

TransPeshawar (The Urban Mobility Company)

Minutes of Pre-bid Meeting

Procurement Title	Establishment of Solar Park (1 MW) at BRT Depot, Chamkani (TPC/OPS/OCB/Solar-Park/2024-25/009)		
Date & Time	11:30 AM (PST), November 28, 2024		
Venue	Conference Room, TransPeshawar (The Urban Mobility Company)	Chair	Khalil Ahmad Procurement Specialist TransPeshawar

Following members of procurement committee participated the meeting:

1. Yousif Bilal Assistant, Manager Electrical, TransPeshawar;
2. Faisal Jan Facilities, Officer TransPeshawar.

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

DECISIONS / DISCUSSIONS

Procurement Specialist formally welcomed the participant. Brief description was given to the Bidders about the procurement and contents of RFP especially about the qualification requirements and submission of responsive bids. After briefing session, bidder was asked for queries that's need clarification. The queries of the bidders and responses are attached as **Annex-A**. **Considering the magnitude of changes and on request of participating service providers the last date for submission of proposals is extended as 11:30 AM (PST), January 07, 2025 (Tuesday) and the proposals will be opened on the same date (January 07, 2025) at 11:45 AM (PST).**

The meeting ended with a vote of thanks.

Sr. No	Queries/Comments	TransPeshawar Response
1.	<p>Project Capacity for Experience Evaluation:</p> <p>The participant inquired whether the project capacity for fulfilling experience requirement be evaluated as an individual 1 MW project or a collective 1 MW from multiple smaller projects.</p>	<p>Response/Decision:</p> <ul style="list-style-type: none"> It was clarified that the Project Experience requires the capacity to be based on an individual 1 MW project. Collective capacities up to 1MW from multiple smaller projects will not be considered. The project must be of a similar nature, specifically building on-grid solar systems. Projects such as solar water pumping or other unrelated solar installations will not be considered. The clarity will be incorporated through corrigendum. <p>Changes in RFP are required.</p>
2.	<p>Inclusion of Latest Audit Reports:</p> <p>The participant asked to include latest year (2024) audit report in assessing financial soundness.</p>	<p>Response/Decision:</p> <p>It was responded that audited financial statements for year 2021, 2022, and 2023 are adequate for assessing financial soundness of a firm or company and shall remain intact.</p> <p>No changes in the RFP are required.</p>
3.	<p>Inclusion of Joint Ventures (JV):</p> <p>The participant inquired whether Joint Ventures (JVs) could be allowed to submit bids.</p>	<p>Response/Decision:</p> <ul style="list-style-type: none"> It was responded that under ITSP Clause 4.1 of Request for Proposal, Joint Venture of firms or companies are not allowed. The bidders whether an AOP or company shall have to participate in sole capacity and will have to meet qualification and technical requirements accordingly. The typo related to JV in qualification criteria (Section 3) will be rectified through corrigendum. <p>Changes in the RFP are required.</p>
4.	<p>Evaluation of General Work Experience and Solar-Specific Experience of Key Personnel:</p>	<p>Response/Decision:</p> <ul style="list-style-type: none"> It was responded that if the proposed personnel have work experience both in general

	<p>The participant inquired about the evaluation and marking of an individual against the general and solar-specific work experience especially when the personnel have total work experience in solar specific project.</p>	<p>and solar-specific categories in same/similar role, they will be awarded marks as per their years of experience in both categories as per criteria. If the proposed personnel having only general work experience in same/similar role throughout their career, it will be awarded marks only under the general work experience category, and no marks will be allocated under solar-specific category. Similarly, an individual with solar-specific work experience in same/similar role throughout their career will be considered for both general and solar-specific work experience, and will be scored accordingly as the general work experience comprises all project whether civil, electrical and/or mechanical. Minimum requirement for general and specific work experience for key personnel under 1.2.3 (iv) (d) of Section 3 are revised and will be affected through corrigendum.</p> <p>Changes in the RFP are required.</p>
<p>5.</p>	<p>Eligibility of Foreign Companies A participant inquired whether foreign companies are eligible to apply for the opportunity.</p>	<p>Response/Decision:</p> <ul style="list-style-type: none"> It was responded that under ITSP Clause 4.1 of the RFP, the Service Provider must be an Association of Persons (AoP) or company incorporated in Pakistan and registered with Registrar of Firms or Security and Exchange Commission of Pakistan (SECP). Similarly, under ITSP Clause 4.2 of the RFP, the Service Provider shall have nationality of Pakistan. A Service Provider shall be deemed to have the nationality of Pakistan if the Service Provider is constituted, incorporated, or registered, and operates in conformity with the provisions of the laws of Pakistan.
<p>6.</p>	<p>Discrepancy in Minimum Average Annual Turnover (Business) in RFP A participant raised a concern regarding the inconsistency in the turnover amount mentioned in the RFP, with one section</p>	<p>Response/Decision:</p> <ul style="list-style-type: none"> It was responded that the correct amount of minimum average annual turnover (business) is PKR.300 and the typo will be rectified accordingly for consistency of document.

