



TransPeshawar (The Urban Mobility Company)

Bid Solicitation Documents
For Production of Social Awareness Videos and Provision of
Designed Laminated Sheets for BRT System TransPeshawar



Bid Solicitation Documents

Procurement Title	Production of Social Awareness Videos and Provision of Designed Laminated Sheets for BRT System TransPeshawar
Source of Funding	Govt of KP
Tender Ref. No.	TPC/Communications/S/OCB/2021-22/003
Bid Security	Two (02) % of bid price in Pak Rupees in shape of Call Deposit Receipt (CDR) from a scheduled bank of Pakistan in the name of Chief Executive Officer, TransPeshawar (The Urban Mobility Company). The bid security shall be submitted from the account of the bidder who submits the bid. A bid not accompanied by compliant bid security shall be rejected as non-responsive.
Performance Security	The successful Bidder shall be required to provide a performance security in PKR to the amount of ten (10) % of the contract price, in form of CDR/DD or Bank Guarantee as prescribed, at the option of bidder, from a scheduled bank of Pakistan, within fourteen (14) days of issuance of Letter of Acceptance.
Date of this Request	June 10, 2022
Deadline for Submission of Bids	11:00 AM (PST), June 28, 2022
Date of Bid Opening	11:15 AM (PST), June 28, 2022
Place of Submission	First (1 st) Floor, TransPeshawar Head Office, Main BRT Depot, GT Road, Chamkani, Peshawar, Pakistan.

1. TransPeshawar (The Urban Mobility Company) (hereinafter called “the Employer”) is set up under Section 42 of the Companies Act, 2017, and is responsible for operation and maintenance of urban rapid transit projects assigned by the Khyber Pakhtunkhwa Urban Mobility Authority.
2. The Employer hereby requests firms/companies for “Production of Social Awareness Videos and Provision of Designed Laminated Sheets for BRT System TransPeshawar”. The detailed scope of services/deliverables is provided as **Appendix-I**.
If you, however, have been associated with the firm that prepared the requirements, scope, and/or specifications of the subject of procurement, you shall be disqualified.
3. It is understood that the bidder has gone through the entire bid solicitation documents and has complete understanding of the terms, conditions, Required Services/deliverables (**Appendix-I**), and attached Form of Contract. The attached terms and conditions for Supply of Services/deliverables is an integral part of contract.
4. To assist the firms/companies in preparation of a responsive proposals, a pre-bid meeting will be organized. All interested bidders are encouraged to attend the meeting as per following details:
 - **Date: June 16, 2022**
 - **Time: 11:00 AM PST**
 - **First (1st) Floor, TransPeshawar Head Office, Main BRT Depot, GT Road, Chamkani, Peshawar, Pakistan.**
5. You must quote for complete supply of services/deliverables (**Appendix-I**) under this request. Firms/companies not quoting for complete scope of services/deliverables shall be disqualified.
6. A fixed lump sum cost inclusive of all taxes should be quoted in Form of Financial Offer. Financial offers will be evaluated for all the items/services together and contract awarded to substantially responsive firm/company offering lowest evaluated total price of all services/deliverables.
7. You shall submit financial offer on a Form of Financial Offer along with requisite documents in accordance with procedure mentioned under bid solicitation documents and addressed and delivered to the following address.

**Chief Executive Officer,
TransPeshawar (The Urban Mobility Company),
First (1st) Floor, TransPeshawar Head Office, Main BRT Depot, GT Road,
Chamkani, Peshawar, Pakistan.**
8. Form of Financial Offer must be typed and shall be signed by you or your authorized representative. Without a signature on Form of Financial Offer, your bid will be rejected as non-responsive.
9. The deadline for receipt of your bid by the Employer is: **11:00 AM (PST), June 28, 2022.**
10. Responsiveness Criteria:

Following is the fail/pass criterion. An affirmative determination across all the criteria is mandatory for substantially responsiveness of bid and consideration of financial price.

- i. Incorporated as legal entity with SECP or Registrar of Firms; (Attach copy)
- ii. Registered with FBR for income and sales tax and reflected on Active Tax Payer List (ATL); (Attach copy)
- iii. Registered with Khyber Pakhtunkhwa Provincial Revenue Authority for sale tax on services; (Attach copy)
- iv. The company/firm has conducted/in hand at least three (03) projects/contracts of similar nature in the last five (05) years with public/private or development sector; (Attach copies of contract/Letter of Acceptance/award clearly mentioning the date)
- v. Company/Firm has its own production house (attached company profile mentioning the facility of production house.)

