

**Minutes of Pre Bid Meeting regarding Tender for Procurement of Microsoft Items under Enterprise agreement (TRUEUP)**

In compliance to KPPRA Act 24(6) and KPPRA Rules 37(10) a Pre Bid Meeting for Procurement of Microsoft Items under Enterprise agreement (TRUEUP) under single stage single Envelope methods of KPPRA was held on October 10, 2019. In presence of the following:

1. Incharge Procurement (GSD)
2. Executive IT Division
3. Officer Finance Division
4. Officer Internal Audit Division
5. Manager IT Procurement

Representative of following bidder/vendor attended the meeting.

1. M/s Premier System

**Discussions:**

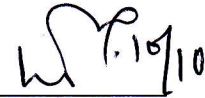
Incharge Procurement asked vendor for any query on the bid document. The Vendor replied that they have no query. However, Incharge Procurement briefed completed bidding documents clause by clause, and requested that the proposal must be in line with bidding document. He also briefed that price should be quoted in PKR only.

Representative of the vendor was fully satisfied from replies and endorsed that they fully understand the bidding document.


Meeting concluded with thanks to all representative of vendor and Members of the Procurement committee.



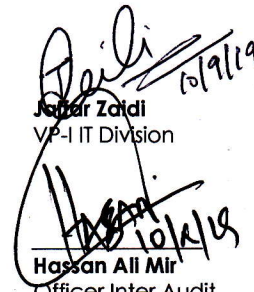
**Farhat Abbas**  
Manager IT Procurement



**ALLAH BAKHSH**  
Incharge Procurement



**IRFAN AFRIDI**  
Officer Finance Division



**Jubair Zaidi**  
VP-I IT Division



**Hassan Ali Mir**  
Officer Inter Audit



**PRE BID MEETING FOR PROCUREMENT OF MICROSOFT ITEMS UNDER ENTERPRISE AGREEMENT (TRUEUP)**

Single Stage Single Envelop Process  
Ref# PROC/IT/06/SEP/2019.  
Time 10:30 AM.

**Vendors Attendance**

**Date: 10-10-2019**

#	Name	Company Name	Signature
1	<i>Imran Reheem Qadri</i>	<i>Premier Systems Ltd.</i>	<i>[Signature]</i>
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