

| TransPeshawar (The Urban Mobility Company) | | | |
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| Minutes of Pre-bid Meeting | | | |
| Procurement Title | Supply and Delivery of Zu Fare Cards for Peshawar BRT (TPC/OPS/G/ZUCARDS/OCB/2024-25/010) | | |
| Date & Time | 11:30 AM, April 29, 2025 | | |
| Venue | Conference Room, TransPeshawar (The Urban Mobility Company) | Chair | Muhammad Imran Khan GM Operations & Market Development, TransPeshawar |
| <p>Following members of procurement committee were in participation:</p> <ol style="list-style-type: none">1. Khalil Ahmed, Procurement Specialist, TransPeshawar;2. Ashfaq Rauf, Manager BRT Control Center, TransPeshawar; <p>Attendance bidders and members from TransPeshawar is enclosed as Annex-B.</p> | | | |
| DECISIONS / DISCUSSIONS | | | |
| <p>General Manager Marketing & Operations, TransPeshawar formally welcomed the participants and briefly outlined the scope of procurement. Procurement Specialist, TransPeshawar then highlighted key aspects of the Bid Solicitation Documents. It was informed that bids are to be submitted under the single-stage, one-envelope bidding procedure. Participating bidders will first be assessed against the eligibility criteria before undergoing a detailed technical evaluation. Bidders who meet the eligibility criteria will be evaluated based on the technical evaluation criteria. Those securing at least 70 marks in the technical evaluation will qualify for the opening of their financial bids. Among the technically qualified bidders, the one offering the lowest financial bid will be declared as successful bidder. The session also included a detailed discussion on eligibility requirements, evaluation criteria, key clauses of the contract agreement, and the schedule of supply. After the briefing, bidders were invited to raise any queries requiring clarification. The questions raised and the corresponding responses are provided in Annex-A.</p> <p>The meeting ended with a vote of thanks.</p> | | | |

Annex-A

| Sr. No | Queries/Comments | TransPeshawar Response |
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| 1 | <p>Delivery of Zu Fare Cards in bulk:</p> <p>The participant told that they will produce and import in cards almost in full quantity therefore it would be better if instead of delivery in batches, full quantity (1,000,000 cards) of the cards will be allowed to received by TransPeshawar.</p> | <p>Response/Decision:</p> <ul style="list-style-type: none"> It was responded that the TransPeshawar requires the delivery of Zu Fare Cards in four batches, based on their consumption, storage capacity and warranty requirement. Therefore, delivery of cards in one bulk quantity would not be possible. <p>No changes in the Bid Solicitation Documents are required.</p> |
| 2 | <p>Technology/Specification of Cards:</p> <p>The participants inquired about upgradation of technical aspects, physical or technical features of cards during currency of the contract considering advancement in technology.</p> | <p>Response/Decision:</p> <ul style="list-style-type: none"> It was the responded that TransPeshawar requires minimum specifications and features outlined in the Bid Solicitation Documents shall be fulfilled. Upgradation of cards or advancement of physical or technical feature will be consider as per requirements in accordance with provisions of contract agreement. <p>No changes in the Bid Solicitation Documents are required.</p> |
| 3 | <p>Bidding Procedure:</p> <p>It was asked whether the technical and financial proposals would be opened at the same time.</p> | <p>Response/Decision:</p> <ul style="list-style-type: none"> It is responded that the Bid Solicitation Documents clearly specifies the bidding method as Single Stage – Two Envelope. The bidders will submit technical and financial bids simultaneously on or before deadline. Technical bids will be evaluated first against the criteria and financial bids of only technically qualified bidders will be opened. Financial bids of technically non-responsive and/ or disqualified bidders will be returned unopened. <p>No changes in the Bid Solicitation Documents are required.</p> |
| 4 | <p>Contractual Experience and Financial Soundness:</p> <p>Referring to experience requirement in bid solicitation documents under Section 3 of bid solicitation documents, it was requested that value of single contract to the amount of PKR 250 million against experience requirement, be</p> | <p>Response/Decision:</p> <ul style="list-style-type: none"> It is responded that value of contractual experience is fixed considering the magnitude of procurement/cards under given contract. Moreover, if any of the members of a joint venture meets the requirement of contractual experience will be considered as their collective capacity. Bidding documents are quite clear in this regard. Similarly, as per |

