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Abdul Ghafoor)
General Secretary

MINUTES OF THE 28TH MEETING

MINUTES OF THE 28TH MEETING OF THE EXECUTIVE
COMMITTEE OF THE BOARD OF GOVERNORS HELD ON
9TH JANUARY, 1991.

The 28th meeting of the Executive Committee was held in the Committee Room of the Works Division on the 9th January, 1991. It commenced with the recitation from the Holy Quran.

2. The list of the participants of the meeting is at Annex. 'A'.

3. Before taking up the first item on the Agenda i.e. award of tenders, the Minister for Housing and Works, who was present in the meeting, reviewed the constitution of the Executive Committee. He was informed that the Committee consisted of 8 official members including its Chairman. Six representatives of the allottees can be accommodated under Article xi "Cardinal Principal of the Memorandum and Article of Association". The Minister then directed that if a member of the Committee was unable to attend a meeting, he should intimate the secretariat of the Foundation and no one else should attend the meeting in his place.

AWARD OF TENDERS

4. The Director General, Housing Foundation, was asked by the Minister for Housing and Works to inform the meeting of the results of the efforts made by the allottees' representatives and his discussions with them towards finding contractors/builders of required standard in terms of experience and financial soundness to undertake the construction work at rates lower than that so far received. The D.G. Housing Foundation stated that the Allottees' Association had found only 5 contractors who were apparently interested in the work but that only three of them had submitted their offers which were also sketchy and incomplete. He read out one such bid which even contained some unethical remarks and conditions. The D.G. HF further stated that even otherwise the three bidders would have to be assessed on the same standard on which the Housing Foundation had finalised the list of pre-qualified

contractors before allowing them to participate in the bids. In this connection he also mentioned that one of the three bidders who had applied earlier for selection as consultant for the Scheme and now he had come forward as contractor. Besides, he added, that for completing the project at least 20 contractors were needed and, therefore, even if all the three contractors were found suitable it would not help solve the problem. The DG (HF) also stated that the details of the efforts made had been discussed in the Technical Committee meeting held on 6-1-1991, (wherein Allottees' representatives were also invited, but did not attend). The Committee was of the view that the recommendations made earlier by the consultants in respect of award of work may be accepted as the offers indicated by the Allottees representatives did not qualify on the laid down standards/criteria.

5. The Minister agreed with the recommendations of the Committee.

6. At this point the Minister invited Mr. F.A. Zaidi, President of the Allottees Welfare Association, to give his opinion in the matter. Mr. Zaidi stated that there seemed to be over-designing in the planning and that the BOQs should be checked for ascertaining the final price. The D.G. Pak. PWD stated that the designs and the BOQs have very carefully been checked and that nothing wrong with them was found. Mr. F.A. Zaidi then suggested that either Mr. Rajput should certify that the designs and specifications were most economical or this should be done by a third party.

7. While this discussion was going on the Minister had left the Committee Room. He rejoined after a few minutes along with Mr. A.H. Syed, Director, Engineering, National Construction Ltd., (NCL), an eminent experienced Engineer. The Minister informed the meeting that anticipating the situation that had developed he had given a set of tenders documents to the bidders discretely to Syed Sahib without the knowledge of anyone else in order to seek his considered opinion in the

matter. He then invited Mr. Syed to inform the meeting of his views. Mr. Syed stated that he had examined the documents and the specifications and drawings very carefully and had come to the conclusion that there was no over-designing or over-estimation in the tender documents and BOQs. He also expressed the view that the lowest rates received from the bidders were reasonable taking into consideration the prevailing market conditions.

8. After hearing the views of Mr. Syed, the Committee including the representatives of the allottees, unanimously agreed to the award of work of Phase-I of the Housing Scheme on Ownership Basis at the negotiated rates agreed between the bidders and the Foundation at the rates and conditions detailed in Annex!B!

9. The Minister individually got it confirmed from all the Allottees representative members and observers including Mr. Zaidi the Association's President. All unanimously supported except Mr. Rana Rifat Saeed who was attending as an observer.

PURCHASE OF COMPUTER

10. It was explained in the meeting that the offer made by Rana Rifat Saeed, Joint Secretary, Statistics Division, in the 27th meeting of the Executive Committee to arrange for making available to the Foundation the required facilities free of cost was not forthcoming and may not be workable. The meeting was also informed that the proposal to purchase a computer at an estimated cost of Rs. 1,65,000.00 had already been approved by the former Secretary, Housing and Works, and that it was brought before the meeting only because it involved a small recurring expenditure on account of pay and allowances of one B-16 and one B-11 posts.

11. The Committee then approved the proposal subject to completion of the usual procedure, as required by the F.A. Works.

