



PEDO

PAKHTUNKHWA ENERGY DEVELOPMENT ORGANIZATION
GOVERNMENT OF KHYBER PAKHTUNKHWA

House No. 21/B-II, Abdara Road University Town Peshawar. Tel# 091-3022347



No. PD (Solar)/PEDQ/2026-27/5758-8
Dated at Peshawar 21-08-2026

To

1. The Project Director (Solar), (Chairman)
PEDO, Peshawar
2. Representative from Renewable Energy/Private Power Directorate (Member)
PEDO, Peshawar
3. Representative from Finance Directorate (Member)
PEDO, Peshawar
4. Representative of Procurement & Contracts (Member)
PEDO, Peshawar
5. Representative of Development Directorate (Member)
PEDO, Peshawar

Subject: MINUTES OF THE PROCUREMENT COMMITTEE MEETING ON THE PRE-BID CONFERENCE ON THE SUBMISSION OF BIDS FOR HIRING CONSULTANCY SERVICES FOR THE PROJECT "SOLARIZATION OF PROVINCIAL ASSEMBLY SECRETARIAT, MPA HOSTEL, SPEAKER HOUSE, GOVERNOR HOUSE, KP HOUSE ISLAMABAD, AND PEDO HOUSE PESHAWAR".

Dear Sir (s),

I am directed to refer to the subject cited above and enclose herewith minutes of the subject meeting held on 17th August 2026 for information, Please.

Yours Sincerely,

o/c


Assistant Manager (P&C)
Solar, PEDO

Copy to:

1. PS to CEO, PEDO, Peshawar
2. PS to CE (RE/PP), PEDO Peshawar.
3. PS to PD (Solar) PEDO Peshawar.


Assistant Manager (P&C)
Solar, PEDO

PAKHTUNKHWA ENERGY DEVELOPMENT ORGANIZATION
GOVERNMENT OF KHYBER PAKHTUNKHWA PESHAWAR



MINUTES OF MEETING

Project Name:	Solarization of Provincial Assembly Secretariat, MPA hostel, speaker house, governor house, KP House Islamabad and PEDO House Peshawar
Meeting Agenda:	Pre-Bid meeting for Hiring of Consultant
Venue of Meeting:	Conference Room, PEDO House Phase V, Hayatabad, Peshawar
Date & Time:	August 17, 2026
Participants Employer	
Khurram Durrani	Chief Engineer (RE/PP), PEDO
M. Kamran Khan	Project Director Solar, PEDO, Chair
Hammad Akbar	Assistant Director (P&C), PEDO
Zain ul Arifeen Khalil	Assistant Director (Development), PEDO
Dr. Mian M Waseem Ibal	Assistant Director (Finance), PEDO
Shaheer Jan	Assistant Director (RE/PP), PEDO
Kashif Mushtaq	Regional Manager Solar, PEDO
Zahid Ali	AM (P&C), Solar
Adeel Miandad	AM (P&C), Solar
Participants Consultant	
Abdul Basit	Power Aim Engineering
Abdullah	Ultimate Engineering consultant
Fawad Qamar	MAC Engineering Services
Rehan Shafiq	Pi-Bytes Consultant
Saleem Barg	Barg Engineering Consultants
Aamir Shah	Barg Engineering Consultants

Attendance sheets duly signed by the participants attached at **Annex-A**.



PAKHTUNKHWA ENERGY DEVELOPMENT ORGANIZATION
GOVERNMENT OF KHYBER PAKHTUNKHWA PESHAWAR



The meeting commenced with the recitation of the Holy Quran. Thereafter, the Project Director (Solar), PEDO, warmly welcomed all the participants and provided a brief overview of the project that the original PC-I of the scheme was approved by the DDWP in its meeting held on 25th November, 2025 (Copy of MoMs attached at **Annex-B**). Administrative Approval was issued by Energy & Power Department for the amount of Rs. 255.215 million vide letter No. E&P/PO-II/Solar. MPA/2025-26 dated 17th December, 2025 (**Annex-C**).

The Chair further invited the Assistant Manager (P&C)-Solar to brief the forum about the procurement process. Accordingly, the AM (P&C)-Solar apprised the forum that the Consultancy Services for execution of the project are currently under procurement through Open Competitive Procurement, using the Single-Stage Two-Envelope Procurement Procedure under the Quality- and Cost-Based Selection (QCBS) method, in accordance with the applicable KPPRA Procurement Rules.

AM (P&C)-Solar further briefed the forum that the Notice Inviting Tender (NIT) for hiring of Consultancy Services was published in the newspapers, KPPRA website, DASTAK App, and PEDO official website on 04 August 2026. He further informed that the pre-bid meeting was scheduled for 17 August 2026, while the submission of technical proposals is scheduled for 27 August 2026 at 1400 hours.

Following the detailed overview, the representatives of the intended bidders raised a number of queries and sought clarifications on various provisions of the bidding documents. Each query and objection was addressed individually by the Chair, members of the Procurement Committee and PMU – Solar through open discussion to ensure that all participants received consistent and transparent clarifications. The detailed queries raised by the participating bidders, together with the corresponding responses and clarifications, are attached as **Annex-D** to these minutes.



PAKHTUNKHWA ENERGY DEVELOPMENT ORGANIZATION
GOVERNMENT OF KHYBER PAKHTUNKHWA PESHAWAR



Annex-A

Date 17-04-2016

ATTENDANCE SHEET

PROCUREMENT COMMITTEE MEETING FOR THE PRE-BID CONFERENCE ON THE SUBMISSION OF BIDS FOR HIRING CONSULTANCY SERVICES FOR THE PROJECT "SOLARIZATION OF PROVINCIAL ASSEMBLY SECRETARIAT, MPA HOSTEL, SPEAKER HOUSE, GOVERNOR HOUSE, KP HOUSE ISLAMABAD, AND PEDO HOUSE PESHAWAR".

