

TransPeshawar (The Urban Mobility Company)

Minutes of Pre-bid Meeting

Procurement Title	RFP for Advertising Services Management in Peshawar BRT Corridor		
Date & Time	February 23, 2021, 11:30 AM PST		
Venue	Conference Room, TransPeshawar (The Urban Mobility Company)	Chair	Muhammad Imran Khan GM Operation & Market Development TransPeshawar.

Following members/participants of Tender Evaluation Committee were in presence:

1. Khalil Ahmed Procurement Specialist, TransPeshawar;
2. Alamgir Bangash Business Development Specialist, TransPeshawar;
3. Yusuf Bilal, Electrical Engineer, TransPeshawar;
4. Muhammad Umair Khan, Communication Specialist, TransPeshawar.

Attendance of members of TransPeshawar and bidders is enclosed as **Annex-B**.

DECISIONS / DISCUSSIONS

GM Operation & Market Development welcomed the participant. Brief description was given to the Bidders about the project and procedure of procurement. The requirements and contents of RFP especially about the qualification requirements and submission of responsive bids were discussed in detailed. After briefing session, bidders were asked for queries that's need clarification. The queries of the bidders and responses are attached as **Annex-A**. as a result of pre-bid conference some changes were proposed which will be affected through issuing of addendum. The date for submission of bids will be increased to 2:30 PM (PST), March 16, 2021.

The meeting ended with a vote of thanks from the chair.

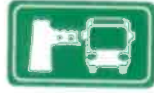
Annex-A

Sr. No	Queries/Comments	TransPeshawar Response
1	<p>Public Service Messages/Visuals:</p> <p>The participant asked about “what will the mechanism for broadcasting messages/videos.</p>	<p>Response/Decision:</p> <p>It was responded that 10 % of the airtime will be dedicated to TPC (TransPeshawar) for broadcasting of Public Service Message OR in case the advertisement spaces are vacant TPC will provide the service provider with public service messages or videos for utilization.</p> <p><u>No changes in the RFP are required.</u></p>
2	<p>Installation Requirement:</p> <p>It is inquired whether the advertising items mentioned in the RFP be installed double sided or single sided.</p>	<p>Response/Decision:</p> <p>It was responded that TPC will provide advertisement spaces for the advertising items mentioned in the RFP. The description of advertising items and scope of services clearly indicates where the service provider is required to install double or single sided frames. However, the service provider may decide based on personal judgement the viability of installing single/double sided frames with the prior approval of TPC.</p> <p><u>No Changes are required in the RFP.</u></p>
3	<p>Assignment of contract to 3rd Party:</p> <p>The participant inquired about assignment of advertising services to 3rd party service provider.</p>	<p>Response/Decision:</p> <p>It is responded under clause 34, of the Service Agreement “The Service provider shall not cede, assign, delegate, novate, sublet, charge or transfer any of its rights or obligations under the Service agreement, or any part of it, or any benefit or interest therein, to any other person”.</p> <p><u>No Changes are required in the RFP.</u></p>

<p>4</p>	<p>Evaluation of Financial Offers: The Participants asked whether the financial evaluation be for a single advertising item or based on all the items collectively for complete tenure of three years.</p>	<p>Response/Decision: It is responded that the responsive proposal meeting the qualification criteria shall be considered for comparison of financial offer. The quarterly payment submitted by the bidder shall be discounted at a rate of 12 % to get present value on bidding date. Financial offer/bid with highest accumulative present value for all the items for complete tenure of the contract shall be determined as winning bid and considered for award of contract.</p> <p><u>No Changes are required in the RFP.</u></p>
<p>5.</p>	<p>Payment of Taxes: It is inquired that who will be responsible to pay the GST and other allied/local taxes?</p>	<p>Response/Decision: It is responded that the Service Provider will wholly solely be responsible for payment of all taxes (Sales Tax on Services, GST, Income Tax etc.), charges, duties and/or tariffs under Local and/or National Laws. Clause 7 of the Service Agreement was referred for further details.</p> <p><u>No Changes are required in the RFP.</u></p>
<p>6.</p>	<p>Mechanism of Payment of Utilities: The participants inquired about the mechanism for payment of electricity bills.</p>	<p>Response/Decision: Referring to Clause 8 of the Service Agreement, the Service provider is responsible for the payment of electricity based on two different options available i.e., either payment on fixed rate based on formula indicated in clause 8 OR installation of electrical cable and check meters across the stretch where SMD's are installed and payment based on the unit consumed by formula indicated in the Clause 8.2 of service agreement.</p> <p><u>No Changes in the RFP is required.</u></p>

