

Institute of
Business Administration
Karachi

Leadership and Ideas for Tomorrow

Ref. # IBA-MC/PD/P&S/217/0213/2017-18

March 20, 2018

Manager (Enforcement-II)
Sindh Public Procurement Regulatory Authority
Govt. of Sindh
Block-8, Sindh Secretariat No. 4-A
Court Road
Karachi.

Subject : Submission of Letter of Award & Contract Evaluation Form

Please find following Documents to be floated on SPPRA website.

1. Tender # PS/09/17-18

Caption: Supply & Printing of Mugs with Box for CEIF

SPPRA Serial # 36195

Report ID # 550/2018

- a. Contract Evaluation Form duly Signed
- b. Letter of Award / Work Order
- c. Form of Contract / Agreement
- d. Bill of Quantities / Schedule of Requirements

Submitted, please

Muhammad Hanif
Sr. Purchase Executive

SPPRA INWARD DIARY
NO : 7282
DATED 20/03/2018

SINDH PUBLIC PROCUREMENT REGULATORY AUTHORITY

CONTRACT EVALUATION FORM

TO BE FILLED IN BY ALL PROCURING AGENCIES FOR PUBLIC CONTRACTS OF WORKS, SERVICES & GOODS

- 1) NAME OF THE ORGANIZATION / DEPTT. Institute of Business Administration, Karachi
- 2) PROVINCIAL / LOCAL GOVT./ OTHER Local Govt
- 3) TITLE OF CONTRACT Goods
- 4) TENDER NUMBER PS/09/17-18
- 5) BRIEF DESCRIPTION OF CONTRACT Supply & Printing of Mugs with Box for CEIF
- 6) FORUM THAT APPROVED THE SCHEME Procurement Committee
- 7) TENDER ESTIMATED VALUE Rs. 400,000/-
- 8) ENGINEER'S ESTIMATE NA
(For civil works only)
- 9) ESTIMATED COMPLETION PERIOD (AS PER CONTRACT) 1 months
- 10) TENDER OPENED ON (DATE & TIME) February 06, 2018 (3:30 pm)
- 11) NUMBER OF TENDER DOCUMENTS SOLD NINE
(Attach list of buyers)
- 12) NUMBER OF BIDS RECEIVED NINE
- 13) NUMBER OF BIDDERS PRESENT AT THE TIME OF OPENING OF BIDS SIX
- 14) BID EVALUATION REPORT Copy Enclosed
(Enclose a copy)
- 15) NAME AND ADDRESS OF THE SUCCESSFUL BIDDER M/s AD Solutions
- 16) CONTRACT AWARD PRICE Rs. 325,260.00
- 17) RANKING OF SUCCESSFUL BIDDER IN EVALUATION REPORT
(i.e. 1st, 2nd, 3rd EVALUATION BID). (1) M/s. AD Solutions
(2) M/s. Creative Arts (3) M/s. S. M. Saeed & Brothers
(4) M/s. Hyder Printers (5) M/s Syed Shipping Services
(6) M/s Paramount Enterprises (7) M/s Farogh
(8) M/s Pace Promotional Marketing (9) Pearl Ceramic (Pvt) Ltd
- 18) METHOD OF PROCUREMENT USED : - (Tick one)

- a) SINGLE STAGE – ONE ENVELOPE PROCEDURE Domestic/ Local
- b) SINGLE STAGE – TWO ENVELOPE PROCEDURE Domestic
- c) TWO STAGE BIDDING PROCEDURE
- d) TWO STAGE – TWO ENVELOPE BIDDING PROCEDURE

PLEASE SPECIFY IF ANY OTHER METHOD OF PROCUREMENT WAS ADOPTED i.e. EMERGENCY, DIRECT CONTRACTING ETC. WITH BRIEF REASONS:

19) APPROVING AUTHORITY FOR AWARD OF CONTRACT Procurement Committee

20) WHETHER THE PROCUREMENT WAS INCLUDED IN ANNUAL PROCUREMENT PLAN?

Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>
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21) ADVERTISEMENT :

i) SPPRA Website
(If yes, give date and SPPRA Identification No.)

