Minutes of Pre- Bid meeting of committee for Supply and Installation of specialized Museum Showcases for Peshawar Museum, Khyber Pakhtunkhwa

A Pre- Bid meeting of committee constituted vide Notification No.AA/3/Archymus/6363, dated 10-09-2026 was held at Engineering Wing of Directorate of Archaeology and Museum Department, Khyber Pakhtunkhwa on 03-11-2026, 11:00 A.M under the chairmanship of Mr. Ozair Khan Afridi, Sr. Arch Engr. DGoAM. The following attended the meeting:

1. Mr. Sikandar Khan, Sr. Arch Engr. DGoAM
2. Mr. Zahid Usman, Design and Supervision Consultant
3. Mr. Waqar Ahmad, Procurement Specialist, PMU – KPEC
4. Mr. Gulfam Ali, Social Development/ Resettlement Specialist, PMU – KPEC
5. Mr. Muhammad Adnan, Arch. Conservator, DGoAM
6. Mr. Mehran Ashraf, Asst. Curator, DGoAM
7. Mr. Asif Rahman, Arch. Conservator, DGoAM

Representatives of the interested firms also participated in the pre-bid meeting (attendance sheet is attached).

Background: The chair welcomed the participants and explained that the purpose of the pre-bid meeting was to provide clarifications on the bidding documents procurement process, technical specifications, qualification requirements and other related matters to facilitate the preparation of responsive bids. A detailed presentation covering the procurement procedure, bidding requirements, evaluation methodology and technical specifications was delivered.

It was informed that the process is to be conducted through single- stage, single – envelope process with national market approach. The bidders are required to quote DDP price which will include all associated costs till the final installation of the showcases.

The Social Development Specialist briefed the participants on the importance and sensitivity of working in a Museum environment. He explained the World Bank Environmental & Social requirements in detail with reference to applicable Operational Policies OP 4.01 (Environmental Assessment) and OP 4.11 (Physical Cultural Resources). He further briefed on the approved document of Physical Cultural Resources Management Plan (PCRMP) from the WB which is available on the KITE's website. He further informed that the successful bidder will be required to prepare a Contractor's PCRMP (C-PCRMP). The bidder should take into consideration the cost associated with PCRMP in their bids.

Following the presentation, an interactive question- answer session was held during which the following queries were raised by the prospective bidders and clarifications were provided accordingly:

i. Section-III: Evaluation and Qualification Criteria (EQC): was discussed in detail and some points were recommended for replacement and addition by the join forum. The bidders were of the view that provision "as built diagram and Shop- Drawing" as mentioned under Section-III, Clause (c/ii) were not possible at the bidding stage which should be removed from the bidding document. The Technical Expert agreed with their point of view and the above words were removed from the bidding document. However, it was agreed that the bidder shall submit an undertaking to provide Shop- Drawing, electrical and lighting diagrams once their bid is accepted.

ii. The participants also raised their concern regarding the term "proposed arrangements" as mentioned under Section -III, Clause (d/iv), is misleading and unclear, after a detailed deliberation it was agreed that the term may be replaced with "required service facility".

iii. The bidders also asked regarding Curation Cost whether it is included in the bid or otherwise as it has significant impact on the financial cost of bid and if it is included a detailed specification/ requirement would be needed. It was clarified by the DGoAM that curation is a part of the bid, the detailed requirement/ specification will be shared through an Addendum.

Decision:

An addendum to the bidding documents shall be issued and circulated to all firms that have purchased the bidding documents, as well as to be uploaded on websites concerned.

The meeting ended with a vote of thanks from and to the chair.

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