



**Subject:** MINUTES OF 42<sup>nd</sup> MEETING OF PROCUREMENT COMMITTEE NO. 1 OF THE PUNJAB EDUCATION CURRICULUM TRAINING AND ASSESSMENT AUTHORITY (PECTAA)

**Date & Time:** 03.03.2026 at 11:30 AM

**Venue:** Committee Room of PECTAA Head Office, Link Wahadat Road Lahore

**Participants:** Barrister Usama Fazal, MPA (PP-206), Member of PECTAA/ Convener Committee (Online Participant); Dr. Maliha Uroos, Managing Director (Operations), PECTAA; Ms. Freeha Kanwal, Deputy Director (M&E), PMIU; Mr. Asad Ali, Director (Procurement), PECTAA; Mr. Karam Hussain, Director (Finance), PECTAA; Mr. Muhammad Akhtar Butt, Deputy Director (F&R), PECTAA; Mr. Faisal Manzoor, Deputy Director (Paper Quality), PECTAA; Mr. Omer Ali Deputy Director (Inventory), PECTAA. Ms. Zaria Amber, Additional Director (R&D); Mr. M. Tayyab Saif, Deputy Director (A&E), PECTAA; Rana Sharif, AD (Research) PECTAA.

The attendance of Bidders is attached at (*Annex-A*)

The meeting started with the recitation from the versus of Holy Quran. The Chair welcomed all the Committee Members. Following agenda items were discussed:

**Agenda Item No.1** PRE-BID MEETING OF DESIGNING, DIGITAL/ OFFSET PRINTING, BARCODE/ OR CODING, PACKING/REPACKING, DELIVERY/ RETRIEVAL SCANNING, CROPPING AND E-MARKING OF INSTRUMENTS OF GRADE 4, LSA 2026 (ADDENDUM)

**Discussion/ Recommendations:** The Chair informed the prospective bidders/their representatives that they could seek clarifications regarding the Bidding Documents. The representatives raised various points of concern, both through written submissions; M/s Maryah Printers, Letter No.: PECTAA/LSA-2026/MP-01 dated 02.03.2026 (*Annex-B*) and M/s AFT, Al-Farooq Traders, Letter No.: PECTAA/LSA-2026-01 dated 02.03.2026 (*Annex-C*), and verbally during the meeting, as summarized below:

Sr. No.	Points / Queries raised by the prospective bidders/ their representatives	Response of the Procurement Committee
1.	The prospective bidders highlighted the non-availability of a provision for Joint Venture/Consortium participation and explained	“Agreed” The Procurement Committee after deliberation agreed with the request to allow Joint Venture in the tendering process.

that the scope of work includes the following components:

- *Designing*
- *Digital and offset printing*
- *Barcode and/or QR coding*
- *Packing and delivery*
- *Retrieval*
- *Scanning and cropping*
- *E-marking*

Additionally, under Section III - Eligibility Requirements, extensive mandatory requirements have been prescribed separately for:

- *Printing capacity and infrastructure*
- *E-marking software ownership and technical capabilities*
- *Dedicated IT infrastructure and technical staff*

It is respectfully submitted that:

- *A conventional printing firm generally does not possess in-house proprietary e-marking software, cloud configuration, database administration, and cybersecurity architecture.*
- *Conversely, an IT/e-marking company typically does not own offset printing presses, digital presses, auto-stapling machinery, storage infrastructure, or production facilities.*

In view of the above, it is respectfully requested that participation in the bidding process through

Handwritten signatures and initials in blue ink, including "Aor", "Ch", "Fz", and "AW".

Handwritten signature "Lava" and initials "L Ori" with a checkmark.

	Joint Venture/Consortium may kindly be allowed.	
2	The specifications of the kit provided in the bidding documents are ambiguous and not clearly defined; therefore, they may kindly be clearly specified.	<p><b>“Not-Agreed”</b></p> <p>The specifications were clearly mentioned in the Bid Document. However, the Committee decided that the dummy of last year’s LSA Kit may be shown to the bidders for clarification, if required by the prospective bidders, and the same kit was shown to the bidders upon request.</p>

In the view of above, following corrections/ clarifications of Bidding Documents are provided:

