

**KPRRDP/OCB/CW-09:**

**PACKAGE-9: REHABILITATION AND IMPROVEMENT OF  
RURAL ACCESS ROADS IN DISTRICT SHANGLA 102-  
LOTS1**

***LOT-1: REHABILITATION AND IMPROVEMENT OF RURAL ACCESS ROADS 104-ROADS OF  
27.80 KM LENGTH1, DISTRICT SHANGLA***

***LOT-2: REHABILITATION AND IMPROVEMENT OF RURAL ACCESS ROADS 109-ROADS OF  
64.60 KM LENGTH1, DISTRICT SHANGLA***

**MINUTES OF  
PRE-BID MEETING**

## **MINUTES OF PRE-BID MEETING**

**[PESHAWAR, THE 17<sup>TH</sup> OF JUNE 2025]**

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### **KPRRDP/OCB/CW-09: PACKAGE-9: REHABILITATION AND IMPROVEMENT OF RURAL ACCESS ROADS IN DISTRICT SHANGLA [02-Lots]**

- **Lot-1:** *Rehabilitation and Improvement of Rural Access Roads [04-Roads of 27.80 Km Length], **District Shangla***
- **Lot-2:** *Rehabilitation and Improvement of Rural Access Roads [09-Roads of 64.60 Km Length], **District Shangla***

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A Pre-Bid Meeting in relation to Package-4 under ADB-assisted **Loan 4482-PAK & Loan 4483-PAK(COL): Khyber Pakhtunkhwa Rural Roads Development Project (KP-RRDP)** was held on **17 June 2025**, at **11:00 AM** in the Conference Room of the **Project Implementation Unit (PIU), ADB Assisted Projects, Communication and Works Department Khyber Pakhtunkhwa, Peshawar**.

#### **Meeting Objectives**

- Introduce the project's aims, objectives, and implementation schedules to stakeholders, including prospective bidders.
- Ensure transparent project execution.

#### **Meeting Agenda**

- 1. Recitation and Welcome**
  - Recitation of verses from the Holy Quran.
  - Opening speech by the Project Director.
- 2. Project Overview**
  - Explanation of project features, aims, objectives, and components.
  - Discussion on the implementation schedule and utility of services.
- 3. Contract Details**
  - Package-9: Rehabilitation and Improvement of Rural Access Roads in District Shangla, having two (02) lots.
- 4. Bidding Process**
  - Bidding will be in accordance with ADB Procurement Guidelines.
  - Detailed explanation of bidding documents (Sections 1-9).
  - Clarification on bid preparation, evaluation criteria, and standard formats.
- 5. Q&A Session**
  - Participants raise queries.
  - Written submissions invited until COB Thursday (**19 June 2025**).

## **Detailed Overview of the Pre-Bid Meeting**

To introduce the aims, objectives, and implementation schedules of various components of the ADB-assisted Khyber Pakhtunkhwa Rural Roads Development Project to different stakeholders, especially prospective bidders, and to ensure transparent project execution, a Pre-Bid Meeting was held at the Conference Room of the Project Implementation Unit (PIU), ADB Assisted Projects, Communication and Works Department Khyber Pakhtunkhwa, Peshawar at 11:00 AM on 17 June 2025. This meeting was organized by PIU-C&WD with the technical assistance of ADB Individual Consultant. The Project Director chaired the meeting, alongside staff from PIU-C&WD and individual consultant from ADB.

### **Sequence of Events:**

The meeting began with a recitation of verses from the Holy Quran. After the recitation of the Holy Quran, the Project Director delivered an opening speech, welcomed all participants (list attached as **Annexure-A**) and thanking them for attending the Pre-Bid Meeting. Following this, the Project Director provided a brief presentation and explanation of the project's salient features, its aims, objectives, major components, implementation schedule, and the services that will be provided to the public through the proposed KP-RRDP.

