



KHYBER PAKHTUNKHWA CULTURE & TOURISM AUTHORITY



File. No: MP/ FWC FOR CATERING SERVICES / KPCTA/4-4/2022/vol-4

Dated: 22nd May, 2023

MEETING MINUTES OF TECHNICAL OPENING OF BID FOR FRAMEWORK CONTRACT FOR CATERING SERVICES

The subject meeting was held on **22nd May 2023 (Monday) at 03:30 pm**, in the Conference Hall of Khyber Pakhtunkhwa culture & Tourism Authority, KPCTA.

CHAIRD BY:

Director Admin and Finance, KPCTA

IN ATTENDANCE:

General Manager Planning And Marketing, KPCTA

Deputy Director Finance, KPCTA

Manager Events/Procurement, KPCTA

Specialist Procurement, KPCTA

Attendance Sheet attached at F/A

PROCEEDINGS:

After recitation from the Holy Quran, the Chairman Committee asked the firms to introduce themselves along with relevant experience of their firm.

It is stated that in response to the advertisement in Newspapers, KPPRA and KPCTA website, total 7(Seven) firms showed their interest and purchased the bid solicitation documents. Among these firms, 03 (three) firms attended the pre-bid meeting, which took place on 15th May, 2023 at 03:00 PM. We appreciate the active participation and commitment shown by these firms during the meeting.

Subsequently, out of the interested firms, only 03 (three) firms submitted their bids for "frame work contract for catering services", before submission deadline as mentioned in bid data sheet. The details of the firms are mentioned below:

- M/s afghan son
- M/s Asia tents & catering services
- M/s Waheed tents & catering services

To ensure the transparency the sealed envelopes (Only technical bids) of each firm were publically opened by announcing the names of the participating firms. Furthermore, in accordance with standard procedure all the members of the procurement committee affix their signatures on the sealed envelopes containing the proposals.

It was also announced that bids shall only be evaluated against the eligibility/evaluation criteria and other terms & conditions mentioned in the Bid Solicitation Documents. Once the technical evaluation completed the financial bids of only technically qualified bidders will be opened.

DECISION:

After opening of bids, bidders were informed by the committee that evaluation process will be completed within the stipulated period and evaluation report shall be hoisted on the KPPRA and KPCTA website required under KPPRA Rules 2014.

If any of the firm has any query, they may approach in writing within three working days after issuance, financial bids of the technically qualified bidder shall be opened only.

The meeting ended with a vote of thanks from the committee.