



Managing Director

**F.No. 1(5)/M&E/PPRA/2018/35**  
**PUBLIC PROCUREMENT REGULATORY AUTHORITY**  
**CABINET DIVISION**  
**GOVERNMENT OF PAKISTAN**

Islamabad, the 11<sup>th</sup> November, 2021.

Subject: **PUBLICATION OF CONTRACT AWARDS ON PPRA's WEBSITE WITHOUT ANY REFERENCE TO THE AMOUNT OF CONTRACT**

The Authority vide letter of even No. dated July 01, 2021, (copy attached) required all procuring agencies to submit documents related to the evaluation of the bid and award of the contract (without any reference to the contract amount) for uploading on the PPRA's website, as enshrined under Rule 47 of Public Procurement Rules, 2004 and Regulation (2) of Public Procurement Regulations, 2009. However, it has been observed that procuring agencies are in partial compliance of the said requirement by submitting the requisite documents related to few procurements.

2. You are once again requested to issue instructions to all procuring agencies under the administrative control of your Ministry/Division to provide requisite documents pertaining to all procurements along with duly filled proformas attached with the above referred letter, so that the same may be uploaded on the Authority's website to ensure public access and transparency.

Encl: as above

  
(Rizwan Malik)

**All the Federal Secretaries / Heads of the Organizations**

✓CC:

**Director (MIS), PPRA** with the direction to upload the same on the Authority's website for compliance.



Government of Pakistan  
**Public Procurement Regulatory Authority**  
(Monitoring & Evaluation Wing)  
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No: 1(5)/M&E/PPRA/2018/263

Islamabad, the July 1, 2021

Subject: **PUBLICATION OF CONTRACT AWARDS ON PPRA's WEBSITE  
WITHOUT ANY REFERENCE TO THE AMOUNT OF CONTRACT**

Regulation (2) of Public Procurement Regulations, 2009 requires the procuring agencies to post the contracts over fifty million rupees on PPRA's website. However, in terms of Rule 47 of Public Procurement Rules, 2004, the procuring agencies are required to make all the documents related to the evaluation of the bid and award of contract public (without any reference to the contract amount). In case, publication of any of such information is of the proprietary nature or its disclosure is against the public interest, it can be withheld with prior approval of the Authority only. Moreover, sections 5(2) (i) & 16 of PPRA Ordinance empower the Authority to call for any information from any functionary or institution in pursuance of its objectives.

2. PPRA intends to conduct statistical analysis of the procurement data in general and with specific reference to the small, medium and large enterprises and their contribution in the public procurement on the basis of most recent information. For this purpose, the information regarding all the contracts is essentially required for comprehensive statistical analysis, and developing any procurement strategy for the Small & Medium Enterprises (SMEs) while entering into the era of e-Procurement.

3. Keeping in view the above, all the Secretaries and Heads of the autonomous bodies are requested to issue instructions to all the departments attached or under the administrative control of their Ministry / Division, to ensure that all the documents related to the evaluation of the bid and award of contract (without any reference to the contract amount) be made public, and all such documents be provided to PPRA w.e.f. 1<sup>st</sup> July, 2021 for statistical analysis as well as for publishing the same on PPRA's website.

(Engr. Muhammad Zubair)  
Director General (M&E)

**All the Federal Secretaries / Heads of the Organizations**

CC:

Director (MIS), PPRA with a request to upload the same on the Authority's website for compliance.

**PUBLIC PROCUREMENT REGULATORY  
AUTHORITY (PPRA)**

**CONTRACT AWARD PROFORMA – I**  
**(As Per Rule 47 of PP Rules, 2004)**

To Be Filled And Uploaded on PPRA Website In Respect of All  
Public Contracts of Works, Services and Goods.

- NAME OF THE ORGANIZATION/DEPTT. \_\_\_\_\_
- FEDERAL / PROVINCIAL GOVT. \_\_\_\_\_
- TITLE OF CONTRACT \_\_\_\_\_
- TENDER NUMBER \_\_\_\_\_
- BRIEF DESCRIPTION OF CONTRACT \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
- TENDER VALUE \_\_\_\_\_
- ENGINEER'S ESTIMATE \_\_\_\_\_  
(for civil Works only)
- ESTIMATED COMPLETION PERIOD \_\_\_\_\_
- WHETHER THE PROCUREMENT WAS INCLUDED IN ANNUAL  
PROCUREMENT PLAN? \_\_\_\_\_ Yes / No
- ADVERTISEMENT :
  - (i) PPRA Website \_\_\_\_\_ Yes / No  
(Federal Agencies) (If yes give date and PPRA's tender number)
  - (ii) News Papers \_\_\_\_\_ Yes /  
No  
(If yes give names of newspapers and dates)
- TENDER OPENED ON (DATE & TIME) \_\_\_\_\_
- NATURE OF PURCHASE \_\_\_\_\_ Local / International
- EXTENSION IN DUE DATE (If any) \_\_\_\_\_ Yes / No

