

**PACKAGE-2: CONSTRUCTION OF TEHSIL BUILDING COMPLEX
KHAR, DISTRICT BAJAUR
MINUTES OF PRE-BID MEETING HELD AT PESHAWAR
18 NOVEMBER 2025**

The pre-bid meeting was convened and chaired by the Project Director (PD), Khyber Pakhtunkhwa Rural Investment and Institutional Support Project, Communication and Works Department (C&WD), Government of Khyber Pakhtunkhwa, in KP-RIISP Office on 18 November 2025. Following staff attended:

- (1) Project Director, KP-RIISP, C&W Department, GoKP
- (2) Procurement Specialist, KP-RIISP, C&W Department, GoKP
- (3) Environment and Social Specialist, KP-RIISP, C&W Department, GoKP
- (4) Other KP-RIISP Staffs

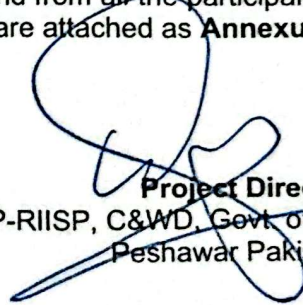
Project Director, PIU welcomes and brief the participants (list attached as **Annexure-A**) regarding the Project. Then Project Director invited Procurement Specialist to explain the bidding document.

Procurement Specialist explained the bidding documents particularly the contents of Section-1 (Instructions to Bidders), Section-2 (Bid Data Sheet), Section-3 (Evaluation and Qualification Criteria), Section-4 (Bidding Forms) and Section-8 (Particular Conditions of the Contract). The meeting was held in two parts. During the first part, the Procurement Specialist explained in detail by reading through the important clauses on preparation of bids and application of evaluation criteria (financial and experience). Moreover, the Section-4 of the bidding documents were explained to the bidders covering the standard format of different forms and the bidders were stressed to use the standard format of forms while submitting the bids.

During second part of the meeting, the participants were invited for any queries. Bidders were advised to submit their written query(s) to KP-RIISP for written replies / advice accordingly. The queries raised by the bidders were mainly related to bid security, extension of bid submission deadline, requirements on JV arrangement, qualification criteria, the particular conditions of contract etc. In response to some queries, Project Director informed that Bid Security from Insurance Companies and / or in the form of Swift Messages would not be in line with Bidding Document.

The participants were informed that the ESMPs for the respective lots under the Package-1 have been issued together with the Bidding Documents and are considered an integral part of the Bidding Documents.

The meeting was concluded with a vote of thanks to and from all the participants. The queries received in KP-RIISP and corresponding replies thereto are attached as **Annexure-B**.

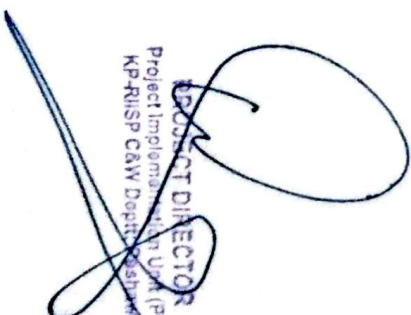

Project Director
KP-RIISP, C&WD, Govt. of KP
Peshawar Pakistan

QUERIES / OBSERVATION & RESPONSE MATRIX
KHYBER PAKHTUNKHWA RURAL INVESTMENT AND INSTITUTIONAL SUPPORT PROJECT
COMMUNICATION AND WORKS DEPARTMENT (C&WD)
GOVERNMENT OF KHYBER PAKHTUNKHWA
BIDDING DOCUMENTS OF PACKAGE-2: CONSTRUCTION OF TEHSIL BUILDING COMPLEX
KHAR, DISTRICT BAJAUR

S. No	Bidders Queries / Observations	Response
1	Please confirm the number of copies required for bid submission.	As per BDS ITB 21.2, bidders shall submit one original and two copies, along with a soft copy (USB) of the Technical and Financial Parts for reference.
2	Please confirm whether attendance at the Pre-Bid meeting is mandatory.	Attendance is not mandatory as per ITB 7.6; however, bidders are encouraged to attend to seek clarifications. Non-attendance shall not be a cause for disqualification.
3	Can bids be submitted electronically through e-tendering portal?	No. As per BDS ITB 22.1, bidders shall submit hard copies only. Electronic submission is not applicable.
4	What is the deadline for bid submission and bid opening?	Bids must be submitted by 12 December 2025, 1100 hours (PST) and will be opened the same day at 1130 hours (PST) at PIU Office, House No. 8-BC Park Road, University Town, Peshawar.
5	Is there any margin of preference for domestic bidders?	No. As per BDS ITB 38.1, no margin of domestic preference shall apply.
6	What type and amount of Bid Security are required?	As per ITB 19.1, bidders must submit Bid Security in original form. The specific amount and form are provided in the BDS.
7	How long should the Bid Security remain valid?	It must remain valid in accordance with ITB 18.1.
8	Please clarify the percentage of local labor required under this contract.	As per ITB 16.2 and GCC 9.4.1, bidders must allocate not less than 30% of total labor cost to local labor and submit a Local Labor Method Statement with their bid.
9	What should be included in the Local Labor Method Statement?	It should describe local labor categories, recruitment strategy, training plan, wage structure (excluding financial data), and implementation monitoring.
10	Are there specific qualification requirements regarding experience and key staff?	Yes. As per Section III – Evaluation and Qualification Criteria: • Minimum 1 similar contract of PKR 535 million or 2 contracts of PKR 270 million each. • Key Personnel include Project Manager, Material Engineer, Planning Engineer, Site Engineers (Civil & Electrical), Lab Technician, Quantity Surveyor, and Surveyor with specified qualifications and experience.
11	What are the minimum equipment requirements for qualification?	Section III specifies essential equipment such as: Concrete Batching Plant (30 cu.m/hr), Excavators (10–45 tons), Dumpers, Tractor with trolley, Mixers, and Formwork of 10,000 sqm.
12	How will the Technical and Financial bids be evaluated?	Technical evaluation will be based on responsiveness and qualification criteria (no rated scoring). Financial bids of technically qualified bidders will be opened publicly (Ref: BDS ITB 42.1).
13	Can bidders propose alternative technical solutions?	No. As per Section III, alternative technical solutions are not applicable.
14	Is there any domestic preference or weighted evaluation system?	No weightages or domestic preferences will apply. Evaluation will follow World Bank guidelines on Most Advantageous Bid.

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15	Will the Employer issue Addenda if clarifications change the bid requirements?	Yes. Any change or clarification affecting the bid document shall be issued as an Addendum under ITB 8.3 and communicated to all bidders.
16	It is humbly requested that, in addition to the two provided options, bid security issued by an approved insurance company may also be accepted.	The request is noted; however, bidders are required to follow the provisions stipulated in the issued Bidding Documents. Bid security shall be submitted strictly in accordance with the specified options mentioned in BDS ITB 19.1.
17	As normal practice the limit of Retention Money is 05% (Percent) of the contract price stated in Letter of Award (LOA) which may please be permitted accordingly.	Retention money shall be retained 05% on each submitted IPC.
18	Request to increase Mobilization Advance percentage from 10% to 15% of total contract amount.	The request to increase the Mobilization Advance from 10% to 15% of the total contract amount cannot be entertained. Bidders are required to comply with the provisions of the issued Bidding Documents.


PROJECT DIRECTOR
 Project Implementation Unit (PIU)
 KP-RILSP C&W Deptt. Baidar