Minutes of Pre-Bid Meeting

Tender: Hiring of Industry Training Partners for Advance Technology Program (Round III)
Procurement No. 143/PSDF/ADT
Punjab Skills Development Fund (PSDF)
Date: Thursday, November 20, 2026

The pre-bid meeting for the tender "Hiring of Industry Training Partners for Advance Technology Program (Round III)" was held on Thursday, November 20, 2026, at 11:00 a.m. online via Microsoft Teams.

Agenda: Pre-Bid Meeting and Submission of Bids on the Punjab e-Procurement System

The following prospective bidders attended the pre-bid meeting:

1. Mr. Hasib Baig & Mr. Fazal Ahmad from Quality Management Systems (QMS.9000)
2. Mr. Muhammad Sufian from PureLogics
3. Mr. Muhammad Luqman & Ms. Malaika Pasha From IISAT University
4. Mr. Bilal from AppsGenii Technologies
5. Ms. Safina Khan Noor Vocational and Technical Training Institute Chitral
6. Mr. Muzammil Hasan from KICS UET Lahore
7. Mr. Muhammad Ali of Cryptic Solution Services
8. Mr. Saad from Rapidev Group
9. Ms. Safina from Unique Institute
10. Mr. Shahid Aslam from FRAG Games

The PSDF team gave a brief overview of the instructions contained in the tender document and invited the prospective bidders to raise any queries they might have.

The following queries were raised by the bidders' representatives during the meeting:

1. Query from a representative:

i. The bidding document states that joint ventures, consortiums or associations are not allowed to participate. What is the reason for this? IT companies generally do not have the training facilities, teaching aids and experienced trainers required under the ToRs, so collaboration between an IT company and an educational institution could make the program more effective. Can this clause be reconsidered.

Reply from PSDF Team:

i. This tender is solely for Industry Training Partners. It is designed to engage industry that has the required capacity in terms of finances, resources and certification. Therefore, joint ventures, consortiums and associations are not allowed under this tender.

> ***Tender Reference:*** *Section IV, BDS Sr. No. 3 – ITB 2.1.3 (iv) (p. 50); Section III, 3.1 – Scope of Services (p. 36).*

2. Query from a representative:

i. This program has high placement requirements and Industry currently has few openings in technical roles (development, engineering, DevOps), while business development roles are in demand. Can a bidder propose a different course, such as Business Development, or combine two courses (e.g. Business Development with AI?

Reply from PSDF Team:

i. The placement requirement is not limited to formal employment. The 70% target comprises 40% formal employment and 30% freelancing, entrepreneurship and enterprise, across all sectors of the economy. The trades and requirements in the tender are based on the approved PC-1 and are subject to a compliance check. Bids must be submitted against the trades listed in the bidding document, and marks will be awarded on that basis.

> ***Tender Reference:*** *Section III, 3.1 – Approved Trades (p. 36); Curriculum & Training Delivery (p. 37); Post-Training Placement (p. 40); Deliverables (4) (p. 42); Payment Plan – Milestone 3 (p. 43).*

3. Query from a representative:

i. Certification is required for 100% of completers. How will the certification cost be managed if the ITP pays the fee, given that reimbursement is through PITB? What is the status of PSDF's MoU with PITB?

Reply from PSDF Team:

i. Certification is routed through the PITB Global IT Certification Program. The fee may be paid by the trainee or by the ITP. If the trainee pays, PITB reimburses the trainee directly. If the ITP pays from its institutional account, PITB releases the reimbursement to PSDF, and PSDF reimburses the ITP after verification. The process with PITB is ongoing, and any update will be shared with the bidders.

> ***Tender Reference:*** *Section III, 3.1 – Certification (pp. 37–38); Deliverables (3) (p. 42); Payment Plan – Milestone 2 (p. 43).*

4. Query from a representative:

i. The bid security is submitted online, while the evaluation cost is paid through bank drafts. Why are some payments made online and others through bank drafts?

Reply from PSDF Team:

i. The bid security must be submitted online by generating a PSID on the Punjab e-Procurement System as per PPRA's new requirement. Meanwhile, the evaluation cost covers the third-party evaluation and must be paid through bank drafts in favour of "Punjab Skills Development Fund". The bank drafts must be submitted in hard copy, along with an affidavit, to PSDF before the submission deadline, as stated in the bidding document.

> ***Tender Reference:*** *Section IV, BDS Sr. No. 12 – Evaluation Cost (pp. 51–52); BDS Sr. No. 18 – Bid Security (p. 56); Section II, ITB Clause 2.3.6 – Bid Security (pp. 15–16).*

5. Query from a representative:

i. If a bidder applies in two districts, must the bank drafts be submitted twice?

Reply from PSDF Team:

i. The bank draft of PKR 13,678 for eligibility evaluation is submitted once by each bidder.

ii. The bank draft of PKR 20,726 for technical evaluation is submitted separately for each trade/lot applied for. Each trade in each district is a separate lot.

iii. Where more than one location is proposed for a particular trade, an additional bank draft of PKR 9,360 is required for the field visit of each additional location.

> ***Tender Reference:*** *Section IV, BDS Sr. No. 12 – Evaluation Cost (pp. 51–52); Section III, 3.2 Trade-Wise / Lot-Wise Data (pp. 45–49).*

6. **Query from a representative:**

   i. Our organization is a NAVTTC training institute. Are we eligible to participate?

Reply from PSDF Team:

   i. This tender is industry-based and is not intended for training institutes. Bidders must meet all the eligibility criteria, including registration with the Pakistan Software Export Board (PSEB), P@SHA membership, minimum export proceeds and minimum head count. Bidders should review the eligibility criteria, which set out all requirements.

> ***Tender Reference:*** *Section III, 3.1 – Scope of Services (p. 36); Section IV, BDS Sr. No. 13 – Eligibility Criteria, Sr. No. 1–8 (pp. 52–56).*

The procurement team then asked whether there were any further queries. No further queries were raised by the prospective bidders.

The PSDF team informed the bidders that the minutes of the meeting will be published after the clarification deadline. Any other queries regarding the tender document may be submitted through the Punjab e-Procurement System before the clarification deadline, i.e. **November 24, 2026, at 05:00 p.m.**

The PSDF team further requested the bidders to ensure that their bids are submitted on the Punjab e-Procurement System by the submission deadline, i.e. **November 30, 2026, on or before 03:00 p.m.** Technical bids will be opened on the same day at 03:30 p.m.

> ***Tender Reference:*** *BDS Sr. No. 6 – Clarification of Bidding Documents (p. 51); BDS Sr. No. 15 – Deadline for Submission of Bids (p. 56); BDS Sr. No. 16 – Opening of Bids (p. 56).*

PSDF's **NTN 3704870-8** may be used for processing bank drafts in favour of "Punjab Skills Development Fund" against the evaluation cost.

> ***Tender Reference:*** *BDS Sr. No. 12 – Evaluation Cost (pp. 51–52).*

The meeting concluded with a vote of thanks. No further questions or objections regarding the tender document were raised by the prospective bidders.

Iqra Aleem

On behalf of PSDF Procurement