## Procurement Guideline reference 2.11.3

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| **Minute of the Regional Procurement Committee** | | | |
| Nature of the Procurement Committee | *RPC* | Name of the Procurement Entity | *FACULTY OF VETERINARY MEDICINE & ANIMAL SCIENCE* |
| Title of Procurement | |  | |
| Meeting no: |  | Date |  |
| **Present** | | | |
| Members of the Procurement Committee | | | Others (On invitation) |
| 1. Prof. P.G.A Pushpakumara – Chairman, Dean /FVMAS  2. Dr H.P.V.D.S Bandara – External Member, Registrar / Veterinary Drugs - DAPH  3. Ms. A.N Wijenayake –Assistant Bursar/FVMAS | | | N/A |
| Main observations made: | | | |
| **Summary of the main decisions taken**:  Eg:  Regional Procurement Committee granted its approval to purchase below mentioned items from the selected suppliers considering the Technical Evaluation Committee recommendation.   |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | | Item No | Item | Supplier | Qty | Amount (Rs) | VAT (Rs) | Total  (Rs) | |  |  |  |  |  |  |  | |  |  |  |  |  |  | |  |  |  |  |  |  | |  |  | Total |  |  |  |  |  |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | |  |  |  |  |  |  |  | |  |  |  |  |  |  | |  |  |  |  |  |  | |  |  | Total |  |  |  |  |  |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | |  |  |  |  |  |  |  | |  |  |  |  |  |  | |  |  |  |  |  |  | |  |  | Total |  |  |  |  |  |  |  | | --- | --- | | Grand Total |  | | | | |
| |  |  |  |  | | --- | --- | --- | --- | | **Name** | **Capacity** | **Agree with the above decision/s (yes/no)** | **Signature** | | Prof. P.G.A Pushpakumara | Chairman |  |  | | Dr H.P.V.D.S Bandara | External Member |  |  | | A.N. Wijenayake | Member |  |  | | | | |