Yes	March 02, 2018 and SPPRA ID # 550/18
No	

ii) News Papers
(If yes, give names of newspapers and dates)

Yes	
No	<input checked="" type="checkbox"/>

22) NATURE OF CONTRACT

Domestic/ Local	<input checked="" type="checkbox"/>	Int.	<input type="checkbox"/>
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23) WHETHER QUALIFICATION CRITERIA
WAS INCLUDED IN BIDDING / TENDER DOCUMENTS?
(If yes, enclose a copy)

Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>
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24) WHETHER BID EVALUATION CRITERIA
WAS INCLUDED IN BIDDING / TENDER DOCUMENTS?
(If yes, enclose a copy)

Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>
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25) WHETHER APPROVAL OF COMPETENT AUTHORITY WAS OBTAINED FOR USING A
METHOD OTHER THAN OPEN COMPETITIVE BIDDING?

Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
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26) WAS BID SECURITY OBTAINED FROM ALL THE BIDDERS?

Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
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27) WHETHER THE SUCCESSFUL BID WAS LOWEST EVALUATED
BID / BEST EVALUATED BID (in case of Consultancies)

Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
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28) WHETHER THE SUCCESSFUL BIDDER WAS TECHNICALLY
COMPLIANT?

Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
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29) WHETHER NAMES OF THE BIDDERS AND THEIR QUOTED PRICES WERE READ OUT AT
THE TIME OF OPENING OF BIDS?

Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
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30) WHETHER EVALUATION REPORT GIVEN TO BIDDERS BEFORE THE AWARD OF
CONTRACT?
(Attach copy of the bid evaluation report)

Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
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31) ANY COMPLAINTS RECEIVED
(If yes, result thereof)

Yes	
No	✓

32) ANY DEVIATION FROM SPECIFICATIONS GIVEN IN THE TENDER NOTICE / DOCUMENTS
(If yes, give details)

Yes	
No	✓

33) WAS THE EXTENSION MADE IN RESPONSE TIME?
(If yes, give reasons)

Yes	
No	✓

34) DEVIATION FROM QUALIFICATION CRITERIA
(If yes, give detailed reasons.)

Yes	
No	✓

35) WAS IT ASSURED BY THE PROCURING AGENCY THAT THE SELECTED FIRM IS NOT
BLACK LISTED?

Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
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36) WAS A VISIT MADE BY ANY OFFICER/OFFICIAL OF THE PROCURING AGENCY TO THE
SUPPLIER'S PREMISES IN CONNECTION WITH THE PROCUREMENT? IF SO, DETAILS TO
BE ASCERTAINED REGARDING FINANCING OF VISIT, IF ABROAD:
(If yes, enclose a copy)

Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>
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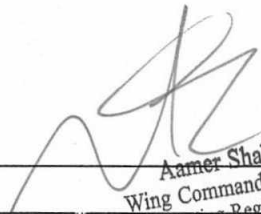
37) WERE PROPER SAFEGUARDS PROVIDED ON MOBILIZATION ADVANCE PAYMENT IN
THE CONTRACT (BANK GUARANTEE ETC.)?

Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
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38) SPECIAL CONDITIONS, IF ANY
(If yes, give Brief Description)

Yes	
No	✓

Signature & Official Stamp of
Authorized Officer


Amer Shabbir
Wing Commander (Retd)
Acting Registrar
Institute of Business Administration (IBA),
Karachi, Pakistan

FOR OFFICE USE ONLY

SPPRA, Block. No.8, Sindh Secretariat No.4-A, Court Road, Karachi
Tele: 021-9205356; 021-9205369 & Fax: 021-9206291

Print

Save


Reset

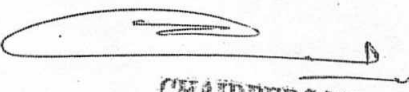
Bid Evaluation Report


1. Name of Procuring Agency: Institute of Business Administration, Karachi
2. Tender Reference No: PS/09/17-18
3. Tender Description/Name of work/item: Printing & Supply of Mugs with Box for CEIF
4. Method of Procurement: Single Stage One Envelope
5. Tender Published: January 16, 2018 on IBA website & SPPRA web site Serial # 36195
Print & Electronic Media (SPPRA ID No. & News papers names with dates)
6. Total Bid documents Sold; 09 companies have collected Tender Documents
7. Total Bids Received: 09 companies
8. Technical Bid Opening date: (if applicable) NA *(Provide details in separate form)*
9. No. of Bid technically qualified (if applicable): NA
10. Bid(s) Rejected: NA
11. Financial Bid Opening date: February 06, 2018
12. Bid Evaluation Report:

