



**GOVT OF KHYBER PAKHTUNKHWA  
MODEL INSTITUTE FOR STATE CHILDREN  
(ZamungKor) NASAPA PAYAN PESHAWAR  
Ph#091-9331937-41 Fax#091-9331939**



**MINUTES OF THE MEETING OF THE PROCUREMENT COMMITTEE of IMC HELD ON  
08-06-2020 IN MODEL INSTITUTE FOR STATE CHILDREN (ZAMUNGKOR) NASAPA  
FLATS CHARSADEA ROAD PESHAWAR**

1. A meeting of the Procurement Committee was held on 08-06-2020 in Model Institute for State Children (ZamungKor) at 10:00 AM under the Chairmanship of Ihsan Ullah Khan, Chairman, IMC. The following attended the meeting:

i. Mr. Ihsan Ullah Khan, Chairman IMC.	In Chair
ii. Ms. Shagufta Gul, Member IMC	Member
iii. Director, Model Institute for State Children (ZamungKor)	Member
iv. Mr. Sohail Nazir	Accounts Officer ZK

**Agenda item 01: COMPREHENSIVE TENDER BID OPENING**

2. The representatives of the bidding firms were also present in the meeting.
3. The meeting started from the recitation of the holy Quran. The Committee was informed that an advertisement was placed in the national and local dailies, inviting sealed bids for provision of various items that include Machinery & Equipments, Children apparel, stationery items, Utensils etc. Last date for submission of tender documents was March 24, 2020 however due the current situation of pandemic COVID-19 and announcement of public holidays by the Government, the last date of submission of documents were extended till 14-05, 2020. In Response the following firms submitted bids till the closing date of the tender:

S. No	Name of Firm
1.	AurangZeb Traders
2.	AL- Sadais Brothers
3.	O & A Business
4.	A- Razzaq Stationeries
5.	Shah Enterprises
6.	Sadeed Bio Tech
7.	Shah Trader/ Eng Arif shah
8.	Haji Atlas Khan & Sons
9.	Mother Construction Co
10.	Haji Gul Tayaz

4. Before opening of the sealed bid, the process of the bidding was loudly announced.
5. All the contractors were informed that bid rates of all the bidders will be loudly announced and will be shown on the screen through multimedia to ensure transparency in the bidding process.



**GOVT OF KHYBER PAKHTUNKHWA  
MODEL INSTITUTE FOR STATE CHILDREN  
(ZamungKor) NASAPA PAYAN PESHAWAR  
Ph#091-9331937-41 Fax#091-9331939**



However, due to large number of items and as per the request of the bidders, only sealed bidding documents will be opened in front of all representative of the bidding firms instead of announcement of rates of the all the items.

6. The contractor were further informed that after finalizing the comparative statement, the last three lowest rates will have to provide samples/ brochures of the items within ten days positively, failing to which the firm will automatically disqualified from the bidding process.
7. Few contractors request the Committee that due to the pandemic COVID-19 and current price hike in the market, the Committee increase the bidding price by 3 percent, however, the committee straight forward reject<sup>ed</sup> the proposal of the contractors.
8. The sealed bids were opened in presence of the representatives of the biding firms and it was affirmed that all the bidding documents was sealed.

**Agenda item 2: EXTENSION IN THE CONTRACT OF SECURITY SERVICES**

The Committee was informed that a tender was floated for provision of 24/7 Security Services to ZamungKor. Askari Guard Limited was selected in the procurement process. A contract agreement was signed with the AGL on Dec 01, 2019 for a period ending June 30. 2020. The Management of ZamungKor is satisfied with the performance of AGL. The Committee decided that a comprehensive case for extension of the contract of Security Company be shared with the IMC members via email for approval.

9. The meeting ended with note of thanks from and to the chair.