- vi. An affidavit on stamp paper to the effect that the firm/company has not been blacklisted by any Federal or Provincial Public Entity;
- vii. Bid Security in accordance with Para 11 (vi) below.

Supporting documents to the above requirements shall be submitted. Failing to submit any of the above document shall result in non-responsiveness of bidder.

11. Your bid should be submitted as per the following instructions and in accordance with the attached Form of Contract. The attached terms and conditions for supply of services/deliverables is an integral part of the Contract.

- (i) **PRICES:** - Prices shall be quoted for complete supply of services/deliverables as described in **(Appendix-I)** in Pakistani Rupees (PKR) and inclusive of all taxes as per applicable laws in Pakistan. In evaluating bids, the Employer will adjust for any arithmetical errors as follows:
 - where there is a discrepancy between amounts in figures and in words, the amount in words will govern;
 - where there is a discrepancy between the unit rate and the line-item total resulting from multiplying the unit rate by the quantity, the unit rate as quoted will govern.
- (ii) **EVALUATION OF BIDS:** First responsiveness of bids against the criteria mentioned under paragraph 10 above shall be determined. Offers determined to be substantially responsive shall be qualified for consideration of financial price. An offer is not substantially responsive if it contains material deviations or reservations to the terms, conditions, specifications and responsiveness criteria mentioned in the bid solicitation documents, and it will not be considered further.
- (iii) **AWARD OF CONTRACT:** The contract will be awarded to the bidder having lowest evaluated bid price among the substantially responsive bidders. The bidder whose quotation has been accepted will be notified of the award of contract within validity period through Letter of Acceptance issued by the Employer. The successful bidder shall submit performance security and sign the contract as promptly as possible but not later than twenty-eight (28) days after issuance of Letter of Acceptance. The offer of the second financially lowest and substantially responsive bidder may be considered for award of contract if the first financially lowest and substantially responsive bidder unable to furnish performance security or repudiates the Contract.
- (iv) **VALIDITY OF THE OFFER:** Bids shall be valid for a period of sixty (60) days from the deadline for receipt of bids. If you withdraw your bid during the validity period and/or refuse to accept the award of a contract when and if awarded, then your bid security will be forfeited. The contract may be offered to next substantially responsive lowest bidder.
- (v) Bidders should note that during the period from the receipt of bids until award of Contract, all queries should be communicated in writing via e-mail below.

Attention: Fayyaz Ahmad Khan: fayyaz.khan@transpeshawar.pk
CC: Sadaf Kamil: saddaf.kamil@transpeshawar.pk
CC: Khalil Ahmed Khalil.ahmed@transpeshawar.pk

(vi) BID SECURITY:

- (a) The requisite bid security shall remain valid for a period of Twenty-Eight (28) days beyond the original validity period of the bids;
- (b) Bid Security of the unsuccessful bidders shall be released as promptly as possible;
- (c) The bid security of successful bidder shall be returned once the successful bidder signed the contract and furnished the required performance security.
- (d) The Bid security shall be forfeited:
 - If a bidder withdraws his bid during the period of bid validity; or
 - If a bidder doesn't accept the correction of his bid price in accordance with clause 11(ii) above; or

- (e) In the case of a successful bidder, if he fails to:
- Furnish the requisite performance security;
 - Sign the contract agreement as stipulated.

(vii) Performance Security

- (a) Failure of the successful Bidder to submit the above-mentioned performance security or to sign the Contract Agreement shall constitute sufficient grounds for the annulment of the award and forfeiture of the bid security;
- (b) Performance security shall remain valid throughout the performance of the contract and shall be released as promptly as possible after successful completion of the contract in accordance with stipulated terms and conditions;
- (c) The performance security may be forfeited, fully or partially, if the contractor failed to deliver in accordance with the terms and conditions of the contract.

1 Form of Financial Offer
(on company/firm letterhead)

To

Chief Executive Officer,
TransPeshawar (The Urban Mobility Company),
TransPeshawar Head Office, First (1st) Floor,
Main BRT Depot, GT Road, Chamkani, Peshawar,
Pakistan.

