

MINUTES OF THE 17TH MEETING

GOVERNMENT OF PAKISTAN
WORKS DIVISION
(HOUSING FOUNDATION)
SHAHEED-E-MILLAT SECRETARIAT
ISLAMABAD

MINUTES OF THE MEETING OF THE EXECUTIVE
COMMITTEE OF THE BOARD OF GOVERNORS HELD
ON 4-1-1990 IN THE COMMITTEE ROOM OF THE
WORKS DIVISION.

The 17th meeting of the Executive Committee
of the Board of Governors was held on 4th January, 1990 ✓
at 3.30 P.M. in the Committee Room of the Works Division.

The following attended the meeting:-

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| (a) Mr. S. A. S. Anuddin
Secretary (HRW)
Works Division | President in the
Chair |
| (b) Mr. Jalees Ahmad Siddiqi
Joint Secretary (Works)
Works Division | Senior Vice
President |
| (c) Mr. Hameed Akhtar Nizvi
Financial Advisor (Works) | Member |
| (d) Mr. Mohammad Samiullah
Joint Secretary
Cabinet Division | Member |
| (e) Mr. M. I. Rajput
Director General
Pak PWD, Islamabad | Member |

2. The following were also in attendance:-

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| (a) Mr. Sarshar Ali Malik
Officer on Special Duty (PPEC)
Works Division | |
| (b) Mr. Mohi-ud-Din Yousaf Khan
Deputy Secretary (Admin)
Works Division | |
| (c) Dr. Mahmood Raza Khan
Director General
Housing Foundation | |
| (d) Mr. Mohammad Raza Khan
Chief Engineer (N)
Pak P.W.D.
Islamabad | |
| (e) Mr. Ghaffar Malik
Chief Architect
Pak P.W.D.
Islamabad | |
| (f) Mr. Pervez Akhtar,
Section Officer
Housing Foundation | |

3. The Secretary(H&W) welcomed the participants of the meeting and explained that the meeting was called at short notice to discuss and finalise the matter regarding the appointment of Consultants for rendering the services of Planning, Designing, Tendering as well as for the detailed supervision, at site, of the housing scheme on ownership basis in Islamabad.

4. The Secretary(H&W) introduced the Managing Director of M/S Usmani and Co., Architects and Consultants, to the members of the Committee and asked him to give the presentation, as requested by him, of the drawings and details prepared by them for this scheme. While explaining the reasons as to why he could not make himself available earlier, the Managing Director of M/S Usmani and Co., conducted the presentation with the help of slides etc. The Secretary(H&W), D.G. Pak PWD, Chief Engineer(North) Pak PWD and others raised certain points on the architectural drawings prepared by M/S Usmani & Co. The representative of M/S Usmani and Co. endeavoured to explain their view point on the observations made by the members of the Committee. After doing the needful the representatives of M/S Usmani & Co. left the meeting to let the participants of the Committee continue with the proceedings.

5. The Secretary(H&W) briefed the members of the Executive Committee regarding the potential difficulties/bottlenecks in the actual execution of the scheme and emphasised that whoever be selected as Consultants they should have adequate experience of the successful handling of the housing schemes of similar kind. Dwelling upon the point he remarked that it is not only the technical capacity of working on such schemes that matters but more of a capability to deal with the prospective allottees of the houses in a desirable and amicable manner. He emphasized on

having a satisfactory arrangement for maintaining an effective liaison and good relationship among the 'Foundation', the 'Alletteos' and the Contractors/Builders throughout the period of construction.

6. To a point raised by the participants regarding the progress achieved in respect of the short listing of the Consultants and the result of processing of the proposals received, the Director General, Housing Foundation invited the attention of the members to the report forwarded by him to the Works Division vide U.O. Note No. F.18(1)/89/HF/4379/90/AF dated 2-1-1990 for the purpose of circulation to the members. The D.G.(H.F.) explained that the report prepared by him dealt at length with the pros and cons of the proposals submitted by the Consultants with particular reference to the organisational profile, the comparative financial effect, key factors that might have noticeable bearing on the final decision to make and the final recommendations in respect of rates.