S.NO	NAME	DEPARTMENT/SECTION	DESIGNATION	SIGNATURE
1	M. Kamran Khan	Engrs. Power	PD Solar	
2	Dr. Nisar M. Waseem Khan	PEDO	AD-Finance	
3	Engr. - Shaeer Jan	PEDO	AD (RE/PP)	
4	Engrs. - Hammed Akbar	PEDO	AD (P&C)	
5	ZAIN UL ARIFEEN KHANILIL	PEDO	AD (I&M)	
6				



PAKHTUNKHWA ENERGY DEVELOPMENT ORGANIZATION
GOVERNMENT OF KHYBER PAKHTUNKHWA PESHAWAR



Date 17-08-2026

ATTENDANCE SHEET

PROCUREMENT COMMITTEE MEETING FOR THE PRE-BID CONFERENCE ON THE SUBMISSION OF BIDS FOR HIRING CONSULTANCY SERVICES FOR THE PROJECT "SOLARIZATION OF PROVINCIAL ASSEMBLY SECRETARIAT, MPA HOSTEL, SPEAKER HOUSE, GOVERNOR HOUSE, KP HOUSE ISLAMABAD, AND PEDO HOUSE PESHAWAR".

S.NO	FIRM NAME	REPRESENTATIVE NAME	DESIGNATION	SIGNATURE
1	Power Ptm Engineering	Abdul Basit	Project Engr.	
2	Ultimate Engineering consultants	Abdullah	BDM	
3	MAC Engineering Services	Fawad Qureshi	DPM	
4	Pt Bytes Consultants	REHAN SHAH	BD	
5	Electra Consultants	Suleman Saleh	"	
6	Baq Engineering	i) Saleem Baq ii) Amir Shah	CEO GM	



PAKHTUNKHWA ENERGY DEVELOPMENT ORGANIZATION
GOVERNMENT OF KHYBER PAKHTUNKHWA PESHAWAR



Annex-D			
S #	REFERENCE/QUERY OF CONSULTANT	CLARIFICATION/RECOMMENDATIONS OF PROCUREMENT COMMITTEE	DECISION BY CHAIR
1	Refer to the data sheet, point 11.4, Key staff detail, the consultant inquiries about the contract expert and design expert number of posts and their distribution of man months.	Representative of the contract cell, PEDO explain the forum that both the posts are separated as mentioned in the section 18.1 where separate marks have been assigned whereas the distribution of man months shall be treated as 3 months for each post and intermittent services throughout the project duration. The man months will be increase accordingly by 3 months.	Agreed with the explanation of the contract cell PEDO
2	The consultant inquiries about the mandatory codes + Service codes that shall both lead and JV (in case of JV apply) is required in the basic eligibility criteria	Representative of the contract cell, PEDO explain that as per the criteria issued all codes fulfillment is mandatory for both lead and JV firms in case of participation in the Joint Venture.	Agreed with the explanation of the contract cell PEDO
3	Refer to the section 18.1 of the data sheet, serial number 2 (Financial and equipment capabilities), sub point i the consultant requested for the clarification between the required turn over and working capital as both values are same that is 10 million or more.	Representative of the contract cell, PEDO explain that full marks will be given in case of available average working capital value is 05 million or more. For less than 05 million the formula may be read as; $5 \times (A/5)$ Also, he further explained that the required turnover value that is 10 million or more shall remain same.	Agreed with the explanation of the contract cell PEDO.
4	Refer to the section 18.1 of the data sheet, serial number 2 (Financial and equipment capabilities), sub point iii, the consultant requested for the clarification of the sentence "ownership document of office in Peshawar" and provision of e-stamp paper.	Regional Manager, Solar PMU, PEDO explain that this shall be further read as "Ownership or rental or lease document of office in Peshawar at the name of company or CEO or company director shall be provide". The regional manager, further explain that marking distribution in sub section ii will be as follow: a. PV Analyzer (1 No.) = 0.75 mark b. Irradiance meter (1 No.) = 0.75 mark c. Digital Clamp meter (2 No's) = total 0.4 mark (0.2 mark for each) d. Thickness gauge (2 No's) = total 0.4 mark (0.2 mark for each) e. Galvanization meter (2 No's) = total 0.4 mark (0.2 mark for each)	Agreed with the explanation of the regional manager, PMU, PEDO