We offer to execute the “**Production of Social Awareness Videos and Provision of Designed Laminated Sheets for BRT System TransPeshawar**” in accordance with the conditions of the contract accompanying the bid for a Contract Price of _____ (amount in words and numbers) _____ in PKR (Inclusive of all taxes). We propose to complete supply of services/deliverables under the contract within stipulated time as per terms and conditions of the contract.

S#	Description [A]	Size	Quantity [B]	Unit Price (inclusive of Taxes) [C]	Total Price (inclusive of Taxes) [BxC]
1.	Production of HD videos as per terms and conditions of Appendix-I.	60 (+/- 20) seconds	20		
2.	Designing, printing and installation of laminated sheets on multipurpose signboards at different BRT stations as per terms and conditions of Appendix-I.	Size A= (450 x 600) mm Size B= (600 x 900) mm Size C = (750 x 1500) mm	75 50 15		
*Bid Price (PKR) inclusive of all taxes					

*Note: Classified advertisements as per standard rates of APNS for Govt. entities to an approximate amount of PKR. 6 million per annum for period of three years will be given to the successful service provider therefore, bidders are advised to quote their best offers for the above items keeping in view the business opportunity in terms of classified ads.

This bid and your written acceptance will constitute a binding Contract between us. We understand that you are not bound to accept the lowest or any bid received by you.

We hereby confirm that this bid complies with the Validity of the Offer and obtain a performance security in accordance with terms and conditions imposed by the bid solicitation document and the Terms and Conditions for Supply of Service/Deliverables, respectively.

We have not been associated with the firm/company that prepared the design, scope and specifications of the contract that is subject of this procurement.

(Service provider to complete below)

Authorized Signature:

Name and Title of Signatory:

Date:

Address:

Phone Number:

Email Address:

2. Form of Contract

THIS AGREEMENT numbers _____ made on _____ day of _____, 2022 between _____ (hereinafter called “the Client”) on the one part and _____ (hereinafter called “the Service Provider”) on the other part.

WHEREAS the Client has requested bids for “**Production of Social Awareness Videos and Provision of Designed Laminated Sheets for BRT System TransPeshawar**” to be supplied by the Service Provider, viz. Contract “**Production of Social Awareness Videos and Provision of Designed Laminated Sheets for BRT System TransPeshawar**”, (hereinafter called “the Contract”) and has accepted the bid by the Service Provider for performance of the Contract at the sum of (amount in words and figures) hereinafter called “the Contract Price”.

NOW THE CONTRACT TO BE WITNESSETH AS FOLLOWS:

1. The following documents shall be deemed to form and be read and construed as part of the Contract, viz:
 - (i) Form of Contract;
 - (ii) Letter of Acceptance;
 - (iii) Form of Financial Offer;
 - (iv) Terms and Conditions for Supply of Services/deliverables;
 - (v) Bid Solicitation Documents;
 - (vi) Required Services/deliverables (Appendix-I).
2. Taking into account payments to be made by the Client to the Service Provider as hereinafter mentioned, the Service Provider hereby concludes the Contract with the Client to execute and perform the Contract and remedy any defects therein in conformity with the provisions of the Contract.
3. The Client hereby covenants to pay, in consideration of the acceptance of the Contract, and remedying of defects therein, the Contract Price in accordance with Payment Conditions prescribed by the Contract.

IN WITNESS whereof the parties hereto have executed the Contract under the laws of Islamic Republic of Pakistan on the date indicated above.

Signature and seal of the Client:
For and on behalf of

Signature and seal of the Service Provider:
For and on behalf of

Name of Authorized Representative

Name of Authorized Representative

3. TERMS AND CONDITIONS FOR SUPPLY OF SERVICES/DELIVERABLES

Procurement Title: Production of Social Awareness Videos and Provision of Designed Laminated Sheets for BRT System TransPeshawar
Client: TransPeshawar (The Urban Mobility Company)
Service Provider:

