# HESCO HYDERABAD ELECTRIC SUPPLY COMPANY

OFFICE OF THE CHIEF EXECUTIVE OFFICER HESCO, HYDERABAD

Room No. 102 WAPDA Offices Complex, Hussainabad, Hyderabad, Tel: 9260183 / Fax: 9260361

NO.CEO/HESCO/M(HR)/A2/(S-2681)/C-8402-8421 03-November 2026

## OFFICE ORDER

Chief Executive Officer HESCO has been pleased to approve establishment of **PROCUREMENT CELL** in Project Management Unit (PMU) HESCO, in accordance with Rule-10 of PPRA Rule-2026. Accordingly, the following officers are hereby placed in the cell to carry-out all the Procurement activities, subject to acquiring accreditation from Public Procurement Regularity Authority within a period of 12 months:

1. Director General (Procurement) PMU HESCO Hyderabad
2. Manager (Procurement) HESCO Hyderabad
3. Deputy Manager (Procurement-I) HESCO Hyderabad
4. Deputy Manager (Procurement-II) HESCO Hyderabad

Compliant with Rule-58 of PPRA Rule-2026 Manager (Procurement) PMU is appointed as Contract Manager for each procurement or class of procurement.

**TORs of the Procurement Cell shall be:**

a. To review and consolidate requisitions.
b. To conduct market analysis, ensure budget availability and prepare Annual procurement plan.
c. To liaise with end users to establish full contract requirements and technical specifications.
d. To manage, where appropriate, the engagement of third-party technical experts where there is lack of relevant in-house technical expertise.
e. To prepare and distribute pre-qualification documents, bidding documents, requests for proposals and requests for quotations.
f. To publish procurement notices.
g. To respond to requests for clarification of procurement notices and bidding documents.
h. To receive and safeguard bids, proposals and quotations.
i. To carry out procurement under clauses (a) & (b) of sub-rule(1) of Rule-32.
j. To send bids and proposals to the bid evaluation committee or third-party evaluation committee in accordance with the financial limits prescribed in sub-rule (1) of rule 11 and sub-rule (1) of rule 13 respectively; 2335(8) THE GAZETTE OF PAKISTAN, EXTRA., SEPT. 28, 2026 [PART II.
k. To prepare and submit procurement contract award recommendations to the Principal Accounting Officer or Head of the Procuring Agency or an officer authorized by the Principal Accounting Officer or Head of the Procuring Agency under regulation 13 of the Public Financial Management and Powers of Principal Accounting Officer Regulations, 2021, for approval.
l. To communicate the outcome of the relevant procurement process to the bidders through EPADS.
m. To ensure that procurement contracts are performed in accordance with terms and conditions stipulated therein.
n. To forward the case of blacklisting to the blacklisting committee of the procuring agency or the review committee of the Authority as the case may be.

03/11

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o. To prepare and submit to the Principal Accounting Officer or Head of Procuring Agency quarterly reports on the procuring agency's procurement activities but not less than two weeks after the end of each quarter.
p. To undertake procurement contract administration through a contract management committee or contract manager.
q. To manage the performance of suppliers, contractors and consultants under procurement contracts awarded by the procuring agency.
r. To maintain complete record of all procurement proceedings.

03/11/26.

**(NASIR ALI KHAN)**
MANAGER HR

**Copy to:-**

- General Manager (Technical) / (Dev) PMU HESCO Hyderabad.
- Chief Financial Officer HESCO Hyderabad.
- Chief Technical Officer HESCO Hyderabad.
- Chief Internal Auditor HESCO Hyderabad.
- Chief Supply Chain Management Officer HESCO Hyderabad.
- Chief Legal Officer HESCO Hyderabad.
- Chief Engineer (Operation) / (P&E) / (Technical Services) / (O&M) T&G HESCO Hyderabad.
- Director General (Procurement) PMU HESCO Hyderabad w.r.to his noting dated 26.10.2026.
- Director General (IT) HESCO Hyderabad. He is requested to upload the order on HESCO Website.
- Manager (Admn) HESCO Hyderabad.
- Project Director (Const:) / (GSC) HESCO Hyderabad.
- Manager (Procurement) PMU HESCO Hyderabad.
- Deputy Manager (Procurement-I) PMU HESCO Hyderabad.
- Deputy Manager (Procurement-II) PMU HESCO Hyderabad.
- Master file.