

MINUTES FOR PRE-BID MEETING

SWM Fleet Tracking / Monitoring & Management System

Date:	6th May 2021	Time:	11:00 am
Venue:	Conference Room- WSSP Head Office	Chair:	Manager Procurement

The Following Members Participated in Pre-bid meeting.

- The Manager Procurement.
- AM Network
- AM Software
- Fleet officer Zone C, D.
- Fleet officer zone A, B.
- Representative of Firms (as per attendance Sheet)

The Meeting started with recitation from the Holy Quran. The chair welcomed all the participants. The participants were briefed upon the need and importance of the tracking system in Solid Waste Management (SWM) vehicles and the importance of good and efficient services from the successful bidder.

The following points were discussed.

1. The service warranty of all trackers will be for 3 years including new & old tracker devices, the initial contract shall be assigned to successful bidder for one year. However, it may be extended upon satisfactory performance up to three years.
2. Integration with Honeycomb ERP, the vendor shall provide the API for the ERP for integration of tracking system with WSSP ERP.
3. Complete Fuel Management or requirement (tools) other the BOQ items may be quoted as optional items.
4. Both IoT based & traditional tracking system solution will acceptable and to reconfigure the old trackers as well with the IoT based solution.
5. It is informed that WSSP Solid Waste vehicles includes Suzuki Mini dumper, Faw Mini dumpers, Compactor, Arm Roll Trucks, Bike Loaders, Tractors etc.
6. POI will be defined with coordination with MIS Dept of WSSP.
7. Reporting mechanism through tracking dashboard (Mileage, Fuel Average etc.) to be ensured by the Successful bidder.
8. Zone Wise Geo fencing will be required WSSP has Four Zones.

9. Bid submission last date extended to **27th May 2021**, on the request of bidders and due to long / extended Eid holidays. So that bidder may have enough time for working.
10. Bidders are informed to visit WSSP Parking Yard to examine the different type of vehicles and presently installed tracking system is suggested. For this purpose, interested bidders may contact (Qazi Adnan: 0315-2244336) Fleet Officer, WSSP.
11. Typing mistake was corrected on page 12 of RFP i.e., Best evaluated bidder instead of lowest Successful Bidder.
12. The bidder will be required to Ensure the accuracy of real time vehicle location.
13. At Page # 6 of RFP, Performance Guarantee in shape of “Bank Guarantee” shall be acceptable.
14. 1st and 2nd bidders shall give the presentation to the WSSP Management before award of Contract in respect of their Company profile, Previous Work experience of similar nature, demo of on tracking, understanding of WSSP assignment and how to undertake WSSP assignment successfully, any additional tools / gadgets of the firm.
15. Service billing / Invoicing will be done after 3 months for Services provided in respect of Monitoring of the racking system as per approved / agreed rates per vehicles, the bill shall be processed after verification from IT and Zonal office in respect of services rendered.
16. Bid documents are required to submit in-order (ascending/decent) for easy verification & evaluation.
17. Users for each Zone shall be assigned separately and overall, for head office for the accessibility of the dashboard monitoring / tracking & reports generating.
18. The vendor should also provide Solution for shovel Machine and tractor monitoring system.
19. The Manager Procurement informed that services should be provide as per terms and condition of the PRF and as per need of the Operational / IT team. In case of poor performance / services the penalty as per clauses of the terms and condition shall be imposed.
20. Any further clarification may be sorted through email dated:
Saleem.rafiq@wsspeshawar.org.pk; or junaaid.khan@wsspeshawar.org.pk;