1. Term of Contact: The contract will be signed for a period of three years, and may be extendable for other such term (s) on mutual agreement and subject to satisfactory performance.
2. Fixed Price: The prices indicated in the Form of Financial Offer shall remain firm and not subject to any adjustment during performance of the Contract.
3. Delivery Schedule:
 - a) A batch of 12 videos shall be produced and provided, completed in all respects, in initial three (03) months after signing of the Contract while the remaining videos, provided in batches comprising one or multiple videos, shall be done as and when asked by the Client during term of the Contract. The period for production and delivery for a single video shall not be more than 10 days from the date of intimation by the Client; We further clarify that TransPeshawar can ask for single video and shall be produced within 10 days.
 - b) Designing, printing and installation of laminated sheets on multipurpose signboards at different BRT stations shall be completed in batches, at least ten (10), during term of the Contract. Designing, printing and installation of each batch shall be completed within two (02) weeks from the date of intimation/provision of design and/or public message by the Client;
 - c) For delivery of the advertising services, the Service Provider shall be onboard for term of the Contract for performance of services within stipulated time as directed by the Client.
4. Applicable Law: The Contract shall be interpreted in accordance with the laws of Islamic Republic of Pakistan.
5. Resolution of Disputes: The Client and the Service Provider shall make every effort to resolve amicably by direct informal negotiation any disagreement or dispute between them under or in connection with the Contract. In the case of failure of informal negotiation, the dispute shall be settled in accordance with the provisions of the arbitration law or rules of Pakistan.
6. Intellectual Property Delivery: The Client shall own and have a right in perpetuity to use all newly created Intellectual Property Rights which have been developed solely during execution of the Contract, including but not limited to all designs, source files, imagery, videos, music and other digital assets. The Service Provider shall ensure that all approvals, registrations, licenses, permits and rights etc. which are necessary for the performance of the Contract by the Service Provider are legally acquired and assigned in the name of the Client. In case of any infringement on Intellectual Property Rights by the Service Provider, the Service Provider shall have sole control of the defense and all related settlement negotiations. Subject to above on intellectual property, the Service Provider shall retain exclusive ownership of all methods, concepts, algorithms, trade secrets, software documentation, other intellectual property or other information belonging to the Service Provider that existed before the effective date of the Contract.
7. Payment: The payment of advertisements will be made to the Service Provider as per actual and standard cost of media purchased on behalf of TransPeshawar or as per the discounted rates negotiated with media houses/ channels for TransPeshawar. The Client will make payments for advertisements as per fixed rate of media houses/APNS for government/government-commercial within 30 days after receiving of invoice along with relevant documents.

Payment for videos shall be made on pro-rata basis on completion of each batch in all respects as per terms and conditions of the Contract and to the satisfaction of the Client.

Payment for laminated sheet will be made on completion of each batch in all respect as per terms and conditions of the Contact and to the satisfaction of the Client.

For video and laminated sheets, each payment invoice shall have an Acceptance Certificate in attachment, issued by the Client or by any representative of the Client against the completed

deliverables. No payment bill will be processed in the absence of desired Acceptance Certificate.

Each invoice for videos & laminated sheets should be at least Rs. 1 million and invoices lower than the stated amount will not be entertained for processing.

In case of breach of the terms of contract, liquidity damages of PKR 5000 will be imposed and the amount will be deducted from the invoice.

In case of delay in production and delivery of videos, the service provider will be liable to pay a penalty of Rs. 20,000 per day, while in case of delay in production and delivery of laminated sheets, a penalty of Rs. 10,000 per instance will be imposed and the service provider will be liable to pay the same. However, the total amount of the penalty should not exceed 10% of the cost of the line item.

8. Performance Security: Performance security in PKR to the amount of ten (10%) of contract price in shape of CDR/DD or Bank Guarantee, on a format as prescribed by the Client, at the option of bidder, in the name of CEO TransPeshawar from schedule bank of Pakistan shall be provided to the Client within fourteen (14) days of issuance of Letter of Acceptance. Performance security shall remain valid throughout currency of the Contract and will be released twenty-eight (28) after completion of the Contract including obligation of defect liability and subject to satisfactory performance. Performance security will be forfeited fully or partially if the Service Provider defaults under the Contract. In case of partial liquidation of performance security during term of the Contract, the Service Provider shall be responsible to replenish the liquidated amount within seven (07) days of such intimation and failure may lead to termination of the Contract and forfeiture of remaining amount of performance security apart from opting for other remedies provider for under the Contact/relevant law.
9. Defects: All defects/non-performance will be corrected/executed by the Service Provider without any cost to the Client within period of defect liability.
10. Force Majeure: The Service Provider shall not be liable for penalties or termination for default if and to the extent that its delay in performance or other failure to perform its obligations under the Contract is the result of an event of Force Majeure.

