. As per normal industry practice, the consultant issues the tender drawings based on which the contractor can design the shop drawings. However, we feel that the drawings given in the tender documents would be enough and would not require shop drawings.

Q2. Can you clarify the turnaround time for shop drawing approvals, particularly on critical path items such as boundary walls, culverts, and water tank reinforcement?

Ans. The initial 14 days after the contract are kept to resolve queries relating to documentation, design, etc., the contractor can raise queries regarding shop drawings as well.

Q3. Are there specific trenching depths or groundwater thresholds that require advance dewatering design approval from the engineer?

Ans. Dewatering is not a part of our scope as the design itself does not have such activity that requires dewatering. The scope only covers an underwater tank and boundary wall, the depth of foundation for which is already provided. Still at the time if some unforeseen issue arises it can only be resolved at the site only. Dewatering is required if a building structure is to be constructed which is not the case here.

Q4. Is there an updated utility conflict map? Have any unmarked services been identified during pre-bid site assessment?

Ans. Yes, we have already applied for the NOC for the utility map Right of Way (ROW) as well as for the construction of the site, and the cheque has also been handed over to CDA for the same. We are hoping to receive the NOCs within this week.

Q5. For the HDPE and RCC pipe installations, is trenching bedding material to be contractor-furnished, or will existing soil conditions be deemed acceptable without replacement?

Ans. Existing conditions are acceptable as all the required tests e.g., soil testing, geotagging, surveys, etc., have already been done.

Q6. The water supply transmission line is being routed from a Dam. Have groundwater levels been confirmed through geotechnical studies to avoid mid-execution surprises due to high water tables?

Ans. We have conducted the survey and the intact site is also already decided

Q7. Has comprehensive soil testing been completed to account for all trenching zones, especially where the water line and tank structures are placed?

Ans. Yes, all the required tests, e.g., soil testing, geotagging, surveys, etc., have been conducted.

Q8. Can the consultant confirm if working hour restrictions or noise constraints apply, given that the site is adjacent to existing developed areas?

Ans. The good thing about this project is that there's no dependent activity in this project i.e., you do not need to wait for one activity to complete to move on to the next one. All the activities can run in parallel. For this reason, we believe that 9 months is enough time for the contractor to complete this project. by looking at the scenario, we have mentioned that the project is to be completed in regular working hours. 1-2 hours of flexibility can be given for preparation and day closing, without mentioning those in the schedule you provide. We won't be allowing a double shift as we believe that sufficient time has already been provided for the project to be completed.

Q9. For concrete pours requiring uninterrupted supply, will access be guaranteed for transit mixers throughout time blocks? Especially through Rawal Chowk roundabouts and Express Highway?

Ans. These things are to be managed by the contractor, and they are responsible for taking the necessary approvals for such activities. You have to manage your schedules accordingly as well. We have also mentioned in the document that you have to follow all the local guidelines.

Q10. Will progress valuations allow for partial milestone-based billing for water line, tank, and culvert works, or will only full section completion be considered for IPCs?

Ans. For billing, we have mentioned in the tender document that a 15% mobilization advance will be given to the contractor. Usually, only a 10% advance is given. Secondly, PEC does not allow giving multiple advances. We have also mentioned the criteria for the minimum amount of IPC to be submitted for payment for 30 days. Simultaneously, our site supervision consultant would be available and create inspection reports of your activities. The work done within 30 days will be included in the IPC. The consultant will verify and forward that to us, which we will submit it to finance, and your payment will be processed.

Q11. What is being considered as work done?

Ans. Any activity completed during the 30 days will be considered as work done and can be invoiced as IPC. For example, 600 meters of the pipeline has been placed wall has been completed, and pipes and fixtures have been placed, so the 600 meters of the pipeline placed is a separate

activity, fixtures placed is a different activity, and all those combined will be considered as work done.

Q12. Is the employer willing to share the provisional allowances usage policy to help bidders reasonably estimate floating quantities?

Ans. There's no provisional allowance.

