



OFFICE OF THE MANAGER MATERIAL MANAGEMENT
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Date: ___ / ___ /2023

MINUTES OF THE PRE-BID MEETING

A meeting of the pre-bid regarding "Cafeteria Services" was held on May 19, 2023, at 11:00 a.m. in the Office of the Manager Material Management.

The following officers attended the meeting:

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| 1. Representative of Dean/CEO | GKMC-MTI, Swabi |
| 2. Manager Facilities Management | BKMC/GKMC-MTI, Swabi |
| 3. Manager Material Management | BKMC/GKMC-MTI, Swabi |

- The meeting began with the recitation of the Holy Quran.
- The material management manager briefed the committee on the tender.
- The pre-bid meeting attended by representatives from five different companies.
- After a thorough discussion with the vendors, the Manager of Material Management clarified in eligibility criteria page No.5 point No. 7 in the bidding documents that the vendors must be having a "Halal Food Authority certificate" provided by the department/organization which they have previously working.
- The meeting came to an end with vote of thanks from the members.