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| | <p>reviewed, and adjusted to PKR 100 million. Moreover, instead of meeting experience requirement by one of the single bidders in a joint venture, the members in joint venture are collectively allowed to fulfil the requirement. The bidders also asked for reduction in lower limit of financial soundness and revising of eligibility and evaluation criteria accordingly.</p> | <p>given criteria, the bidders in joint ventures have to demonstrate collectively the financial soundness as stipulated under clause 2.3.2 of Section 3 of bidding documents. Considering the request of bidder, the minor modification in evaluation criteria have been made as follows.</p> <p>PKR. 250 million (10 marks) PKR. 251-400 million (15 marks) PKR. 401-650 million (20 marks)</p> <p>Similarly, worth of contractual experience is reduced to PKR. 150 million. Relevant changes will be affected through corrigendum.</p> <p>Changes in the Bid Solicitation Documents required and accordingly made in updated document.</p> |
| 5 | <p>Time for Preparation and Submission of Sample:</p> <p>It was told that submission of prototype under technical bid is time consuming and a reasonable amount of time of about 10-15 days, be provided to the potential bidders by extending deadline for submission of bids.</p> | <p>Response/Decision:</p> <ul style="list-style-type: none"> Considering the request the time for submission of bids extended. The deadline is rescheduled as 11:30 AM (PST), May 14, 2025 (Monday) and the bids will be opened on the same date on 11:45 AM (PST). Relevant changes in bid solicitation documents will be affected by issuing corrigendum. <p>Changes in the Bid Solicitation Documents required and accordingly made in updated document.</p> |
| 6 | <p>Storing of Cards:</p> <p>Considering the warranty obligations, the bidders inquired about safe storage of Zu Fare Cards after delivery, given that the cards contain circuits and electronic components requiring a proper storage system.</p> | <p>Response/Decision:</p> <ul style="list-style-type: none"> It was responded that TransPeshawar will store cards as per their prevailing protocols and SOPs, if so, provided by the manufacture/bidder, for safe storage of cards. <p>No changes in the Bid Solicitation Documents are required.</p> |
| 7 | <p>Design of Cards:</p> <p>It was asked whether any changes in design of card such as engravings or other modifications are expected in final version.</p> | <p>Response/Decision:</p> <ul style="list-style-type: none"> It was responded that there would be no changes to the Zu Fare Card design, and the design/specifications provided in the bidding documents are final. |

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| | | No changes in the Bid Solicitation Documents are required. |
| 8 | Delivery of First Batch: It was requested that the delivery time for the first batch be extended, as additional time will be required for ordering, preparation, importing, customs clearance, and delivery. | Response/Decision: <ul style="list-style-type: none"> It was responded that the 30-day delivery time for the first batch, starting from the signing of the contract, is reasonable, as the successful bidder/supplier will be notified through a Letter of Award, providing them with sufficient time for delivery. <p>No changes in the Bid Solicitation Documents are required.</p> |
| 9 | Warranty start date: It was asked when the warranty period for the cards will commence. Furthermore, clarification was requested on the duration of the warranty that will be the responsibility of the supplier. | Response/Decision: <ul style="list-style-type: none"> It was clarified that the warranty will begin upon successful testing and commissioning following delivery of respective batch. However, the warranty coverage will be limited to the duration of the contract. <p>Changes in the Bid Solicitation Documents required and accordingly made in updated document.</p> |
| 10 | Serial Number on Cards: It was told that ZU card contains a unique serial number which are usually of thirteen digits and TransPeshawar has to provide starting number of cards considering the serial number of cards in operation? | Response/Decision: <ul style="list-style-type: none"> It was told that relevant serial numbers of Zu fare cards will be provided by TPC in reasonable time to facilitate the successful bidder for manufacturing. <p>No changes in the Bid Solicitation Documents required.</p> |