

Name of Work:
PURCHASE OF UNIFORM AND ALLIED ITEMS FOR WSSP STAFF.
Pre-Bid Meeting Minutes

Date:	24th January 2025	Time:	3:30 pm
Venue:	Conference Room WSSP	Chair:	Manager Procurement

The Pre-bid meeting was started with a recitation from the Holy. The chair welcomed all the participants and highlighted the importance of Uniform and Allied items for the uniformity and safety of WSSP operational staff.

The following points were discussed.

1. All the participating firms were informed that the goods and items supplied after the award of the Purchase order should not be less than the quality as per the samples shown. However, any improvement /betterment of quality shall be welcomed.
2. It is recommended that the successful bidder approve samples from WSSP staff before the bulk supply after the award of PO to the successful bidder.
3. On the query of the bidders, it is clarified that yellow reflectors of good quality are to be used in all dresses.
4. The bidders were clearly and loudly informed that there would be no compromise on quality/standards. The successful bidder must ensure that the quality must meet the approved samples. In case of non-compliance, a penalty will be imposed. Which also includes backlisting of the company and department.
5. The bidder must ensure supply in the scheduled time of 45 days or as mentioned in the RFP document.
6. No Payment for substandard/poor quality supply will be made to the bidder and such supplied items shall be replaced within 7-10 days. In case of non-compliance, a penalty will be imposed and the firm will be debarred.
7. The bidder will be required to quote all the items as per BOQ (Complete), the incompetent bid will not be considered and will be declared as defective.
8. The contract will be signed for one year with the lowest successful bidder. The lowest bidder must be an income tax and KPRA-registered company.
9. The WSSP has a total of 45 Nos of Union Council, the successful bidder will be required to collect the actual sizes of staff from each UC and delivery shall be made directly to the respective UC through Zonal Managers. The successful bidder will be required to ensure alternation facility Free of Cost for supplied uniform within the vicinity of Peshawar.



WATER AND SANITATION SERVICES PESHAWAR
Local Government Complex, Khyber Pakhtunkhwa.
Plot # 33, Street No. 13, Sector E-8, Phase-VII, Hayatabad,



10. The participants were also informed that a front Zip of good quality will be required in trousers and safety jackets.
11. All other details i-e (type of cloth, colour, style, and design) of the uniform will remain the same as per displayed samples and as per instructions provided in the pre-bid meeting.
12. The meeting ended with a vote for thanks from the Chair to all participants.

Manager Procurement.