

**Name of Work:**  
**MINUTES FOR PRE-BID MEETING Hiring of Manpower for Solid Waste and Wastewater Management of Zone- A, B, C, D and E of WSSP**

<b>Date:</b>	<b>22<sup>nd</sup> November 2022</b>	<b>Time:</b>	<b>03:00 pm</b>
<b>Venue:</b>	<b>Conference Room WSSP</b>	<b>Chair:</b>	<b>Manager (Operations).</b>

**Other participants were;**  
**Manager Procurement.**  
**Contractors (As per attendance sheet attached)**

The Prebid meeting was started with verses from Holy Quran, the chair welcomed all the participates and highlighted the importance and need for Hiring of Manpower for Solid Waste and Wastewater Management of Zone- A, B, C, D and E of WSSP.

**The following points were discussed.**

1. The participating bidders were informed that the list of required staff shall be communicated by the Zonal team to the bidder at the beginning of each month and there shall be increase and decrease in staff except on special occasions.
2. The bidders were informed that the payment will be made as per actual attendance duly verified by the WSSP staff as per their own procedure.
3. The bidders were informed that KPPAR registration is mandatory, and all applicable taxes will be deducted including KPRA taxes from the invoice. Therefore, the successful should registered them self with KPRA before award of contract in case it is not registered previously.
4. On observation it is clarified to all participating bidders that Wage rate as per Govt.policy (Notification) shall be followed. Medical Insurance, EOBI etc. shall be the responsibility of the bidder for all hired and provided staff.
5. In case of non-Compliance, mis behavior, found un unfair means etc. by work force (Labor) it will be reported to the Contractor for prompt replacement an action
6. The Zonal Staff will send monthly verified attendance sheet to contractor for raising of invoice accordingly.



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



7. Last but not least the contract raised observation on the clause mentioned in NIT regarding, that the bidders are allowed to participate for single bid for the smooth operations. They claimed that restriction cannot be imposed as per KPPRA rules. The Manager Procurement informed that the clause is imposed for the smooth running of the operational activities and so that contractors can perform their services in case payment from WSSP are delayed due to any reason.

However, it is decided that the above clause of NIT has been deleted / relaxed, thereafter it is advised / recommended that the contractor should apply for maximum upto 2 lots and payment against services will be subjected to availability of funds.

Hereby the same observation as raised by M/s Ahmad Associated vide letter #Nil dated: 16<sup>th</sup> Nov 2022 is addressed / replied.

8. The contractor shall ensure payment of salary to their deployed workers without delay in case of nonpayment of WSSP due to non-availability of funds.

**Manager Procurement.**