PAKHTUNKHWA ENERGY DEVELOPMENT ORGANIZATION
GOVERNMENT OF KHYBER PAKHTUNKHWA PESHAWAR



		f. Digital Tachometer (1 No) = 0.3 mark g. Digital lux Meter (1 No) = 0.3 mark h. Battery tester (1 No) = 0.3 mark i. Digital Anemometer (1 No) = 0.3 mark j. Local office at Peshawar = 1 mark He further explains that the statement for affidavit required for availability of that section will be further read as "The consultant must also submit an affidavit on valid E-Stamp paper in their technical proposal, confirming the availability of all tools/equipment as specified in the RFP, during the execution of project duration"	
5	The consultant inquiries about the number of months for permanent status of Key staff with firm/company	Representative of the contract cell, PEDO clarify that the required months for permanent status with company/firm is ≥ 6 months.	Agreed with the clarification of the contract cell PEDO.
6	Refer to the section 18.1 of the data sheet, Step No. 2 (Evaluation Criteria, Sub Criteria and Point Section), where 30 marks have been allocated for Experience and 70 marks for other evaluation criteria. In this regard, reference is made to the KPPRA Standard Form of Bidding Documents for Procurement of Consultancy Services, notified vide Notification No. S.R.O. (33)/Vol:1-44/2025-26 dated August 25, 2025, wherein 10 marks are allocated for Experience and 90 marks for other sub-criteria under Section 2, ITC-Data Sheet, Clause 13.1. It is therefore requested that the evaluation criteria may kindly be reviewed and aligned with the KPPRA Standard Form of Bidding Documents for Consultancy Services to ensure clarity and transparency	Representative of the contract cell, PEDO clarify that with reference to the query raised by the Consultant regarding the distribution of marks, it is clarified that the marking distribution has been determined in accordance with the applicable KPPRA Rules and the guidelines and regulations of PEC. The marking distribution proposed by the Consultant in their letter is applicable to cases where the firms/companies have been shortlisted or pre-qualified by the Client prior to the Request for Proposal (RFP). However, in the present project, no shortlisting or pre-qualification of consultancy firms has been carried out by the Client. Accordingly, in line with the relevant PEC guidelines, the experience of the consultancy firm is required to be evaluated as part of the technical evaluation, with a total allocation of 30 marks for the experience of the consulting firm.	Agreed with the clarification of the contract cell PEDO.



PAKHTUNKHWA ENERGY DEVELOPMENT ORGANIZATION
GOVERNMENT OF KHYBER PAKHTUNKHWA PESHAWAR



		Therefore, the marking distribution adopted for the present procurement is considered appropriate and has been prepared in accordance with the applicable KPPRA Rules and PEC guidelines and regulations.	
7	Refer to the section 11.1 of the data sheet, the Consultant requested for the clarification regarding the applicability of minimum wage notification of Government of Khyber Pakhtunkhwa on the Quoting salary/remuneration of Key staff in its financial proposal.	Representative of the contract cell, PEDO clarify that the matter is already address in point 11.2 of the data sheet.	Agreed with the clarification of the contract cell PEDO.
8	The consultant inquiries about the linkage of the consultant payment under SCC Sub-clause 6.4 with the milestones of the contractor rather it shall be linked with the consultancy services milestones.	The representative of the Contract Cell, PEDO, clarified that the contract type for the selection of consultancy services is a Lump-Sum Agreement. It was further explained that the payment terms and conditions shall be governed by the provisions stipulated in the RFPs. It is also mentioned that the point under SCC Sub-clause 6.4 may be read as "Upon supervising the installation of Provincial Assembly Secretariat, Peshawar". And the similar statement shall be applied to the remaining specified sections of payment terms.	Agreed with the clarification of the contract cell PEDO.
9	The consultant inquiries regarding the explanation or insertion of additional services as specified in the GCC Sub-clause 6.3.	The representative of the Contract Cell, PEDO clarify that the detail of additional services is already defined under the GCC sub-clause 2.4.	Agreed with the clarification of the contract cell PEDO.
10	The consultant requested about the provision of 10% performance security in shape of bank guarantee from the consultancy services shall be either removed or reduced to 5% of the contract cost.	The representative of the Contract Cell, PEDO, responded that the performance security in shape of BG is reduced to 05%. Furthermore, the representative of RE/PP Section recommended that upon the handing/taking over of the Project, the Performance Security shall be further	Agreed with the clarification of the contract cell and endorsed the recommendation of RE/PP Section.



PAKHTUNKHWA ENERGY DEVELOPMENT ORGANIZATION
GOVERNMENT OF KHYBER PAKHTUNKHWA PESHAWAR



		reduced to 2% during Defect Liability Period.	
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Note: Updated Data Sheet is attached as **Annex-E**.

Data Sheet
Instruction to Consultant

2	Introduction
2.1	Name of Procuring Entity: Pakhtunkhwa Energy Development Organization (PEDO) Name of the Assignment is: "Solarization of Provincial Assembly Secretariat, MPA Hostel, Speaker House, Governor House, KP House Islamabad, and PEDO House Peshawar." The project will encompass the Government buildings including: 1. Provincial Assembly Secretariat, Peshawar 2. MPA Hostel, Peshawar 3. Speaker House, Peshawar 4. Governor House, Peshawar 5. KP House, Islamabad 6. PEDO House, Peshawar The Name of the PE's official: Mr. Kamran Khan, Project Director (Solar), PEDO Address: 21 B-II Abdara Road University Town Peshawar. Telephone: 091-3022347 E-mail: kamran.khan@pedo.pk Method of selection: Open Single Stage Two Envelope Procedure, Quality and Cost Based Selection (QCBS): under this method of selection the evaluation of the Technical and Financial proposal will be done by the weighing and adding quality and cost scores in ratio of 80:20 (80% for technical proposal and 20% for financial proposals).
2.2	Financial Proposal to be submitted together with Technical Proposal: Yes, in PDF format on E-PAD system.
2.3	Pre-Proposal Conference will be held on: Date: 17-08-2026 Time: 11:00 Hrs Address: Main Committee Room, PEDO House, Sector 38/B-2, Phase-V, Hayatabad, Peshawar Procuring Entity Representative: Project Director (Solar), Phone No: 091-3022347 E-mail: kamran.khan@pedo.pk
2.5	The PE will provide the following inputs and facilities: a. PC-01 of the Project b. Administrative Approval c. The Procuring Entity will facilitate the consultant for timely coordination with administration d. List and address of End users
6	Eligible Consultant
6.1	Not Applicable
6.2	Short listed consultants emerging from request of expression of interest: Not Applicable
7	Eligibility of Sub Consultants: Not applicable
7.1	Shortlisted Consultants may associate with other shortlisted Consultants: Not Applicable
9	Proposal Validity
9.1	Proposal's validity shall be 120 days (starting from the date of opening of technical proposal).

