

Tender Title:

Pre-Bid meeting for the Hiring of IT Firm for Development/Scale up of digital application for participatory planning to Local Government, Health and Education Department (Khyber Pakhtunkhwa) for the HRDC-IMSciences project titled "Improved Access to Services through Analogue & Digital Participation in Local Governance, Health and Education" held at 11:30 AM on 16-01-2024

Date: January 16, 2024

Purpose of the meeting: Pre-Bid meeting for the Hiring of IT Firm for Development/Scale up of digital application for participatory planning to Local Government, Health and Education Department (Khyber Pakhtunkhwa)

Participants of the meeting:

S. No	Name	Designation	Organization
1.	Mr. Waqar Ahmad	Deputy Director	IMSciences, Peshawar
2.	Mr. M. Imran Khan	Controller Finance	IMSciences, Peshawar
3.	Mr. Azam Farooq,	Coordinator-HRDC	HRDC- IMSciences
4.	Mr. Amir Zaib	Procurement Officer,	IMSciences, Peshawar
5.	Mr. Shakir Ullah	Deputy Director IT	Local Govt: KP
6.	Sajid Fahim	Project Lead	HRDC- IMSciences
7.	Salman Wahid	BDO	Stepnex Services
8.	Nasir Ahmad	Admin Officer	IT Artificer
9.	Nasim Khan	IT -Incharge	HRDC-IMSciences
10.	Mr. Rizwan Salman	Online Participation	
11.	Convolair Pvt Ltd	Online Participation	
12.	Ravi Shah	Online Participation	

Meeting Minutes:

A pre-bid meeting was held with IT Firms/Companies at 11:30 AM on January 16, 2024, at HRDC-IMSciences.


The meeting was chaired by Sajid Fahim (Project Lead).

The following points were discussed and agreed upon:

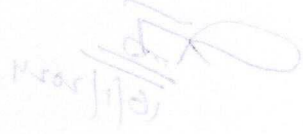
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16/1/2024

Mr. Shakir Ullah, Deputy Director IT, Local Government, Khyber Pakhtunkhwa gave a brief about the scope, overall goals, scalability & objectives of the project. Various queries were asked by the IT firms online & physically. Their queries were answered and clarification thereof was made on the spot details of which is given below.

1. Vendors enquired about the IBPMS platform where they were informed that IBPMS is a separate platform which provides information about Development Budget and its planning and Monitoring. The android application is looking for people demand and complaints which will be incorporated with IBPMS to have a comprehensive view about Local Government activities at VC/NC level.
2. The vendors were informed that a separate dashboard will be developed for Secretary Local Government, KP where data from the applications will be presented. Similar dashboards will also be required for KP Education and Health departments (Data at PTC and PCMC level will be generated) for the top management of the departments.
3. Vendors were informed that the application will be made for Android smartphone and not for iPhones (iOS).
4. The Vendors were informed that the source code of already developed android application will be provided to the successful bidder.
5. The item Sr. No. A, 1 under Technical Evaluation Criteria (Annexure II) be read as Number of Years a Firm is Established (1 Mark for each year beyond 10 years mandatory requirement).
6. The vendors were informed that under point 2 of the TORs the requisite previous experience in collaboration with the Local Government Department is 2 years.
7. Vendors were informed that the firm will provide 6 months free support to the Local Government department.
8. Digital Application to be developed will have both Urdu and English as language.
9. For determining the Financial Capabilities (Technical Evaluation Criteria) the Average Annual turnover of the last 3 years (instead of 5 years) will be considered.



Amir Zaib, (6/1/2024)
Procurement Officer,
IMSciences Peshawar



Amir Zaib, (6/1/2024)