For purposes of this clause, "Force Majeure" means an event beyond the control of the Service Provider and not involving the Service Provider's fault or negligence and not foreseeable. Such events may include, but not restricted to, act of the Client in its sovereign capacity, wars or revolutions, fires, floods, epidemics, quarantine restrictions, and freight embargoes.

If a Force Majeure situation arises, the Service Provider shall promptly notify the Client in writing of such condition and the cause thereof. Unless otherwise directed by the Client in writing, the Service Provider shall continue to perform its obligations under the Contract as far as is reasonably practical, and shall seek all reasonable alternative means for performance not prevented by Force Majeure event.

11. Amendment: No modification, amendment, addendum or variation to the Contract shall be effective or binding, unless it (i) is made in writing; and (ii) expressly sets out the modification, amendment, addendum or variation to the agreement; and (iii) refers to the Contract; and (iv) is signed and dated by an authorized representative of the Client and the Service Provider.
12. Failure to Perform: The Client may cancel/terminate the Contract if the Service Provider fails to perform the Contract, or any part thereof, in accordance with the above terms and conditions and shall constitute sufficient grounds for calling performance guarantee.
13. Defect Liability Period: Defect liability period for each batch of production, designing, printing and installation of laminated sheets is twelve (12) months after issuance of Acceptance Certificate for each batch by the Client.

Required Services/Deliverables

1. Introduction

Realizing the need to improve the public transport system in Peshawar, GoKP in collaboration with the Asian Development Bank initiated Peshawar BRT (Bus Rapid Transit). TransPeshawar is responsible for ongoing operation and maintenance of BRT. TransPeshawar, in order to improve quality of services, intends to prepare materials to raise ridership for system, optimize the system and increase convenience for public through awareness of general public/passengers. In this regard, TransPeshawar requires services of competent firm for production of videos and printing of laminated sheets to be installed at stations. The selected service provider will also be responsible for advertisement services as detailed below.

2. Scope:

TransPeshawar requires the below services/deliverables:

- a) Production of Videos;
- b) Printing of Laminated sheets for multi-Propose sign Boards and installation at different; and
- c) Advertisement services for publication in newspaper.

Detailed services required are explained below.

- i. TransPeshawar requires services of a firm / company for production of social awareness videos, 20 in quantity. The purpose of these videos is to educate and inform different kind of audiences about various features, activities and achievements of Peshawar BRT.

Sr.	Item	Quantity	Description
1	Videos	(20)	<ul style="list-style-type: none"> • Language of the each videos will be Urdu & Pashto with subtitles in both English and Urdu / Pushto. Voice over in different languages will be considered as single video. • Instructions in Sign Language for hearing impaired audience to be added translating the voice for hearing impaired persons. This shall be displayed in corner of screen area; • Duration of each video will be 60 seconds (20 ±) • Filming in full HD / 4K quality • Celebrity influencer to be utilized whose prior approval required from TPC • Infographics, animations and visual effects to be added where required • Drone shots where required • Start and end of each video shall be with different theme and style • Contract must include script, story board, shoot, direction, editing, use of model as required. All activities are included which are required for production of video and service provider shall be responsible for all these costs.

ii. TransPeshawar has installed multi-purpose boards at multiple stations. In order to update the public service messages, TransPeshawar requires that service provider shall print in laminated quality and install at station. The design and content shall be provided by TransPeshawar. The quantity and size of public service messages to be printed and installed are given below: -

Sr. No	Size (in millimeters)	Quantity
1	450 x 600	75
2	600 x 900	50
3	750 x 1500	15

iii. TransPeshawar aims to release an approximate print media of PKR 6 million per annum over terms of contract. Creative and Advertising Services for classified ads, purchase of media as per fixed rates of media house / APNS for government/ government- commercial entities and ensuring timely publication of the advertisements in newspapers.

