



URBAN POLICY & PLANNING UNIT
PLANNING & DEVELOPMENT DEPARTMENT
GOVERNMENT OF KHYBER PAKHTUNKHWA

No: UPU/WATSAN/UP/2019/
Date: 8-04-2019

SUBJECT: MINUTES OF THE PRE-BID CONFERENCE ON PREPERATION OF
WATSAN MASTER PLAN FOR TWO CITIES MINGORA AND D.I KHAN

The subject meeting was held in the Conference room of the M & E, Directorate on 8-04-2019 at 11.00am. The meeting started with recitation from the Holy Quran. After introduction of the participants, on behalf of the Urban Policy Unit, P & DD, Mr Shaida Khan, CEO, WSSCM Mingora, welcomed the participants. The Manager, Procurement, UPU deliberate on the procurement process and salient features of the ToRs of the assignment. Thereafter the forum was opened for discussion; the participants raised several queries on the procurement process and on RFPs/TORs issued to them. The list of participants is attached at Annex-A. The points discussed and responses given by UPU are listed below;

S. No	Comments/observations on RFPs/ TORs	UPU Response
1.	What are the geographical limits of the study area (scope of work interims geographical spread)?	UPU will provide a sketch map of the boundaries of existing urban limits of both Mingora and DI Khan
2.	It is mention in the RFPs Data sheet Point 13.1, need clarification between (i) Experience of the Firms Relevant to the Assignment (KP/Merged Areas) and (ii) Experience of the Firm working in Local Condition, familiarity with Local Culture?	(i) Means specific relevant experience; development of a Water Supply, sanitation and solid waste Master Plan in KP (ii) General experience in spatial planning in KP/Merged areas & familiarity of the firm with local conditions.
3	There are two key teams indicated in the RFP, one key team is mentioned in the Data Sheet with total 10 no. of key staff and the other is given in TORs indicating 16 key professionals. Which one is to be considered correct?	The main key staff mentioned in the RFPs is mandatory and UPU will evaluate the Technical Proposal on the basis of key experts, however, the supporting staff mentioned in the TORs will be enhance the consultant profile and will help in calculating cost of the project.
4	The query regarding section 3. Land Ownership (d) In the cases where the drinking water and sanitation infrastructure needs to be extended and additional land is required, the consultant will determine the status of discussions between the land owners and the Local Government and Rural Development Department?	The consultant will provide cost of the scheme excluding cost of land.
5	There are some mistake in section 3.1, Activities against Time Line 2.6, Master plan must include Short Term Infrastructure Investment Programs (SIPs),Medium Term	Please refer to section 5.0 that is proposed time line for the study activities.

[Handwritten Signature]

AsK
8/4/2019