

Subject: MINUTES OF 43rd MEETING OF PROCUREMENT COMMITTEE NO. 1 (PECTAA)

Date & Time: 09.03.2026 at 02:00 PM

Venue: Committee Room of former QAED building, PECTAA

Participants: Barrister Usama Fazal, MPA (PP-206), Khanewal, Member of PECTAA (Online Participant); Mr. Moiz Nazir, PECTAA Member (Online Participant); Dr. Maliha Uroos, Managing Director (Operations), PECTAA; Mr. Muhammad Asif Iqbal, Senior Law Office, SED (Online Participant); Dr. Saima Malik, Assistant Chief Education, P&D (Online Participant); Mr. Amir Riaz, Director (C&C), PECTAA (Online Participant); Mr. Asad Ali, Director (Procurement), PECTAA; Mr. Karam Hussain, Director (Finance), PECTAA; Ms. Freeha Kanwal, Deputy Director (M&E), PMIU; Mr. Arshad Dogar, Representative of Finance Department (Online Participant); Mr. Muhammad Akhtar Butt, Deputy Director (F&R), PECTAA; Mr. Faisal Manzoor Deputy Director (Paper Quality), PECTAA; Mr. Omer Ali Deputy Director (Inventory Management), PECTAA; Ms. Zaria Amber, Additional Director (R&D); Rana Sharif, AD (Research) PECTAA

Representatives of the bidding firms (*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 OPENING OF TECHNICAL BIDS FOR DESIGNING, DIGITAL/ OFFSET PRINTING, BARCODE/ OR CODING, PACKING/REPACKING, DELIVERY/ RETRIEVAL SCANNING, CROPPING AND E-MARKING OF INSTRUMENTS OF GRADE 4, LSA 2026

Discussions: Background:

1.1 The Director (Procurement) briefed the participants on the agenda item. The Procurement Committee No. 01, in its 40th meeting held on 19.02.2026, recommended initiation of the tendering process by publishing advertisement and uploading of the Bidding Documents, after incorporation technical/physical evaluation checklist, for procurement relating to designing, digital/offset printing, barcode/QR coding, packing/repacking, delivery/retrieval, scanning, cropping, and e-marking of Large-Scale Assessment (LSA) Grade-4 instruments, 2026, under the Single Stage Two Envelope Bidding Procedure in accordance with the Punjab Procurement Rules, 2014, on the websites of PPRA, PECTAA, and EPADS, and publication of the advertisement in two national daily newspapers (one English and one Urdu) as per Rule 12(2) of the PPRA Rules, 2014, after fulfilling of all codal formalities, and after approval of the Chief Executive Officer, PECTAA.



1.2 In pursuance of the above recommendations and with the approval of the Chief Executive Officer, PECTAA (under powers delegated by the Authority in its 5th meeting held on 03.10.2025 to initiate the tendering process), the aforementioned procurement process was initiated. Accordingly, the advertisement and bidding documents were uploaded on the websites of EPADS (20.02.2026), PECTAA (21.02.2026) and PPRA (21.02.2026), and. The advertisement was also published in the daily newspapers Nai-Baat (27.02.2026) and The Express Tribune (27.02.2026).

1.3 A Pre-Bid Meeting regarding the procurement under discussion was held on 03.03.2026 (42nd meeting of Procurement Committee No. 01 of PECTAA). The minutes of the pre-bid meeting were duly published accordingly.

Current Status:

1.4 The tender box was closed on 09.03.2026 (Monday) at 02:00 p.m. and opened at 02:30 p.m. Instruments of Bid Securities, Paper Samples and samples of kits were received from the following two (02) bidders:

- i. M/s Maryah Printers
- ii. M/s Art and Graphics Pvt Limited

1.5 The attendance of the representatives of the bidders who chose to attend the meeting was uploaded on EPADS, and copies of the technical bids along with the bid security instruments were downloaded from the system.

Recommendations: After detailed deliberations, the Procurement Committee No. 01 of PECTAA made the following recommendations to CEO (PECTAA) on subject agenda:

- i. The Managing Director (Operations), PECTAA may be allowed to constitute a Technical and Physical Evaluation Team at her own level.
- ii. The instruments of Bid Securities submitted by the Bidders may be scanned and uploaded on EPADS.
- iii. The reports of the Technical & Physical Evaluation Team, shall be presented in the next meeting of the Procurement Committee No. 01 of PECTAA for further consideration.