11	Preparation of Proposal																																																																																																													
11.2	The estimated number of Key Staff, Non-Key Staff, and Direct Costs as listed below.																																																																																																													
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13	Technical Proposal Format and Content
13.1 (ii)	The contract shall be of the Lump-Sum type. However, the minimum required number of key personnel along with the estimated professional staff-months is specified in ITC 11.2. The Consultant shall structure their technical and financial proposals accordingly, ensuring alignment with the specified staffing requirements on the Format of Technical Proposal (FTP) in Section-3.
13.1(iv)	For the Experience of Proposed Professional Staff Please refer to ITC 18.1 of Data Sheet
13.2 (vi)	Training is a specific component of this assignment: No
16	Submission, Receipt, and Opening of Proposals
16.2	Each Proposal (Technical + Financial) shall be sealed separately in an envelope and marked accordingly. Each consultant shall prepare Technical proposal = 1 No. original Financial Proposal = 1 No. original All consultants must submit their bids through E-PAK Acquisition and Disposal System (EPADS) in pdf format. Submission of hard copies is required solely for evaluation purposes. In the event of discrepancy between the original, hard copy and the soft copy, the soft copy submitted through EPADS shall prevail. Submission of bids through E-PADS shall be the sole responsibility of the consultant, and PEDO shall not be held responsible for any issues arising thereof. Any proposal, entry, or record submitted on E-PADS that is corrupt, unreadable, or otherwise problematic shall be rejected. Each page of the proposal shall be duly signed and stamped by the authorized representative of the firm.
16.4	The Proposal submission address is: a. For Hard Copy: Committee Room, Plot No. 38/B-2, PEDO House, Phase-5, Hayatabad, Peshawar b. For Soft Copy: Firms must upload both the Technical and Financial Proposals separately on the E-PADs system https://kp.eprocure.gov.pk Date: 27-08-2026 Time: 1400 Hrs The Technical Proposals will be opened on the same day at 1430 hours, in the presence of the consultants, at the same venue.
18.1	Evaluation of Technical Proposals Criteria, sub-criteria, and point system for the evaluation of Full Technical Proposals are: Step No. 1: Eligibility Criteria: i. The Consultancy firms either single Entity or JV (Both Lead and JV Partner) must have valid PEC registration along with 1210 and 1235, along with service codes 0511 (Feasibility Studies), 0537 (Engineering Design), 0542 (Design Review), 0545 (Procurement Services), and 0547 (Supervision/Inspection of Equipment Installation). Copy of the valid PEC registration shall be attached as proof. ii. The Consultancy firms either Single Entity or JV (Both Lead and Partner) shall be registered with Khyber Pakhtunkhwa Revenue Authority (KPRA) and shall preferably have "Active" status as of the latest date for bid submission. In the case of registered firms with "In-Active" status, the firm must update its status as "Active" prior to the issuance of Letter of Award (LoA) if their bid becomes successful. Failure to do so shall lead to the rejection of their bids.

- iii. The Consultancy firms either Single Entity or JV (Both Lead and Partner) shall be registered with Federal Board of Revenue (FBR) and shall preferably have "Active" status as of the latest date for bid submission. In the case of registered firms with "In-Active" status, the firm must update its status as "Active" prior to the issuance of Letter of Award (LoA) if their bid becomes successful. Failure to do so shall lead to the rejection of their bids.
- iv. The firm should not be black-listed from any Government or Autonomous Body (Provide affidavit on original E-stamp paper that firm is not blacklisted).
- v. The firms entering into a Joint Venture (JV), the JV agreement must be executed in the PEC-prescribed format, including Schedules 1, 2, 3, and 4. It must be provided on notarized E-stamp paper and duly signed and sealed by all JV partners. In cases where the JV agreement has not yet been formalized in accordance with the PEC-prescribed format, a Memorandum of Understanding (MoU) or Letter of Intent must be attached.

Note:

- a. All the Applicants have to fulfill the mandatory requirements
- b. The Applicant will only be eligible for further evaluation under Step No. 2, if it fulfills all the mandatory criteria mentioned above. In case of failure to meet any of the mandatory requirement, the firm will not be considered for detailed evaluation.

Step No. 2 Evaluation Criteria, Sub Criteria and Point System

18.1

The consultants shall be evaluated on the following criteria:

Sr. No.	Category	Weightage/Marks
1	Specific experience of the Consultants relevant to the assignment	30
2	Financial and equipment capabilities	20
3	Adequacy of the proposed methodology and work plan in responding to the Terms of Reference	10
4	Key professional staff qualifications and competence for the assignment:	40
	Total:	100

Financial proposals shall be opened only for those firms that achieve a minimum of 70% overall score in the technical evaluation, with at least 50% marks secured in each individual evaluation category.



