

# Construction of Laundry Facility at IBA Girls' Hostel

## Tender # CW/19/25-26

### MINUTES OF PRE-BID MEETING

**Subject:** Site Visit

**Client:** IBA-KHI

**Dated:** March 6, 2026

**Time:** 11 00 Hrs.

**Venue:** IBA Main Campus -Karachi.

### Participants:

IBA's Representatives
Muhammad Rameez (MR) Senior Manager (Projects)
Shariq Ahmed (SH) Junior Engr. Civil

S.No.	NAME OF FIRMS
1	New Age Fire
2	Orient Technology
3	FabTrade Enterprises
4	NH Constructors
5	MG Construction
6	Creative Contractor
7	American Commercial Building
8	Rafiq Construction
9	SAK Contractors
10	Asghar Ali & Co
11	Electroline Engineers
12	Shafiq Constructors
13	Al-Saeed Enterprises

## Minutes of Meeting

1. For all structural concrete works, a mechanical mixer machine shall be used for preparation of concrete.
2. Three (3) concrete cubes shall be cast for each concreting activity of RCC structures. The cubes shall be tested at Geotech Laboratory, NED University, or Soil Mat Laboratory.
3. The main Distribution Board (DB) of the laundry shall be energized from the electrical DB located in the Main Girls' Hostel.
4. Submittals for all materials and items must be submitted and approved by the Engineer/Client prior to delivery at the site.
5. The brands of electrical equipment are already specified in the Bill of Quantities (BoQ). For the remaining items, the list of approved manufacturers is provided in the bidding documents.
6. Damp Proof Course (DPC) shall be provided in two layers, one below and one above the plinth beam.
7. A small truck (Titan) shall be allowed to access the site from the backside of the Girls' Hostel for material transportation.
8. The contractor shall be responsible for rectifying any damage to utility lines that occurs during the execution of the project.
9. Water, electricity, and other utilities required for construction shall be arranged and borne by the contractor.
10. As per Karachi University Dispatch No. 840 dated 10/07/2024, contractors are required to pay Rs. 1,000 to Karachi University before a dumper is allowed to enter the KU premises. Furthermore, only the Kaneez Fatima Gate shall be used for material delivery.
11. Payments to the contractor shall be made in accordance with the payment terms and conditions specified in the bidding documents.

Minutes Recorded By:

Shariq Ahmed

IBA Representative