

Minutes of Pre-Bid Meeting for Tender No.22 of 2025 Held on July 29, 2025

In compliance to Section 24(6) of KPPRA Act, 2022 and Rule 37(10) of KPPRA Rules, 2014, a pre bid meeting on the subject tender for Procurement of Hiring of Guarding Services Security Companies for The Bank of Khyber Branches & Offices in Khyber Pakhtunkhwa, Punjab, Gilgit Baltistan, Sindh & Baluchistan, Single Stage Two Envelops against Framework Contract for Three years under KPPRA Rules of Procurement of Goods, Work & Non Consulting Services, was held on July 29, 2025 at 3:00 pm at the Bank of Khyber, Head Office Tower, Peshawar Cantt. The relevant Tender No. BOK/Proc/GSD/22/June/2025 was floated on 19th July 2025, in The Express Tribune and Daily Mashriq. Apart from the prospective bidders, the meeting was attended by the following:

1. Head General Procurement Department, Bank of Khyber
2. Head Security Department
3. Officer Procurement Division, Bank of Khyber

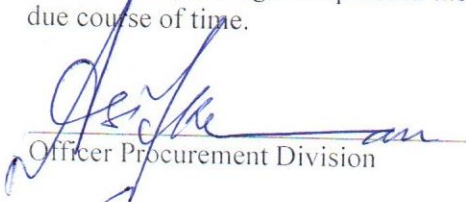
Meeting invitations were sent to all prospective bidders who acquired bid document through email: tender@bok.com.pk.

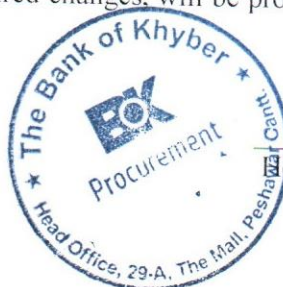
Head General Procurement welcomed the participants and read-out the mandatory requirements along with terms and conditions of the bid document. It was informed that Knock Out round is based on provision of mandatory documents failing which bid will be considered non-responsive. It was further informed that after opening of bid proposal, submission of any relevant document missing in the bid will not be acceptable for the Knock Out round/ technical evaluation and financial proposal evaluation.

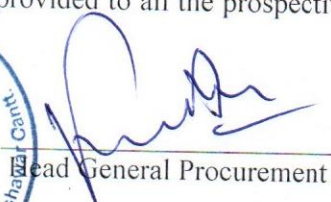
Head Security department gave briefing on the entire Scope of Work and explained main objectives of the tender. A detailed discussion was held and the members provided their valuable input. A number of queries were also raised by the participants which were responded accordingly. Following is the summary of the main points discussed in the meeting:

- The participants inquired about the financial bid and its components as mentioned in the bid document. Head security explained that minimum daily wages, ESSI and EOBI shall be in accordance with the government notifications issued from to time and shall be complied in strict letter and spirit. The financial bid shall include all the above factors including vendor's margin and taxes and the lowest quote shall be the one with lowest total amount after summation of all of the above.
- One of the prospective bidder requested to reduce the requirement of number of Banks served from 4 to 3, however, it was not acceded to.
- The number of AK-47 rifles was also discussed and it was mutually agreed that the requirement shall remain intact as mentioned in the bid document.
- There were slight typographic errors in the bid documents which were pointed out in the meeting and it was agreed to be corrected.

The meeting was concluded by Head General Procurement upon note of thanks and it was agreed that the revised RFP, having incorporated the required changes, will be provided to all the prospective bidders in due course of time.


Officer Procurement Division




Head General Procurement