

TransPeshawar (The Urban Mobility Company)			
Minutes of Pre-Proposal Meeting			
Procurement Title	Technical Consultancy for Bus Specification, Procurement, Depot Design, and Solar Integration -Peshawar BRT (TPC/OPS/OCB/Consultancy-Buses/2024-25/012)		
Date & Time	11:30 AM, June 12, 2025		
Venue	Conference Room, TransPeshawar (The Urban Mobility Company)	Chair	Dr. Syed Murtaza Asghar Bukhari, CEO, TransPeshawar
Following members of procurement committee were in participation:			
<div>1. Muhammad Imran Khan, GM Operations and Market Development, TransPeshawar</div> <div>2. Khalil Ahmed, Procurement Specialist, TransPeshawar</div> <div>3. Muhammad Shuja Ud Din, Manager Legal, TransPeshawar</div> <div>4. Ashfaq Rauf, Manager BRT Control Centre, TransPeshawar</div> <div>5. Muhammad Usman Shafi, Transport Planning & Operations Specialist, TransPeshawar</div>			
DECISIONS / DISCUSSIONS			
<p>Chief Executive Officer, TransPeshawar formally welcomed the participants and briefly outlined the scope of services. GM Operations and Market Development, TransPeshawar briefed complete scope of work, tasks and deliverable of the project. Procurement Specialist, TransPeshawar then highlighted key aspects of the Request for Proposal (RFP) along with procurement process. It was informed that proposals are to be submitted under the single-stage, two-envelope bidding procedure. Consultants who meet the eligibility criteria will be considered for detailed technical assessment as per criteria given in RFP. The consultants securing 70 marks in technical proposal will qualify for the opening of financial proposals. The selection of consultant will be made under Quality and Cost Based Selection (QCBS) method of selection with 80:20 weightage for technical and financial proposals respectively. The session also included a detailed discussion on eligibility requirements, evaluation criteria, key clauses of the contract agreement, and the Term of Reference. After briefing, consultants 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
1	<p>Estimated Budget:</p> <p>It was requested that the estimated budget for the project, which is PKR 27.3 million (inclusive of taxes), is too low. TransPeshawar is asked to increase the budget, as the scope of work is extensive and requires special expertise, additional time, and extra expenses, all of which will be covered by the consultant.</p>	<p>Response/Decision:</p> <ul style="list-style-type: none"> The project budget is not fixed based. The mentioned budget is an estimate based on quantum of services. Bidders are requested to put up their competitive proposal as per their own working. <p>No changes in the Bid Solicitation Documents are required.</p>
2	<p>Stringent Relevant Experience:</p> <p>It has been requested that the technical evaluation criteria relating to past/relevant experience is too strict with two marks for one project which require five projects for getting full marks. It was told that there are limited BRT projects in Pakistan related to bus procurement and meeting this requirement would be difficult.</p>	<p>Response/Decision</p> <ul style="list-style-type: none"> Considering the concern of the participating bidders regarding difficulty in meeting requirement for relevant experience, the criteria may be revised for having better competition. The marks of each project are increased to 2.5 marks from 2 marks. The criteria will be revised by issuing addendum. <p>Changes in the Bid Solicitation Documents are required.</p>
3	<p>Bid Security:</p> <p>It was asked that who will be the beneficiary of the bid security?</p>	<p>Response/Decision</p> <ul style="list-style-type: none"> It is responded that the consultant is required to submit bid security to the amount of 2% of the Total Cost of Financial Proposal in shape of Call Deposit Receipt (CDR) from any Schedule bank of Pakistan. Call Deposit Receipt (CDR) shall be in the name of Chief Executive Officer, TransPeshawar (The Urban Mobility Company). The text will be incorporated in RFP document by inserting Clause 30.1 in Data Sheet through corrigendum. <p>Changes in the Bid Solicitation Documents are required.</p>

