



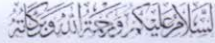
**UNIVERSITY OF
AZAD JAMMU & KASHMIR**

Directorate of Finance & Planning
Admin Block, Chellah Campus
Muzaffarabad
Phone: 05822-920745
Fax: 05822-960432
Purchase Section

No: F3-08/ 902-07/Procurement/2019
January 01, 2019

M Trustee, Transparency International Pakistan,
4-C, Mezzanine Floor, Khayaban-e-Ittehad,
Phase VII, Defence Housing Authority,
Karachi.

Subject: Violation of the AJ&K Public Procurement Rules 2017, Protocol Officer, the University of Azad Jammu & Kashmir, Muzaffarabad, Short Tender Notice for Services in Convocation



This is with reference to your letter bearing no: TL18/1912/2A dated: 19-12-2018, it is to inform that the short tender notice was issued in accordance with AJK PPRA Rules 2017, Rule No. 13(1) stated as under:

Provided that no time limit shall be applicable in case of emergency

The Convocation of AJ&K University was scheduled to be held on 26-12-2018 and considering emergency/shortage of time, short tender notice was issued after approval of the Competent Authority. Moreover, AJ&K University Financial Rules, approved by the Syndicate, also allow the same. (copy attached). In response to this tender notice, proper/positive response received. In future it will be made sure that, for all procurements, AJK PPRA Rules must be followed.

Regards


(Syed Shafait Ali Gilani)
Additional Director Finance

Copy:

1. The Secretary to the Prime Minister, Azad State of Jammu & Kashmir.
2. The Secretary to the Chief Secretary, Azad State of Jammu & Kashmir.
3. Secretary to the Vice Chancellor, UAJ&K, Mzd.
4. The Managing Director, AJK PPRA, Azad Kashmir.
5. The Director Finance & Planning, UAJ&K, Mzd.


Additional Director Finance

information shall remain available on that website until the closing date for the submission of Bids.

13. **Response time.**-(1) The Procuring Agency may decide the response time for receipt of Bids or proposals (including proposals for pre-qualification) from the date of publication of an advertisement or notice, keeping in view the individual procurement's complexity, availability and urgency. However, under no circumstances, the response time shall be less than fifteen days for national competitive Bidding and thirty days for international competitive Bidding from the date of publication of advertisement or notice. All advertisements or notices shall expressly mention the response time allowed for that particular procurement along with the information for collection of Bid documents which shall be issued till a given date, allowing sufficient time to complete and submit the Bid by the closing date:

Provided that no time limit shall be applicable in case of Emergency.

- (2) The response time shall be calculated from the date of first publication of the advertisement in a newspaper or posting on the web site, as the case may be.
- (3) In situations where publication of such advertisements or notices has occurred in both electronic and print media, the response time shall be calculated from the day of its first publication in the newspapers.
14. **Exceptions.**- It shall be mandatory for all Procuring Agencies to advertise all procurement requirements exceeding prescribed financial limit which is applicable under sub-clause (i) of clause (b) of Rule 42. However, deviation from the requirement is permissible under following circumstances, with the prior approval of the AJK PPRA,-
- (a) the proposed procurement is related to national security and its publication could jeopardize national security objectives; and
 - (b) the proposed procurement advertisement or notice or publication of it, in any manner, relates to disclosure of information, which is proprietary in nature or falls within the definition of intellectual property which is available from a single source.

PRE-QUALIFICATION, QUALIFICATION AND DIS-QUALIFICATION OF SUPPLIERS AND CONTRACTORS

15. **Pre-Qualification of Suppliers and Contractors.**-(1) A Procuring Agency, prior to the floating of tenders, invitation to proposals or offers in procurement proceedings, may engage in pre-qualification of Bidders in case of services, civil works, turnkey projects and in case of procurement of expensive and technically complex equipment to ensure that only technically and financially capable firms having adequate managerial capability are invited to submit Bids. Such pre-qualification shall solely be based upon the ability of the interested parties to perform that particular work satisfactorily.
- (2) A Procuring Agency while engaging in pre-qualification may take into consideration the following factors, namely:-
- (a) relevant experience and past performance;
 - (b) capabilities with respect to personnel, equipment, and plant;
 - (c) financial position;
 - (d) appropriate managerial capability; and

- (n) In case rates of fresh quotations are higher than rates of last purchase, efforts should be made to place repeat orders. Repeat order can be issued within 60 days and its value should not exceed to 15% of original order.

12.1 Tenders /Quotations

While inviting tenders, notice of at least 7-10 days for local/short tender, 15-30 days for national and 30-40 days for international tenders shall be given. The Vice Chancellor, on the recommendation of the Purchase Committee, may accept any of the tenders so made which appears to him the most advantageous, provided that:

12.2 Valid Tender /Quotations

- (d) A comparative statement of rates shall be prepared by the secretary of the committee through Stores Office and submitted to the Vice Chancellor or any other competent authority along with recommendations of the committee for seeking proper approval of rates and obtaining sanction of the amount involved. The Director Finance and Planning or any other officer authorized, shall issue proper sanction giving description of the amount involved, the rates approved and the head of expenditure.
- (e) (iii) All agreements by or on behalf of the University shall be signed by the Director Finance and Planning or any other officer authorized. The agreement shall be attested by two witnesses and shall bear the seal of the University.

SECTION-XIII

13. Central Purchase Committee

The University shall have a "Central Purchase Committee" constituted by the Vice Chancellor, consisting of the following: -

Director Finance & Planning:	Convener
Two teachers or officers working in any department or office to be nominated by the Vice Chancellor:	Members
Dean/Director/Chairman/PD for which the item is being purchased:	Member (Ex-officio for Department concerned)
Deputy Director Finance:	Secretary

The term of the committee shall be two years. The Vice Chancellor is, however, competent to dissolve it any time during its term and re-constitute a new committee for the remaining term. The Vice Chancellor may also extend the term of a sitting committee for any period.

13.1 Procedure

- (a) All the tenders/quotations received by the Secretary in response to an advertisement for calling tenders/quotations, shall be opened by the Purchase Committee.