S No	Name of Firm or Bidder	Cost offered by the Bidder	Ranking in terms of cost	Comparison with Estimated cost	Reasons for acceptance/rejection	Remarks
0	1	2	3	4	5	6
1.	M/s AD Solutions	Rs.325,260.00	Lowest Bidder	Rs.400,000.00	Accepted quoted lowest rate. Comparative Statement Attached.	
2.	M/s Creative Arts	Rs.355,000.00	Highest Bidder			
3.	M/s S. M. Saeed & Brothers	Rs.395,460.00	Highest Bidder			
4.	M/s Hyder Printer	Rs.398,385.00	Highest Bidder			
5.	M/s Syed Shipping Services	Rs.408,330.00	Highest Bidder			
6.	M/s Paramount Enterprises	Rs.432,900.00	Highest Bidder			
7.	M/s Farogh	Rs.458,640.00	Highest Bidder			
8.	M/s Pace Promotional Marketing	Rs.475,020.00	Highest Bidder			
9.	M/s Pearl Ceramic (Pvt) Ltd	Rs.514,800.00	Highest Bidder			

Signatures of the Central Purchase Committee, Members


 MEMBER
 CENTRAL PURCHASE COMMITTEE
 INSTITUTE OF BUSINESS ADMINISTRATION
 KARACHI
 Syed Akbar Hussain Kazmi
 Finance
 IBA, Karachi


 CHAIRPERSON
 CENTRAL PURCHASE COMMITTEE
 INSTITUTE OF BUSINESS ADMINISTRATION
 KARACHI
 DR. S.M. Faisal Bradat
 Assistant Professor
 IBA, Karachi


 MEMBER (EXTERNAL)
 CENTRAL PURCHASE COMMITTEE
 INSTITUTE OF BUSINESS ADMINISTRATION
 KARACHI
 Harris Qureshi
 PRA Advisor
 IBA



Institute of
Business Administration
Karachi

Leadership and Ideas for Tomorrow

LIST OF BUYERS

Tender # PS/09/17-18

Caption: Supply & Printing of Mugs with Box for CEIF

Number of Tender Documents Sold: 09

Sr #	List of Buyers
1.	M/s. AD Soloution
2.	M/s. Creative Arts
3.	M/s. Farogh
4.	M/s. Hyder Printers
5.	M/s. S.M. Saeed & Brothers
6.	M/s. Syed Shipping Services
7.	M/s. Paramount Enterprises
8.	M/s. Pace Promotional Marketing
9.	M/s. Pearl Ceramics Pvt Limited



Institute of
Business Administration
Karachi

Leadership and Ideas for Tomorrow

Letter of Award

Purchase Order

Approval Status: Approved

IBA Karachi
IBA MAIN CAMPUS
KARACHI
Pakistan

Purchase Order IBA-0000000318	Issue Date 13, March, 2018
Payment Terms 30 Days	Ship Via ROAD
Buyer Purchase Department	Phone +922138104700 Ext 2150, 2152
Requestor Department CEIF	Currency PKR

Supplier: V01793
AD Solution
28-C, 1st Floor, 13th Commercial
Street Phase II ext.
Karachi
Pakistan

Ship To: Store, IBA Main Campus, University Road
Bill To: Purchase Department, IBA Main Campus
University Road, Karachi
Pakistan