	stating PKR.200 million and another stating PKR.300 million, and asked for clarification on the correct figure.	Changes in the RFP are required.
7.	<p>Clarification on MW Capacity and Percentage in RFP</p> <p>A participant raised a concern regarding the confusion between the two expressions, "1 MW (-0.5%)" and "1 MW (+/- 0.5%)," and asked whether the reference is to installed capacity or generation capacity.</p>	<p>Response/Decision:</p> <ul style="list-style-type: none"> It was confirmed that the correct reference is "1 MW (-0.5%)," and it pertains to installed capacity, not generation capacity. Changes will be made in the RFP to replace "1 MW (+/- 0.5%)" with "1 MW (-0.5%)" wherever applicable. <p>Changes in the RFP are required.</p>
8.	<p>Details on Solar Structure Design and Specifications</p> <p>A participant inquired about the detailed design and specifications of the solar structure, specifically asking for information regarding its design and other relevant details.</p>	<p>Response/Decision:</p> <ul style="list-style-type: none"> It was discussed that performance parameters and/or specifications for the solar structure will remain as outlined, with one change: The frame supporting panel shall be hot dip galvanized. All structural components, including C-channels, should be hot-dip galvanized with a minimum average thickness of 80 microns. To ensure optimal performance and longevity, no on-site cutting or welding is permitted. All fasteners, such as nuts and bolts, must be made of stainless steel. The rest of the design and specifications will be left to the contractor's discretion, provided they meet the required objectives and performance specification/parameters. Additionally, the contractor is required to demonstrate the integrity of the structure through simulations or software to ensure that the objectives related to structural integrity are met. <p>Changes in the RFP are required.</p>

9.	<p>Life Cycle Cost Impact Duration</p> <p>One of the participants inquired regarding duration of for assessing “Cost Recovery Analysis and Life Cycle Cost impact” as asked under FORM TECH 2 question No. 2. as to whether it should be for 10 years or 25 years.</p>	<p>Response/Decision:</p> <ul style="list-style-type: none"> It was explained that the life cycle cost impact should be considered for 25 years, and this should include detailed calculations and analysis. Additionally, the cost recovery process should also be presented in a comprehensive manner, covering all aspects, both directly and indirectly. <p>No changes in the RFP are required.</p>
10.	<p>Tilt Angle for Solar Panels</p> <p>A participant inquired whether the tilt angle for the solar panels will be fixed or adjustable.</p>	<p>Response/Decision:</p> <ul style="list-style-type: none"> It was apprised that the tilt angle of the solar panels will be fixed. Relevant typo will be corrected accordingly. <p>Changes in the RFP are required.</p>
11.	<p>Equipment Standards and Equivalency</p> <p>It was inquired whether it would be acceptable to provide equivalent standards against the standards mentioned in the RFP if the exact standards are not available.</p>	<p>Response/Decision:</p> <p>It was clarified that equivalency in standard is acceptable however, it will be responsibility of the Service Provider to substantiate the equivalency of standard of proposed equipment by submitting all necessary documentation. The desired addition will be affected by issuing corrigendum.</p> <p>Changes in the RFP are required.</p>
12.	<p>Change in Payment Mode</p> <p>It was requested by the participants to modify the payment calculation by incorporating additional deliverable and payments against the deliverables to maintain the cash flow.</p>	<p>Response/Decision:</p> <p>Considering the request and after due deliberation the payment modality during Phase-I has been change as given below. The required changes will be affected by issuing corrigendum.</p>

