



Institute of
Business Administration
Karachi

Leadership and Ideas for Tomorrow

Consultant Selection Committee

Minutes of meeting held on 25th October 2016

at 10.30A.M in the the Board Room, Fauji Foundation Building, IBA Main Campus

Attendance:

Members

- | | |
|------------------------------|---|
| 1. Dr. Rameez Khalid | Chairman CSC, Asst Professor IBA |
| 2. Engr. Rehan ul Ambia Riaz | Director Projects IBA |
| 3. M. Shafqat Soomro | Section Officer (B&E4) Finance Department, GoS
(Proxy for Deputy Secretary (B&E4) Finance) |
| 4. Aamir Shaikh | Assistant Chief (EDO) P&D Department, GoS |
| 5. Syed Jehanzeb | Manager Finance, IBA |

Special Invitation

- | | |
|------------------------|----------------------------------|
| 1. Syed Hamid Ali Shah | Manager Financial Reporting, IBA |
| 2. Nadeem Ahmed Khan | Senior Executive Finance, IBA |


Agenda # 2: Appointment of External Auditors for 2016-17 to 2018-19

Discussion:

1. Mr. Aamir Shaikh requested to send a formal request for the additional items to P&D Department to keep the updated on the meetings.
2. The tender document will be converted to a SBD form preferably same as for Agenda #1.
3. Audit Scope of the document should mention the IT (ERP) System Audit requirement.
4. Audit Scope of the document should be numbered.
5. The evaluation criteria on page 5 and 6 will have the following changes.
 - a. All upper value will 'or more' instead of '+' sign. Eg. the upper value of Point (a) will be '25 or more'
 - b. Total marks of overall technical evaluation of tender should be 100. 80% should be the minimum criteria for technical compliance.
 - c. Point no b and c will have maximum marks of 15.
 - d. Point no c will be 'Total Revenue of Client base in an year'. 'Entities with' will be removed from all answers.
 - e. Point no d will have four options. Last option will be 'Less than 50' carrying 0 marks and second last option will be '50-99' carrying 3 marks.
 - f. Point no g will mention 'in-house' audit team.

6. The Committee suggested to incorporate changes suggested by Mr. Haroon Tabrez on technical criteria.
7. The tender document and EOI should explicitly mention that the tender is Single Stage two Envelop Procedure and that selection criteria will be based on QCBS (Quality and Cost based Selection Method)
8. QCBS procedure will be detailed in the tender document. Recommended is 85-15 (Technical-Financial) for this tender.

Decision: The committee approved the tender document.


Syed Jehanzeb


Dr. RAMEEZ KHALID