4	<p>Performance Security:</p> <p>It has been requested that TransPeshawar reduce the performance security percentage, currently set at 10%, as it is too high</p>	<p>Response/Decision:</p> <ul style="list-style-type: none"> It is responded that the amount of performance security is in line with KPPRA rules and approved by relevant committee. <p>No changes in the Bid Solicitation Documents are required.</p>
5	<p>RFP Signing:</p> <p>It was asked that the RFP mentions that each page must be signed and stamped by the consultant. Please clarify whether all pages of the RFP need to be signed and stamped, or only specific pages?</p>	<p>Response/Decision:</p> <ul style="list-style-type: none"> It is responded that apart from signing and submission of relevant formats/record required for technical and financial proposal, a complete set of Request for Proposal duly signed and stamped on every page must be submitted as a token of acceptance by the consultant. <p>No changes in the Bid Solicitation Documents are required.</p>
6	<p>Statement of Undertaking (Integrity Pact):</p> <p>It was asked that the RFP mentions that the Statement of Undertaking (Integrity Pact) must be included in the technical proposal. Please clarify whether the Statement of Undertaking and the Integrity Pact are the same document? If not, TransPeshawar is requested to provide a template for the Statement of Undertaking.</p>	<p>Response/Decision:</p> <ul style="list-style-type: none"> It was responded that the Statement of Undertaking or the Integrity Pact are the same. The format for the Statement of Undertaking (Integrity Pact) has already been provided in the RFP. The consultant must submit the Integrity Pact/Statement of Undertaking in the prescribed format, on a PKR 150/- stamp paper, duly notarized. Similarly, the consultants have to submit FORM TECH 6 (Affidavit) on prescribed format as per requirement of RFP. <p>No changes in the Bid Solicitation Documents are required.</p>
7	<p>Extension of Time:</p> <p>It was requested that the given time for preparing the proposal and relevant documentation for such a complex project is not feasible. TransPeshawar is requested to extend the proposal submission deadline to match the project's complexity.</p>	<p>Response/Decision:</p> <ul style="list-style-type: none"> Given the magnitude of services and considering the request of participating consultants, the deadline for submission of proposal is extended to June 30, 2025, 02:30 PM (PST). The change will be affected by issuing corrigendum. <p>Changes in the Bid Solicitation Documents are required.</p>

8	<p>Task 1 & Task 2:</p> <p>It was requested to elaborate task 1 and task 2 in scope of services as task 1 appears to be repetitive as task 2.</p>	<p>Response/Decision:</p> <ul style="list-style-type: none"> Task-1 relates to Diesel-Electric hybrid BRT buses and Task-2 relates to Electric Buses. Rest all requirements as mentioned in the ToR under respective task remains the same. <p>No changes in the Bid Solicitation Documents are required.</p>
9	<p>Chamkani & Hayatabad Depot Assessment under Task 7:</p> <p>It was inquired whether the task 7 requires assessment of solarization potential at above 2 respective depots?</p>	<p>Response/Decision:</p> <p>It has been clarified that the assessment of solarization potential at Chamkani and Hayatabad Depot is not part of this consultancy.</p>
10	<p>Number of Professional Visitors:</p> <p>It was requested to increase the number of professionals/experts for the testing of buses (FAT) from 2 to 4, as different expertise is required for the task.</p>	<p>Response/Decision:</p> <ul style="list-style-type: none"> The RFP includes recommended number of experts required to perform the mentioned tasks. The consultant can propose additional staff under support staff category in case they deem consider appropriate for their competitive bidding proposal. As mentioned, TransPeshawar will bear the cost of accommodation and economy air fare only of three professionals (automobile expert /vehicle expert and any other relevant expert/professional), as approved by TransPeshawar, to visit the factory for prototype bus testing. <p>Changes in the Bid Solicitation Documents are required.</p>
11	<p>Business Model:</p> <p>It was requested that different business models be evaluated within the scope of work, as this will affect the number of procurements the consultant needs to carry out, which in turn will impact both the consultant's costs and the financial proposal. TransPeshawar is asked to finalize one business model so that the consultant can submit a bid accordingly.</p>	<p>Response/Decision:</p> <ul style="list-style-type: none"> The Consultant shall assess and provide recommendations on the following implementation models: <ul style="list-style-type: none"> i. Civil Works: Comparison between the Engineering, Procurement and Construction (EPC) model and the traditional Procurement and Construction (P&C) model.