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| | | <ul style="list-style-type: none">i. 10% of Contract Price of Phase-1 upon submission and approval of the engineering design (including both civil structure and electrical design);ii. 20% of Contract Price of Phase-1 upon supply, delivery and acceptance of the Solar structure material at BRT Chamkani Depot Peshawar. The invoice shall include Delivery Inspection Report, in accordance with equipment list provided with LLD;iii. 20% upon supply, delivery and acceptance of Solar electrical components and/or equipment at BRT Chamkani Depot Peshawar. The invoice shall include Delivery Inspection Report, third party/laboratory test certificates, equivalency certificates, if applicable, or any other documents required by TransPeshawar as per the contract, in accordance with equipment list provided with LLD;iv. Thirty percent (30%) of the entire Contract Price of Phase-I shall be paid against Installation at BRT Chamkani Depot Peshawar upon receipt of an invoice by TransPeshawar. The invoice shall include field test reports, inspection reports and any other documents required by TransPeshawar as per the contract;v. Twenty percent (20%) of the entire Contract Price of Phase-I shall be paid against Completion and three months of satisfactory performance of Solar Park during commercial operation. |
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Changes in the RFP are required.

13.	<p>Clarification on Monthly Payment Formula During O&M</p> <p>A participant inquired whether the term used in the formula for monthly payments during the O&M phase refers to units produced or consumed.</p>	<p>Response/Decision:</p> <p>It was clarified that the term refers to units generated/produced, not consumed. The typo will be rectified by issuing corrigendum.</p> <p>Changes in the RFP are required.</p>
14.	<p>Consideration of Foreign Projects</p> <p>A participant inquired whether foreign projects can be considered for evaluation.</p>	<p>Response/Decision:</p> <p>It was told that foreign projects will be considered, provided the contractor submits appropriate documentation, including contract agreements and completion/anticipation certificates apart from other record to substantiate the experience. Moreover, complete details of client on the provided format/form including official address and emails, shall be mandatory and TransPeshawar may verify the provided record, if deem necessary. In case of forged/fake experience, the remedies provided for under relevant law including blacklisting will be taken.</p> <p>No changes in the RFP are required.</p>
15.	<p>Performance Security and Retention Money</p> <p>It was told that performance security to the amount of 10% of total contract price shall be retained with TransPeshawar for a period of ten years. Similarly, TransPeshawar is also retaining 3% of running invoice as Reserve Fund up to PKR. 3 million. Therefore, requested to bifurcate/reduce the amount of performance security for Phase-1 and Phase- 2 to lessen financial burden of bidder.</p>	<p>Response/Decision:</p> <p>It was responded that performance security to the amount of 10% of the contract price shall be retained for complete term of the contract. It was further told that performance security is required to be submitted in form of bank guaranty on prescribed form and not in cash which is easy to deliver and maintain.</p> <p>Apart, from maintaining of performance security, the successful Service Provide shall establish the Reserve Fund which shall be maintained by TPC as security against amounts which may become due and payable to TPC during the term of this Agreement. The Reserve Fund shall be built up from amounts retained by TPC from payments due to the Service Provider in Phase-I & II Payments. TPC shall retain no more than three percent (3%) of each payment due to the Service Provider, up to PKR 3,000,000 (three million).</p>

16.	<p>Clarification on Electrical Design</p> <p>A participant requested clarification regarding the generator capacity, brand and integration with the solar through synchronization panel.</p>	<p>Response/Decision:</p> <p>It was discussed and agreed that the procurement of additional Diesel Generator and synchronization panel is not required. Only a PV-Genset synchronization module shall be required to prioritize the solar generated electricity over the diesel generator to maximum possible extent without compromising the generator performance.</p> <p>During any outage, the 630KVA transformer will be activated through the 500KW generator, which will operate via the PV genset controller / synchronizer.</p> <p>Out of 1 MW total solar capacity, 600KW & 400KW shall be fed on 630KVA and 400KVA transformers respectively. Any further enhanced or more sustainable proposals in this regard by the bidder will be appreciated.</p> <p>Changes in the RFP will be made accordingly.</p>
17.	<p>Extension of Time</p> <p>Due to complexity of technical proposal the participants asked for extension of time for submission of proposal.</p>	<p>Response/Decision:</p> <p>It was responded that extension of time will be considered and in case of change, will be communicated accordingly.</p>