



NO: SO (G) / ACCTS / ET&NC / UNIFORM / 2019-20
GOVERNMENT OF SINDH
EXCISE, TAXATION & NARCOTICS
CONTROL DEPARTMENT

Karachi, dated the 02nd March, 2020

ATTENDANCE SHEET

**SUBJECT: - PROCUREMENT COMMITTEE MEETING FOR PREPARATION
FINALIZATION OF BIDDING DOCUMENTS IN RESPECT OF
TENDER FOR UNIFORM AND PROTECTIVE CLOTHING 2019-20
(SC21113 (113)-011205-KQ0078-A039-A03906)**

S No.	Name and Designation	Contact No.	Signature
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GOVERNMENT OF SINDH
EXCISE, TAXATION & NARCOTICS
CONTROL DEPARTMENT

Karachi, dated the 03rd March, 2020

MINUTES OF THE MEETING HELD ON 02nd MARCH, 2020 UNDER THE CHAIRMANSHIP OF ADDITIONAL SECRETARY, EXCISE, TAXATION AND NARCOTICS CONTROL DEPARTMENT

A meeting for Supply of Uniforms and Protective Clothing Items for the year 2019-20 was held under the Chairmanship of Additional Secretary (Admin-I) on 03rd March, 2020 at 3:00 P.M in his office. (The list of participants attached).

The Meeting started with the recitation from Holy Quran. Thereafter, in opening remarks, the chair welcomed the participants and briefed the Committee regarding Supply of Uniforms and Protective Clothing Items for the lower Staff of Excise, Taxation and Narcotics Control Department, (Secretariat) through Tender Bidding Process as per SPPRA Rules, 2010 Amended 2019. The details of the lower staff are as under:-

S. No	Name of Post	Sanctioned Strength	Working Strength
1	Dispatch Rider	2	2
2	Driver	5	4
3	Daftari	2	1
4	Gestetnor Operator	1	0
5	Qasid	1	0
6	Chowkidar	1	1
7	Naib Qasid	18	16
8	Sanitary Worker	1	1
	Total	31	25

The Forum was informed about the supplies of Uniforms and Protective Clothing Items in this Department and the amount allocated in Current Financial Year Budget 2019-20 is Rs. 354,000/-

After detailed discussion, following was unanimously decided:-

1. Single Stage-One Envelope Procedure according to Rule 46 (1) (a) (b) (c) of SPPRA Rules 2010 will be adopted for the aforesaid Tender.
2. Rs. 500/- will be the purchasing price of Tender Bidding Documents.
3. Earnest Money will be at the rate of 5% of the total bid amount to be submitted by the Bidders.

4. Performance Security will be at the rate of 10% of the Contract Value.
5. Bids will be addressed to Section Officer (General) of the Department.
6. Draft Bidding Document will be presented in the next Meeting after inserting the above Clauses.
7. Preliminary (Mandatory) Screening Criteria, Qualification and Evaluation Criteria will be decided in the next meeting.
8. Draft Bidding Document will be finalized in the next meeting and the same will be forwarded for approval of Competent Authority.

The Meeting ended with the vote of thanks to and from Chair.



(YOUSUF GILL)
(MEMBER)

Deputy Secretary (Admin-I)
Excise, Taxation and Narcotics Control
Department



(ALI JAZ AHMED SOOMRO)
(MEMBER / SECRETARY)

Section Officer (General)
Excise, Taxation and Narcotics Control
Department



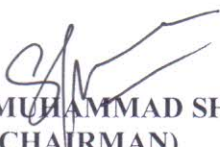
(MUSARRAT MOKHTAR)
(MEMBER)

Deputy Director
Industries & Commerce Department



(JAMAL MUHAMMAD ARIF)
(MEMBER)

Deputy Secretary (Admin-II)
Excise, Taxation and Narcotics Control
Department



(NOOR MUHAMMAD SHAH)
(CHAIRMAN)

Additional Secretary (Admin)
Excise, Taxation and Narcotics Control Department