



Dated: October 25th 2011

NOTIFICATION

Subject: **PROCUREMENT COMMITTEES**

No. TEVTA / Fin / P-Committee / 2011 / 8174: In partial modification of Procurement Committee notification No. TEVTA / Fin / P-Committee / 2010-11 / 4946 dated 19-05-2011, the following committees for procurement, AR / SR works and Civil works for ATCs / RDATs are hereby constituted with immediate effect:

(I) Procurement Committee RDATs / ATCs

	Designation	Status
1	Head of the relevant RDAT / ATC,	Convener
2	Co-signatory of the bank accounts	Member
3	Head of relevant technology / trade / office.	Member
4	Accounts Officer / Official dealing with accounts.	Member / Secretary

(II) Civil Work and AR / SR Committee RDATs / ATCs

	Designation	Status
1	Manager (Apprenticeship Training) TEVTA	Convener
2	Head of relevant RDAT / ATC	Member / Secretary
3	Assistant Manager (Finance) (District / Zone)	Member
4	Technical Member: Assistant Manager (Technical) of the relevant District / Zone or Instructor from any TEVTA Institute (not below BS-14) having a minimum qualification of DAE (Civil).	Member

Functions of Civil Work and AR/ SR Committees (RDATs / ATCs):

- To assess and approve civil work AR / SR works for the institutions.

- To approve cost estimates for the assessed works.
- Tendering / evaluation of tenders / award of contracts to the responsive lowest bidders etc.
- To monitor / supervise / approve execution of work, inspect and make measurement of works executed by the contractor and approve / recommend payment etc.

No. Even and dated October 06th, 2011

-Sd-
(Saeed Ahmad Alvi)
CHAIRPERSON TEVTA

A copy is forwarded for information to:

1. All General Managers TEVTA.
2. The DGM (Finance) TEVTA.
3. All Zonal Managers (Centre, South & North)
4. All Managers TEVTA Secretariat.
5. S.A to Chairperson TEVTA.
6. P.S to Chief Operating Officer TEVTA.
7. Office file.


(MIRZA UMAR FAROOQ BAIG)
Deputy General Manager (Finance)
TEVTA