



## TransPeshawar (The Urban Mobility Company)

### Minutes of Pre-Bid Meeting

<b>Procurement Title</b>	<b>RFP for Helpline Operations of Peshawar Sustainable Bus Rapid Transit Corridor Project</b>		
<b>Date:</b>	July 04, 2022 at 02:30 PM (PST)		
<b>Venue</b>	Main Conference Room 1 <sup>st</sup> Floor, TransPeshawar (The Urban Mobility Company)	<b>Chair</b>	Mr. Khalil Ahmed Procurement Specialist (TPC)

The following staff attended the meeting from the TransPeshawar (TPC):

1. Mr. Usman Shafi, Assistant Manager Operations, TPC.

List of attendees from companies is enclosed as Annex-B.

### DECISIONS / DISCUSSIONS

Procurement Specialist TPC formally welcomed the participants. Brief description was given to the bidders about the existing operation of BRT and services to be rendered under the specific procurement, evaluation criteria, and important clauses of Agreement. After briefing session, the potential bidders raised queries that need clarification attached as Annex-A. Meeting ended with a vote of thanks from TransPeshawar.



Sr. No	Queries/Comments	TransPeshawar Response
1.	<p><b>Requirement of Call Agents:</b></p> <p>The Bidders asked about the quantity of call agents to meet the requirements mentioned in the bidding documents.</p>	<p><b>Response/Decision:</b></p> <p>It is responded that as per clause 5.2 of Appendix-A "Services" to RFP, the service provider is required to engage six (06) call agents to provide service for sixteen (16) hours a day and seven (07) days a week including holidays. It is further elaborated that service providers shall quote their prices keeping in view the services obligations including the responsibilities related to labor laws as provided for under Appendix-A to the RFP.</p> <p>No changes required in the bidding document.</p>
2.	<p><b>Registration with EOBI and ESSI:</b></p> <p>The bidders asked if the registration with ESSI/EOBI is in process but did not have certificates as yet, whether it be sufficed for qualification or not.</p>	<p><b>Response/Decision:</b></p> <p>It is told that provision of registration certificates both for EOBI and ESSI is mandatory requirement for submission of bids. In this case the bidder will be considered as disqualified.</p> <p>No changes required in the bidding document.</p>
	<p><b>Gender Distribution of Call agents:</b></p> <p>The bidders asked about the quantity of male and female engaged as call agents for the services under the contract.</p>	<p><b>Response/Decision:</b></p> <p>It is responded that as per clause 5.5 of Appendix-A "Services" to RFP, half of the call agent shall be males and half shall be females in each shift and shall be employed in accordance with the applicable laws of the country.</p>



## TransPeshawar (The Urban Mobility Company)

A company set up under section 42 of the Companies Act, 2017

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

Ref. No: TPC/OPS/S/HL/2021-22/006/RB

Procurement Title: RFP for Helpline Operations of Peshawar Bus Rapid Transit Corridor Project

Place: Conference Room TransPeshawar (The Urban Mobility Company) Office, KPUMA Building, Chamkani  
Date & Time: July 04, 2022 at 02:30 PM (PST)

No.	Bidder's Name	Representative's Name	Designation	Contact No.	Email	Signature
1.						
2.	Shahzad Traders	Tahir	C.E.O	0344 911 6150	shahzadtraders@ptcl.com	<i>[Signature]</i>
3.	PARCA PAKISTAN	Sadiq Baniqazi	CEO	0351 977 9770	faraz.pak@parca.gov.pk	<i>[Signature]</i>
4.						
5.						
6.						
7.						
8.						
9.						



**TransPeshawar** (The Urban Mobility Company)

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



### Attendance Sheet for Pre-Bid Meeting (Members/Participant)

Ref. No: TPC/OPS/S/HL/2021-22/006/RB

Procurement Title: RFP for Helpline Operations of Peshawar Bus Rapid Transit Corridor Project

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

Date & Time: July 04, 2022 at 02:30 PM (PST)

No.	Name of Member/Participant	Designation	Contact No.	Email	Signature
1.	Khail Ahmad	Res. Specialist	—	—	
2.	M. USMAN SHAH	AM OPS	—	—	
3.					