MINUTES OF THE MEETING OF FINANCIAL SEALED BID OPENING REGARDING PROCUREMENT OF JANITORIAL & CONSERVENCY SERVICES FOR FY.2025-26 SAIDU GROUP OF TEACHING HOSPITALS SWAT

Agenda:	**Sealed Financial Bid Opening**
Venue:	**Office of the Medical Superintendent.**
Opening Date & Time:	**11-11-2025 at 10:30am**
Meeting office order No.	**23651/M-I/R4 dated: 10-11-2025**

A meeting of the Procurement Committee was held on 11-11-2025 at 10:30am in office of the Medical Superintendent Saidu Group of Teaching Hospitals Swat.

The following members attended the meeting under the chairmanship of Dr. Jamil Ahmed Medical Superintendent Saidu Group of Teaching Hospitals Swat.

1. Dr. Jamil Ahmed,	Chairman Procurement committee
2. Prof. Dr. Samiullah, HoD Surgical	Member Procurement Committee
3. Prof. Dr. Anwar Ul Haq	Member Procurement Committee
4. Prof. Dr. Wasil Khan, HoD Medicine	Member Procurement Committee
5. Dr. Fazal Hanan, AP Pathology	Member Procurement Committee
6. Dr. Anwar Zeb DMS Admin,	Member Procurement Committee
7. Mr. Zia Ul Haq, Accounts	Member Procurement Committee
8. Mr. Asif Jan, Pharmacist	Member Procurement Committee
9. Dr. Sikandar Ali,	DMS P&D
10. Engr. Barkat Ali, Biomedical	Member Procurement Committee

Proceeding:

The following points were noted in the meeting.

1. The meeting commenced with the recitation of the Holy Quran.
2. The Chairman welcomed all committee members and the representatives of participating firms.
3. Attendance of all committee members was recorded manually and electronically via EPAED portal.
4. Attendance of bidders was recorded manually.
5. Financial sealed bids of technically qualified firms were opened on the EPAED portal at 10:30 AM in the presence of committee members and bidders.
6. Quoted prices of all bidders were announced aloud and noted as follow:

S.No	Firm Name	Offered Rate as per the Submitted Financial Bid	
1.	**M/S Ahmad Enterprises Pvt.Ltd Peshawar**	1- Per supervisor with equipments 2- Per Janitor with material	Rs. 40,000/- Rs. 40,000/-
2.	**M/S Sun Rise & Co.**	1- Per supervisor with equipments 2- Per Janitor with material	Rs. 53,150/- Rs. 53,150/-

Summary:

i) Total Bidders Participated: 02

ii) Financial bids were opened transparently on the EPAED portal.

iii) Comparative Statement is attached as Annexure-A.

Decision of the Procurement committee:

i) It was further decided that, prior to awarding the contract to the successful lowest bidder, an Assessment Sub-Committee shall be constituted to

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evaluate and determine the exact requirement and quantity of janitorial staff for the hospital. The assessment report shall be submitted directly to the Chairman Procurement Committee/Competent Authority for consideration. The final decision regarding the contract award shall rest with the Competent Authority.

ii) The Procurement Committee nominated an Assessment Committee under the chairmanship of Dr. Anwar Zeb Khan (DMS Admin) to assess the exact requirement of janitorial staff for the hospital and submit its report to the Chairman Procurement Committee. The committee comprises of the following members:

a. **Dr. Asghar Ali Khan (DMS IPC)**
b. **Mr. Fazal Wahab (Focal Person IPC)**
c. **Eng. Israr Ahmed (Sub-Engineer Civil)**

iii) The procurement committee decided that these minutes and Comparative Statement shall be uploaded on the EPAED portal to ensure visibility to all bidders.

Meeting concluded with a vote of thanks by the Chairman.

