

TransPeshawar (The Urban Mobility Company)

Minutes of Pre-bid Meeting

Procurement Title & Tender No.	Operation and Maintenance of VRF System and Sewerage Treatment Plant in KPUMA Building. (TPC/HR & Admin/OCB/Services/VRF&STP/2025-26/001)		
Date & Time	January 27, 2026 at 11:30 AM (PST)		
Venue	Main Conference Room, TransPeshawar (The Urban Mobility Company)	Chair	Manager Procurement, TransPeshawar

The following members of Procurement Committee attended the meeting:

1. Khalil Ahmed, Manager Procurement;
2. Abid Masoor Abid, DGM;
3. Shuja ud Din, Manager Legal;
4. Shaukat Ali, AM Admin;
5. Muhammad Saddam, Budget & Account Officer;

DECISIONS / DISCUSSIONS

The Procurement Specialist formally welcomed the participants. A brief overview was provided to the bidders regarding the procurement process and the contents of the Request for Proposal (RFP) document. It was informed that proposals are to be submitted under the single-stage, two-envelope bidding procedure.

An orientation was also given on the **E-Pak Acquisition and Disposal System (EPADS)**, with specific focus on the procurement process, scope of services, qualification requirements, and submission of responsive bids through **EPADS**.

The participants were indicated on important sections especially Scope of Services, Qualification Criteria submission requirements and bidding forms. It was specially highlighted that original bid security of requisite shape, form and amount and all original affidavits on stamp papers both sealed in separate envelopes, shall be submitted in original in hard form on or before the closing date to the Procuring Entity.

After the briefing, bidders were invited to raise queries requiring clarification. The queries of the bidders along with the responses are attached as **Annex-A**.

The meeting ended with a vote of thanks.



Sr.	Queries	TransPeshawar Response/Decision
1	<p>Manpower Details: It was asked that the strength, qualification and experience" of Manpower shall be listed in tender documents for the realistic prices?</p>	<p>Response/Decision: It is clarified that the required manpower strength is already provided in the Schedule of Requirements (SoR). The relevant details are covered under Clause 1.5 (Specific Obligations –VRF) Sub Clauses 1.5.16 and 1.5.17, and Clause 1.6 (Special Obligations –STP), Sub Clause 1.6.17.</p>
2	<p>Responsibility for Spares: It was discussed that the spares shall be provided by Client (not responsibility of Contractor).?</p>	<p>Response/Decision: This model is proposed for the outsourcing of VRF and STP including the provision and maintenance of parts which shall be the responsibility of the service provider</p>
3	<p>Samsung Compressor Specifications: It was pointed that the required specifications of Samsung Compressor are not mentioned in Annex-3 of tender documents.</p>	<p>Response/Decision: The compressor for the Condensing Unit (CU) of the Samsung VRF system shall be procured in accordance with the details provided below. Complete technical information and specifications of all VRF system components shall be obtained and verified from the OEM manual as given in RFP.</p> <ul style="list-style-type: none"> • CU Model name: AM240HXVAGH • Model Code: AM240HXVAGH/TK • Rated voltage & frequency: 380-415V3N-50Hz
4	<p>Past Experience Requirement: It was requested to clarify the Experience requirement specified in the RFP to appropriately consider relevant operational and maintenance experience.</p>	<p>Response/Decision: The required contractual experience is already specified in Clause 2.3 of the Eligibility and Qualification Criteria of the RFP, and the same shall be followed accordingly.</p>
5	<p>Contract Duration: It is suggested that, instead of a contract duration of one (01) year, the minimum contract period may be increased to three (03) years to ensure service continuity and better operational planning.</p>	<p>Response/Decision: Initially, the agreement with the selected service provider shall be for a period of one (01) year which may be extended on a year-to-year basis for a further period of up to two (02) years, subject to satisfactory performance and mutual consent.</p>

