

**GOVERNMENT OF PAKISTAN
MINISTRY OF COMMERCE**

No. 5 (3)2022-Admn-I/HR-I

Islamabad, the 6th October, 2023

CIRCULAR

SUBJECT: TWO DAYS SPECIALIZED WORKSHOP ON "PROCUREMENT PLANNING"

Please find enclosed herewith a copy of self explanatory letter No. ITM/TI4/2199 dated September, 2023 received from Institute of Tender Management, on the above mentioned subject for placing on the website of the Ministry of Commerce.

2. Interested/relevant officers of Main Ministry and its Attached Departments/Organizations who fulfill the eligibility criteria may send their nominations, duly approved by their respective Head(s) of the Wing(s) to HR-I Section (along with their C.V, Services Profile), latest by **10-10-2023 positively**. Nominations received after the deadline will not be entertained.

Encl: As above



(Aamir Waheed)
Section Officer (HR-I)

**Database Administrator,
Ministry of Commerce,
Islamabad**

Copy for information to Section Officer (AOs-HR), Ministry of Commerce, Islamabad



Institute of Tender Management

www.institutetendermanagement.com

No: ITM/T14/2199

Dated: September, 2023

Attention: (Director to Secretary Committee)

Subject: Two Days Specialized Workshop on "Procurement Planning."

Dear Sir/Madam,

It gives me immense pleasure to inform you that Institute of Tender Management, is organizing two days specialized Workshop on "Procurement Planning."

Effective procurement planning ensures cost efficiency, quality assurance, and timely delivery of goods, ultimately contributing to the overall success of an organization's operations.

The workshop will be conducted by Internationally Acclaimed Procurement Guru Dr. Irfan Ahmad, Principal Institute of Tender Management.

Please send your nominations as soon as possible as the seats are limited.

The details of the workshop are as under:

Date: 19th & 20th October 2023.

Venue: Pearl Continental, Lahore.

Time: 9am to 5pm

Workshop Fee: Rs 55,000/- Plus PST Per Participant (For two Days)

Facilities: Training, Certificate, Training Material, Lunch, Morning Evening High Tea .

Please make (advance) Pay Order/demand-draft in favor of "Institute of Tender Management."

Best Regards,



Rabeeha Naseem
Chief Operating Officer
0343 4449000