

BOARD OF INTERMEDIATE AND SECONDARY EDUCATION, PESHAWAR

MINUTES OF MEETING

DATE: March 22, 2021

AGENDA: PRE-BID MEETING WITH INTERESTED CONTRACTING FIRMS REGARDING
"SUPPLY & INSTALLATION OF 100KW SOLAR SYSTEM AT BOARD OF
INTERMEDIATE & SECONDARY EDUCATION, PESHAWAR"

VENUE: COMMITTEE ROOM, BOARD OF INTERMEDIATE AND SECONDARY
EDUCATION, PESHAWAR

DATE & TIME: MARCH 22, 2021

CLIENT REPRESENTATIVES:

- | | |
|-----------------------|------------------------------------|
| 1. Mr. Hayat Muhammad | Procurement Officer, BISE Peshawar |
| 2. Mr. Abdul Wahid | Audit Officer, BISE Peshawar |
| 3. Mr. Farhad Khan | Superintendent Admin Section |
| 4. Mr. Hassan Khan | Web Administrator |

PROJECT CONSULTANT REPRESENTATIVES:

- | | |
|--------------------|--|
| 1. Mr. Saleem Barg | CEO, Barg Engineering |
| 2. Mr. Aamir Shah | Project Manager, Barg Engineering |
| 3. Mr. Asim | Project Engineer, Barg Engineering |
| 4. Miss Sanam Ijaz | Procurement Engineer, Barg Engineering |

- Attendance sheet duly signed by the client and consultant members is attached.

PARTICIPATED FIRMS REPRESENTATIVES:

- | | |
|-----------------------|---|
| 1. Mr. Shahab-ud-din | M/s Renewable Power Pvt Ltd |
| 2. Mr. Mirza Arsalan | M/s Sun Save Pak |
| 3. Mr. Saifullah | M/s Green Edge Engineering |
| 4. Mr. Faridoon Ahmad | M/s TSK Engineering International Pvt Ltd |
| 5. Mr. Imad Khan | M/s Solar Tech Pvt Ltd |

- Attendance sheet duly signed by the representatives of the participated bidders is attached.

1. The meeting regarding subject agenda was held on March 22, 2021 at Committee Room of Board of Intermediate and Secondary Education, Peshawar.
2. Mr. Hayat Muhammad, Procurement Officer welcomed the participants and briefed them about the project.

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3. The Project Manager, M/s Barg Engineering discussed the following points:

- The letter of invitation followed by the instructions to the bidders regarding mandatory criteria for bidding the project. All the points were discussed one by one in detail.
- Refer to IB 2.1, point 15, correction was made and is as mentioned below;
“The bidder should have an average annual turnover in the **last three years** equal to or more than the Total Bid Price. (Auditors report for last 03 years shall be provided)”
- Specific works data and Technical compliance sheet for prospective bidders.
- Schedule of prices – summary of bid prices.
- Sub-Clause 33.1; Terms of Payment.
- Basic Block diagram for the project (drawing is conceptual and shall be used for reference purposes, not exactly to be followed by the contractors rather they shall prepare their own and submit it in the technical proposal).
- Project Manager announced that handing/taking over certificate shall be signed when the contractor installed the net meter along with completing all other documental formalities required for installation of net meter.

4. Project Consultant announced that the bidder should have successfully completed any Solar Building project (ON-GRID/ON-GRID Hybrid having installed PV capacity \geq than 100kW with proof of Net metering License from NEPRA) and satisfactory completion certificate from the concerned department shall be attached as a proof.

5. The NIT (Notice Inviting Tender) was published late in the Daily Mashriq newspaper on March 20, 2021 due to delay by information department, KP whereas BISE Peshawar delivered the NIT to information department, KP on March 11, 2021 for publication in daily newspapers. According to KPPRA rule 43(1), the response time shall not be less than 15 days from the date of publication of advertisement, therefore, the committee decided to issue a corrigendum in daily newspaper regarding submission of technical & Financial Proposals date and that will be April 06, 2021 with same time for submission and opening of technical bids.

6. Contractors' queries and Project Consultant's responses are as mentioned below.

S#	Firm Name	Contractors' Queries	Project Consultant/Client Response
1.	TSK Engineering International Pvt Ltd	Contractor requested for one month extension in project completion period for NEPRA license registration and installation of Net meter.	The Committee after discussion with Project Consultant approved that the project commissioning and installation duration will be the same that is 02 months and one month additional for installation of Net meter with

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			other required formalities.
2.	Solartech Pvt Ltd	The bidder enquired about Authorization certificate whether it is compulsory for the bidders who already have products available in warehouse.	<p>Project consultant announced that the authorization certificate is mandatory and bidders shall submit the required authorization certificates as mentioned in the BSD.</p> <p>OR</p> <p>The bidders have to submit an affidavit stating that "the bidders will provide the updated products authorization certificates for the evaluation purposes when demanded by the Client during evaluation along with the former product authorization certificate".</p>
3.	TSK Engineering International Pvt Ltd	The contractor enquired about the terms of payment for the project.	Payment terms are mentioned in PCC sub-clause 33.1.

7. At the end of meeting the Project Consultant suggested the Committee members for giving a visit to participated contracting firms of the BISEP office (Generator Location, Rooftop & Distribution Boards Location etc.) so that the contractors can gather all the necessary information that will help in designing of the solar system.
8. Visit and Pre-Bid meeting Pictures are attached as **Annex-A**.



**Procurement Officer
BISE Peshawar**

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ANNEX-A:



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