		<p>ii. Procurement of Buses:</p> <ul style="list-style-type: none"> a) Government procures the buses and subsequently hands them over to the operator through a separate tendering process. b) Integrated procurement model where the private sector is responsible for procurement, operations, and maintenance, with capital costs paid upon delivery and acceptance in Peshawar. c) Fully outsourced model where the private sector is responsible for bus procurement, operations, and maintenance, with all costs incorporated into a per-kilometer rate. <p>iii. Integrated Solar and Bus Operation Package: Consolidation of solar infrastructure construction, solar system operation and maintenance, and bus operations into a single comprehensive package.</p> <p>The consultant shall carry out detailed comparative analysis of various business models for task and based on detailed analysis incorporating all relevant economic and financial parameters will recommend one best suited model for execution of the project.</p> <p>No changes in the Bid Solicitation Documents are required.</p>
12	<p>Environmental Assessment:</p> <p>It was asked whether Task 12 of the project/RFP requires the consultant to conduct a full Environmental Impact Assessment (EIA), and if the consultant needs to get the study approved or verified from relevant standardized, international, or regulatory authorities?</p>	<p>Response/Decision:</p> <ul style="list-style-type: none"> • It was responded that the consultant is required to prepare excel based environmental assessment estimating potential corban footprints and positive environmental impacts based on environmental saving and carbon emissions. The consultant shall, but not limited to, prepare PM 2.5, PM 10, NOx, Sox etc. <p>Changes in the Bid Solicitation Documents are required.</p>

13	<p>Deliverables Timeline:</p> <p>It was requested that TransPeshawar extend the deadlines for some tasks, as they are complex and require discussions with the client. Additionally, due to the technical nature of these tasks, more time is needed to complete the work.</p>	<p>Response/Decision:</p> <ul style="list-style-type: none"> It was responded that timelines are defined based on requirement of the system therefore, are deemed appropriate. <p>No changes in the Bid Solicitation Documents are required.</p>
14	<p>Payment Schedule:</p> <p>It was requested that the payment schedule be adjusted, as most of the work will be completed in the early phases of the project.</p>	<p>Response/Decision:</p> <ul style="list-style-type: none"> It was responded that payment schedule is in line with the deliverable and appropriate. <p>No changes in the Bid Solicitation Documents are required.</p>
15	<p>Task 4 “Design of Bus Depot for Electric Buses”</p> <p>It is suggested to change the scope of “issued for tendering” level of drawings. Since, it is anticipated that the executing agency for construction of depot would be different, so it will be better if they will procure a separate consultancy for “Destailed Design & Supervision”.</p> <p>Otherwise, it will be difficult for consultants under this consultancy to coordinate with supervision consultant at a later stage to resolve issues during construction.</p> <p>This man month and costing cannot be envisaged under this consultancy.</p>	<p>Response/Decision:</p> <p>Under Task-4, Clause (vi) shall stand deleted. The consultant shall be responsible for preparation of preliminary design based on Applicable Laws, keeping in view best international practices for depots (safety & health etc).</p> <p>Changes in the Bid Solicitation Documents are required.</p>
16	<p>Assessment for Converting of Chamkani and Hayatabad Depot for Electric Buses.</p> <p>The Consultant proposed that this task be excluded at the</p>	<p>Response/Decision:</p> <p>This deliverable is the requirement of the system and may not be excluded.</p> <p>No Changes in the Bid Solicitation Documents are required.</p>

	current stage, as it may not be immediately relevant. They suggested that such an assessment may be usable/implementable after five to six years when the electric bus market and associated technologies may be more advanced making the report non-actionable.	
17	<p>Requirement to be fulfilled by Lead Member:</p> <p>Under eligibility requirements, valid registration with Pakistan Engineering Council in relevant category (Transport Planning and Consultancy Services 1215), is required to be fulfilled by the lead member in case of JV. It was suggested that this may viewed as to be fulfilled by any partner of the joint venture.</p>	<p>Response/Decision:</p> <ul style="list-style-type: none"> It was responded that requirement shall be fulfilled by the lead partner as required under the request for proposal document. <p>No changes in the Bid Solicitation Documents are required.</p>