



MINUTES OF PRE-PROPOSAL CONFERENCE FOR HIRING OF CONSULTING SERVICES FOR LANDFILL FEASIBILITY STUDY, PRELIMINARY DESIGN AND PREPARATION OF DESIGN - BUILD BIDDING DOCUMENTS FOR THE DEVELOPMENT OF A SANITARY LANDFILL IN GALIYAT, KUMRAT, CHITRAL, KALAM AND KAGHAN

A pre-proposal conference for hiring of “*Consulting Services for Landfill Feasibility Study, Preliminary Design and Preparation of Design – Build Bidding Documents for the Development of a Sanitary Landfill in Galiyat, Kumrat, Chitral, Kalam and Kaghan*” was held on March 25, 2021 at 1130 hours in the conference room of PMU KITE DoT. The meeting was also attended by the participants through Zoom conference call. List of Participants is at **Annex-A**.

2. Opening the discussion, the Procurement Expert PMU KITE DoT briefly explained to the forum that the instant procurement is carried out under the World Bank Procurement Regulations (Procurement in Investment Project Financing, Works, Non-Consulting and Consulting Services. July 2016 Revised November 2017 and August 2018) under Quality and Cost Bases Selection (QCBS) method following Request for Proposal (RFP) through national market approach. The Request for Proposal (RFP) issued to the shortlisted firms were briefly explained to the participants.

3. The proposal submission process of the above-mentioned procurement was discussed in detail with the participants and the following queries/ questions were asked by the participants during the meeting and through email after the meeting:

S.No.	Discussion	Decision
1	The Level of efforts (LOE) “Estimated input of Key Experts” as per data sheet clause 14.1.2 is 80 person months. Whereas in the Terms of Reference (TORs) Section 5 states that “the assignment will require approximately 220-man days over a period of eight (08) calendar months”? The expected scheduled of deliverables of the assignment are to be completed/delivered in six months times?	The Estimated input of Key Experts of Eighty (80) person months is calculated on basis of 220-man days for Ten (10) months. The revised LOE shall be formalized through an Addendum to RFP and would be communicated to all the shortlisted firms.
2	Most of the firms has requested the PMU KITE DoT to increase the Project Duration, and Schedule of Deliverables of the assignment from 220-man days as its not practical proposed Key Experts team to perform simultaneously working on Three (03) landfill sites?	Project Duration, and Schedule of Deliverables has been revised in the RFP No. 2 (RFP Addendum) will be communicated shortly.
3	The Consultant may be allowed to add more than one specific Key Expert for the proposed	Please refer to ITB 15.1.1 whereby nomination of additional key staff



S.No.	Discussion	Decision
	03 landfill feasibility studies to complete the assignment within the proposed time frame?	will be seen as nomination of an alternative and proposal shall be declared as disqualified.
4	As per the TORs section 3.1 the client will provide the existing data, reports, plans, maps, and drawings with the consultant?	The currently available data will be shared with the successful firm if available or otherwise.
5	As per the TORs the number of landfill sites will be increase which will have its financial implication as will?	Currently the firms are requested to submit their technical and financial proposal for the three mentioned landfill sites. However, if additional sites are included these can be added to the contract of the successful firm through a contract addendum. However, Client shall retain the right of starting a new procurement process as well
6	Clarification of Task 2 regarding ESIA/ ESMP, whether the consultant must carry out the ESIA/ ESMP or does the consultant only has to provide data to Social & Environmental Consultant?	All primary and secondary data and information gathered and collected shall be shared with the E&S consultants and recommendations from E&S consultant incorporated in the design.
7	As per provision of Section III-Special Conditions of Contract Clause 41.2 page 116, the provided payment schedule is not as per the actual resource utilization of consultant?	This is a lumpsum contract, so inputs are not considered. The Consultant will be at liberty best programme the inputs so as to ensure outputs as per the provided payment scheduled. The actual payment schedule will be incorporated in the contract as per the deliverable of the assignment. Deliverable No. 1 5% Deliverable No. 2 25% Deliverable No. 3 30% Deliverable No. 4 40%
8	Is the land for Landfill sites already acquired or it's only identified at this stage?	Process of acquisition of land has been started.
9	will the financial proposal be submitted with taxes or without taxes?	Financial evaluation will be done exclusive of taxes, but taxes shall be mentioned separately in the financial proposal.

4. The meeting ended with a vote of thanks.



List of Committee Members attended:

1. Mr. Syed Ali Raza Director Tourism, GDA
2. Mr. Naeem Khan Procurement Expert, PMU KITE DoT
3. Mr. Faiz Muhammad Liaison and Coordination Officer, PMU KITE DoT
4. Mr. Abdullah Procurement Mgt Officer, PMU KITE DoT

List of Firms/Supplier/Companies Participants:

1. Mr. Abid Jamal Techno Legal Consultants (Pvt) Ltd.
2. Mr. Safdar Ali CUCD & Research Institute Co., Ltd
3. Mr. Abdul Wasi Associates in Development (Pvt) Ltd.
4. Mr. Kamal Hydroplan, Germany
5. Mr. Zarghan Bin Imran Zeeruk International Pvt Ltd.
6. Mr. Muhammad Ali Zeeruk International Pvt Ltd.
7. Ms. Nasira USPMSU (Pvt) Ltd.
8. Mr. Syed Sibtain NESPAK (Pvt) Ltd.
9. Ms. Ayesha Omer NESPAK (Pvt) Ltd.
10. Mr. Syed Ehtesham ul Haq CERES Associates (Pvt) Ltd.
11. Mr. Babar Mehmood National Engineering Corporation