

**MINUTES OF PRE-BID MEETING (No. 8/2023-24)  
JOINTLY HELD BY CENTRAL PURCHASE COMMITTEE AND TECHNICAL  
COMMITTEE FOR TENDER OF WI-FI EXPANSION  
RAWALPINDI WOMEN UNIVERSITY**

The Pre-Bid meeting regarding tender for Supply and Installation of IT Equipment (Wi-Fi blanket coverage of RWU) was held on **Wednesday, 08-Nov-2023 at 11:00 AM** in the Conference Room (VC Office), Rawalpindi Women University, with reference to agenda circulated vide letter No. RWU/P&S/1123/CPC/01 dated 06.11.2023.

The following members of the CPC and concerned Technical Committee attended the meeting:

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| 1. Dr. Shahzad Hussain, Asstt. Professor-BA        | Convener                  |
| 2. Mr. M. Naveed Ashraf, Addl. Treasurer           | Member                    |
| 3. Mr. Farrukh Aftab, Project Director             | Member                    |
| 4. Mr. Shezaib Sadaqat, Asstt. Controller of Exams | Member                    |
| 5. Dr. Raza Ullah, Asstt. Professor-Sociology      | Member                    |
| 6. Mr. Al-Murtza Turabi, Addl. Director Purchase   | Secretary                 |
| 7. Mr. Yasir Mumtaz, DBA, IT Services              | Co-opted/Technical Member |
| 8. *Mr. Muhammad Haseeb, Dy. Director (IT) QAU     | Co-opted/Technical Member |
| 9. Mr. Faizan Ul Hassan, Network Admin             |                           |

\*Mr. Muhammad Haseeb, Deputy Director, QAU, IT Expert (External) joined the meeting online because he was out of the city.

The meeting started with the recitation of the Holy Quran. The chairperson of the meeting welcomed all committee members and the vendors who participated from various IT companies. In the meeting, vendors were asked to raise questions/ queries in case of any ambiguity in the tender documents. Many vendors have raised different questions that were answered in the meeting to clarify their technical concepts. Upon the queries of vendors, some decisions have been taken by the Central Purchase Committee and Technical Committee that are mentioned below:

Sr.	Query/ Reservation	Decision
1	<p>(i) RWU has asked for 01 Hardware Controller and 01 Virtual Appliance, however many OEMs do not provide Virtual Appliance. In this case, OEM may allow to quote 02 Hardware Controllers to achieve redundancy.</p> <p>(ii) If any Vendor quotes 02 Hardware Controllers, then which criteria shall be followed for technical evaluation because it is a dedicated device and more efficient and effective than a Virtual Appliance.</p>	<p>(i) The Committees have decided that to achieve a redundant environment and to make a uniform evaluation policy all Vendors are required to quote 02 hardware controllers. Virtual Appliance is not allowed to quote.</p>
2	<p>(i) If any vendor quotes 02 Hardware Controller, then there is no need for a redundant power supply for each Hardware Controller.</p>	<p>(i) The Committees have decided that as RWU is now asking for 02 Hardware Controllers instead of 01 Hardware and 01 Virtual Appliance, so there is no need for a redundant power supply for each controller.</p>
3	<p>(i) How many maximum users can be connected/ accommodated on the network?</p>	<p>(i) The quoted Wi-Fi solution must be able to manage/ connect a minimum of 15000 users or above at a time.</p>

4	(i) If any OEM does not offer the facility/ option of perpetual licenses for Access Points then shall RWU allow that OEM to participate in the tender ?, because many leader brands/ OEMs do not offer perpetual licenses facility/ option.	(i) The Committees have decided that OEMs that do not provide the facility of perpetual licenses are required to provide an affidavit that they shall fix/ lock the cost of licenses for 5+2 (07) years.
5	(i) Many vendors have raised the point that RWU has decided the project completion time is 08 weeks in the tender document which is not enough to complete this project.	(i) The Committees have decided to increase the project completion time from 08 weeks to 12 weeks.

The meeting ended with the vote of thanks to all the members by the Chairperson.

Minutes taken by:

**Al-Murtza Turabi**  
Addl. Director Purchase /  
Secretary, Central Purchase Committee

Minutes Approved by:

**Dr. Shahzad Hussain,**  
Asstt. Professor – BBA Dept./  
Convener, Central Purchase Committee

Minutes are endorsed by following members/nominees;

Asstt. Professor in Sociology (Member CPC)

Controller of Examination (Member CPC)

Addl. Treasurer (Member CPC)

Project Director (Member CPC)

Technical queries and their responses/decisions are recommended/endorsed by the following technical committee members:

Mr. Yasir (Mumtaz, DBA, IT Services  
Technical Committee Member

Mr. Muhammad Haseeb  
Dy. Director (IT) QAU Co-opted/Technical  
Member

Mr. Faizan Ul Hassan  
Network Admin

C.C.

- (1) All members of the CPC, Rawalpindi Women University.
- (2) PS to the Vice Chancellor, Rawalpindi Women University