

12-11-2019

**Minutes of Pre Bid Meeting**

In compliance to KPPRA Act 24(6) and KPPRA Rules 37(10) a Pre Bid Meeting for expression of Interest for Shortlisting of Insurance and Takaful companies for providing Takaful Coverage and Conventional Insurance to its progressing and promising Islamic/Conventional Agriculture Financing portfolio under KPPRA rules and tender NO. BOK/HO/Proc/AGri/10/Nov/2019 was held on November 12, 2019. In presence of the following:

1. Incharge Procurement (GSD)
2. Executive Agriculture Finance
3. Executive Internal Audit Division

Representative of following bidder/vendor attended the meeting.

1. M/s Askari General Insurance
2. M/s. United Insurance (Rawalpindi Office)

The Incharge Procurement asked representative for any query/clarification related to bid documents. Queries raised by the representative.

Rate need to be quoted in EOI for Shortlisting, Incharge Procurement replied, only send the documents required in bidding documents, no need to quote prices.

Claim of death of the farmer, Executive Agriculture replied that in bid document each lot is package and bidder need to give their expression of interest for whole package. Acceptance of whole package is mandatory, incomplete offer of package will not be entertained and to be considered as nonresponsive bid.

Shortlisting duration, Incharge Procurement replied that after shortlisting, each proposal for rate must have duration of services.

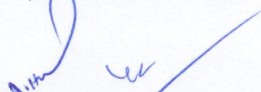
Any bidder who did not attend pre bid meeting, have right to participate in the bidding. Incharge procurement replied that any bidder can apply for bidding if qualify mandatory requirement and scope of work, irrespective of the fact that they have attended pre bid meeting or not.


Completion of Shortlisting Process, Incharge Procurement replied that it takes atleast two months, as there is requirement of verification of claims settlement of agriculture from respective institutions.

Representatives of the vendor were fully satisfied from replies and endorsed that they fully understood the bidding document.

Meeting concluded with thanks to all representatives of vendors and Members of the Procurement committee.

  
**ALLAH BAKHSH**  
Incharge Procurement

  
**Abdul Hafeez**  
Executive Agriculture Financing

  
**Bilal Mahboob**  
Executive Internal Audit