



Project Management Unit
Municipal Services Delivery Program
LOCAL GOVERNMENT & RURAL
DEVELOPMENT DEPARTMENT
KHYBER PAKHTUN KHWA
Fax : 091-5850523 Phone: 091- 9216091-2
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MSP/PMU/Proc/2020-21/1201
April 22, 2021

To,

1. M/s APEX consulting Pakistan.
2. M/s Eastern Engineering Consultants
3. M/s PPI
4. M/s Adcon Media Group
5. M/s AFD & EMC

Subject: **MUNICIPAL SERVICES PROGRAM, PESHAWAR.**
“Hiring of Consultant for Final/End term evaluation of MSP Peshawar”.
Minutes of Pre Bid Meeting 20-04-2021

A pre-bid meeting was held on April 20, 2021 with the Consultant/ Bidders for the subject contract package.
Following attended:

1. Atta ur Rehman Project Director PMU-MSP
2. Muhammad Ilyas, Procurement Specialist PMU-MSP
3. Alamgir Afridi Infrastructure Specialist PMU-MSP
4. Amjad Hussain M & E Specialist PMU-MSP
5. Waseem Hashmi Contract Manager M/s AID Consultant.

Mr. M. Ilyas welcome the participants and opened the discussions. Mr. M. Ilyas asked the Consultant/ Bidders to give their comments, if any. The comments / queries and their replies / clarifications are given as under:

Query # 1: Bidders/Consultants/Representative asked about the PEC registration.

Reply: PEC registration for each firm is mandatory

Query # 2: Bidders/Consultants/Representative asked the email address in Bid data sheet in which some alphabet is missing.

Reply: Correct address is project.director.msp@gmail.com.

Query # 3: Bidders/Consultants/Representative asked the address of PE in Bid data sheet for bid submission.

Reply: The address of PE is, Project Director MSP, Project Management Unit, LGE & RDD, 43-B/1, Sahibzada Abdul Qayyum Khan Road University Town, Peshawar.

Query # 4 Bidders/Consultants/Representative asked about the affidavit by consultant for not black listing.

Reply:- Bidders/Consultant/firm must require to submit with bid submission an Affidavit for not black listing in last 5 to 10 years



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Query # 5 Bidders/Consultants/Representative asked about the affidavit by consultant for JV

Reply:- Bidders/Consultant/firm must require to submit with bid submission an affidavit on stamp paper which must state terms and conditions.

Query # 6 Bidders/Consultants/Representative asked about the detail of personnel marks 50, in the evaluation criteria.

Reply:- Given at Annexure A

Query # 7 Bidders/Consultants/Representative asked about Evaluation Products (Deliverables) in Terms of Reference & Scope of Work

Reply: - Given at Annexure B (Revised).

The meeting was concluded with thanks.

(Procurement Specialist)
Project Management Unit-MSP

Copy to: 1-

1. Project Director PMU-MSP

Annexure - A

Detail of Personnel staff qualification and competence for assignment PMU-MSP

III-	Personnel		
i)	Team leader/Evaluation Expert: PhD/Master degree/graduate in Town Planning, civil engineering, Economics, and Urban Development, 10 years Ex (Qualification graduate =05 marks, PhD / Master =05 marks, Exp=10)	20	50
ii)	WASH Specialist Deputy Team leader: civil Engineering graduate, Master/Doctorate with 5 years' exp (Qualification graduate =03 marks, PhD / Master =02 marks, Exp=5)	10	
iii)	Water supply and Sanitation Expert: civil Engineering graduate, Master/Doctorate with 5 years exp (Qualification graduate =03 marks, PhD / Master =02 marks, Exp=5)	10	
iv)	Research/Evaluation program Specialist: PhD/Master degree in Town Planning, civil engineering, Economics, and Urban Development with 5 years' exp (Qualification graduate =03 marks, PhD / Master =02 marks, Exp=5)	10	
	Total		50

Annexure - B

- Evaluation Products (Deliverables)

Deliverables	Time line	Payments Schedule
Evaluation inception report and work plan	To be submitted in one week after signing the contract	15%
Presentation of preliminary findings		25 %
Draft evaluation report		30 %
Final evaluation report		30%