Sr No.	Description	Total Max Marks	Explanation for Marks	Submission Requirement
1. Specific experience of the Consultants relevant to the assignment: Experience of the Management Consultancy Firm with Government/Semi Government Departments/Government Autonomous Bodies for design, procurement/Hiring of contractors, supervision during installation, & DLP Shall be considered for evaluation. ESCO/PPA/BOF mode projects will not be acceptable for evaluation purposes (Total marks = 30)				
i	Three (03) completed consultancy assignments for Solar Home Systems and/or Solar Building Projects executed during the last ten (10) years, having either a single consultancy contract value of PKR 04 million or above, or a cumulative consultancy contract value of three (03) projects amounting to PKR 04 million or above	24	First Project: If the consultancy contract value of one (01) project, or the cumulative consultancy contract value of three (03) projects, is PKR 4 million or above, the Consultant shall be awarded 16.8 marks. If the value is less than PKR 4 million, the marks shall be calculated as: $\text{Marks} = 24 \times 0.70 \times (A / 4)$, where A is the consultancy contract value (in PKR million) Second Project: If the consultancy contract value of one (01) project, or the cumulative consultancy contract value of three (03) projects, is PKR 4 million or above, the Consultant shall be awarded 4.8 marks. If the value is less than PKR 4 million, the marks shall be calculated as: $\text{Marks} = 24 \times 0.20 \times (A / 4)$, where A is the consultancy contract value (in PKR million). Third Project: If the consultancy contract value of one (01) project, or the cumulative consultancy contract value of three (03) projects, is PKR 4 million or above, the Consultant shall be awarded 2.4 marks. If the value is less than PKR 4 million, the marks shall be calculated as: $\text{Marks} = 24 \times 0.10 \times (A / 4)$, where A is the consultancy contract value (in PKR million).	Section 3 – Form TECH-2B For completed projects, the consultancy firm shall provide the LoA, signed form of contract agreement, and completion/performance certificate. For ongoing projects, the LoA and signed form of contract agreement shall be provided.
ii	Two (02) numbers of Solar Home Systems or Solar Buildings projects In-hand with a consultancy contract cost of each contract of PKR two Million or above during last 05 years	6	If the consultancy contract value of one (01) in-hand project, or the cumulative consultancy contract value of two (02) in-hand projects, is PKR 2 million or above, the Consultant shall be awarded 6 marks. If the value is less than PKR 2 million, the marks shall be calculated as: $\text{Marks} = 6 \times (A / 2)$, where A is the consultancy contract value (in PKR million).	
	Sub-Total-1	30		
2. Financial and equipment capabilities (Total marks = 20)				
i.	Working Capital in last 03 Years	5	• For the available average working Capital less than 5 million use following Weightage $5 \times (A/5)$ A= Average working capital in last three years. • Full Marks are given in case of available average working Capital is 5 million or More.	Firm have to provide income tax returns and Auditors report (must be reflected) for last 03 years that are 2022-2023, 2023-2024 and 2024-2025
ii.	Annual Turnover for the last 03 years.	10	For the average Annual Turnover less than 10 million use following Weightage $10 \times (A/10)$ A= Annual Turnover in last three years. • Full Marks are given in case of available Annual Turnover is 10 million or more.	
iii.	Equipment The consultant must also submit an affidavit on valid stamp paper at the time of bid submission, confirming the availability of all tools and equipment as specified	5	a. PV Analyzer (1 No.) = 0.75 marks b. Irradiance meter (1 No.) = 0.75 mark c. Digital Clamp meter (2 No's) = total 0.4 mark (0.2 mark for each) d. Thickness gauge (2 No's) = total 0.4 mark (0.2 mark for each) e. Galvanization meter (2 No's) = total 0.4 mark (0.2 mark for each) f. Digital Tachometer (1 No) = 0.3 mark g. Digital lux Meter (1 No) = 0.3 mark h. Battery tester (1 No) = 0.3 mark i. Digital Anemometer (1 No) = 0.3 mark j. Office at Peshawar (1 No) = 1 mark	Provide registration details and Photographs for vehicles quoted Ownership or rental or lease document of office in Peshawar at the name of company or CEO or company director shall be provided
	Sub-Total-2	20		
3.				
i	Approach and Methodology	5	The Procuring Entity will assess whether the proposed methodology is clear, responds to the TORs, work plan is realistic, the overall team composition is balanced and has an appropriate skills mix	Section 3 Form Tech-4
ii	Work plan	3		Section 3 Form Tech-8
iii	Organization and staffing	2		Section 3 Form Tech-5 and 7
	Sub-Total-3	10		

The scoring methodology for factors & it's sub-factors shall be as under:

Score in % (of the total score for the factor/subfactor as applicable)	Description	Remarks
0	Required feature is absent; no relevant information to demonstrate how the requirement is met.	Please refer above for scoring methodology
25	Required feature present with deficiencies such as insufficient or information that lacks clarity.	
50	Sufficient information to demonstrate how the requirement will be met.	
75	Sufficient information to demonstrate that the requirement will be marginally exceeded.	
100	Sufficient information that significantly exceed the requirement/proposal, contributes to significant value addition.	

4. Key professional staff qualifications and competence for the assignment (Total marks 40)

Key Staff: Proof of employment with reputed and registered firms/organizations, an affidavit confirming availability for the project, updated CVs, valid PEC registration cards, experience certificate duly signed by CEO/Director of the company for permanent employees (if any) and degree certificates must be provided as part of the experience documentation. Documentary proof of employment and relevant experience with reputed, registered firms/organizations must be provided for all proposed key personnel.

18.1

i. Team Leader/Project Manager: (01 Position) - (Total Marks 10)

He/ She should be at least Bachelor degree holder in Electrical/Electronic Engineering. Master's degree would be given additional weightage. The incumbent should have overall experience of 10 years with at least 05 years' experience in solar projects and 3 years on similar position.

ii. Contract & Procurement Expert: (01 Position) -(Total marks 07)

He/ She should be at least Bachelor's degree holder in Electrical/ Electronic /Civil and registered with Pakistan Engineering Council. Master's Degree in project management/construction management or national/international post-graduate diplomas (PGD) (more than 6 month) in project management/procurement will be given additional weightage. The incumbent should have overall experience of 08 years with 04 years' experience in procurement and contract Management in solar projects and 02 years' experience in a similar position.

iii. Solar System Design Engineer: (01 Position) - (Total marks 07)

He/ She should be at least Bachelor degree holder in Electrical/Electronic Engineering and registered with Pakistan Engineering Council. Master's degree would be given additional weightage The incumbent should have overall experience of 08 years with 04 years' experience in Solar PV System Design and 2 years' experience on similar position.

iv. Site Engineers: (02 Positions) - Total Marks 8 (For each position 4 marks)

He/ She should be at least Bachelor degree holder in Electrical/Electronic Engineering. Master's degree would be given additional weightage. The incumbent should have overall experience of 04 years with at least 03 years' experience in solar projects (any role) and 02 years' experience on similar position.

v. Sub Engineer: (04 Positions) - Total Marks 08 (For each position 2 marks)

He/ She should be at least a Diploma of Associate Engineer in Electrical/Electronic. Higher qualifications would be given additional weightage. The incumbent should have overall experience of 03 years with 02 years' experience as on Solar projects (any role) and 1 year experience on similar position.