7. The Director General (H.F) informed that out of the five short listed Consultants only four have cared to respond. He further added that M/S SAMTEC was not one of the prequalified Consultants but was allowed to participate through special permission as they had taken part earlier in the display of their Architectural Proposals for the various categories of houses. The D.G.(H.F) further indicated the financial aspects of the proposals as follows:0

<u>Sr.No.</u>	<u>Name of the Consultants</u>	<u>Rates Quoted</u>	<u>Remarks</u>
1.	M/S NESPAK	3.2% of the Project Cost as per Alt.II. The proposal is based for supervision period of 18 months	The rates work out to 3.95% of the Project Cost if considered for 24 months as specified in T.O.R.
2.	M/S PEPAC	3.75% of Project Cost.	-
3.	M/S ACE	7.4% of Project Cost.	Highest

- | | | | |
|----|-----------------------------|------------------------|--|
| 4. | M/S Development Consultants | 3.5% of Project Cost. | Lowest among the short listed Consultants. |
| 5. | M/S SAMTEC | 2.58% of Project Cost. | Lowest. |

With regard to the rates quoted by M/S SAMTEC it was clarified that the low rates were mainly due to the very low, rather unworkable, rates of 0.12% quoted by them for the Planning and Designing stage. It was further remarked that M/S SAMTEC seemed not to have comprehended fully the requirements of the Terms of Reference furnished in this respect. The members did ^{not} approve the firm for the purpose of Planning and Designing.

8. The Financial Advisor (Works) was of the view that it might be safer to have the services of State Controlled firms. He pointed out to see if the rates of M/S NESPAK and M/S PEPAC are acceptable. The members of the Committee, however, observed that the M/S NESPAK, being one of the largest Consulting Organisations with their relatively higher Over-heads do not show inclination to reduce their rates. The DG(Pak PWD) and the C.E.(N) Pak PWD were of the view that the scheme is not one of the kind where high technology is involved and there is no particular need to hire the services of larger firms demanding relatively higher rates of remuneration. The members of the Committee were not in the favour of entrusting the job to M/S PEPAC in view of their present strength vis-a-vis work load in hand. M/S ACE were also not considered in view of their highest quotation/bid. The members were of the view that the lowest rates received from the one among the prequalified Consultants be further reduced. The matter was discussed in detail and it was unanimously decided that M/S Development Consultants be prevailed upon to reduce their rates of remuneration to 2.75% of the tendered cost, if possible, otherwise on the final cost of the project. It was also

decided that the bifurcation of rates for the planning and supervisions stages should be decided by D.G. (HF) himself in consultation with the firm.

9. Following decisions were also taken:-

- (i) Two separate agreements one each for planning, designing, tendering and the detailed supervisions may be drawn up with the firm.
- (ii) Mobilisation advances, if necessary, may be allowed to the Consultant or the Contractor, against Bank Guarantee.
- (iii) The Committee unanimously passed the resolution authorising D.G. Housing Foundation to represent the Housing Foundation as Director General in all matters including the signing and operation of the agreement with the Consultants and Contractors with the approval of the Executive Committee.
- (iv) The Committee gave full authority to the Secretary(H&W) to negotiate the matter with the Consultant and consider/approve any amendment in the agreement on their behalf.
- (v) The Consultants will take the responsibility to deal with the matters of copy rights of the designs of other Consultants if claimed in course of time.
- (vi) Letter of intent may be issued to the Consultants in consultation with the D.G. Pak PWD.
- (vii) Code procedures of the Foundation prepared by D.G. Housing Foundation will be got vetted by some legal/administrative experts with the help of D.S. (Admn) and circulated

to all members, for approval by the Executive Committee.

(viii) The accounting procedure to be adopted in the Foundation shall be prepared by the F.A.(Works) preferably with the help of a Chartered Accountant within three weeks and submitted to Executive Committee.

(ix) The para IV(iii-vi) of the Article of Association of Federal Government Employees Housing Foundation may be read as 'DS(A) Housing and Works' instead of 'DS(H&W).

(x) A clause in para iv(iii) of the Article of Association of Federal Government Employees Housing Foundation be added as:

Director General (H.F) Member/Secretary

(xi) Henceforth all minutes of the meeting will be recorded and issued to the members of the Executive Committee by the Secretary/Member of the Housing Foundation.

10. The meeting ended with a vote of thanks to the Chair.