

# TransPeshawar (The Urban Mobility Company)

## Minutes of Meeting

<b>Agenda/ Projects</b>	Pre-Bid Meeting for: -  <b>“Miscellaneous Maintenance Services in BRT Peshawar”</b> <b>TPC/Operations/Services/MS/2022-23/007/RB</b>		
<b>Date:</b>	November 01, 2022 at 11:30 AM		
<b>Venue</b>	Committee Room, TransPeshawar (The Urban Mobility Company) 1 <sup>st</sup> Floor KPUMA Building Chamkani	<b>Chair</b>	Khalil Ahmed Procurement Specialist TransPeshawar

The following staff attended the meeting from the TransPeshawar side:

1. Mr. Intizar Khan, Assistant Manager Mechanical, TransPeshawar;
2. Mr. Yousaf Bilal, Assistant Manager Electrical, TransPeshawar;
3. Muhammad Shuja-Ud-Din, Manager Legal, TransPeshawar.
4. Sami Ullah, Procurement Executive, TransPeshawar

Attendance of participants is attached as **Annex-B**.

### DECISIONS / DISCUSSIONS

Brief description was given to the bidders about the scope of services to be procured under the contracts. Evaluation Procedure for submission of proposals were elaborated. Contents of proposals to be submitted and evaluation criteria was explained to bidders. After briefing, queries of the bidders were responded attached at **Annex-A**. The meeting ended with a vote of thanks from the chair.

Sr. No	Queries/Comments	TransPeshawar Response
1	<p><b>Release of bid security and Performance Security:</b></p> <p>The bidder asked about the procedure of the release of bid security and performance security.</p>	<p><b>Response/Decision:</b></p> <p>TransPeshawar explained that as per Clause 6.5.4 (c) of RFP within seven (7) days after the submission of Performance Security by Winning Service provider.</p> <p>Under clause 3.4 of the service agreement The Performance Security shall be released by TPC within thirty (30) days after the issuance of take over certificate.</p> <p>No Change in RFP is required</p>
2	<p><b>Payment methodology:</b></p> <p>The bidder asked about the payment methodology.</p>	<p><b>Response /Decision:</b></p> <p>TransPeshawar explained that the payment shall be made as per Payment Calculations Schedule (Annexure- C) of the RFP.</p> <p>No Change in RFP is required</p>
3	<p><b>Evaluation Criteria:</b></p> <p>The following questions were asked regarding evaluation criteria</p> <ol style="list-style-type: none"> <li>1. Nature of experience</li> <li>2. if one of the members of the joint venture fulfills the requirements of the required audited statements, will that be acceptable under evaluation criteria.</li> </ol>	<p><b>Response /Decision:</b></p> <ol style="list-style-type: none"> <li>1.The TransPeshawar explained clause 7.2.1 (vi) that the bidder shall have executed at least one civil, electrical or mechanical contract worth PKR 10 million in past 3 years (Contract agreement or letter of award or letter of completion or any other valid document). In case of JV, any one member individually or all members collectively can fulfil the criteria.</li> <li>2. Under clause 7.2.1 (v) Minimum average annual turnover of</li> </ol>

		<p>PKR.10,000,000.00 (Ten million Pak Rupees) verifiable from audited financial statements. In case of Consortium/JV one member individually or all members collectively can fulfil the requirement.</p> <p>No Change in RFP is required</p>
4	<p><b>Minimum number of Bidders:</b> The bidder asked if only one bidder participates in the bidding process and there is no competition, can the bidder be awarded contract in that case.</p>	<p><b>Response /Decision:</b> As per KPPRA rules, one bid is acceptable if it meets the criteria and quoted market-based prices. No Change in RFP is required</p>
5	<p><b>Agreement between JV Partners:</b> It was asked that whether the member of JV be bound for signing an agreement.</p>	<p><b>Response /Decision:</b> TPC responded that in case of joint venture, the members will provide an authorization that will clearly show the person authorized to bid, sign contract and other correspondence etc with TPC. No Change in RFP is required</p>
6	<p><b>Explanation about 2.4 item of the BOQ:</b> The Bidder asked about the quantity of item No. 2.4 in schedule No. 9.</p>	<p><b>Response /Decision:</b> TransPeshawar responded that the quantity of items No. 2.4 is 150 meters instead of 150mm. rectification in RFP will be affected through addendum. <b>Change in RFP is required</b></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/Operations/Services/MS/2022-23/007/RB

Procurement Title: RFP for Procurement of "Miscellaneous Maintenance Services in Peshawar BRT System"

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

Date & Time: November 01, 2022 at 11:30 AM (PST)

No.	Bidder's Name	Representative's Name	Designation	Contact No.	Email	Signature
1.	<del>Contractors</del> Khyber <del>Empire</del>	Hamad Khattar	CEO	0321-9660996	Khyber contractors@gmail.com	
2.	M. Abbas					
3.						
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/Operations/Services/MS/2022-23/007/RB

Procurement Title: RFP for Procurement of "Miscellaneous Maintenance Services in Peshawar BRT System"

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

Date & Time: November 01, 2022 at 11:30 AM (PST)

No.	Name of Member/Participant	Designation	Contact No.	Email	Signature
1.	Iutizar Khan	AM Mech	03339406696	iutizar.khan_85@yahoo.com	
2.	M. Shujaudeen	Manager legal	0331-4675557	shujaideen@qwanit.com	
3.	Khalid Ahmed	Procurement Spec.	03339971625	MNEKPRR@pencil.com	
4.	Yousaf Bilal	AM Electrical	03339663358	yousafbilal@yahoo.com	
5.					