Clause No. of Bidding Documents	Written in Bidding Documents	Read as hereunder
Clause 5 (Eligible Applicants) of Section-I (Instructions to Bidders), Part-I of Bidding Documents	Clauses 5.1 to 5.4 regarding <i>Eligible Applicants</i> .	<p><b>Clauses 5.1 to 5.4 shall remain unchanged.</b> In addition, the following <b>Clause 5.5</b> is hereby added:</p> <p><b>5.5 Consortium/Joint Ventures (JV)</b> having the requisite capability (Lead Bidder must be registered with Income Tax Department and Sales Tax Departments and all other members must be registered with Income Tax Department):</p> <ol style="list-style-type: none"> <li>i. Each Consortium or JV shall appoint and authorize one (1) Lead Bidder to represent and irrevocably bind all members of the Consortium or JV in all matters connected with the bidding process (including but not limited to the submission of the bid on behalf of the consortium or JV).</li> <li>ii. In case of submission of application in the form of JV/ Consortium all the JV/ Consortium partners are required to sign an agreement on a E-Stamp Paper of <b>Rs.3,000/-</b> whereby all the partners shall undertake to be jointly and individually liable for the accomplishment of work awarded to them. Indication of Lead Bidder shall also be integral part of the agreement. Lead Bidder, shall be responsible for correspondence with PECTAA on behalf of all other partners. The proportionate share of all the Bidders must be declared in the JV/ Consortium agreement,</li> </ol>

Clause No. of Bidding Documents	Written in Bidding Documents	Read as hereunder
		<p>however, the <b>proportionate share</b> of the Lead Bidder must not be less than <b>51%</b>.</p> <p>iii. Joint Venture/ Consortium shall be legally formed under respective relevant law/ rules.</p> <p>iv. Bidding Documents may be downloaded by all the members of JV/ Consortium individually.</p> <p>v. Lead Bidder or any member of a JV/ Consortium shall not be eligible to apply as individual Bidder or as a member of any other Consortium/ JV. In case of such violation, the Bidder and JV/ Consortium shall be disqualified.</p> <p>vi. In case Bidder declared as Lowest Evaluated Bidder/ Successful Bidder, payments shall be made directly to the Lead Bidder only after imposition/ deduction of all applicable taxes as per state of law and no payment shall be made to the other member(s) of Consortium or JV by PECTAA.</p>
<p>Clause 15, A, Section-III, Part-II <b>(Compulsory Documents, Eligibility Requirements; Qualification Evaluation Criteria)</b></p>	<p>The bidder shall submit the complete dummy kit as per the specifications laid down in the bidding document along with one packed, signed &amp; stamped paper ream for digital printing and one paper ream for offset printing and 10 sheets of kraft paper.</p>	<p>The bidder shall submit the complete <b>dummy kit</b> as per the specifications laid down in the bidding document (<b>and in accordance with approved sample</b>) along with one packed, signed &amp; stamped paper ream for digital printing and one paper ream for offset printing and 10 sheets of kraft paper.</p>

All **other** terms and conditions for Designing, Digital/ Offset Printing, Barcode/ Or Coding, Packing/Repacking, Delivery/ Retrieval Scanning, Cropping and E-Marking of Instruments of Grade 4, LSA 2026, remained **unchanged**.

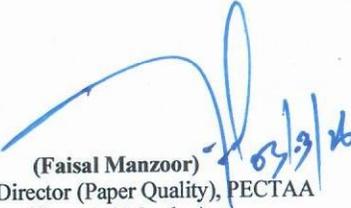
**(Online Participant)**  
**(Rana Muhammad Shareef)**  
Assistant Director (Research), PECTAA  
(Member)



**(Omer Ali)**  
Deputy Director (Inventory), PECTAA.  
(Co-opted Member)



**(Karam Hussain)**  
Director (Finance), PECTAA  
(Member)



**(Faisal Manzoor)**  
Deputy Director (Paper Quality), PECTAA  
(Co-opted Member)

**(M. Tayyab Saif)**  
Deputy Director (A&E), PECTAA  
(Member/Secretary)



**(Dr. Maliha Uroos)**  
Managing Director (Operations) PECTAA  
(Member)



**(Muhammad Akhtar Durrani)**  
Deputy Director (F&B), PECTAA  
(Member)



**(Asad Ali)**  
Director (Procurement), PECTAA  
(Member/Secretary)

**(Online Participant)**  
**(Barrister Usama Fazal)**  
MPA (PP-206), Khanewal  
(Convenor)



**(Ms. Freeha Kanwal)**  
Deputy Director (M &E), PMIU  
(Member)



**(Ms. Zaria Amber)**  
Additional Director (R&D), PECTAA  
(Co-opted Member)