

**SUBJECT: MINUTES OF THE MEETING OF GRIEVANCE REDRESSAL COMMITTEE UNDER "PUJAB CITIES PROGRAM" IN MUNICIPAL COMMITTEE GOJRA HELD ON 02-11-2023 IN THE OFFICE OF DEPUTY DIRECTOR (DEVELOPMENT) TOBA TEK SINGH.**

In pursuance of constitution of Grievance Redressal Committee for World Bank funded "Punjab Cities Program" by Administrator MC Gojra / Assistant Commissioner Gojra vide No. 260-263 dated 17-07-2023, a meeting of grievance committee was held on 24-10-2023 in the office of Deputy Director (Dev.) T.T.Singh to readdress the grievances / issues arising between contractor and procuring agency i.e. Municipal Committee Gojra during of implementation of "Punjab Cities Program" in Gojra. The meeting was attended by the following participants:

- i. Deputy Director (Dev.) Toba Tek Singh (*Convener*)
- ii. Municipal Officer (Regulation) MC Gojra (*Member*)
- iii. Municipal Officer (Planning) MC Gojra (*Member*)
- iv. Municipal Officer (Infrastructure) MC Gojra.
- v. Zubair Qadir (Representative of MMP Consultants)
- vi. Muhammad Rafique (Representative of MMP Consultants)
- vii. Safiullah (Representative of MMP Consultants)
- viii. Mr. Nabeel Ahmad Sub Engineer MC Gojra.

2. Meeting was started with the recitation of Holy Quran. Opening the discussion, the convener welcomed the participants and directed to proceed with as per agenda. Municipal Officer (Regulation) referred to the discussion held during meeting of grievance committee held on 24-10-2023 and briefed that the purpose of the meeting is to discuss / decide the grievance filed by one of the bidder M/s Safa & Co while extending an opportunity of hearing to the representatives of consultants (MMP) and tender opening committee.

3. The representative of consultant (MMP) briefed the chair about the process of technical evaluation and the basis upon which the aggrieved firm had been declared non-responsive and technically disqualified. The following mandatory documents were found missing in the bid of M/s Safa & Co:

- i. Conflict of interest document.
- ii. Bid properly signed and stamped.
- iii. Signed integrity pact.


4. The consultant provided following grounds / justification that lead to disqualification of aggrieved firm:


Sr. No.	Response of M/S Safa	Annotated Reply of Consultant
	<p><b><u>Conflict of Interest:</u></b>            "We have submitted and Affidavit on Stamp Paper that we have no litigation/Arbitration Case with any Government, Semi Government or Autonomous Body Department, which clearly indicates "No Conflict of Interest"</p>	<p>The Sub-clause (b) of eligibility criteria (Appendix-M to Bid) of subject Bidding documents is reproduced below:            "The bidder shall not have conflict of interest in the instant work. All the bidders found to have conflict of interest shall be considered as nonresponsive."            Specimen of Conflict of Interest to be attached with the bid is defined in the Bidding documents, reproduced below:            "The Bidder (including all members of a JV) must not be associated, nor have been associated in the past with the consultant or any other entity that has prepared the design, specifications, and other prequalification and bidding documents for the project, or was proposed as Engineer for the contract, over the last Ten years. Any such association may result in disqualification of the Bidder."</p>
	<p><b><u>Bid Not Properly Signed:</u></b>            "We have submitted our Technical Bid using the formats given in the Tender Documents issued by the Department with Covering letter duly signed and stamped which clearly indicates that we accept all the terms and condition of the Technical Bid and also responsible for authenticity of submitted documents. However, if all the pages were to be signed, needful can be done".</p>	<p>It is clearly mentioned in the Eligibility Criteria (Appendix M to Bid) of Subject Bidding Document, reproduced as below:            "Un-signed and Un-stamped bids will be rejected".            Further to above, Sub-Clauses of IB-18.2 and IB.18.5 of Bidding Documents are reproduced as below:            "Clause 18. 18.2: All appendices to Bid are to be properly completed and signed and stamped."            "Clause 18. 18.5: The original and all copies of the Bid shall be typed or written in indelible ink and shall be signed by a person duly authorized to sign on behalf of the Bidder. This authorization shall consist of a written confirmation as specified in the Bidding Data Sheet and shall be attached to the bid. The name and position held by each person signing the authorization must be typed or printed below the signature. All pages of the Bid, except for un-amended printed literature, shall be signed or initialed by the person signing the bid.]</p>
	<p><b><u>Integrity Pact not signed:</u></b>            "This is just a format given in the Technical Bid. As per Rules the Integrity Pact is to be typed on a Stamp Paper as per given value after allotment of work and is to be signed by both the Parties i.e. Client and Contractor for making it the part of formal agreement as such this document has no relevancy of mandatory documents".</p>	<p>The submission of signed integrity pact is mandatory for substantial responsiveness of the Bid in accordance with the ITB Clause 18.35 reproduced as below:            "The Bidder shall sign and stamp the Integrity Pact provided at Appendix-L to Bid in the Bidding Documents for all Federal / Provincial Government procurement contracts exceeding Rupees ten million. Failure to provide such Integrity Pact shall make the bidder <b>non-responsive</b>"            The specimen of Integrity Pact is also given in Appendix-L to Bid of Bidding documents.</p>

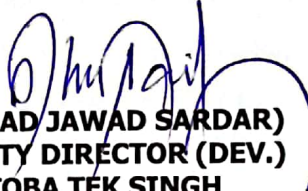
5. After detailed discussion / deliberations, perusing the relevant record, assessing the statements / viewpoints of all the stakeholders, and consulting relevant rules, the committee unanimously decided to reject the stance of aggrieved firm due to non-fulfillment of mandatory criteria mentioned in the bidding documents as it cannot be overlooked.

6. The meeting ended with the remarks of thanks.

Note: Attendance sheet is also attached.

  
(TOSIF-UR-REHMAN)  
MUNICIPAL OFFICER (REGULATION)  
MUNICIPAL COMMITTEE  
GOJRA

  
(ASAD ALI)  
MUNICIPAL OFFICER (PLANNING)  
MUNICIPAL COMMITTEE  
GOJRA

  
(AHMAD JAWAD SARDAR)  
DEPUTY DIRECTOR (DEV.)  
TOBA TEK SINGH

No. 1487/DDD/TTS

Date: 06-11-2023

A copy of the minutes of the meeting is forwarded to following for information and further necessary action:

1. The Administrator Municipal Committee Gojra.
2. The Chief Officer Municipal Committee Gojra.
3. The SPO (Procurement), PMDFC, Lahore
4. M/s Safa & Co.



بلدیہ مستحکم-پنجاب مستحکم

OFFICE OF THE  
MUNICIPAL COMMITTEE  
GOJRA LG NO. 35301

Email: megojratts@gmail.com

Ph. No. 0469200082

No. 769-71 Date. 10-11-2023

To,

M/s Safa & Co  
574-Umar Block Allama Iqbal Town  
Lahore

**SUBJECT: DECISION OF GRIEVANCE REDRESSAL COMMITTEE**

It is to inform you that the grievance submitted by your firm has been rejected by the Grievance redressal committee.

The minutes of the meeting are attached for your information.

  
CHIEF OFFICER  
MUNICIPAL COMMITTEE  
GOJRA

C.C.

1. The Administrator MC, Gojra
2. Deputy Program Director, PMDFC, Lahore