

Minutes of Pre-Bid Meeting

Tender: Hiring of Industry Training Partners for Advance Technology Program

Procurement No. 130/PSDF/ADT

Punjab Skills Development Fund (PSDF)

Date: Tuesday, October 06, 2026

The pre-bid meeting for the tender “Hiring of Industry Training Partners for Advance Technology Program” was held on Tuesday, October 06, 2026, at 12:00 p.m. at the PSDF Office, Lahore.

Tender Reference: ITB Clause 2.2.2 (vi), Clarification of Bidding Documents (p. 12); BDS Sr. No. 7 – Pre-Bid Meeting (p. 48).

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

The following seven (7) prospective bidders attended the pre-bid meeting:

1. Mr. Ali Dar from Mammoth AI (Pvt.) Ltd.
2. Mr. Muhammad Sufian from PureLogics
3. Mr. Shazil Saqib from Infotech (Pvt.) Ltd.
4. Mr. Kashif Najam from ITComm (Pvt.) Ltd.
5. Ms. Fiza Ayub, Mr. Raheel Iqbal and Mr. Mohsin Asghar from The Game Storm Studio
6. Mr. Haris Ahmad from Crewlogix Technologies
7. Mr. Sami Muzzamil from Txxel

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. Can the parent company’s financial statements be submitted, since our remittances are received through the parent company?
- ii. The payment milestones are defined in the bidding document, but no payment timelines are mentioned.

Reply from PSDF Team:

- i. The legal relationship between the subsidiary and the parent company must be established and substantiated through tax returns, audit reports, the Memorandum of Association, SECP Form 28 or any other legal document.

Tender Reference: Section IV, BDS – Technical Evaluation Criteria, Sr. No. 1 “Financial Capability / Annual Turnover” (audited financial statements or tax returns for 2024-25 / 2025-26) (p. 56); BDS Sr. No. 13 – Eligibility Criteria, Sr. No. 1 (SECP incorporation) and Sr. No. 7 (export proceeds) (pp. 49–51).

- ii. Payments shall be made according to the payment milestones defined under Section III, Sub-section 3.1 (Scope of Services) of the bidding document, and in accordance with the terms of the contract and the PSDF business and monitoring rules.

Tender Reference: Section III, 3.1 Scope of Services – Payment Plan, Milestones 1 to 3; Section VI, Payment (p. 73).

2. Query from a representative:

- i. How can Industry Training Partners (ITPs) registered in Pakistan provide proof of export proceeds, given that their financial statements mainly show revenue streams?

Reply from PSDF Team:

- i. Please refer to Eligibility Criterion No. 7, which clearly states that, to be eligible for technical evaluation, ITPs are required to furnish proof of their export proceeds through FBR receipts or export-proceeds receipts on bank letterhead from the bank, PSEB or the Trade Development Authority of Pakistan (TDAP) for 2025-26 / 2024-25.

Tender Reference: BDS Sr. No. 13 – Eligibility Criteria, Sr. No. 7: minimum export proceeds of PKR 420 million (equivalent to USD 1.5 million); annual turnover / sales / revenue will not be considered for this requirement (p. 51).

3. Query from a representative:

- i. Section 3.1 specifies an age of 22–35 years and a minimum qualification of graduation, whereas the Trade-Wise Data table states an age of 16+ years and 14–16 years of relevant education. Please confirm which criteria apply.
- ii. Can more than 30 trainees be enrolled per batch to compensate for shortfalls in certification and placement? If not, what is the permitted buffer?
- iii. If a trainee is not placed, will the M1 (Training) and M2 (Certification) payments still be made?

Reply from PSDF Team:

- i. Please refer to the eligibility of trainees specified in the bidding document.

Tender Reference: Section III, 3.1 Scope of Services – Eligibility of Trainees (age 22 to 35 years; minimum graduation in a relevant discipline) (p. 41); Section III, 3.2 Trade-Wise / Lot-Wise Data – Trainee Entry Qualification (p. 44).

- ii. The maximum batch size is 30 trainees. PSDF will generally allocate 25 trainees per batch, with a 20% buffer, allowing up to 30 trainees to be enrolled where required. The batch size cannot be increased beyond 30 to compensate for shortfalls in certification or placement. The buffer is intended to accommodate normal trainee attrition and does not change the maximum batch size.

Tender Reference: Section III, 3.1 Scope of Services – Responsibilities of ITPs, “Mobilization, Screening & Enrolment” (25 allocated + up to 5 buffer trainees; maximum class size 30; batch commencement threshold) (p. 36).

- iii. Payment will be linked to the achievement of the program deliverables and will be calculated on a **pro-rata basis** where the required targets are not fully achieved. For each trainee:

- A **minimum attendance of 70%** is required.
- The trainee must **pass the relevant industry certification**. A re-attempt will be allowed where a trainee does not pass on the first attempt.

- **70% of the eligible trainees** must achieve the required employment / income-generation outcome, comprising 40% formal employment and 30% freelancing or entrepreneurship.
- For example, in a batch of **25 trainees**, all eligible trainees must meet the attendance and certification requirements, while **70% (18 trainees)** must achieve the employment / income-generation target for the full payment applicable to the batch.
- If the employment / income-generation target is not fully achieved, payment will be calculated **proportionately, based on the number of successful trainees**, rather than treating the entire batch as unsuccessful.

Tender Reference: Section III, 3.1 Scope of Services – Payment Plan, Milestone 1 (Training, 30%), Milestone 2 (Certification, 30%, pro-rata) and Milestone 3 (Income Generation, 40%) (p. 42); Deliverables (p. 41); Retention & Attendance and Post-Training Placement (p. 39); Certification retake provision (p. 37).

The procurement team then asked whether there were any further queries. All representatives confirmed that their queries had been satisfactorily addressed, that they had no further queries, and that the details of the tender document were acceptable to them.

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. **October 14, 2026, on or before 03:00 p.m.** Any other queries regarding the tender document may be submitted through the Punjab e-Procurement System before the clarification deadline, i.e. **October 08, 2026, at 05:00 p.m.**

Tender Reference: BDS Sr. No. 15 / ITB Clause 2.4.2 – Deadline for Submission of Bids (p. 52); BDS Sr. No. 6 / ITB Clause 2.2.2 – Clarification of Bidding Documents (p. 48).

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: Rs. 13,678 for eligibility evaluation per ITP; Rs. 20,726 per applied trade/lot for technical evaluation; Rs. 9,360 per additional location; bank drafts to be submitted in hard copy with an affidavit before the submission deadline (pp. 48–49).

The pre-bid presentation can be accessed through the following link: [Advance Tech Pre-Bid Presentation](#).

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

Tara Aleem

On behalf of PSDF Procurement