

**GOVERNMENT OF PAKISTAN
MINISTRY OF COMMERCE**

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

Islamabad, the 21st November, 2023

CIRCULAR

SUBJECT: THREE DAYS NATIONAL WORKSHOP ON “FIDIC RED BOOK AND CONTRACT MANAGEMENT”

Please find enclosed herewith a copy of self explanatory letter No. ITM/T14/2205 dated 9TH October, 2023 received from Institute of Tender Management, on the above mentioned subject for placing on the website of the Ministry of Commerce.

2. Interested officers/relevant of the Main Ministry and its Attached Departments/Organizations who fulfill the eligibility criteria may forward their nominations, duly approved by their respective Head (s) of Wing (s) to to HR-I Section latest by 24-11-2023 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**



Institute of Tender Management

89-F Gulberg II, Lahore. Ph: 042-35874071, 35753065, Fax: 92-42-35764795
Website: www.tenderpak.com, Email: itmlahore1@gmail.com

NO: ITM/T14/2205

Attention:

Subject: Three Days National Workshop on "FIDIC Red Book and Contract Management"

(Additional Secretary)
(Trade Policy)

Dated: 9th October, 2023

Dear Sir/Madam,

We are pleased to announce that Institute of Tender Management will be conducting a three days national workshops for the first time in Pakistan on "FIDIC Red Book and Contract Management"

This workshop is designed as a general introduction to construction and engineering contracts, and is based upon provisions of the FIDIC Red Book, with Employer's Design. During this workshop, we will examine the relevant stages of a typical contract: formation of contract, performance bonds and other security, the Contract Price and payment, the Contractor's duties in carrying out the Works, the Engineer's duties, Variations, Taking-Over of the Works, extensions of time and delay damages, suspension and termination, claims and arbitration.

You are requested to send the nominations as soon as possible as the seats are limited. Last date for nominations is 30th November 2023.

The details of the workshop are as under:-

Venue: Pearl Continental, Lahore

Dates: 6th, 7th, 8th December 2023

Duration: 9.30 am to 5.30 pm

Facilities: Training, Certificate, Copy of Red Book, Lunch, Morning Evening Tea, Training Kit.

Workshop Fee: Rs. 160,000/- plus 16% PST per participant for three days.

Payment: 100% advance in favour of 'Institute of Tender Management'

Best Regards,

Raheela Naseem
COO
03434449000



Institute of Tender Management

89-F Gulberg II, Lahore. Ph: 042-35874071, 35753065, Fax: 92-42-35764795
Website: www.tenderpak.com, Email: itm lahore1@gmail.com

No: ITM/T14/2206

Attention:

Subject: New Workshops By Institute of Tender Management in November 2023.

(Additional Secretary)
(Trade Policy) Dated: Oct 2023

Dear Sir/Madam,

It gives me immense pleasure to inform you that Institute of Tender Management, is organizing four workshops at its premises on reduced rates. The details are as under:

Sr. No	Topics	Dates
1.	Punjab Public Procurement Rules	16 th November 2023
2.	Audit Objection & their Solutions	17 th November 2023
3.	Procurement Planning	29 th November 2023
4.	Common Procurement Mistakes	30 th November 2023

Venue: ITM Office, 89-F, Main Market Gulberg II, Lahore

Time: 9:30 am to 5 pm Daily

Workshop Fee: Rs 15,000/- Plus PST Per Participant Per Workshop Per Day.

Facilities: Training, Certificate, Lunch, Morning and Evening Tea.

Please make Demand Draft/ Pay Order (In Advance) in favor of Institute of Tender Management.

Best Regards,

Raheela Naseem
Chief Operating Officer
0343 4449000