Following this, the Project Director invited Deputy Director (Contract Management and Coordination) for detail presentation. Deputy Director (Contract Management and Coordination) informed the participants that the contracts involve the Package-9: Rehabilitation and Improvement of Rural Access Roads in District Shangla, having two (02) lots, in accordance with **ADB's Procurement Policy (2017, as amended from time to time)** and **Procurement Regulations for ADB Borrowers (2017, as amended from time to time)**, by following **ADB's Standard Bidding Document for Procurement of Works, Single-Stage: Two-Envelope Bidding Procedure**. The Deputy Director (Contract Management and Coordination) stress upon the importance of quality, adherence to the design, and the completion of the work within the stipulated timeframe as critical aspects of the project. He requested that the representatives of the prospective bidders and PIU officials to strictly adhere to these standards to ensure the successful execution of the project.

Deputy Director (Contract Management and Coordination) explained that while the Procurement Committee will evaluate both the technical and financial bids pursuant to the evaluation and qualification criteria, it will also address any arithmetic errors in accordance with the provisions specified in the Bidding Documents. However, participants were reminded of ITB 3.1(a)(ii), which defines "fraudulent practice" as any act or omission, including misrepresentation, that knowingly or recklessly misleads or attempts to mislead a party to obtain financial or other benefits or to avoid obligations. Additionally, the Deputy Director (Contract Management and Coordination) referred to **Para-v** of the **Letter of Technical Bid** and **Para-n** of the **Letter of Price Bid**, stressing that

all information provided in the bids must be submitted in good faith, complete, and accurate to the best of the bidder's knowledge. Any deliberate or reckless misrepresentation could lead to the automatic rejection of the bid, cancellation of the contract, and other remedial actions in accordance with ADB's Anticorruption Policy and Integrity Principles. Participants requested for soft editable copies of the Bill of Quantities (in Excel) and Section-4 of the Bidding Documents (in Word) to help prepare accurate bids and to avoid **arithmetic errors**, which has been discussed and PIU agreed that Bill of Quantities (in Excel) and Section-4 of the Bidding Documents (in Word) will upload on C&WD and PIU websites. However, Deputy Director (Contract Management and Coordination) clarified that any risks associated with the use of these soft copies would be the sole responsibility of the bidders, and the hard copies of the Bidding Documents would take precedence in case of any discrepancies.

Following this, Deputy Director (Contract Management and Coordination) explained the bidding documents in detail.

**Explanation of Bidding Documents:**

The following sections were explained in detail:

- **Section 1:** Instructions to Bidders.
- **Section 2:** Bid Data Sheet.
- **Section 3:** Evaluation and Qualification Criteria.
- **Section 4:** Bidding Forms.
- **Section 5:** Eligible Member Countries.
- **Section-6:** Employer's Requirements
- **Section 7:** General Conditions of the Contract.
- **Section 8:** Particular Conditions of the Contract.
- **Section-9:** Contract Forms

The meeting divided into two (02) parts:

- **First Part:** The **Deputy Director (Contract Management and Coordination)** read out through and explained important clauses concerning the preparation of bids and the application of evaluation criteria. He also emphasized **Section-4**, which covers the standard format of various forms, advising bidders to use the provided formats when submitting their bids.
- **Second Part:** The participants invited for any queries. Bidders were advised to submit their written query(s) to PIU for written replies / advice accordingly. The Deputy Director (Contract Management and Coordination) informed the prospective bidders to submit their queries in writing on the provided email address till **Thursday COB (19 June 2025)**, which will be compiled and will be responded with relevant replies and explanations. The bidders responded that the PIU had thoroughly explained the bidding documents, clarifying all their concerns, and they had no further questions.

- The queries raised by the bidders were mainly related to bid security vs bid securing declaration, requirements on JV arrangement, evaluation and qualification criteria, the particular conditions of contract, etc. In response to some queries, Deputy Director (Contract Management and Coordination) informed that the prospective bidders were also allowed to present their queries and question about related issues in written form enabling the PIU to provide proper answer to all the bidders. The prospective bidders were given assurance that the nature of the queries placed by them along with PIU clarifications / responses will be provided to all the bidders so that they should prepare their bids strictly in accordance with the given criteria and the clarifications given by the procurement team.
- The session of question / answer took a long time and ended at 12:30 PM. The complete list of queries along with their responses will also be uploaded on the PIU website.
- The meeting was concluded with a vote of thanks to and from all the participants. The queries received in PIU and corresponding replies thereto are attached as **Annexure-B**.