Q13. For boundary wall works, the site appears to have multiple elevation shifts. Does the employer foresee any variation in concrete and rebar quantities as compared to the flat BOQ projections?

Ans. First of all, we haven't given a fixed amount or lump sum amount for this activity; we have provided an open BOQ so that you can do your costing and submit the bid accordingly. Drawings, specifications, materials, etc., everything has already been provided to you. Now it's your responsibility to do your work and cost accordingly

Q14. In most structured bids, final prices may be 10% higher than the engineer's estimate. What happens if actual execution shows a larger overrun due to unforeseen conditions even after preliminary surveys?

Ans. If at the site something over and above the scope does come up or some unforeseen circumstances do arise, they will be handled accordingly.

Q15. Has a separate team been designated to clear QA/QC documentation within 48-72 hours of submission to avoid delay in construction sequencing?

Ans. Your QA/QC department will already be available and will submit your construction methodology to us. The method of statement to be submitted by you will already have the QA/QC terminology and methodology mentioned. Our consultant will recommend that, on the basis of which the execution will be done, an inspection will also be done there and then. The consultant will inspect and approve the activities. All of your documentation will be approved in the first stage. STZA's team, as well as the consultant's team, will also be available on site to avoid delays.

Q16. Given the tight timeline and multidimensional scope, is the employer willing to prioritize capability over the lowest price in bid valuation?

Ans. Only the technically qualified firms will move forward to the financial round. In the financial we have again mentioned a technical criteria on the basis of which the participant will be evaluated and those not meeting the criteria will be disqualified in the financial evaluation.

Q17. We noticed several BOQ items with unspecified brand references. Is there a risk that post-award, brands will be restricted, leading to commercial gaps if market rates vary?

Ans. We have provided the specifications and standards, and our teams will also be available to check and inspect that the standards are being met. The standards are supposed to be met however there's no restriction of brand for any product or material as long as it meets our requirements.

Q18. Will design reviews and ITPs be done concurrently or sequentially for different disciplines? Because sequential delays can impact vendors' mobilization cycle?

Ans. As long as submissions are being done on time, there won't be any delays from our end, as we have already mentioned all the timelines. However, if there is a delay from the contractor's side, then obviously it will cause delays. LDs are also there to make sure there are no delays from either side, and if there are delays, they will be handled accordingly.

Q19. Under rule 23 of PPRA rules, there is a flexibility in the form of a performance guarantee, but you have fixed it to a bank guarantee only. Kindly explain?

Ans. Rule 23 of PPRA relates to the formation of the bidding documents in which the flexibility is provided to the procuring agency, the format in which they want to obtain the bank guarantee, either it's in the form of CDR or bank guarantee. In this case, we have chosen the bank guarantee as the acceptable performance guarantee.

Q20. Underground water tank excavation in BOQ is mentioned as 6 meters, while 30.48 meters is required. Kindly clarify which is correct?

Ans. The underground water tank measures about 150 ft × 100 ft × 17 ft, so the estimated depth of excavation required will be approximately 6 meters.

Q21. Hard rock and dismantling items, RCC, and PCC are not mentioned in the BOQ.

Ans. As per our survey, there's no hard rock on the site. The design and route have been provided; if you feel that these things are on the site, you can include them and do your costing accordingly.

Q22. Is the submission of BOQs to be done in handwritten form, or will the Excel format work?

Ans. Our format is to be followed to avoid discrepancies, so it's better that the BOQ provided by us should be filled out by hand and stamped for submission. Excel cannot be allowed as the format will be changed.

Q23. In the BOQ, is it necessary to write the amount in numbers as well as in words?

Ans. Yes, the amounts are to be mentioned in numbers as well as in words.

Q.25. Who will be the supervision consultant for this activity?

Ans. NESPAK is the supervision consultant.

Q26. Upon visiting the site, we felt that it is not a high-end project, but the way the STZA is being promoted, it looks like a high-end project. So, is it a normal project or a high-end project?

Ans. It's not a normal project. It's a high-end project that needs to meet international standards, and quality cannot be compromised.