PAYMENT OF INSTALMENTS

12. The Executive Committee, having considered the matter, agreed to the following proposals:-

PHASE-I

Cost of Construction:

- (1) A notice should be given to all the defaulters who have not so far paid their 2nd and 3rd instalments to pay the instalments by 31-1-1991.
- (2) All the allottees of Phase-I may be informed that the remaining amounts on account of cost of construction at the tender rates will be recovered from them in four equal instalments instead of two after every 4 months.
- (3) In case, extension in the period of payment of instalments is requested, it will be granted subject to payment of a surcharge at the rate of 1% per month upto maximum of 6 months. In case an allottee failed to pay the instalment during the extended period of 6 months, his allotment will be cancelled and the amount paid by him will be refunded after deducting 5% thereof.

PHASE-I EXTENSION:

(a) Cost of Land:

Taking a lenient view it was decided that all these allottees who have not yet paid even the cost of land may be given a final notice to pay the cost of land within a period of 15 days, failing which the allotment will be cancelled.

(b) Cost of Construction:

- (1) The cost of construction in case of phase-I Extension will be recovered in 5 instalments. The schedule will be worked out and put up for the information of the Committee.
- (2) The balance amount after payment of the 1st instalment on account of cost of construction will be recovered in 4 equal

instalments after 6 months each.

- (3) In case extension in the period of payment of instalments is requested, it will be granted subject to payment of a surcharge at the rate of 1% per month upto maximum of 6 months. In case the allottee failed to pay the instalment during the extended period of 6 months, his allotment will be cancelled and the amount paid by him will be refunded after deducting 5% thereof.

13. It was decided that the above decisions should be conveyed to all the allottees through a news letter.

LOANING FACILITIES FROM HBFC

14. The following points were brought to the notice of the Executive Committee for its information:-

- (i) The Ministry of Finance was being approached to extend the period of recovery of loan by the HBFC from 12 to 24 months.
- (ii) The maximum limit of loan be enhanced from Rs. 3 to Rs. ⁴ lakh.
- (iii) The HBFC was being requested that the loan sanctioned by it to the allottees of the Housing Foundation may be calculated on the basis of Rs. 200.00 per sq.ft. instead of the present Rs. 150.00 per sq.ft. This would be particularly beneficial to the allottees of the lower categories of the houses as they were not likely to benefit from the enhancement of the ceiling of loan by the Corporation from Rs. ³ 2 lakhs to Rs. ⁴ 4 lakhs.
- (iv) Interest rate should be suitably rated and brought to concessional rate of 2%.

GRANT OF LOAN FROM THE BENEVOLENT FUND:

15. It was proposed in the meeting that an effort should be made to arrange suitable loans from the Benevolent Fund

to the members of the Housing Foundation, specially the allottees of the lower categories, as an additional facility. A proposal was put forth in the meeting that the loan from the Benevolent Fund, if available, should be interest free and should be made payable by a borrower in a lump sum on his retirement from the commuted value of his pension.

16. The P.A. (Works), however, stated that such a loan could not be made payable from the amount of pension of a civil servant. It was then observed in the meeting that if a Government Servant gave an undertaking to this effect, there should be no difficulty. The Committee then decided that a suitable proposal should be formulated and referred to the Establishment Division for providing the said facility.

17. It was also proposed in the meeting that HBFC should be requested to reduce their rate of interest in the case of loan provided by it to the allottees of the Housing Foundation.

PROPOSAL FOR RETENTION OF GOVERNMENT RESIDENCE
TILL COMPLETION OF HOUSES UNDER THE SCHEME

18. The Secretary General of Allottees Welfare Association proposed that if any of the allottees retired from Government service before the completion of his house under the Housing Scheme, he should be allowed to retain the Government residence till the completion of his house. The Committee recommended that it would be better if the Association passed a resolution to this effect and forwarded a copy to the Housing Foundation for taking up the matter with the Works Division.

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

LIST OF PARTICIPANTS IN THE 28TH
MEETING OF THE EXECUTIVE COMMITTEE
HELD ON 9TH JANUARY, 1991.

1. Mr. G.A. Jahangir,
Secretary (Works). Chairman
2. Mr. Jalees Ahmad Siddiqi,
Joint Secretary (Works).
3. Mr. M.I. Rajput,
Director General,
Pak PWD.
4. Mr. Mukhtar Ahmad,
F.A. (Works).
5. Mr. Mohammad Yunus Khan,
Deputy Secretary (Works).
6. Mr. Sarshar Ali Malik,
OSD (P&EC).
7. Dr Mohammad Rasool Khan,
Director General (HF).
8. Rana Rifat Saeed,
Joint Secretary,
Statistics Division.
9. Mr. Mohammad Afzal Khan,
Assistant Incharge,
Economic Affairs Division.
10. Mr. Abdul Ghafoor,
Section Officer,
Ministry of Information
and Broadcasting.
11. Mr. Muhammad Iqbal Rana,
Assistant,
Finance Division.
12. Mr. Ghulam Ali,
Assistant,
Finance Division.
13. Mr. Faiz Ahmad Zaidi,
Joint Secretary,
P&D Division.
14. Mr. Moin Ahmad Siddiqi,
Director (Admn).
15. Mr. Abdul Hamid Arif,
Director (Tech).
16. Mr. Sher Zaman Niazi,
Assistant Director (Admn).
17. Mr. M.A. Zaidi,
Chief Engineer, Planning,
Pak PWD.
18. Mr. Ghulam Hussain H. Nemon,
Chief Engineer (North),
Pak PWD.
19. Mr. Masood Anjum Khan,
Assistant Director (Tech)
Housing Foundation.