Individual Key staff Evaluation				Submission Requirement				
1	Team Leader	Maximum Marks = 10	Explanation for Marks					
a. General Qualification		Weightage						
i	Basic Degree (B.Sc.)	15%						
ii	MS	5%						
Sub-Total (a)		20%						
b. Adequacy for assignment/Experience								
i	Overall Experience	20%						
ii	Solar relevant Experience	30%						
iii	Working as Team / Managerial Position	20%						
iv	Permanent Status with company/firm => 06 months- (Affidavit Confirming the employee is permanent)	5%						
Sub Total (b)		80%						
Total-1 (a+b)		100%						
2	Other Key Personnel	Maximum Marks = 30						
i	Contract Engineer = 01 No	07 Marks						
ii	Design Engineer= 01 No	07 Marks						
iii	Site Engineer = 02 No's	08 Marks	For each position 4 marks					
iv	Sub Engineer = 04 No's	08 Marks	For each position 2 marks					
a. General Qualification		Weightage						
i.	Basic degree	15%						
ii.	additional qualification as required under the description of key personnel	5%						
Sub Total(a)		20%						
Adequacy for Assignment/Experience								
i.	Overall Experience	20%						
ii.	Relevant Experience	50%						
iii.	Experience on similar position for the required years	5%						
iv.	Permanent Status with company/firm => 02 years- (employment proof shall be attached)	5%						
Sub Total (b)		80%						
Total-2 (a+b)		100%						
Section 4- Form Tech 6 - Curriculum Vitae, Copy of Degrees, Experience and training certificate must be provided, otherwise no marks will be awarded. The consultant shall provide an affidavit of availability on the company's letterhead for each quoted engineer. The affidavit must explicitly state that, upon award of the contract titled "Solarization of Provincial Assembly Secretariat, MPA Hostel, Speaker House, Governor House, KP House Islamabad, and PEDO House Peshawar", the concerned engineer will be available for the execution of the project.								
					19 Evaluation of Financial Proposals			
					19.4 The evaluation of the Technical and Financial proposal will be done by the weighing and adding quality and cost scores in ratio of 80:20 (80% for technical proposal and 20% for financial proposals).			
					20 Negotiations			
					20.1 Expected date and address for contract negotiations: September, 2026			
					24 Award of Contract			
					24.2 The successful consultant may be required to submit a Performance Security equivalent to 5% of the Contract Price, in the form of a Bank Draft, or Bank Guarantee issued by a scheduled bank in Pakistan, as and when instructed by the Employer.			
					24.3 Expected date for commencement of consulting services August, 2026 at: Peshawar, Khyber Pakhtunkhwa			



**GOVERNMENT OF KHYBER PAKHTUNKHWA
ENERGY & POWER DEPARTMENT**

Block-A, 1st Floor Abdul Wali Khan Multiplex Civil Secretariat
PHONE: - 091-9212149 Fax: 091-9223624

No. E&P/CPO/Solar MPA/DDWP/4-15/2025-26/E3 7

Dated 03/12/2025

To

The Chief Executive Officer, PEDO, Peshawar.

**Subject: MINUTES OF THE 1ST DDWP MEETING OF ADP PROJECT, 220489
-SOLARIZATION OF PROVINCIAL ASSEMBLY SECRETARIAT,
MPA HOSTEL, SPEAKER HOUSE, KP HOUSE ISLAMABAD, AND
PEDO HOUSE PESHAWAR" 2025-26 HELD ON NOVEMBER 25, 2025.**

I am directed to refer to the subject noted above and to enclose here with minutes of the subject DDWP meeting held on 25.11.2025 under the Chairmanship of Secretary Energy & Power Department for information and necessary action, please.

Enclosed as above:

Yours faithfully,

[Signature]
Planning Officer-II

Ends. No. & date even:
Copy for information to the:

1. Project Director (Solar), PEDO
2. PS to Secretary, P&D Department, Peshawar.
3. PS to Secretary, Finance Department, Peshawar.
4. PS to Secretary Climate Change, Forestry, Environment and Wild Life Department.
5. PS to Secretary, Energy & Power Department, Peshawar.
6. PA to Sr.CPO, Energy & Power Department, Peshawar.

[Signature]
Planning Officer-II

*RM (11)
15/11/2025*

Project Director ACEP (Solar)
Date *25-12-25*



**GOVERNMENT OF KHYBER PAKHTUNKHWA
ENERGY & POWER DEPARTMENT**

Abdul Wali Khan Building Block-A Civil Secretariat, Peshawar Ph:091-9223631

MINUTES OF THE 1ST DDWP MEETING REGARDING ADP PROJECT "220489- SOLARIZATION OF PROVINCIAL ASSEMBLY SECRETARIAT, MPA HOSTEL, SPEAKER HOUSE, KP HOUSE ISLAMABAD, AND PEDO HOUSE PESHAWAR" 2025-26 HELD ON NOVEMBER 25, 2025.

