



**KHYBER PAKHTUNKHWA HUMAN CAPITAL INVESTMENT  
PROJECT (KP – HCIP), HEALTH DEPARTMENT PESHAWAR**

(All communications should be addressed to the Project Director and not to any official by name.)

Contact: 091-9211605,

Address. House #, 240 Street # 13 Defense Colony Shami road Peshawar



**SUBJECT: MINUTES OF MEETING OF THE PRE - BID CONFERENCE FOR THE  
PROCUREMENT OF FURNITURE FOR HEALTHCARE FACILITIES OF  
PROJECT DISTRICTS AND FLOOD AFFECTED FACILITIES UNDER  
PROJECT KHYBER PAKHTUNKHWA HUMAN CAPITAL INVESTMENT  
PROJECT HEALTH DEPARTMENT (RFB REFERENCE NO.: PK-HPMU-  
526583-GO-RFB).**

**Participants:** Attendance Sheet Attached

**Date:** 24-12-2025  
**Venue:** Conference Room KP-HCIP Office.  
**Time:** 02:00 pm

A Pre-Bid Conference was held to clarify provisions of the Request for Bids (RFB). Representatives of the Procuring Entity and prospective bidders attended. The meeting started with the recitation of the Holy Quran. The Procurement section briefed the forum regarding the agenda of the meeting and points of discussion. Attendance sheet attached (Annex-I).

**AGENDA:**

1. Pre- bid conference for the procurement of furniture for healthcare facilities of project districts and flood affected facilities under project Khyber Pakhtunkhwa human capital investment project health department (RFB reference no.: PK-HPMU-526583-GO-RFB).

**1. Qualification Criteria – ITB Clause 37:**

**Discussion:**

**a. Sub-clause (d): Workforce Requirement**

The requirement of “At least 30 Skilled/Unskilled Workers registered with EOBI / Social Security” was removed from the qualification criteria.

**Decision:**

The Committee noted upon several contractor’s suggestions that the subject procurement is primarily a supply contract, therefore such a workforce requirement is not essential.

**Discussion:**

**b. Sub-clause (e): Warehouse Requirement**

The requirement of “Equal to or greater than 4,000 Sq. m. warehouse located in Khyber Pakhtunkhwa” was suggested by the contractors to be revised to Pakistan.

**Decision:**

The amended requirement now revised as:

“Equal to or greater than 4,000 Sq. m. warehouse located in Pakistan.” However, proof of the same shall be provided.

**2. Experience Requirement:**

**Discussion:**

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Bidders proposed that the requirement for completion of specific similar projects be expanded from projects implemented during the last five (5) years to the last seven (7) years.

## Decision:

After detailed deliberation, the Procurement Committee decided to revise the qualification requirement by replacing the existing requirement of executed similar projects completed within the last five (5) years with executed similar projects completed within the last seven (7) years, in order to ensure healthy competition and in the best interest of the public.

## 3. Taxes and Price Adjustment:

### Discussion:

Bidders suggested that taxes be applied at the current applicable rates, with adjustments allowed in case of any increase or decrease during contract execution or at the time of payment.

### Decision:

After deliberation, the Procurement Committee decided as follows:

- All taxes shall be deducted on the prevailing rate in accordance with applicable law.

## 4. Specifications of Goods:

In response to the clarifications requested by bidders, the specifications have been reviewed and revised as outlined below.

### Lot # 01

Sr.	Specification	Suggestions	Decision of Procurement Committee
02	Revolving stool (Padded) Padded seat with waterproof PVC upholstery.	Padded seat with waterproof leather Rexene cover upholstery.	Padded seat with waterproof leather Rexene cover upholstery.

### Lot # 02

Sr.	Specification	Suggestions	
10	Bedside Table Made of ABS plastic or Stainless steel	Made of mild steel sheet. Top made of stainless steel / ABS plastic.	Made of mild steel sheet. Top made of stainless steel / ABS plastic.
11	Bedside Locker Powder-coated MS or ABS plastic body.	Made of MS powder coated	Made of MS powder coated
12	Patient Bed with Mattress SS 304 or powder coated MS frame	Frame made of mild steel pipe with individually brakes.	SS 304 MS frame Swivel casters with central locking



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	Swivel casters with central locking		
13	Railing for Beds SS 304 or powder coated MS frame	Made of mild steel pipe with powder coating.	SS 304 MS frame
15	Folding screen Aluminium frame with 3 panels.	Made of mild steel pipe with powder coating.	Aluminium frame with 3 panels.
16	Medicine Rack SS 304 or MS with epoxy coat.	Made of mild steel pipe with powder coating.	SS 304 with epoxy coat.
22	Stretcher SS 304 with 4 sections. Central braking system Fixed or adjustable backrest	Made of Two section with individually brakes fixed backrest.	SS 304 with 4 section. Central braking system Fixed or adjustable backrest
23	Patient stool Moulded polypropylene seat, chrome-plated MS frame.	Seat cushion with mattress and waterproof leather Rexene cover upholstery.	Moulded polypropylene seat, chrome-plated MS frame.
24	Stool (stainless steel) Circular seat with raised edge	Circular seat only	Circular seat with raised edge

## 5. Applicability:

All clarifications, amendments, and decisions recorded in these Minutes of Pre-Bid Conference shall form an integral part of the RFB and shall be binding on all bidders.

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

## SIGNED BY:

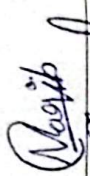
S/N	Name	Position	Signature
1	Dr. Sumaira Saeed	Dep. Project Director KP-HCIP	
2	Mr. Irfan Wahab	Proc. Specialist KP-HCIP	
3	Mr. Qaiser Khan	Financial Management Specialist KP-HCIP	

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4	Mr. Naqib Ullah	Senior Resident Engineer KP-HCIP	
5	Mr. Hammad Khan	Infrastructure Specialist KP-HCIP	