Agenda Item No.2

PRE-BID MEETING OF FOR PROCUREMENT OF STATIONARY ITEMS THROUGH FRAMEWORK CONTRACT FOR THE YEAR 2025-26 (CORRIGENDUM)

**Discussion/
Recommendations:**

2.1 The Chair informed the prospective bidder(s)/their representative(s) that they could seek clarifications regarding the Bidding Documents. The representative(s) raised various points of concern, verbally during the meeting, as summarized below:

Sr. No.	Points / Queries raised by the prospective bidder(s)/ their representative(s)	Response of the Procurement Committee
1.	The representative of prospective bidder (M/s COS Traders) pointed out that different types of registers are required as samples, such as Hard Bind Register, Ring Bind Register, Dispatch Register, and Special Register , all specified as Lion Register or equivalent / as per sample . He requested that submission of one Lion Register or equivalent sample should be acceptable , instead of providing separate samples for each type of register .	"Not-Agreed" Bidders are required to submit separate samples of all specified registers (Hard Bind, Ring Bind, Dispatch, Special etc.), as per the Bidding Documents.
2	The representative of prospective bidder (M/s COS Traders) pointed out that under Clause 7 (Specific Experience of Firm) of the Knockdown Criteria – Technical Evaluation Criteria (Appendix-F) in the Bidding Documents, suppliers are required to have at least two years of relevant experience in public sector organizations and submit attested copies of Purchase Orders issued by the procuring agency . He requested that submission of unattested copies of the Purchase Orders issued by the procuring agencies should be acceptable for this purpose.	"Not-Agreed" Bidders are required to submit duly attested copies of Purchase Orders issued by the respective procuring agencies , in accordance with the provisions of the Bidding Documents.
3	The representative of prospective bidder (M/s COS Traders) pointed out that under Clause 26.1 (iii) (Submission of Bids), Bid Data Sheet (Appendix-C) of the Bidding Documents, bidders are required to submit a sealed physical copy of the Technical Bid at PECTAA's office before the submission deadline. He requested that physical submission should be waived once the Technical Bid has been uploaded on EPADS .	"Agreed" Bidders are not required to submit a physical copy of the Technical Bid at PECTAA's office once it has been uploaded on EPADS .

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

Clause No. of Bidding Documents	Written in Bidding Documents	Substitution
Clause 26.1 (iii) (Submission of Bids), Bid Data Sheet (Appendix-C) of the Bidding Documents	Additionally, a sealed copy of the Technical Bid must be submitted physically at PECTAA's office before the submission deadline. Late bids will not be accepted, and in case of discrepancies, the documents uploaded on EPADS will prevail.	Said Clause is "Omitted" .

All other terms and conditions for procurement of Stationary Items through framework contract for the Year 2025-26, remained unchanged.

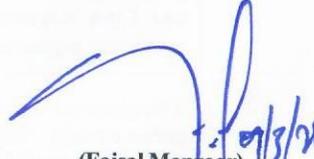
Agenda Item No.3 PRE-BID MEETING FOR HIRING OF SECURITY SERVICES (SECURITY GUARDS) THROUGH FRAMEWORK CONTRACT FOR THE YEAR 2025-26

- 3.1 No representative from the bidders' side attended the meeting, and no queries were raised.
- 3.2 All the terms and conditions for hiring of Security Services (Security Guards) through framework contract for the Year 2025-26, remained unchanged.

The Meeting was ended with a vote of thanks by and for the Chair.

(Online Participant)
(Rana Sharif)
AD (Research) PECTAA
(Co-opted Member)

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


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

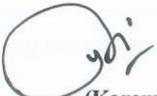
(Muhammad Akhtar Butt)
Deputy Director (F&R), PECTAA
(Member)

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

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

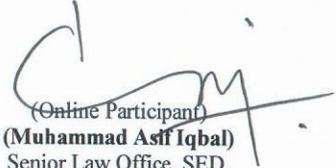
(Online Participant)
(Arshad Dogar),
Representative of Finance Department
(Member)


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


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

(Online Participant)
(Dr. Saima Malik),
Assistant Chief Education, P&D
(Co-opted Member)

(Online Participant)
(Amir Riaz)
Director (C&C), PECTAA
(Member)


(Online Participant)
(Muhammad Asif Iqbal)
Senior Law Office, SED,
(Member)


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

(Online Participant)
(Moiz Nazir)
PECTAA Member
(Member)

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