DECISION TAKEN REGARDING AWARD OF WORK
OF PHASE-I OF THE FEDERAL GOVERNMENT
EMPLOYEES HOUSING SCHEME ON OWNERSHIP BASIS.

- 1) The negotiated rates agreed between the first lowest bidder and the Federal Government Employees Foundation was approved for award of work to the following contractors subject to their acceptance of the offer:
 - i) A.S. Khan Construction(Pvt) Ltd.
 - ii) Mohammad Hussain & Co.
 - iii) Bilal Corporation(Pvt) Ltd.
 - iv) Redco Pakistan(Pvt) Ltd.
 - v) Muhandaseen(Pvt) Ltd.
 - vi) ABAD.

- 2) The rates approved were as follows:
 - a) B.O.O. and optional items 13.5% (above) the Scheduled Rates as given in Tender Document Volume-III(Revised) for each item of work.
 - b) Basement item 10% (above) the Scheduled Rates as given in Tender Document Volume-III (Revised) Optional item 33 page 105.

- 3) That whereas the quantities of the Housing Units are made known as given in the Tender Documents the scope of the optional items shall be communicated by the individual allottees within three months of the stipulated date of the commencement of the work.

- 4) The contract document will consist of the following:
 - a) Tender Notice
 - b) Volumes-I,II and III(Revised) of Tender Documents

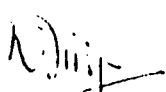
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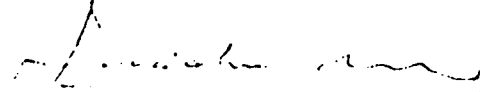
c) Set of drawing consisting of

- 1) Architectural
- 2) Structural
- 3) Sanitary/
Plumbing
- 4) Electrification
- 5) Construction
details
- 6) Post-bid Addenda
Nos 01

d) Letter of intent/notice of award of work.

- 5) The stipulated date of the commencement of work will be reckoned as 15 days from the date of issue of formal letter of intent and the completion period shall be taken as 18 months counted from the date of commencement of the work.
- 6) All formalities shall be completed by the contractors as per details contained in the letter of intent.
- 7) All running payment shall be made in accordance with the schedule of payment contained in Tender Document Volume-I. The final bill of the contractors shall be paid on the basis of actual quantities carried out as per measurement recorded in the Measurement Books of the Housing Foundation.
- 3) The Director General, Housing Foundation is authorised to issue the letter of intent to the above contractors ^{as soon as feasible} ~~immediately~~ and enter into formal agreement with them for the construction of the Ownership Housing Project, Phase-I.


A. JEHANGIR)
Secretary,
Engineering & Works/
Department,
Executive Committee.


(JALEES AHMAD SIDDIQI)
Joint Secretary(Works)/
Deputy Chairman,
Executive Committee.

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Mukhtar Ahmad
(MUKHTAR AHMAD) 91.91
Financial Adviser (Works)

Muhammad Yunus Khan
(Muhammad Yunus Khan)
Deputy Secretary (Works)

M. I. Rajput
(M. I. Rajput)
Director General
Pak. PWD.

Dr. Muhammad Rasool Khan
(Dr. Muhammad Rasool Khan)
D.G. Housing Foundation-

Faiz Ahmad Zaidi
(Faiz Ahmad Zaidi)
President,
Allottees Welfare
Association.

Abdul Ghafoor
(Abdul Ghafoor)
Section Officer,
M/o Information & Broadcas-
ting (Member Cat. IV)

Ghulam Ali
(Ghulam Ali)
Assistant,
Ministry of Finance
(Member Cat. VII)

Mohammad Afzal Khan
(Mohammad Afzal Khan)
Assistant Incharge
E.A. Division (Member Cat. III)

Mohammad Iqbal Rana
(Mohammad Iqbal Rana)
Assistant,
Finance Division
(Member, Cat. V)

Sarghar Ali Malik
(Sarghar Ali Malik)
OSD (P&EC), Works Divn.

It is certified that above decisions
are in conformity with the
provisions laid down in the
tender documents.

Shahid Hussain
(Shahid Hussain)
Chief Engineer (N)
Pak. PWD.

Agha Qureshi
(AGHA QURESHI)
DEVELOPMENT
CONSULTANT
09/01/91

Muhammad

09/01/1991
C.E., Pak. PWD - 152 -

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