

CONSTRUCTION OF LAVATORY BLOCK

Minutes of Meeting

Subject: Construction of Lavatory Block

Client: IBA-KHI

Subject: Site Visit

Dated: January 11, 2024

Time: 11 00 Hrs

Venue: IBA-Karachi, Main Campus

S. No	IBA's Representatives
1)	Muhammad Rameez (MR) Senior Project Manager, Dpt. of Projects
2)	Usama Bin Riaz (UBR) Asst. Quantity surveyor, Dpt. of Projects
3)	Md. Uzair Ali (MUA) Executive-Maintenance Engineer, Dpt. of General Maintenance

Deliberations

1. **Addendum & Corrigendum No. 02**

MR described to all Contractors to include the rates of Addendum & Corrigendum No. 02 (Sch. Of Rates (Material), Vol-III, Part-III, 6th edition-2011, Publication No. 48)

2. **List of Approved Manufacturer**

Contractors enquired about the list of approved manufacturers. UBR to enclose the list with the MOM email to all contractors.

3. **Water Proofing**

One of the contractors asked to use some other brand for roof waterproofing. MR informed that only the brand mentioned in BOQ shall be used.

4. **Concrete**

Upon enquiry, UBR informed contractors that only machine mixed concrete will be used for all structural members. Hand Mixed Concrete is not allowed.

5. **Water & Electricity**

MR informed all contractors that arrangement of Water & Electricity is their own responsibility.

6. **Existing Utilities**

MR directed to all contractors that if any existing Utilities are incurred during execution, The contractor shall immediately inform relevant authorities.