S. No.	Item / Description Specification	Qty. (UOM)	PO Price	Extended Amount	Delivery Date
1	MUG TENDER FOR SUPPLY & PRINTING OF MUGS WITH BOX FOR CEIF 1000 EACH WITH DIFFERENT PRINTING AS PER GIVEN SPECS 1000 EACH WITH DIFFERENT PRINTING AS PER GIVEN SPECS MUG : WHITE (PORCELAIN) HIGH QUALITY GLAZED FINISHED HEIGHT: 9.5 CM, DIAMETER: 8.2 CM HANDLE LENGTH: 7.0 CM, HANDLE DEPTH: 3.5 CM PRINTING: 04 COLOR (TRANSFER PRINTING) BOX: CORRUGATED PASTED WHITE BOX BOARD WITH 04 COLOR PRINTING. THE MUG QUALITY & DIMENSIONS SHOULD CONFORM TO THE SAMPLE PROVIDED BY THE PURCHASE OFFICE.	2000.00 EA	139.00	278000	13-Apr-18

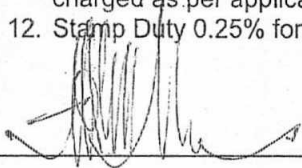
Total: 278000.00
17% GST: 47260
Total PO Amount: 325260.00
Amount in Words: Three Lakh Twenty Five Thousand Two Hundred Sixty Only.

Terms & Conditions:

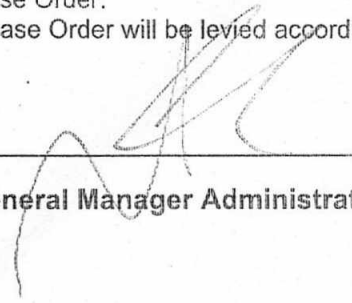
1. Material of this order is subject to final inspection at the time of delivery.
2. We reserve the right to cancel any or all the above items if material is not in accordance with

Purchase Order

- our specification or if the delivery is delayed.
3. Payment will be made through crossed cheque after the receipt of the Invoice/Bill & delivery of above item(s).
 4. General Sales Tax will be paid on applicable items only.
 5. Liquidity damage at the rate of 2% per month on actual will be imposed on delayed delivery.
 6. The rate / item cost is final and no change what so ever will be accepted.
 7. Government tax(es), levi(es) and charge(s) will be charged at actual as per SRO.
 8. Competent Authority reserves the right to change / alter / remove any item or article or reduce / enhance quantity without assigning any reason.
 9. Invoice/Bill to be submitted to Purchase Department.
 10. Advance Payment subject to Bank Guarantee.
 11. All Government taxes (including Income tax and stamp duty), levies and charges will be charged as per applicable rates / denomination of Purchase Order.
 12. Stamp Duty 0.25% for Goods against total value of Purchase Order will be levied accordingly.



Senior Manager Purchase & Stores



General Manager Administration

Mar 17 / 18

1000 each with different printing as per given specs Mug : White (Porcelain) High Quality Glazed Finished Height: 9.5 cm, Diameter: 8.2 cm Handle Length: 7.0 cm, Handle Depth: 3.5 cm Printing: 04 color (Transfer Printing) Box: Corrugated pasted white box board with 04 color Printing. The mug quality & dimensions should conform to the sample provided by the Purchase Office.			
	Total	Rs. 278,000.00	
	17% GST	Rs. 47,260.00	
	Total Amount	Rs. 325,260.00	

- 1.2 "THE SUPPLIER" agrees to provide any/all kind of Supply & Printing of Mugs with Box for CEIF to "IBA" whenever and wherever form is required as per the terms & conditions of this Agreement.
- 1.3 "THE SUPPLIER" will coordinate their work with Sr. Manager Procurement & Stores, of the "IBA" who will assist "THE SUPPLIER" in supervision of proposed Supply & Printing of Mugs with Box for CEIF.
- 1.4 "THE SUPPLIER" hereby agrees to accept variation, if occurred, in scope of professional services and works with mutual consent on acceptable cost/price/charges/amount inclusive of all taxes and levies.
- 1.5 "THE SUPPLIER" will visit the Purchase Offices located at Main Campus, University Road, Karachi as & when required with prior appointment.
- 1.6 All logistic charges will be borne by "THE SUPPLIER".

