

## MINUTES OF THE PRE-BID MEETING

### PROCUREMENT OF ORCHARD PLANTS i.e., FRUIT ORCHARDS AND DATE ORCHARDS UNDER THE PROJECT “CLIMATE RESILIENCE THROUGH HORTICULTURAL INTERVENTIONS IN KHYBER PAKHTUNKHWA PHASE-II” HELD ON 14<sup>th</sup> DECEMBER 2023

The Pre-Bid Meeting for the procurement of Fruit plants and Dates plants under the project “Climate Resilience through Horticultural Interventions in Khyber Pakhtunkhwa” was held on 14<sup>th</sup> December 2023 at 1100 hours under the Chairmanship of the Project Director, Climate Resilience through Horticultural Interventions in Khyber Pakhtunkhwa in the committee room at Directorate General Agriculture Extension, Khyber Pakhtunkhwa Peshawar.

The meeting started with the recitation of Holy Quran.

All the terms/conditions of the tender bidding documents were discussed as per the World Bank procurement procedures/protocols with the contractors. The chairman along with the members and firm’s representative unanimously agreed to revise the following amendments in bid solicitation documents, details are as under.

S. No.	Pre-Bid RFB	Revised/Post Pre-Bid RFQ
1	Clarification on Bid submission method	All the tender documents should be properly sealed in a single envelop comprising of a single technical as well as financial bid (separately prepared for each Lot). The envelop shall properly sealed by gum and adhesive tapes. Any bid found sealed by staplers will be considered as technical non-responsive.
2	Clarification on Bidding Documents indexing.	It is strongly recommended to submit an undertaking on the firm’s official letter head confirming the total number of pages of the bid. Furthermore, each page should be properly numbered and tagged.
3	Clarification on Bid Security	2% bid security in the form of CDR or Bank guarantee as per quoted financial bid/amount.
4	Clarification on Lot(s) wise Bid submission	Lot(s) wise separate technical as well as financial bids shall be submitted along with 2% (Two percent) bid security separately. Each bid for each Lot shall be submitted in a separate sealed envelope, clearly mentioning firm name and Lot number accordingly. However, single profile may be submitted for entire Lot(s).
5	Clarification on Performance Guarantee	The successful offerors will submit 10% performance guarantee as per rules in the form of CDR or Bank Guarantee.
6	Clarification on nursery/firm site confirmation.	Procurement committee has the right to physically inspect and verify the premises, technical staff, and plants during the bid evaluation process.

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7	Clarification of Bud source and quality.	The procurement committee will verify that whether the firm have certified multiplication block (Mother trees) or verifiable bud wood { Germ Plasm Unit (GPU) source } in a such quantity that may fulfil the quoted quantity of fruit plants in the bid.
8	Clarification on Federal Seed Certification and Registration Department (FSC&RD) Tags	It is recommended to put sample of fruit plants verifiable FSC&RD tags on the quoted fruit plant. Procurement committee will prefer to select the bid accompanied by verifiable FSC&RD tag and will procure true to type plants.
9	Clarification on Lot wise Annual Turnover amounting;	The bidder shall provide the documentary evidence regarding annual turnover at least Three years of worth through the following documents. <ul style="list-style-type: none"> <li>- Financial Audit Statement, or Bank Statement. Turn over for each Lot.</li> <li>- Lot -1 = Rs. 25.000 Million.</li> <li>- Lot -2 = Rs. 25.000 Million.</li> <li>- Lot -3 = Rs. 25.000 Million.</li> <li>- Lot -4 = Rs. 25.000 Million.</li> <li>- Lot -5 = Rs. 10.000 Million.</li> </ul>
10	Clarification applicable Taxes.	All Government applicable taxes will be deducted at source at the time of billing accordingly i.e., <ul style="list-style-type: none"> <li>- Income Tax,</li> <li>- Sales Tax,</li> <li>- Stamp Duty,</li> <li>- Disability Tax,</li> <li>- Service Tax,</li> <li>- Any other tax if applicable.</li> </ul>
11	Clarification on technical bid evaluation of Fruit plants technical specifications	Technical bid evaluation will be conducted on the bases of plant, root stock and pollinizer.
12	Clarification on Lot – 4 Minor Fruit Plants 14.1 - Guava 14.2 - Olive plants	The Chair apprised the committee that, 12.1 Guava fruit variety source shall be from Kohat and Bannu. However, in technical evaluation preference will be given to cutting instead of seedling. 12.2 Olive plants: During the technical bid evaluation, imported varieties of Olive sapling shall be given preference. Olive saplings from known source (olive orchards of recommended imported varieties), will be considered.
13	Clarification on Lot wise pollinizer.	The committee agreed to add pollinizer plants in each Lot and the technical bid evaluation of each Lot will be conducted accordingly.
14	Clarification on distribution plan of fruit plants and date plants.	The successful bidder will be bound to transport, warehouse, and distribute the procured plants as per the distribution plan. It will be the sole responsibility of the

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		successful bidder to execute the whole distribution plan safely and securely.

#### A) Question/Answers:

Keeping the questions/answers of the contractors/other participants in view, the following decisions were made.

1. No compromise will be made on the quality of fruit and dates plants.
2. To achieve the project activities and utilization of funds efficiently for the benefits of farming community.
3. The plants supplied to the districts should be insect and diseases free, otherwise the same will be returned to the nursery owner on their own expenses.
4. The nursery owner/ bidder will supply the plants within the stipulated period already mentioned in the bidding documents to the District Director office throughout Khyber Pakhtunkhwa and then sub offices at Tehsil level i.e., Agriculture Officer and Field Assistant offices to avoid any inconvenience in future.
5. Bid document shall be one master/original copy and two carbon copy.

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