<p>7.</p>	<p>Variation in Advertisement location/items:</p> <p>The participants questioned if it was the liberty of the Service provider to install advertisement items where there is an eyeball catch? It was also suggested to change the dimensions of Light pole streamer to 6x4 instead of 6x3.</p>	<p>Response/Decision:</p> <p>The participants were addressed that the RFP clearly mentions locations suitable for the type of advertisement item and the quantity and locations identified shall be followed. There is also a provision in the Service Agreement for 100% increase in advertising item quantities based on written consent of both the parties. The Service provider suggestion to increase the dimension to 6x4 is reasonable however, the light pole streamers shall be installed at an adequate height so that they may not interrupt bus operations. Similarly, for the pedestrian bridge banners, the current dimensions are 50x8 which is decided to be reduced to 50x3 to avoid any mis-haps or disturb overall design structure of the pedestrian bridge.</p> <p>The relevant changes in schedule 4 and Appendix A to RFP and Annex B and Annex E to Service Agreement shall be affected through addendum.</p> <p><u>Changes are made on page 21, 26, & 27 of the RFP and also on page 25, 26 and 30 of the Service Agreement.</u></p>
<p>8.</p>	<p>Access to Fiber Optic Cable for operating SMD's:</p> <p>The participants inquired about access to Fiber optic cable for operation of SMD's?</p>	<p>Response/Decision:</p> <p>It is informed that TPC will provide conduit within the corridor for laying the fiber optic cable, the Service Provider will be responsible for providing and installation of Fiber Optic cable to SMD's. The Service Provider should provide design proposal to TPC prior to installation of SMD's which indicates the complete layout/design of end-to-end connectivity of Fiber optic cable with SMD's. further the Service Provider will be responsible for opening and closing of main hole for such purpose.</p> <p><u>No Changes in the RFP is required.</u></p>

9.	RULES AND REGULATIONS GOVERNING OUTDOOR ADVERTISEMENT	<p>Response/Decision:</p> <p>In clause 4.2, the sub clause “j” will be added as follows:</p> <p>“The Service Provider shall ensure compliance of Supreme Court of Pakistan’s orders (Annex-F) and other laws, rules and regulations governing the outdoor advertising business, issued from time to time”. The changes will be affected through addendum.</p> <p><u>Change are made at page 6 of the Service Agreement and Annexure “F” is added as part of Service Agreement.</u></p>
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Attendance Sheet for Pre-Bid Meeting (Members)

Loan No: Loan 3543-PAK

Project Name: Peshawar Sustainable Bus Rapid Transit Corridor Project

Ref. No: TPC/BD/RFP/2021/003

Procurement Title: Advertising services Management in Peshawar BRT Corridor

Place: Conference Room TransPeshawar (The Urban Mobility Company) Office, KPUMA Building, Chamkani

Date & Time: February 23rd, 2021 (11:30 AM PST)

No.	Name of Member	Designation	Contact No.	Email	Signature
1.	ALAMGIR	OPS	0336-5906950	alamgiri@transpeshawar.com	
2.	Yousaf Bilal	AM Eleef.	03339663358	-	
3.	IMRAN	GM ops	0303573570	charlyte@la	
4.	Khalid Ahmad	Procurement Sp.	03339971624	khalid.ahmad@tpc	
5.	M. J. Malik	CC	03218022266	umair.khan@transpeshawar.com	



Attendance Sheet for Pre-Bid Meeting (Bidders)

Loan No: Loan 3543-PAK

Project Name: Peshawar Sustainable Bus Rapid Transit Corridor Project

Ref. No: TPC/BD/RFP/2021/003

Procurement Title: Advertising services Management in Peshawar BRT Corridor

Place: Conference Room TransPeshawar (The Urban Mobility Company) Office, KPUMA Building, Chamkani

Date & Time: February 23rd, 2021 (11:30 AM PST)

No.	Bidder's Name (Firm/Company)	Representative's Name	Designation	Contact No.	Email	Signature
1.	QAN Media Group	Uddi Saad	CEO	0345-5222256	ceo.qanmedia@qan.com	
2.	Elite Advertiser	Fauzad Afridi	CEO	0333-935340	Fauzad Afridi	
3.	Admax Pvt	Yasin	Manager	03005895953	ms.yasir.khan@yahoo.com	
4.	Smart ways	S.K. Sami	RD	0315-5065076	smartwayspeshawar@gmail.com	
5.	SHERIAR HASSAN DAEWOO EXPRESS	SHERIAR HASSAN	GM Marketing	0333-4355550	sheri.ar.hassan@daewoo.com.pk	
6.	DAEWOO EXPRESS	ZAHID ALI SHAH	PROJECT EAD	0344-5999123	Zahid.ali@daewoo.com.pk	
7.	Daewoo .exp ALAD-DIN	Alad-din	AM MARKETING	0344-005332		
8.						
9.						