The 1st meeting of the Departmental Working Party (DDWP) of Energy and Power Department was held on November 25, 2025 under the chairmanship of the Secretary Energy & Power Department at E&P Department regarding the following scheme as per details given below (List of Participants is enclosed);

Sector	Energy and Power
Name of the Project	Solarization of Provincial Assembly Secretariat, MPA Hostel, Speaker House, KP House Islamabad, and PEDO House Peshawar
ADP Code	308/220489 (2025-26)
Sponsoring Department	Energy and Power Department, Govt. of Khyber Pakhtunkhwa
Execution	Pakhtunkhwa Energy Development Organization (PEDO)
PC-I Status	New Scheme
Cost of Project	ADP Cost - 258 million PC-I Cost – 255.21 million
Source of Funding	ADP, Government of Khyber Pakhtunkhwa

1. PROJECT DESCRIPTION

The Project aims the supply, installation, and commissioning of 1.36 MW On-Grid Hybrid Solar Power System, which will reduce burden on National Grid. The scheme includes Solarization of the following buildings;

1. Provincial Assembly Secretariat-Peshawar
2. MPA's Hostel-Peshawar
3. Speaker House-Peshawar
4. Governor House-Peshawar
5. Khyber Pakhtunkhwa House-Islamabad
6. PEDO House-Peshawar



GOVERNMENT OF KHYBER PAKHTUNKHWA ENERGY & POWER DEPARTMENT

Abdul Wali Khan Building Block-A Civil Secretariat, Peshawar Ph:091-9223631

2. PROJECT HISTORY

The project has been reflected in ADP since 2022-23 with a cost of Rs. 258 million. The project came on the agenda of the PDWP meeting on April 21, 2025 for approval. However, it was decided in the meeting that the scheme will be put on hold until the Provincial cabinet finalize the ESCO based Policy framework for solarization of Public Buildings. Later on, during the 1st quarter progress review meeting of ADP 2025-26 under the chairmanship of worthy Additional Chief Secretary (P&D) held on October 07, 2025, it was decided that to prevent further delay the subject scheme shall be implemented through ADP funding instead of ESCO Model. Implementation of the scheme was expedited owing to the fact that the project cost was relatively low and the buildings are of significant importance. Consequently, the project PC-I was re-assessed on MRS 2025 (1st bi-annual) with a cost of Rs. 255.21 million.

3. PROJECT OBJECTIVES

The goal of the project is to build a reliable and sustainable energy system for Khyber Pakhtunkhwa, ensuring consistent electricity while supporting national energy policies. By focusing on renewable energy resources like solar power, the project seeks to reduce KP's dependence on costly conventional energy. Aligned with the Government of KP's vision, this initiative will help ease the pressure on the national grid, especially during peak hours and contribute to a greener, more secure energy future for the region.

4. ABSTRACT OF COST

S #	Description	Cost (PKR in million)
1	Total Cost of Solarization	198.92
	a Provincial Assembly Secretariat-Peshawar (400 KW)	52.59
	b MPA's Hostel-Peshawar (180 KW)	27.52
	c Speaker House-Peshawar (17.5KW)	4.12
	d Governor House-Peshawar (320 KW)	43.29
	e Khyber Pakhtunkhwa House-Islamabad (280 KW)	38.09
	f PEDO House-Peshawar (165 KW)	26.61
	g Cleaning System for Solar Systems (For all buildings)	3.80
2	Provisional sum/Net metering Charges	13.80
3	Project Management Consultancy @ 3.5%	6.89
4	Advertisement Charges	10.00
5	Carbon/IRECs Registration and MRV costs	27.80
Total		255.21



**GOVERNMENT OF KHYBER PAKHTUNKHWA
ENERGY & POWER DEPARTMENT**

Abdul Wali Khan Building Block-A Civil Secretariat, Peshawar Ph:091-9223631

5. APPRAISAL

The project was discussed in the pre-DDWP meeting wherein the following observations were raised;

- i. The Terms of Reference (TORs) for the consultant shall include the responsibility to conduct a comprehensive energy audit and ensure that all designated buildings meet the required standards of energy efficiency.
- ii. The consultant shall also provide a detailed structural analysis and wind-speed assessment for the Governor House and any other vulnerable structures to confirm their capacity to withstand the maximum anticipated additional load of the solar system.
- iii. The utility bills included in the PC-I must be updated to accurately reflect the actual energy consumption of the buildings.

The executing authority submitted response and cleared the observations raised in the pre-DDWP meeting.

6. FORUM DISCUSSION

The scheme was debated by the DDWP committee. The Senior Chief Planning Officer, E&P Department appraised the forum regarding objectives and scope of work proposed under the PC-I with remarks that the observations raised in the pre-DDWP have been cleared by the executing agency and the proposed PC-I has been submitted for approval of the forum. He said that the level of cost approval of DDWP forum has now been enhanced from Rs. 200 million to Rs. 300 million as per Planning Commission notification and the DDWP forum is competent to approve the subject scheme. The concerned Project Director (solar), PEDO explained the scope of work, physical and Financial Phasing in detail. He said that the scheme will make estimated annual savings of about Rs. 130.52 million and return of Investment ROI / Pay Back Period of this project is about 1.5 years. This shows that the project is both financially and economically viable.



**GOVERNMENT OF KHYBER PAKHTUNKHWA
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The Deputy Director, Environment Protection Agency suggested that Solar schemes are eligible to apply for the carbon credit trading being developed at international level for protection of environment. The Chair directed the PD (solar) to coordinate in this matter with the concerned authorities and if possible, the carbon credit component shall be incorporated in the PC-I of the scheme, as it is an opportunity for the province to earn credit for solar schemes. The PD replied that the carbon credit trading is a new concept in Pakistan and very few projects have so far applied for it. He said that he will coordinate with the concerned authorities for guidance and if possible, will incorporate the carbon credit component in PC-I.

Representatives from Planning & Development Department, Finance Department and Environment Department supported the project.

