

Minutes of Pre-Bid Meeting

Hiring of a Firm/Company for Mobilization Services

Punjab Skills Development Fund

Date: March 03, 2026

The Pre-Bid Meeting for “Tender - Hiring of a Firm/Company for Mobilization Services” was held on Tuesday, March 03, 2026, at 11:00 a.m. at PSDF Office, Lahore.

Agenda: Pre-Bid Meeting on and submission of bids on EPADS portal

Eight (8) prospective bidders attended the pre-bid meeting:

1. Mr. Irfan Ul Haq and Mr. Muhammad Tariq from The Professional Institute Layyah
2. Mr. Nauman Naveed from Digitara
3. Mr. Muhammad Shahid Iqbal from Al Rehman Enterprises Multan
4. Mr. Kashif fom Karor
5. Mr. Tariq Ali from Paidar Development Organization
6. Ms. Fatima Anwar and Mr. Zeeshan from Arfa Kareem Education System
7. Mr. Muhammad Saleem from Sabco
8. Mr. Salman Khan from KBM Institute of Vocational Training

PSDF team provided a brief introduction of the tender document’s instructions and requested the prospective bidders to ask any queries they may have.

Following questions were asked during the meeting by the representatives:

1. Representative from Paidar Development Organization asked:

With reference to the Eligibility criteria outlined in the Tender Document:

- i. Whether Civil Society Organizations (CSOs) or NGOs registered under the Societies Registration Act not registered under Section 42 of the Securities and Exchange Commission of Pakistan (SECP) would be considered eligible to participate.

Whether companies registered under sections other than Section 42 of SECP would be considered eligible to participate.

Reply from PSDF Team:

- i. Eligibility of any entity will be determined upon thorough review of its legal registration documents. Only those organizations whose registration status aligns with the eligibility criteria specified in the bidding document will be considered eligible i.e. Company’s/Firms Registered under Society’s Act for this purpose.

2. Representative from KBM Institute of Vocational Training asked:

- i. Project’s estimated budget is PKR 7 million against a trainee mobilization target of 6,120 individuals, which translates to approximately PKR 1,143 per candidate. We seek clarification on how this cost structure would be managed effectively.

Reply from PSDF Team:

- i. The target of mobilizing 6,120 candidates is part of a broader recruitment and screening process. In order to achieve the ultimate objective of selecting and retaining approximately 2,040 to 2,200 candidates following a rigorous assessment and

evaluation phase, a total of 6,120 individuals must be mobilized by the Mobilization Firm.

Furthermore, PSDF team requested to ensure the submission on the EPADS portal by the submission deadline i.e., March 12, 2026 on & before 11:00 a.m. and if you have other queries regarding the Tender Document, you may ask before clarification deadline i.e., March 05, 2026 at 01:00 p.m.

At last, the meeting concluded with a vote of thanks and no further questions/objections on the tender document were raised by the prospective bidders.

Jara Aleem

On behalf of PSDF Procurement