Article II
SCOPE OF PROFESSIONAL SERVICES:

- 2.1 "THE SUPPLIER" hereby agree and acknowledge for the periodic supervision of the work and to check the execution of Supply & Printing of Mugs with Box for CEIF in accordance with the Description & Specification.
- 2.2 "THE SUPPLIER" hereby agree and acknowledge the acceptance of attending the meetings with the Sr. Manager Procurement & Stores "IBA" as & when required.
- 2.3 "THE SUPPLIER" hereby agrees to accept variation, if occurred, in scope of professional services and works with mutual consent on acceptable cost/price/charges/amount inclusive of all taxes and levies.
- 2.4 Delivery within 25 Days , after approval of samples.
- 2.5 All staff must have CNIC and clearly mentioned to discourage work through child labor.
- 2.6 "THE SUPPLIER", will provide all required/necessary carpenter(s) / labor(s) / transportation(s) / cartage(s) what so ever required to complete the procurement at the cost/charges amount offered in the tender vide # PS/09/17-18.

Article III
REMUNERATION

- 3.1 The cost offered by the Supplier is Rs.. 325,260.00 (inclusive of all taxes) Supply & Printing of Mugs with Box for CEIF vide tender # PS/09/17-18 variation may occurred. The cost is inclusive of labor/transportation/supplies/etc.
- 3.2 A liquidity damages @ 2% per month, of the total agreed payment as per Work Order, of the total cost will be imposed in case of delayed delivery. Liquidity damages will be imposed after 25 days subject to final proof sample material handed over by supplier to IBA before the starting date mentioned on the Purchase Order. Purchase will be deemed completed in finished form as per specification and "THE SUPPLIER" have to deliver the required number of Supply & Printing of Mugs with Box for CEIF to IBA.
- 3.3 Payment will be made after delivery and submission of invoice. Advance Payment subject to Bank Guarantee.
- 3.4 Performance Security 5% of total amount of Purchase Order will be provided by the party.
- 3.5 Stamp Duty @ 0.35% of the cost of transaction / work order will be deposited in Government treasury by the SUPPLIER. This paid Stamp Duty challan would be submitted along with the Bill / Invoice.
- 3.6 Tax(es)/Challan(s)/Levy(ies), if any or additional will be paid/borne by SUPPLIER as per SRO/Notification.

Article IV:
ARBITRATION

- 4.1 In case of any dispute, difference or and question which may at any time arise between the parties hereto or any person under them, arising out in respect of this letter of intent or this subject matter thereof shall be referred to the Registrar of the IBA and CEO of the company / firm / agency for arbitration/settling of the dispute, failing which the decision of the court law in the jurisdiction of Karachi binding to the parties. The Arbitration proceedings will be governed by the Arbitration Act, 1940 and the Substantive and procedural law of Pakistan. The venue shall be Karachi.

Article V:
TERMINATION

- 5.1 "IBA" may terminate this agreement if the job is not executed according to the requirement at anytime after issuing a 15 day's notice.

Article VI:
INDEMNITY

- 6.1 "THE SUPPLIER" in its individual capacity shall indemnify and keep IBA and any person claiming through IBA fully indemnified and harmless from and against all damages, cost and expenses caused to or incurred by "THE SUPPLIER", as a result of any defect in the title of IBA or any fault, neglect or omission by the "THE SUPPLIER" which disturbs or damage the reputation, quality or the standard of services provided by "IBA" and any person claiming through the IBA.

Article VII:
NOTICE

- 7.1 Any notice given under this AGREEMENT shall be sufficient if it is in writing and if sent by courier or registered mail.

Article VIII:
INTEGRITY PACT

- 8.1 The intention not to obtain the procurement / work of any Contract, right, interest, privilege, or other obligation or benefit from the IBA or any administrative or financial offices thereof or any other department under the control of the IBA through any corrupt practice(s).
- 8.2 Without limiting the generality of the forgoing the M/s AD Solutions, represents and warrants that it has fully declared the charges, fees, commission, taxes, levies etc, paid or payable to anyone and not given or agreed to give and shall not give or agree to give to anyone within the IBA directly or indirectly through any means any commission, gratification, bribe, gifts, kickback whether described as consultation fee or otherwise, with the object of obtaining or including the procurement or service contract or order or other obligations whatsoever from the IBA, except that which has been expressly declared pursuant hereto.
- 8.3 M/s AD Solutions, accepts full responsibility and strict liability for making any false declaration/statement, not making full disclosure, misrepresenting facts or taking any action likely to degrade the purpose of declaration, representation and warranty. It agrees that any contract/order obtained aforesaid shall without prejudice to any other right & remedies available to the IBA under any law, contract, or other instrument, be stand void at the discretion of the IBA.
- 8.4 Notwithstanding any right and remedies exercised by the IBA in this regard, M/s AD Solutions, agrees to indemnify the IBA for any loss or damage incurred by it on account of its corrupt business practice & further pay compensation to the IBA in any amount equivalent to the loss of any commission, gratification, bribe, gifts, kickback given by the M/s AD Solutions, as aforesaid for the purpose of obtaining or inducing procurement/work/service or other obligation or benefit in whatsoever from the IBA.

