



**MINUTES OF THE PRE-BID MEETING**  
**For Short Message Service**

The meeting was held on 6<sup>th</sup> October, 2021 at 11:00 AM at the office of Director (Finance/Admin) ETEA office Hayatabad. The following attended the meeting.

- |                                      |          |
|--------------------------------------|----------|
| i. Deputy Director Systems ETEA      | (Member) |
| ii. Deputy Director Procurement ETEA | (Member) |

1. Mr. M. Sohail Nasir Hashmi (DDS) welcomed the participants and made introduction.

Below mentioned firm attended the pre-bid meeting.

- i. M/s Mobilink/Jazz PMCL

**PURPOSE:**

Deputy Director Procurement mentioned that the purpose of the meeting was to give an opportunity to the bidders to seek clarifications, regarding the whole tendering process including evaluation criteria, the bidding documents and technical requirements to be provided by the service provider.

**PROCEEDINGS:**

A brief discussion was done from the side of M. Sohail Nasir Hashmi (Deputy Director Systems) for the major requirements on the web portal to be provided by the bidder. Everything related to tender documents and technical requirements were made clear to the participants with special emphasis on below.

1. Clause 4.3 & 4.4 of the tender document has further been elaborated that ETEA may upload the file which can contain more than 100,000 contact numbers at a time and the messages shall be disseminated by uploading only a single data file.
2. Clause 4.2, 4.8 & 4.9 of the tender documents has further been elaborated that the bidder shall be able to provide the details of the reports as per the ANNEXURE-E, ANNEXURE-F & ANNEXURE-G.
3. Bidder will mandatorily provide the free of cost demo of 50 to 100 SMS by providing web portal for dissemination of the messages by deputing the technical team as per the requirements set forth in the tender documents on or before 12<sup>th</sup> October, 2021 2:00 pm.
4. Clause 4.5 & 4.6 of the tender documents has further been elaborated that ETEA will manage to prepare the data for upload as per the format in ANNEXURE-H. The web portal provided by the service provider shall be configured with this format only.

  
Deputy Director (Procurement)



**EDUCATIONAL TESTING AND EVALUATION AGENCY**  
**GOVERNMENT OF KHYBER PAKHTUNKHWA**

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Copy forwarded to:

1. PS to Executive Director ETEA
2. All Members (Procurement Committee)

*Deputy Director (Procurement)*

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## ANNEXURE-E

Campaign Name: PMIU SMS 2-3 oct

Mask: ETEA

Message Text :

Dear [NAME] Your Roll No is [RollNo] Post [Post] Department-[Org] Print Your Roll No. from [www.etea.edu.pk](http://www.etea.edu.pk)

Number of SMS per Message: 1

Recipients: 1704

Start Date: 29 Sep,2021 10:00AM

End Date: 29 Sep,2021 10:01AM

Campaign Status: Sent

Delivered: 1652

Undelivered: 52

Pending: 0

Sent: 1704

Campaign Cost: Rs.....

# ANNEXURE-F

Roll No	Create New Custom Field
1	New Custom Field Name
2	Roll No
3	Personalization Tag
4	[RollNo]
...	
<b>Column 2</b>	<b>Belongs To:</b>
Name	Name
SUNYA QUYAM	
SANA MUHAMMAD	
ATHAR	
SUBHANA	
SYEDA ERAM ABBAS	
...	
<b>Column 3</b>	<b>Belongs To:</b>
Cell	MSISDN
923335551542	
923339236606	
923128661755	
923379200032	
...	

# ANNEXURE-G

<b>Delivery Report</b>			
<b>MSISDN</b>	<b>Delivery Status</b>	<b>Operator</b>	
923335551542	<b>Delivered to Network</b>	Off-Net	
923339236606	Delivered to Network	Off-Net	
923128661755	Delivered to Network	Off-Net	
923379200032	Delivered to Network	Off-Net	
923339322366	Delivered to Network	Off-Net	
923339184977	Delivered to Network	Off-Net	
923459310884	Delivered to Handset	On-Net	
923469840188	<b>Delivered to Handset</b>	On-Net	
923485017249	Delivered to Network	Off-Net	
923488025390	Delivered to Handset	On-Net	
923009054146	Delivered to Network	Off-Net	
923499864525	<b>Undelivered</b>	On-Net	

## ANNEXURE-H

Roll No	Name	Cell	Org	Post
1	SUNYA QUYAM	920000000000	PMIU	C.O.
2	SANA MUHAMMAD ATHAR	920000000000	PMIU	C.O.
3	SUBHANA	920000000000	PMIU	C.O.
4	SYEDA ERAM ABBAS	920000000000	PMIU	C.O.
5	FATHIMA RASHEED	920000000000	PMIU	C.O.
6	RAFA MUSHTAQ	920000000000	PMIU	C.O.
7	FATHMA GUL	920000000000	PMIU	C.O.
8	SHAMA MEHAR	920000000000	PMIU	C.O.
9	MARINA KHAN	920000000000	PMIU	C.O.