MINUTES OF MEETING

Pre-Bid Meeting — Skills for Agriculture & Green Environment (SAGE) Programme

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Meeting: Pre-Bid Meeting — Skills for Agriculture & Green Environment Programme (SAGE)

Date: Friday, 30 October 2026

Platform: Microsoft Teams (hosted from the PSDF Boardroom)

Organiser: Punjab Skills Development Fund (PSDF)

Participants

- **Bidders / prospective TSPs:** Over 45 institutions and companies participated, including public-sector and agriculture universities, TVET/Flagship Training Institutes, development organisations, and private training providers.
- **PSDF:** Procurement and Programme Team.

1. Programme Overview

- Pakistan is highly climate-vulnerable and faces several overlapping climate challenges. In response, the Government of Punjab has launched a range of initiatives and policies.
- SAGE is organised into four clusters: Climate-Smart Agriculture; Renewable Energy & Infrastructure; Water Management & Climate Resilience; and EV / Green Mobility.
- The programme will train 20,000 young people across Punjab, aged 18 to 45, over 3.5 years.
- The minimum education requirement is Matriculation, though this may vary by trade.
- PSDF will partner with training providers, including agriculture universities. Courses run for three to six months, and providers submit their proposals to PSDF.
- As a pilot, this tender has been launched for the Climate-Smart Agriculture cluster only, with a target of 1,600 trainees for the current fiscal year.

2. Tender Process Overview (PSDF Procurement Team)

- Training Service Providers (TSPs) must register as vendors/suppliers on the Punjab e-Procurement System — not on e-PADS. This distinction is important.
- As all trades are registered with NAVTTC, the scheme is being launched for Flagship Training Institutes (FTIs) first. PSDF will launch the community tender within a few weeks.
- Tools and equipment capacity will be verified through field visits.
- Registration certificates from NAVTTC or any other TVET body will be accepted.
- Agriculture universities may also apply. TVET registration is not mandatory for them, but they must submit a roadmap mapping their curriculum against the trades. They may also propose new trades for the next procurement.
- Full details are available in the bidding document.

3. Questions and PSDF Responses

#	Query / Clarification Sought	PSDF Response	Reference (Bidding Document)
1	Is the programme currently open to Flagship Training Institutes (FTIs) only, with the community track to follow later?	Only NAVTTC-registered trades are included in this round, so it is open to FTIs and agriculture universities only. The community track will follow later.	Sec-IV BDS 13.1 (Eligibility Criteria); Sec-III 3.1
2	Must public-sector institutions also submit bid security?	All bidders follow the same submission process on the e-Procurement portal; there are no public-sector exemptions. (This particular tender requires no bid security — see Key Dates.)	Sec-II ITB 2.3.6 (Bid Security); Sec-IV BDS
3	A university may not have resources in all 12–13 listed districts. May districts be pooled so that a bidder operates only from the 4–5 districts where it is well equipped?	Consortia and the pooling of districts are not permitted in this tender. A TSP must have a physical presence in each district it bids for. Trainees may be mobilised from any district, but PSDF will not cover hostel, transport or other costs. Bidders should apply only for districts where their presence is strong; remaining districts may be served later through the community programme.	Sec-IV BDS cl. 2.1.3(iv); Sec-III 3.2
4	Who is responsible for trainee mobilisation?	TSPs must mobilise trainees themselves. PSDF will not cover any related expenses beyond the Cost per Trainee per Month (CTM).	Sec-III 3.1 (Responsibilities of TSP) & 3.2
5	Most organisations and universities are registered as buyers on e-Procurement. Does the portal appear different for an entity registering as a seller?	It is the same portal. Bidders may call the e-Procurement helpline for guidance on registration requirements.	— (e-Procurement registration; no separate clause)
6	May bidders apply only for courses in which they hold NAVTTC registration?	Bidders may apply only for trades in which they are registered, or for which a registration application is in process.	Sec-IV BDS 13.1 (Eligibility Criteria)
7	What is the process for a bidder that meets all other requirements but is not registered with NAVTTC?	Such a bidder may submit an in-process registration application for its preferred trades.	Sec-IV BDS 13.1 (Eligibility Criteria)
8	How should bidders handle the lengthy profile-approval process on e-Procurement?	There is no shortcut to the approval process. Bidders should re-check their documents and contact the helpline.	— (e-Procurement portal / helpline)

