

## **PRE-BID MEETING**

### **Outsourcing of Multiple Support Services-Framework Contract vide tender # MISC/04/24-25**

#### **Meeting date & time:**

Wednesday, June 18, 2025 at 4:00pm

#### **Venue:**

Room G-13 (Conference Room), Aman CED Building IBA, Karachi

#### **Meeting Participants:**

- Muhammad Anwar – Procurement Committee, Chairman
- Haris Qureshi - Procurement Committee, External Member
- Ms. Sadia Jabeen Asim - Procurement Committee, External Member
- Syed Akbar Hussain Kazmi - Procurement Committee, Member
- Muhammad Rameez - Procurement Committee, Member
- Muhammad Hanif - Procurement Committee, Secretary
- Usman Khan Senior HRBP, IBA Karachi
- Ahsan Yousuf Senior HRBP, IBA Karachi
- Mudassir Hussain Senior Executive HR, IBA Karachi
- Sajid Hussain & Mr. Sheraz Hussain - M/s Icon Consultants (Pvt) Ltd
- S. Daniyal Tariq - M/s Fulcrum (Pvt) Ltd

#### **Agenda:**

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#### **Conclusive Summary of the meeting:**

- All matters related to tax calculations have been resolved.
- Payment terms have been clarified by IBA, Karachi.
- 12 paid leaves per annum.
- Overtime allowed up to a maximum of 60 hours per month.
- Gratuity is not required.
- Medical coverage will be provided through an insurance company.
- Bid security amount shall be calculated based on the total gross amount, including 15% Sindh Sales Tax (SST), for calculation purposes only.