3. Obligations of the Service Provider:

i. Obligations regarding Video Production:

- a) The Service Provider shall shoot video in accordance with the script provided by TransPeshawar for 12 videos. TransPeshawar reserves the right to update the attached script. While for the remaining, the service provider shall be responsible for the script in accordance with brief provided by TransPeshawar;
- b) Record relevant interviews for videos preparation in Urdu, English & Pashto language as required by attached video script;
- c) The initial 12 videos shall be produced and delivered in initial three months while the remaining shall be done as and when asked by TransPeshawar during term of the contract. The period of production of such video shall not be more than two weeks for single video from the date of intimation by TransPeshawar;
- d) Ensure that the concepts and scripts are shared with TransPeshawar and approved before the shoot;
- e) Ensure filming in full 4k resolution;
- f) Ensure that the same shots are not repeated in various videos – each video should have unique and separate shots and script;
- g) Ensure celebrity model / influencer is in sync with the image of TransPeshawar and is approved and accepted by TransPeshawar;
- h) Additional equipment such as drones, etc. to be used, where required, to produce dynamic and high-quality video;
- i) Add voiceover/dubbing after approval of voice samples in Pashto and Urdu;
- j) Ensure that the sound quality is optimum;
- k) Synchronization between video and audio must be ensured;
- l) Image quality requirements for video production: shading and tonality must be present;
- m) The videos should be presented to TransPeshawar for approval during various stages and edited as required;
- n) Storage of documents in raw format and provision of the same to TransPeshawar;
- o) The video must be provided to TransPeshawar in various formats mkv., avi, mp4 and mpeg formats so that TransPeshawar does not encounter problems in making the

videos public on its own resources. Dissemination of the video will be by means of plasma screens installed at Peshawar BRT Bus Stations and online communication and must therefore ensure that the same is easily achieved;

- p) The video should be transmitted to TransPeshawar in digital format allowing the editing of individual video and audio segments. Furthermore, the final video in 4K resolution, prior to final payment, shall be submitted / deposited in USB with TransPeshawar;
- q) Service Provider shall require prior approval at its own costs for use of drone in corridor;
- r) Copyrights of video shall belong to TransPeshawar; and
- s) Any other activity required for production of quality videos.

ii. Obligations regarding Multi-Purpose Sign Boards

- a) The signboards should be printed and produced on high quality laminated material with high quality printing;
- b) Designs for the signboards will be provided by TransPeshawar;
- c) The service provider shall make available a sample of the specified material proposed to be used, for approval of TransPeshawar;
- d) The service provider shall make available a sample of the print quality for approval of TransPeshawar;
- e) The Service-Provider shall install the print at each multipurpose signboard at the stations / locations approved by TransPeshawar as per installation procedure approved / provided by TransPeshawar;
- f) The design and public service messages shall be provided by TransPeshawar in at least 10 batches and printing shall be delivered and installed accordingly in batches. The printing and installation shall be within two weeks after provision of design and intimation from TransPeshawar;
- g) The service-provider's quoted rates should include all costs associated with the production, printing, installation of multipurpose signboards, including but not limited to labor, material, printing, transportation, sticking material etc.;
- h) The service provider shall be responsible for restoration of existing structure to its original shape in case of any damage to property. Site shall be clean after completion of work;
- i) The service-provider shall be liable and abide by all applicable federal, provincial and local laws, especially environment and labor laws. The service-provider shall be responsible for having all required permits, licenses, certificates, registrations etc. required for the responsibility to be performed under the contract; and
- j) The installations should be neat and clean to the satisfaction of TransPeshawar.

iii. Obligations regarding Classified Advertisements

- a) The Service Provide will ensure timely design, translation and publication of any advertisement material communicated to them as per the requirements and brand guidelines of TransPeshawar;
- b) All designs, content and translation must be approved by TransPeshawar before publication;
- c) Design and publication shall be as per time prescribed by TransPeshawar;
- d) Timely publication of the classified advertisement as per requirement; and
- e) Prices shall be kept as per fixed rates of media house / APNS for government/ government- commercial entities or lower where possible.
- f) The service provider shall attach two copies of each newspapers containing advertisements with invoice else the payment shall not be processed.

4. Considerations

- a) Corridor and Stations are utilized for bus operation during the day time. The Service Provider shall execute their works during non-operation times, where possible. i.e., from 11:00 PM to 5:00 AM except otherwise at sole discretion of TPC;
- b) Service Provider shall get permission from TPC for entry to corridor and station one day before the execution of Works. Such permission shall be gotten through Corridor Access Permission Form in office time;
- c) Service Provider or its staff shall not execute any work or take such actions which affect bus operation without prior TPC permission; and
- d) The service provider shall also get prior approval from TransPeshawar for video shoot.

5. Implementation Arrangements

The Service Provider shall work in coordination with the communication department of TransPeshawar.