- NUMBER OF TENDER DOCUMENTS SOLD \_\_\_\_\_  
(Attach list of Buyers)
- WHETHER QUALIFICATION CRITERIA  
WAS INCLUDED IN BIDDING/TENDER DOCUMENTS \_\_\_\_\_ Yes / No  
(If yes enclose a copy).
- WHETHER BID EVALUATION CRITERIA  
WAS INCLUDED IN BIDDING/TENDER DOCUMENTS \_\_\_\_\_ Yes / No  
(If yes enclose a copy).
- WHICH METHOD OF PROCUREMENT WAS USED: - (Tick one)
- a) SINGLE STAGE – ONE ENVELOPE PROCEDURE \_\_\_\_\_ ☐
- b) SINGLE STAGE - TWO ENVELOPE PROCEDURE. \_\_\_\_\_ ☐
- c) TWO STAGE BIDDING PROCEDURE. \_\_\_\_\_ ☐
- d) TWO STAGE – TWO ENVELOPE BIDDING PROCEDURE. \_\_\_\_\_ ☐
- PLEASE SPECIFY IF ANY OTHER METHOD OF PROCUREMENT WAS  
ADOPTED WITH BRIEF REASONS (i.e EMERGENCY, DIRECT  
CONTRACTING, NEGOTIATED TENDERING ETC.)
- WHO IS THE APPROVING AUTHORITY \_\_\_\_\_
- WHETHER APPROVAL OF COMPETENT AUTHORITY WAS OBTAINED  
FOR USING A METHOD OTHER THAN OPEN COMPETITIVE BIDDING.
- NUMBER OF BIDS RECEIVED \_\_\_\_\_
- WHETHER THE SUCCESSFUL BIDDER WAS LOWEST BIDDER\_\_ Yes / No
- WHETHER INTEGRITY PACT WAS SIGNED \_\_\_\_\_ Yes / No

**PUBLIC PROCUREMENT REGULATORY**  
**AUTHORITY (PPRA)**  
**(As Per Rule 47 of PP Rules, 2004)**

**CONTRACT AWARD PROFORMA – II**

To Be Filled And Uploaded on PPRA Website In Respect of All  
Public Contracts of Works, Services & Goods.

- NUMBER OF BIDDERS PRESENT AT THE TIME OF  
OPENING OF BIDS \_\_\_\_\_
  
- NAME AND ADDRESS OF THE SUCCESSFUL BIDDER \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
  
- RANKING OF SUCCESSFUL BIDDER IN EVALUATION REPORT  
(i.e. 1<sup>st</sup>, 2<sup>nd</sup>, 3<sup>rd</sup> EVALUATED BID).  
\_\_\_\_\_  
\_\_\_\_\_
  
- NEED ANALYSIS (Why the procurement was necessary?) \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
  
- IN CASE EXTENSION WAS MADE IN RESPONSE TIME, WHAT WERE THE  
REASONS (Briefly describe) \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

- WHETHER NAMES OF THE BIDDERS AND THEIR PRICES WERE READ OUT AT THE TIME OF OPENING OF BIDS \_\_\_\_\_ Yes / No
- DATE OF CONTRACT SIGNING \_\_\_\_\_  
(Attach a copy of agreement)
- CONTRACT AWARD PRICE \_\_\_\_\_
- WHETHER COPY OF EVALUATION REPORT GIVEN TO ALL BIDDERS \_\_\_\_\_ Yes / No  
(Attach copy of the bid evaluation report)
- ANY COMPLAINTS RECEIVED \_\_\_\_\_ Yes / No  
(If yes result thereof)  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
- ANY DEVIATION FROM SPECIFICATIONS GIVEN IN THE TENDER NOTICE/DOCUMENTS \_\_\_\_\_ Yes / No  
(If yes give details)
- DEVIATION FROM QUALIFICATION CRITERIA \_\_\_\_\_ Yes / No  
(If yes give details)  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
- SPECIAL CONDITIONS, IF Any  
(Give Brief Description)  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_