

Pre-Bid Meeting Minutes

Hiring of Transportation Services for Insecticidal Treated Nets (ITNs) to selected Merged Districts of Khyber Pakhtunkhwa for ITNs Mass Campaign (Non-Consultancy Services)

National

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Meeting Details

Date & Time	Thursday, July 16, 2026 11:00 AM
Location	FDI Building, PSM Unit, Block C, CMU office NIH Chak Shehzad

Minutes of Meeting

MINUTES OF THE PRE-BID MEETING

HELD ON 16TH July 2026 FOR The "HIRING OF TRANSPORTATION SERVICES FOR INSECTICIDAL TREATED NETS (ITNS) TO SELECTED MERGED DISTRICTS OF KHYBER PAKHTUNKHWA FOR ITNS MASS DISTRIBUTION CAMPAIGN"

Tender for the "Hiring of Transportation Services for Insecticidal Treated Nets (ITNs) to selected Merged Districts of Khyber Pakhtunkhwa for ITNs Mass Distribution Campaign" was advertised on Sunday, 12th July 2026 and Pre-Bid meeting was held at Committee Room, CMU on Thursday, 2026 at 11:00 AM. The meeting was attended by the following:

CMU Staff:

1. Dr. Shahid Ujjan, Program Manager Malaria (Chairman)
2. Mr. Haris Iqbal, Chief Supply Chain, CMU

3. Dr. Sohail Ahmad, Project Manager Malaria
4. Mr. Zahid Abbas, On behalf of Head Finance Unit, CMU
5. Mr. Adil Shah, Entomologist Malaria Program (Technical member)
6. Mr. Khursheed Nawaz Manager PSM, LFA (Observer)

Representatives from Firms:

1. Representative of M/S Nasrullah Khan & Co.
2. Representative of M/S United Transport

The CMU Officials welcomed the representatives of relevant firms in the Pre-bid meeting. It was explained to the participants of meeting that tender has been published in print media, EPADS, PPRA and CMU website and opening date has been advertised as 28th July 2026. The representatives of above firms informed that they have already seen the advertisement and choose to attend the pre-bid meeting according to the advertised date and time.

The representatives of firms were asked to share queries related to the tender advertised. Following clarifications/information was shared with the firm's representatives in response to their questions and it was informed that same will be uploaded at EPADS and CMU website and following points/information will be part of SBD advertised.

(a) In response to the query by a firm's representative about Transportation schedules provided in the SBD, it was explained by the program team that the ITN transportation activity will be implemented in five phases, as detailed in the Schedule of Transportation of the Standard Bidding Document (SBD). These phases include: (1) transportation of ITNs from the central warehouse to district warehouses; (2) transportation from district warehouses to fixed distribution points; (3) provision of vehicles for 1–2 days of mobile distribution activities from selected fixed distribution points; (4) reverse transportation of remaining ITNs from distribution points to district warehouses; and (5) reverse transportation of residual stocks from district warehouses to the central

warehouse.

(b) In response to the query by a firm's representative about type of vehicles requirement at the time of loading, it was explained by the program team that as specified in the (SBD), the type of vehicle used for ITN transportation will be selected based on the safety and security of the consignment, road accessibility, and the geographical terrain of the destination. It is recommended that 40 ft container truck will be used for transporting ITNs from the central warehouse to district warehouses, while Mazda and shahzore and 4-wheel trucks should be used for transportation from district warehouses to the distribution points.

(c) In response to the query by a firm's representative about the 10% reverse logistics and pellets requirement at the time of loading it was explained by the program team that It is estimated that approximately 10% of ITNs, along with the empty sacks used for ITN packaging, will require reverse transportation to the designated warehouse. This estimate is based on planning assumptions. Pallets used for stacking and transporting ITNs will accompany each shipment from the central warehouse to the district warehouses only. These pallets will be returned to the central warehouse through the reverse transportation process described in the transportation schedule-5. Pallets will not be used for transporting ITNs from district warehouses to the distribution points.

(d) The representatives of firms were clarified that the cost mentioned in SCC point 9 (Page# 132 of advertised SBD) is for one ITN i.e US\$ 2.02 and not for one Bale (i.e 50 ITN's) for InTransit Insurance/claim/refund purposes in case of any lost or damage during transportation by the selected bidder. So the total cost of one bale will be US\$ 101.

(e) Regarding the price to be quoted, it was clarified that quoted price required must be lumpsum. In price schedule total activity cost is required from each bidder for financial comparison while per bale transportation cost according to the formula mentioned in the price schedule (Provided at page# 159 of

advertised SBD) will be used for deduction in total Invoice in case of undistributed ITN's according to the Plan given in the 'PART 2: Section I. Scope of work' of the SBD (Total Cost quoted / Total number of Bales i.e 22,247) (Detail for deduction is mentioned in Clause 3, Section II. Special Conditions of Contract). In case any firm does not provide per bale transportation cost, it will be calculated from the total quoted price according to the formula mentioned above.

(f) The representatives of firms were clarified that Performance Guarantee/Performance Bond will be 10% of the total awarded contract price as mentioned in advertised Annexed SBD, Page# 93.

(g) It was also clarified/informed to the firms representatives that for better understanding complete approved SBD has been attached as Annex with EPADS format and if any condition is mentioned more than once in the SBD, the condition/information mentioned in the SBD attached as Annex (from page# 74 to 162) will be binding/followed.

(h) Regarding the NOC requirement mentioned at page# 158 of advertised Annexed SBD, it was clarified that obtaining NOC from the relevant Department of KP Government and security agencies will be the sole responsibility of the selected firm and after receiving Letter of Intent, firm will have to provide NOC without which work order will not be awarded. For this purpose, only the letter of support from the CMU management will be provided, if required.

The above mentioned clarifications/information is part of SBD terms and conditions and each/any firm who have applied for the tender/signed the Form 8: Undertaking provided in the advertised SBD at page# 149 means already accepted above points mentioned in the pre-bid minutes.

Having no further queries from the representatives of firms, meeting was ended with a vote of thanks.