



COMSATS University, Park Road, Tarlai Islamabad Procurement Office -  
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MINUTES OF PRE-BID MEETING HELD ON 02 June 2025

**"Tender project "Supply of Stationery & Printing Items**

A pre-bid meeting as subjected above was held in presence of interested/potential bidders. The meeting session was chaired by Mr Wajid Kamran, DR-Procurement along with his team.

**Commencement of meeting:**

The subject meeting was commenced by marking attendance of the representatives of interested firms/bidders as detailed below

- a) M/s Graphics Way
- b) M/s J&H Trading
- c) M/s Grove
- d) M/s MAK Brothers
- e) M/s New United Printer

**Proceeding:**

A brief on tender project was delivered to meeting participant bidders and all relevant samples were shown to the potential bidder

**Meeting Closure:**

Minutes of the pre-bid meeting are hereby uploaded to CUI website as per tender.  
The meeting ended with a vote

of thanks to all participants.

Wajid Kamran  
DR-(Procurement)

**Distribution:**

1. All members of CPC (via email)
2. Ayyaz Reshi
3. Master File