7. DECISION(S)

The Project was approved by the DDWP forum at a cost of Rs. 255.21 million. The Project will be executed through the already existing PMU of the scheme "160374-ACEP, Solarization of 8000 schools and 187 BHUs in Khyber Pakhtunkhwa"



GOVERNMENT OF KHYBER PAKHTUNKHWA
ENERGY & POWER DEPARTMENT

Abdul Wali Khan Building, Block-A Civil Secretariat, Peshawar. Phone: 9223534

ATTENDANCE SHEET

D.O. 25/11/2015

Subject:

1ST MEETING OF DEPARTMENTAL DEVELOPMENT WORKING PARTY
REGARDING ADP PROJECT "220489-SOLARIZATION OF PROVINCIAL
ASSEMBLY SECRETARIAT, MPA HOSTEL, SPEAKER HOUSE, KP HOUSE
ISLAMABAD, AND PEDO HOUSE PESHAWAR" 2025-26

S.N	Name	designation	Organization	Signature
1	Muhammad Zubair	Secretary	Energy and Power	
2	Syed Zahir ul Haq	Sr. CPO	E&P	
3	Yasir Adnan	AC	P&D	
4	Fazal Elahi	DS-I	FD	
5	Salahuddin	DDP CCE&WD	CCE&WD	
6	Rashidullah	PD	E&P	
7	Majid Khan	Deputy Director	EPA	
8	M. K. M. M. M. M.	RM/Dy. Dir.	PEDO	
9	Engr. Aslam Khan	PD (S)	PLD	
10	WAKAS AHMAD	Planning Officer	ERPD	



GOVERNMENT OF KHYBER PAKHTUNKHWA
ENERGY & POWER DEPARTMENT

Abdul Wali Khan Building Block-A Civil Secretariat, Peshawar Ph:091-9223631

No.E&P/PO-II/Solar.MPA/2025-26 325-7

Dated: December 17, 2025

To

The Chief Executive Officer,
PEDO, Peshawar.

Subject: ADMINISTRATIVE APPROVAL

In exercise of the powers delegated, vide part-I serial No 5 of second schedule of the Delegation of Khyber Pakhtunkhwa Financial Power Rules, 2018, the Competent Authority i.e. Secretary Energy & Power Department is pleased to accord Administrative Approval for the implementation of the ADP Scheme No.220489 (2025-2026) - Solarization of Provincial Assembly Secretariat, MPA Hostel, Speaker House, KP House Islamabad, and PEDO House Peshawar with a cost of Rs. 255.21 million as per details given below:

S #	Description	Cost (PKR In million)
1	Total Cost of Solarization	196.92
	a Provincial Assembly Secretariat-Peshawar (400 KW)	52.59
	b MPA's Hostel-Peshawar (180 KW)	27.52
	c Speaker House-Peshawar (17.5KW)	4.12
	d Governor House-Peshawar (320 KW)	43.29
	e Khyber Pakhtunkhwa House-Islamabad (280 KW)	38.99
	f PEDO House-Peshawar (165 KW)	26.61
	g Cleaning System for Solar Systems (For all buildings)	3.80
2	Provisional sum/Net metering Charges	13.60
3	Project Management Consultancy @ 3.5%	6.89
4	Advertisement Charges	10.00
5	Carbon/IRECs Registration and MRV costs	27.80
Total		255.21

2. The scheme was approved by the Departmental Development Working Party (DDWP), Energy and Power Department, Khyber Pakhtunkhwa in its meeting held on November 25, 2025. Minutes of the meeting were circulated vide letter No. E&P/CPO/ Solar.MPA/DDWP/4-15/2025-26/83-7 dated December 03, 2025.

Project Director ACEP (Solar)
Diary No. 2993
Date 19/12/25

2944 19-12-25

SECRET/PP)
PAC Solar)
RM(H) put up TS /urgent
wh/ross



**GOVERNMENT OF KHYBER PAKHTUNKHWA
ENERGY & POWER DEPARTMENT**

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3. The expenditure involved is debit able to the function-cum -object classification/head of expenditure 04-Economic Affairs, 043-Fuel & Energy, 0435-Electricity-Hydel, 043502-Electricity-Hydel. The Implementation period of the project is valid till 30.06.2028.
4. This Administrative Approval does not constitute any sanction to the design, rates and estimates for the work/sub work included in the PC-I, which will be the responsibility of office/competent authority to accord Technical Sanction (TS). All the codal formalities/standing instructions regarding financial regularity etc. should be observed in letter and spirit.
5. The Sanctioning Authority shall allow appropriate rates after observing all codal formalities/standing instructions regarding schedule of rates and financial regularity. The work shall be taken in hand after release of funds & issuance of proper Technical Sanction of the Cost Estimate by the Competent Authority.
6. The executing agency shall be responsible to maintain proper record and accounts of the project in accordance with the relevant rules/guidelines/instructions and fulfil all necessary codal & legal formalities under prevailing Rules & Regulations.
7. The executing agency shall provide certificate that PC-I/Detailed Cost Estimates have been designed as per the site requirement and scope of work before execution of work.

-Sd-

Secretary to Govt: of Khyber Pakhtunkhwa
Energy & Power Department

Ends. No. & date even:

Copy for information to the:

1. Additional Chief Secretary, Planning & Development Department, Peshawar.
2. Secretary Planning & Development Department, Khyber Pakhtunkhwa, Peshawar.
3. Secretary Finance Department, Khyber Pakhtunkhwa.
4. Accountant General, Khyber Pakhtunkhwa, Peshawar.
5. PS to Secretary Energy & Power Department, Khyber Pakhtunkhwa.
6. PA to Senior Chief Planning officer, Energy & Power Department, Peshawar.


PLANNING OFFICER-II