



**MINUTES OF THE MEETING OF GOODS PROCUREMENT COMMITTEE,
UNIVERSITY OF SWAT**

Date: December 22, 2025

Time: 02:30 PM

Venue: Committee Room, Administration Block, Main Campus Charbagh

Agenda: Opening of Financial Bids for Package M (Boys Hostel Mess) and Package H (Food Huts)

1. Attendance and Introduction

The meeting was chaired by the Convener of the Goods Procurement Committee (GPC). Attendees included members of the Procurement Committee and the authorized representative of **M/S Lala Kitchen**. The Convener welcomed the participants and briefed them on the meeting's objective regarding the finalization of the financial phase for campus food services.

2. Proceedings and Technical Review

The committee referred to the proceedings of the meeting held on December 08, 2025, noting that **M/S Lala Kitchen** was the sole technically qualified bidder, having achieved a score of 86% for both the Boys Hostel Mess (Package M) and Food Huts (Package H). Consequently, the committee proceeded with the formal opening of the financial bids for both packages.

3. Financial Analysis and Market Calibration

To ensure fiscal responsibility, the financial bids were referred to Mr. Fida Hussain, Provost and Convener of the Market Food and Management Committee. Following a detailed market analysis, the committee resolved that:

- **Reasonableness:** Upon review, the bidder's rates were found to be inconsistent with prevailing market prices and were deemed unreasonable for contractual integration.
- **Menu Pricing:** The official rates for food items sold at both the Mess and the Huts shall strictly adhere to the schedule provided by the Market Food and Management Committee, as detailed in **Annexure A**.

4. Technical Specifications and Lease/Fare Rates

The Director of Works presented the structural and financial parameters for the land and building usage. Based on the designated areas and approved rates, the committee finalized the following monthly lease obligations:

- **Package H (Food Huts):** The total designated area is **4,272 square feet** with a land lease rate of **Rs. 7 per square foot**, totaling a monthly fare of **Rs. 29,904/-**. Construction must strictly follow the architectural diagram provided in **Annexure B**.

- **Package M (Hostel Mess):** The total covered area is **2,600 square feet** with a building lease rate of **Rs. 15 per square foot**, totaling a monthly fare of **Rs. 39,000**.
- **Aggregate Monthly Fare:** The total monthly lease amount payable by the bidder for both packages combined is **Rs. 68,904/-**

5. Recommendations and Award of Contract

Based on the successful technical qualification, the validated market analysis, and the bidder's acceptance of the prescribed lease rates and designs, the GPC unanimously endorsed the award of the contract. It was recommended that the contract for both **Package M** and **Package H** be awarded to **M/S Lala Kitchen**.






6. Contract Duration and Legal Framework

The contract is to be awarded for an initial period of **one (01) year**, with the possibility of a yearly extension up to a maximum of **five (05) years**, contingent upon satisfactory performance. All rates, calculated monthly fares, area measurements, and design specifications mentioned in these minutes and their respective annexures shall form the legal and binding basis of the final agreement.

Meeting Adjournment

The meeting concluded with a vote of thanks to and from the Chair.

Goods Procurement Committee

Sr. No	Name	Designation	Signature
1	Prof. Dr. Anwar Hussain	Convener	
2	Registrar or his Nominee	Member	
3	Dr. Ahmad Ali, Associate Professor of Botany, Member	Member	
4	Provost	Co-Opt Member	
5	Director Works	Co-Opt Member	
5	Treasurer	Member/Secretary	