



**HOUSING RECONSTRUCTION UNIT
IFRAP**

Dated Quetta the 6th May 2024

SUBJECT: PRE-BID MEETING MINUTES

Meeting minutes for the Pre-Bid meeting with various organizations held at Quetta on Dated: 6th May 2024 are appended below:

“Organizations Participated”		
PEACE BY YOUTH	Society For Empowering Human Resource (SEHER)	
YMSEDO	Bright Star Development Society Balochistan BSDSB	
Human Organization For Peaceful Environment (HOPE)	MDC	
TALEEM FOUNDATION	Balochistan Rural Support Program (BRSP)	
Health and Nutrition Development Society (HANDS)	Drugs & Narcotics Educational Services for Humanity DANESH	
Initiative for Community Networking (ICON)	MUSLIM HANDS PAKISTAN	
TARAQEE FOUNDATION	RAC	
“HRU TEAM MEMBERS”		
MR ABDUL KABEER (Chief Operating Officer - HRU)	MR KHIZAR HAYAT (CMS-HRU)	
MR YASIR (PS-FPMU)	MR NASEER AHMED (PS-HRU)	MR MUHAMMAD ASIM (Sr Strategy & Operations Specialist)

The meeting started with formal introduction and opening remarks by Mr Abdul Kabeer / Chief Operating Officer

Sr No	Query by the Representatives of the Bidders	Response by HRU
1.	Can a firm apply for only 2 lots, or any single firm can apply for all 09 lots in one bid?	There is no limit on participation in multiple Lots. However, the separate proposals are required to be submitted against each participated Lot.
2.	Is Joint Venture allowed for bidders?	It was responded that bidders can participate in the form of a Joint Venture as per ITB 4.1 of the bidding document.
3.	How to open Bank Accounts of beneficiaries in extreme remote areas where Bank Branches are not available in nearby locations?	HRU will support through coordination with SBP and NBP. However, the Service Provider is expected to be following the mechanism detailed in the Activity Schedule section VII.
4.	If any beneficiary makes a misuse of funded amount, as experienced in Sindh Project by an organization participated, what will be the control mechanism and how to monitor it?	The payments shall be disbursed as installments as per the agreed schedule linked to the achievement of construction milestones.
5.	Land issues / disputes will come in between for Balochistan, how to tackle them and what is the policy of Bank / Project to allow construction on unsettled land / private land which is not in the name of beneficiary?	The disputed land issues may be parked for resolution by the HRU if identified at later stage, however the verification/validation process should be comprehensive and any such information must be collected and submitted for appropriate disposal.
6.	Kacha Houses are available in Balochistan, are those to be considered as completely damaged or partially damaged in project framework?	It was explained that the categorization of damaged houses fully or partial will be carried out through the devised criteria as detailed in the activity schedule VII, for which the field information will be collected as part of service agreements. The policy will be further developed after the validation process.
7.	What is the time for opening bank accounts of beneficiaries? 4 Months' time period is a little too less for bank account opening of the beneficiaries keeping in view their issues of CNIC etc.?	The Project is a Emergency Response project, the timelines linked to the activities, shall strictly be followed as detailed in the RFB.
8.	Should we consider DRR Costing in our proposal (financial side) at the time of submission or not? Is there any scope of post DRR Training / Planning in this project or it is not covered?	The Proposals shall include all the costs to cover the required services detailed in Activity Schedule VII of RFB
9.	What is the budget for this activity?	The bidding process is being carried out on open competitive process, all costs corresponding to the scope of services must be considered while submitting the proposal.

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10.	What is the rate of taxes which will be deducted from payments?	The taxes shall be deducted on the services acquired as per the Government tax rules applicable.
11.	The project team will involve AG Office in payments to IP's or will pay directly to IP's?	The Payments shall be disbursed as per the arrangements agreed with the employer.
12.	Will there be any mobilization / advance payment?	The payments shall be made as per schedule detailed in the condition of the contract.
13.	The timeline is tough, can it be extended for bids?	It is a emergency response project, it is expected that bids shall be opened as detailed in the RFB
14.	What will be the strategy in Security Risk areas of Balochistan?	The bidders are expected to narrate the Security risk mitigation measure in their Bids
15.	There is a contradiction in bid documents, as at one place it requires 5 years of experience and at another it is mentioned as 10 years, clarifications needed.	It was clarified that the minimum qualification criteria for Experience includes: At least two similar contracts must have been performed in last 10 Years .
16.	Can the selected IP/service provider outsource any of the deliverables/components?	The role of Subcontractor and the extent of subcontracting is defined in the RFB
17.	What is the strategy to deal with tribal elders of the areas so that they do not take control of these houses / rooms?	The expected risks and their mitigation measures are expected to be elaborated in the Technical Proposals (Methodology).
18.	Are bidders supposed to propose the development of training manuals/contents in their proposals?	The training requirements and capacity building initiatives are defined in the Schedule of requirements section VII of the RFB

Sr No	Query by the Representatives of the Bidders	Response by HRU
19.	Should we submit our bid separately for each lot or one proposal?	Separate proposals are required to be submitted for the Lot the bidder is interested in. These Lots shall eventually evolve into separately identifiable distinct contracts.
20.	Are bidders supposed to propose housing designs/drawings in their bids?	The bidders are not expected to propose design as per the schedule of requirements
21.	As per the bid document, it is specified that one original and three copies of the bid are required to be submitted. However, I would like to seek clarification on whether this requirement also applies to the supporting documents/annexures, such as Articles of Association, Certificate of Incorporation/Registration, and the last five years' financial and audit reports. Would one set of these documents suffice, or are multiple copies required?	The copies as required under RFB shall include true copies of all the documents annexures.

Housing Reconstruction Unit

Quetta

Annex-1: Attendance SHEET OF PRE-BID MEETING PARTICIPANTS



Housing & Reconstruction Unit (HRU)
Integrated Flood Resilience and Adaptation Project
Pre Bid Meeting

Date: 6th May, 2024

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