Article IX:
MISCELLANEOUS

- 9.1 Any addition & alteration(s) made for item(s) as required by IBA on the basis of sample or in course of the work in progress which entail extra time & labor and material on part of the supply, shall not be charged separately/extra on 'Quantum Merit' basis before & on final material handed over to the "IBA". After FINALIZATION OF SAMPLE if any alteration(s), arise charges will be paid on mutually agreed upon.
- 9.2 Material(s) will be handed over by the "IBA" or vet the cost with authentic stamp and signature.
- 9.3 The terms and conditions of the AGREEMENT have been read over to the parties which they admit to be correct and abide by the same.
- 9.4 The validity of the contract will be effective from the date of issue of Purchase Order.
- 9.5 All terms and conditions of tender vide # PS/09/17-18 will be the integral part of this agreement and can't be revoked.

IN WITNESS WHEREOF both the parties hereto have set & subscribed their respective hands to this agreement at Karachi on the date as mentioned above.

For Ad Solution

Proprietor

"IBA"

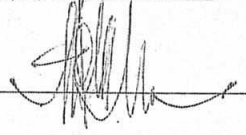
NAME: Aamer Shabbir Khan

CNIC #

Address:

G. M. Admin Institute of Business
Administration Main Campus
University Road, Karachi

1.


M. SOHAIL KHAN
Manager Purchase & Stores
CNIC # Institute of Business Administration
Karachi-Pakistan
Address: _____

M/S AD Solutions

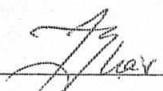
NAME: M. Athar Hussain

CNIC # 3630208396683

Address:

28C, 1st Floor, 13th Commercial Street,
Phase-II, Ext. DHA Karachi, Karachi

2.


M. AZHAR HUSSAIN.

CNIC# 3630204047823

Address: 9-C, 3rd floor, DHA Phase II KARACHI.

3.

Bill of Quantity

Tender for Supply & Printing of Mugs with Box for CEIF

S. #	Description	Qty	Rate (Rs.)	Amount (Rs.)
01	<p>Tender for Supply & Printing of Mugs with Box for CEIF</p> <p>1000 each with different printing as per given specs 1000 each with different printing as per given specs</p> <p>Mug : White (Porcelain) High Quality Glazed Finished Height: 9.5 cm, Diameter: 8.2 cm Handle Length: 7.0 cm, Handle Depth: 3.5 cm Printing: 04 color (Transfer Printing) Box: Corrugated pasted white box board with 04 color Printing.</p> <p>The mug quality & dimensions should conform to the sample provided by the Purchase Office.</p>	2000	139/-	278,000/-
		Total	=	278,000/-
		17% GST	=	47,260/-
		Total Amount	=	325,260/-

Total Amount Rupees (in words) Three Hundred - Twenty five Thousand,

Two hundred - Sixty only.

For Ad Solution

Proprietor

Stamp & Signature

MEMBER
CENTRAL PURCHASE COMMITTEE
INSTITUTE OF BUSINESS ADMINISTRATION
KARACHI

Yed Akbar Hussain Kazmi
Finance
IBA, Karachi

CHAIRPERSON
CENTRAL PURCHASE COMMITTEE
INSTITUTE OF BUSINESS ADMINISTRATION
KARACHI

DR. S.M. Faizul Bradat
Assistant Professor
IBA, Karachi

MEMBER (EXTERNAL)
CENTRAL PURCHASE COMMITTEE
INSTITUTE OF BUSINESS ADMINISTRATION
KARACHI

Haris Qureshi
PPRA Advisor
HES

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