**Project Director**  
 Project Implementation Unit  
 ADB Assisted Projects  
 Communication & Works Department  
**Peshawar**

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**PACKAGE-9: REHABILITATION AND IMPROVEMENT OF  
RURAL ACCESS ROADS IN DISTRICT SHANGLA 102-  
LOTS1**

*LOT-1: REHABILITATION AND IMPROVEMENT OF RURAL ACCESS ROADS 104-ROADS OF  
27.80 KM LENGTH1, DISTRICT SHANGLA*

*LOT-2: REHABILITATION AND IMPROVEMENT OF RURAL ACCESS ROADS 109-ROADS OF  
64.60 KM LENGTH1, DISTRICT SHANGLA*

**ANNEXURE – A**  
**LIST OF PARTICIPANTS**  
***(ATTENDANCE SHEET)***

**PRE-BID MEETING**  
**(ATTENDANCE SHEET)**

**Subject:** KPRRDP/OCB/CW-09: PACKAGE-9: REHABILITATION AND IMPROVEMENT OF RURAL ACCESS IN DISTRICT SHANGLA (02-LOTS)

➤ Lot-1: Rehabilitation and Improvement of Rural Access Roads [04-Roads of 27.80 Km Length], District Shangla






➤ Lot-2: Rehabilitation and Improvement of Rural Access [09-Roads of 64.60 Km Length], District Shangla

**Place:** Project Implementation Unit, ADB Assisted Projects, Communication and Works Department, Government of Khyber Pakhtunkhwa, Peshawar





Address: House No. 24, C/3 Circular Road, University Town Peshawar Khyber Pakhtunkhwa, Pakistan

**Date:** 17 June 2025

**Time:** 11:00 AM (PST)

S/No	Name of Participants	Designation	Firm / Organization	Email Address	Contacts No. (WhatsApp)	Signature
1.	Shah Nawaz Khan	Project Director	PIU-PRIP			
2.	Zarak Farooq	DD Construction	PIU-PRIP			
3.	Shahana Mujeeb	DD (CMC)	PIU-PRIP			
4.	Shoaib Khan	Admin Officer.	PIU-PRIP		0332-5895497	
5.	Muhammad Talha	Project Accountant	PIU-PRIP			



S/No	Name of Participants	Designation	Firm / Organization	Email Address	Contacts No. (WhatsApp)	Signature
6.	Mohammad Madeem	CEO	M/s Bhattani Builders & Co	bhattani.co@gmail.com	0333-9212318	
7.	Haroon Khan	SQS	M/s Amanullah Khan & Co	msacc7861@gmail.com	0333 9646123 0333 9616889	
8.	Sanaullah	Representative	M/s SMC	smc-p9@yahoo.com	03135757109	
9.	Nizam-ud-Din	CEO	M/s Nizam Ud Din	Malqkniezqm@gmail.com	03479351054	
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**APPENDIX – 1**

**QUERIES RECEIVED IN PIU  
AND CORRESPONDING  
REPLIES**

## **RESPONSE MATRIX FOR BIDDER'S QUERIES / OBSERVATION**

### **ADB LOAN 4482-PAK & LOAN 4483-PAK(COL): KHYBER PAKHTUNKHWA RURAL ROADS DEVELOPMENT PROJECT COMMUNICATION AND WORKS DEPARTMENT (C&WD), GOVERNMENT OF KHYBER PAKHTUNKHWA (GOKP)**

#### **KPRRDP/OCB/CW-09: PACKAGE-9: REHABILITATION AND IMPROVEMENT OF RURAL ACCESS ROADS IN DISTRICT SHANGLA [02-Lots]**

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<b>S/No</b>	<b>Description</b>	<b>Bidder's Queries / Observations</b>	<b>PIU Responses</b>
<b>1</b>	<b>Experience in Key Activities</b>	During the Pre-Bid Meeting of Package-9 scheduled on 17-June-2025 the question was raised regarding the Construction Experience in Key Activities that either key activities are necessary to be from Completed contracts, or can it be executed in any Ongoing Projects, the firm requested to issue necessary amendment / Addendum	Yes, construction experience in key activities under Section 2.4.2 can be drawn from either completed or ongoing contracts, provided the key activities have been substantially completed and documented to the satisfaction of the Employer and in accordance with the requirements of the bidding document.