#	Query / Clarification Sought	PSDF Response	Reference (Bidding Document)
9	Is a separate trainer required for each district?	Yes. A separate trainer is required for each district.	Sec-III 3.1 (trainers) & 3.2 (Lot-wise Target)
10	May a recently established centre that cannot yet complete NAVTTC registration apply if it has already begun training under its own projects?	Yes, by submitting an in-process application. Registration with any recognised TVET body is acceptable.	Sec-IV BDS 13.1 (Eligibility Criteria)
11	If a bidder's district is not among the tender districts, may it join another company that has a presence there?	Not in this tender. Such bidders may apply when PSDF launches the community tender. FTI registration requires the district to be specified at the time of registration, whereas the community track has no such requirement. Alternatively, registration with any TVET body makes a bidder eligible in this round.	Sec-III 3.2; Sec-IV BDS cl. 2.1.3(iv)
12	Must the selected trades match the list specified by PSDF?	Yes. The PSDF trade list must be followed.	Sec-III 3.2 (Lot-wise Target)
13	May a bidder apply from a neighbouring district?	Yes, provided the district is on PSDF's list for this round.	Sec-III 3.2 (Lot-wise Target)
14	Less common trades (for example, tunnel farming and hydroponics) may not be available in every district. May neighbouring districts partner for training?	Training may only be delivered by a TSP at its own centre, or at a location where it holds a registration certificate. Trainees, however, may be mobilised from any district.	Sec-III 3.1 & 3.2 (Lot-wise Target)
15	Can the presentation methodology, teaching and in-house component be submitted via audio or video?	No. All training is delivered on-site.	Sec-III 3.1 & 3.2 (Mode: In-Person)
16	Please clarify the AML/CTF (anti-money-laundering and counter-terrorist-financing) assessment.	AML/CTF screening relates to terrorist-financing checks on the company's owners and can be verified online. The required documents must be submitted before proceeding, including by government entities.	Sec-III, Other Requirements (AML/CFT)
17	There appears to be an inconsistency in the RFP regarding joint-bid (JB) authorisation: one section permits it, while the technical portion does not.	The first 45 pages are the standard PPRA document. The Bid Data Sheet that follows sets out the specific rules PSDF is applying to this tender, and those rules govern.	Sec-II ITB 2.1.3 vs Sec-IV BDS cl. 2.1.3(iv)

#	Query / Clarification Sought	PSDF Response	Reference (Bidding Document)
18	Is a female quota mandatory, given that female representation may be low in some trades?	Yes, it is mandatory. TSPs may enrol more female trainees in other trades to balance the overall ratio.	Sec-III, Eligibility of Trainees, cl. 6 (Gender inclusion)

4. Key Dates

- **Pre-bid meeting:** 30 October 2026, 11:00 AM (MS Teams).
- **Clarification deadline:** 2 November 2026, 5:00 PM.
- **Bid submission:** 10 November 2026, 3:00 PM (online e-bid, together with bank drafts and the original affidavit submitted to PSDF).
- **Technical opening:** 10 November 2026, 3:30 PM (public, at PSDF Procurement Department, Gulberg II).
- **Evaluation:** to follow, including a third-party field visit to verify facilities and capacity at each training location.

Note: The bid submission and technical opening dates were subsequently extended to 17 November 2026 vide Corrigendum (Procurement No. 138/PSDF/SAGE; Tender/ILP No. 11091).

No bid security is required for this tender. Late bids will be rejected. If the submission day falls on a public holiday, the next working day applies.

Bidders are advised to submit their bids well before the deadline to allow for any issues with the portal.