

Minutes of the meeting regarding Pre-Bid for Procurement of Poly Carbonated Smart Cards for issuance of Driving License in Khyber Pakhtunkhwa, held on 26-03-2024

Pre-Bid meeting for Procurement of Poly Carbonated Smart Cards held on 26-03-2024 under the Chairmanship of Director Transport, Khyber Pakhtunkhwa in his office. Following attended the meeting:

1. Mr.Salman Nisar, Deputy Director, Directorate of Transport, Khyber Pakhtunkhwa.
2. Mr.Tariq Usman, Deputy Director (Tech), Directorate of Transport, KP.
3. Mr.Ghani Rehman, Section Officer (Admin), Transport & Mass Transit Department KP.
4. Mr.ShahNawaz, Budget& Account Officer, Directorate of Transport KP.

The Chair welcomed all the committee members and interested bidders/representatives of the firms and briefed about the objectives of the meeting. The chair informed that this Directorate advertised the tender notice in daily news papers on 16-03-2024 regarding Procurement of Poly Carbonated Smart Cards for issuance of Driving License in the province of Khyber Pakhtunkhwa. The Chair informed the forum and the bidders/representatives that in order to provide opportunity to interested bidders for suggestions and/or observations related bid solicitation documents, technical evaluation criteria and technical specifications pre-bid meeting is conducted today on 26-03-2024 in accordance with Rules No.(37)(10) of KPPRA Rules 2014. The purpose of the pre-bid meeting is to acquire common & valid suggestions of all interested bidders in order to ensure transparency & fairness and treat all the bidders equally by incorporating common suggestions put forward by all interested bidders. The Chair further informed that some written queries/observations and suggestions are received to this Directorate regarding bidding documents, all queries has been discussed thoroughly and the chair said that all necessary amendments if any will be done in bidding documents and revised bidding documents will be shared with all the bidders as soon as possible. As mentioned above following main queries received from the bidders and the Department reply also given in below table.

S.No	Query/Observations	Reply of Department/Response
01	Clarification on Response Time for Bid Submission	The chair responded that time provided for the bid submission complies with the guidelines outlined by the Khyber Pakhtunkhwa Public Procurement Regularity Authority (KPPRA). The advertisement for the procurement of poly Carbonated Smart Card was published in daily news papers on 16-03-2024, and the opening date for submission is set on 03-04-2024. As per KPPRA Rules, the response time is 15 days is met in this case. Therefore the observation regarding the violation of the response time is baseless. The chair replied that on the request of bidders the opening date for submission of Bids is extended up to 5th April 2024 and Technical Bids will be opened on 05-04-2024 at 11:30 AM in the presence of Procurement committee Members and interested bidders/representatives.

02	Specification of Contact Chip for Poly Carbonated Smart Card	<p>The Chair responded that choice of specifications for the procurement of goods is at the discretion of the procuring entity, taking into account various factors such as functionality, compatibility, and cost-effectiveness. In this case, the specification for the contact chip, including the choice of the P40 chip, was determined after thorough consideration and consultation with Khyber Pakhtunkhwa Information Technology Board (KP IT Board) and the University of Engineering and Technology (UET) Peshawar. The finalized specifications aim to meet the requirements of the project while ensuring compatibility with existing systems and infrastructure. However, as an inherent characteristic of Single Stage Two Envelope Procedure in Public Procurement it does not restrict a bidder from offering better option against the requirement but rather encourages innovation. The P40 contact chip for smart card is the minimum requirement of the Department and the same does not restrict a bidder from offering newer or latest model/any latest version (which will not affect the cost of chip). As the selection will be based on Quality & Cost therefore, the observation of the bidder is not valid.</p>
03	Security Features in Poly Carbonated Smart Cards	<p>This Chair responded that this matter was thoroughly discussed and clarified during the pre-bid meeting. It was explicitly stated during the meeting that only the DID feature from Hologram Industries Surys is included as a required security feature in the bidding documents. Therefore, there is no conflict between the security features specified in the bidding documents. Only the DID feature was identified and included as a required security feature, as discussed in the pre-bid meeting. Procuring entity appreciate your attention to detail and encourage vendors to raise any concerns or questions they may have during the pre-bid meetings or through official channels. However, in this case, the observation regarding conflicting security features is invalid, as the bidding documents clearly specify the inclusion of only the DID feature.</p>
04	Design and Layout of KP Driving license in Bidding Documents	<p>This specific point was extensively discussed and addressed during the pre-bid meeting. During the pre-bid meeting, a sample of the approved KP driving license, including its design, layout, and security features, was presented to all attendees. The features were thoroughly explained by the committee members.</p>
05	Distribution of Marks in Technical Evaluation Criteria	<p>During the Pre-Bid meeting, the distribution of marks in the Technical Evaluation Criteria was clearly communicated to all attendees and necessary amendment in distribution of marks made in the Technical Evaluation Criteria in the presence of all attendees and amendment done during the pre-bid meeting and the bidding documents has been Revised, which will be provided to interested bidders on the request.</p>

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The Chair informed the bidders that 100% polycarbonate material cards/ high quality are required and they can also be lab tested.

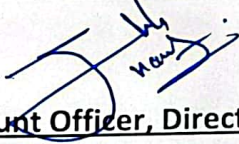
All the queries of the bidders were discussed regarding bidding documents and they were satisfied.

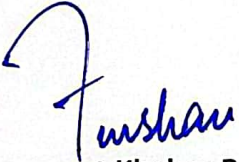
Meeting ended with vote of thanks.

SO (Admin) Transport & Mass Transit,
Department Khyber Pakhtunkhwa.


Deputy Director, Directorate of
Transport, Khyber Pakhtunkhwa.

Deputy Director (Tech), Directorate
Transport Khyber Pakhtunkhwa


Budget & Account Officer, Directorate of
Transport, Khyber Pakhtunkhwa.


Director Transport, Khyber Pakhtunkhwa
(Chairman of the Committee)