

From: Secretary Procurement Committee @ IBA

Sent: Thursday, July 14, 2016 3:15 PM

To: Muhammad Sohail Khan / Manager Purchase and Stores @ IBA

Cc: Procurement-Committee; Ahmed Zaheer / Registrar @ IBA; Moeid Sultan / Director Finance @ Main Campus; Syed Fahad Jawed / Manager (Finance) @ Main Campus; Dr. Mohammed Nishat / Associate Dean @ Main Campus

Subject: Items # 3: Approval for tender ad & documents for General & Maintenance Items

Item # 3: Approval for tender ad & documents for General & Maintenance Items

Discussion: Purchase Executive briefed the committee for Stationery & General Items. The committee perused the tender BoQ / specification and terms & conditions. The committee suggested to procure separately “Stationery” related Items, through separate tender or RFQ based on estimated cost, since both categories of items are different and doing that will ensure maximum participation of specialized stationery suppliers.

Decision: The committee perused the contents of tender ad & documents for “General & Maintenance Items” & found it good to be floated on IBA & SPPRA websites. The committee suggested to procure separately “Stationery” related Items, through separate tender or RFQ based on estimated cost.

Action: Manager Purchase & Stores will implement the decision in accordance to the prescribed rules & regulations framed by IBA PP&P and SPPRA.

Attendance:

1. Dr. Rameez Khalid (Chairman)
2. Syed Jehanzeb (Member)
3. Haris Quershi (External Member)
4. Ahmed Ali Khan (External Member)
5. Syed M. Rizwan Rizvi (Member)
6. Muhammad Hanif (Secretary)

Muhammad Hanif,
Secretary Procurement Committee