Mr. Zia Ul Haq
Member Procurement Committee

Mr. Asif Jan,
Member Procurement Committee

Engr. Barkat Ali,
Member Procurement Committee

Dr. Sikandar Ali,
DMS P&D

Dr. Anwar Zeb Khan,
Member Procurement Committee

Dr. Fazal Hanan,
Member Procurement Committee

Prof. Dr. Anwar Ul Haq
Member Procurement Committee

Prof. Dr Samiullah,
Member Procurement Committee

Prof. Dr Wasil Khan,
Member Procurement Committee

Dr. Jamil Ahmed,
Chairman Procurement Committee

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(Annex-A)

COMPARATIVE STATEMENT

PRECUREMENT OF JANITORIAL & CONSERVANCY SERVICES SAIDU GROUP OF TEACHING HOSPITALS, SWAT FOR F.Y. 2025-26.

S.No	Description	Firm Name	Technically Responsive	Financial bid opening date	Offer Rate in submitted financial bid		Name of Lowest bidder
1.	JANITORIAL/CONSERVANCY SERVICES	M/S Ahmad Enterprises Pvt.Ltd Peshawar	Yes	11-11-2025	1- Per supervisor with equipments 2- Per Janitor with material	Rs. 40,000/- Rs. 40,000/-	M/S Ahmad Enterprises Pvt.Ltd Peshawar
2.		M/S Sun Rise & Co.	Yes	11-11-2025	1- Per supervisor with equipments 2- Per Janitor with material	Rs. 53,150/- Rs. 53,150/-	

Note: The rate offered by M/S Ahmad Enterprises Pvt. Ltd Peshawar being a lowest & reasonable.

PROCUREMENT COMMITTEE SIGNATURES

Prof: Dr. Sami ullah
HOD Surgical
Member Procurement Committee

Prof: Dr. Wasil Khan
HoD Medicine
Member Procurement Committee

Prof. Dr. Anwar Ul Haq
HoD Surgery
Member Procurement Committee

Dr. Anwar Zeb Khan
DMS Admin
Member Procurement Committee

Dr. Fazal Hanan
AP. Pathology
Member Procurement Committee

Barkat Ali
Biomedical Engineer
Member Procurement Committee

DR.Sikandar Ali
DMS Store/Dev Section
Member Procurement Committee

Mr. Asif Jan
Pharmacist
Member Procurement Committee

Mr. Zia Ul Haq
I/C Account
Member Procurement Committee

Dr. Jamil Ahmed
Medical Superintendent
Chairman Procurement Committee

ATTENDANCE SHEET OF PROCURMENT COMMITTEE MEETING
SAIDU GROUP OF TEACHING HOSPITALS SWAT

Agenda points of the meeting:

Financial Bid Opening 2025-26 of different categories tenders

Time & Dated: 10:30 am, 11-11-2025.
Venue: Medical Superintendent Office.
Meeting office order Ref: No.23651/M1/R4, Dated: 10-11-2025.

S.No.	Name	Designation	Role	Signature
1.	Dr. Jamil Ahmed	Medical Superintendent	Chairman Procurement Committee	
2.	Prof.Dr. Wasil Khan	HoD Medicine	Member Procurement Committee	
3.	Prof.Dr. Samiullah	HoD Surgery	Member Procurement Committee	
4.	Prof.Dr. Anwar Ul Haq	HoD Surgery	Member Procurement Committee	
5.	Dr. Sikandar Ali	DMS P&D/ Store	Member Procurement Committee	
6.	Dr. Fazal Hanan	Associate Professor Pathologist	Member Procurement Committee	
7.	Dr. Anwarzeb Khan	DMS Admin	Member Procurement Committee	
8.	Mr. Asif Jan	Pharmacist	Member Procurement Committee	
9.	Engr. Barkat Ali	Electro/Bio Medical Engineer	Member Procurement Committee	
10.	Mr. Zia Ul Haq	Accountant/Litigation Section	Member Procurement Committee	
11.				
12.				
13.				

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