

**TransPeshawar (The Urban Mobility Company)**

**Minutes of Pre-bid Meeting**

<b>Procurement Title</b>	Provision of Security Services for TransPeshawar Office at Chamkani (TPC/OPS/S/Security/2021-22/002)		
<b>Date &amp; Time</b>	11:30 AM, December 16, 2021		
<b>Venue</b>	Conference Room, TransPeshawar (The Urban Mobility Company)	<b>Chair</b>	Khalil Ahmed Procurement Specialist TransPeshawar

The following are the members of the tender evaluation committee:

1. Razaqat Ali, Manager Security TransPeshawar;
2. Muhammad Usman, Assistant Manager BRT Control Center;
3. Kazim Jan, Manager Security.

Attendance is enclosed as **Annex-B**.

**DECISIONS / DISCUSSIONS**

The procurement Specialist formally welcomed the participant. A brief description was given to the Bidders about the procurement and contents of RFP especially about the scope, qualification requirements, and submission of responsive bids. After the briefing session, the bidder was asked for queries that's need clarification. The queries of the bidders and responses are attached as **Annex-A**. The meeting ended with a vote of thanks. The participating bidders were also visited the building and posts for deployment of security guards.

## Annex-A

Sr. No	Queries/Comments	TransPeshawar Response
1	<p><b>Type/Shape of Bid Security:</b></p> <p>The participants asked about the type of bid security to be submitted.</p>	<p><b>Response/Decision:</b></p> <ul style="list-style-type: none"> <li>It is responded that bid security shall be in the shape of Call Deposit Receipt (CDR) from a scheduled bank of Pakistan in favor of “<b>Chief Executive Officer, TransPeshawar</b>”. The bid security shall be submitted from the account of the bidder who submits the bid.</li> </ul> <p>No changes in the RFP are required.</p>
2	<p><b>Weightage of Technical and Financial Bid:</b></p> <p>The participants asked about the weightage of technical and financial bids in the assessment of the proposal.</p>	<p>Response/Decision:</p> <ul style="list-style-type: none"> <li>It is stated that there is no weightage for technical or financial bids. The qualification requirement reflected under 4.2.1 &amp; 4.2.2 of the RFP is a mandatory requirement and failing in a single requirement shall lead to disqualification of the bid. Financial quotes of those bidders will be considered who qualify across all the criteria.</li> </ul> <p>No changes are required in the RFP.</p>
3	<p><b>Number of Guards:</b></p> <p>It was asked that how many guards shall be proposed while quoting financial offer?</p>	<p><b>Response/Decision:</b></p> <ul style="list-style-type: none"> <li>It is responded that TransPeshawar has not provided for the number of guards rather it has given Personnel Posts and Deployment Plan including reserve/ reliever/ replacement, contingencies, and consideration of Labor Laws while submitting a bid as no post shall be left unattended during the performance of duties. Therefore, it is the responsibility of the service provider to translate these requirements into numbers and propose guards accordingly. Proposing the number of guards in contravention to labor laws or any other relevant law shall lead to the rejection of the proposal.</li> </ul> <p>No changes are required in the RFP.</p>

	<p><b>NOC issue for the license of Kalashnikov 223:</b></p> <p>The participants told that there is a restriction on the issuance of the license of Kalashnikov (223) and therefore, permitted for proposing other matching arms.</p>	<p><b>Response/Decision:</b></p> <ul style="list-style-type: none"> <li>It is responded that TransPeshawar needs bullet arms, therefore, a license of 223 is a mandatory requirement for responsiveness.</li> </ul> <p>No changes are required in the RFP.</p>
	<p><b>CCTV operator:</b></p> <p>The requirement for a CCTV operator was discussed.</p>	<p><b>Response/Decision:</b></p> <ul style="list-style-type: none"> <li>It is responded that CCTV room/Call center post will be manned by female personnel for surveillance (8/7) having computer literacy and minimum qualification of bachelor with minimum training requirements as provided for under Personnel Posts/Deployment Plan (Annex-B) and Minimum Training Requirements (annex-C) respectively.</li> </ul> <p>No changes are required in the RFP.</p>
	<p><b>Insurance and gratuity of guards:</b></p> <p>The requirement for insurance and payment of gratuity for guards was inquired.</p>	<p><b>Response/Decision:</b></p> <ul style="list-style-type: none"> <li>It is responded that the requirement for insurance and payment of gratuity of guards shall be as per applicable laws of Pakistan. The service provider shall be responsible for the fulfilment of all relevant laws in this regard and TransPeshawar will ensure compliance with such laws.</li> </ul> <p>No changes are required in the RFP.</p>
	<p><b>Payment of salary to guards:</b></p> <p>The method for the payment of salary to guards was discussed.</p>	<p><b>Response/Decision:</b></p> <ul style="list-style-type: none"> <li>It is responded that payment of salary to guards shall be through their respective bank accounts. The service provider shall submit the record of such transactions on monthly basis to TransPeshawar.</li> </ul> <p>No changes are required in the RFP.</p>



# TransPeshawar (The Urban Mobility Company)

A company set up under section 42 of the companies ordinance, 1984

## Attendance Sheet for Pre-Bid Meeting (Bidders)

Ref. No: TPC/OPS/S/Security/2021-22/002

Procurement Title: Provision of Security Services for TransPeshawar Office at Chamkani

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

Date & Time: December 16, 2021 (11:30 AM PST)

No.	Bidder's Name (individual/Firm/Company)	Representative's Name	Designation	Contact No.	Email	Signature
1.	Security 2007	Mian. Amjad	incharge	0303-9600428	com	M. Amjad
2.	Sigma Security	Zia ul Haq	sup.	0321-4120466	sigma2007@gmail.com	Zia ul Haq
3.	Fauji Security Svc	Ibtisam Ahmad Saib	Manager Oper.	0333 1909746	fss.peshawar@yahoo.com	Ibtisam
4.	Piffers Security Serv.	Syed Tariq	National Sales Manager	0346-5900099	sales@piffers.net	Tariq
5.	Premier Security	Qul Hani	sup	03465001339	info@PSS.com.pk	Qul Hani
6.	AQSA Security	Guljam.	Sup.	091 560881 03137679352	Peshawar@	Guljam
7.	ARL Security Services	Syed Akbar Shah	Supervisor	0300-5959050	arlsasecurity.com	Syed Akbar Shah
8.	Ashtari A G L	Muhammad Shah	sup	0333 9110117	Muhammad Ashtari 786@gmail.com	Muhammad Shah
9.					mkisskpk@askaniguards.com	

Security Services Provider Umar Zada Account 0346-4145242

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