

GOVERNMENT OF PAKISTAN
MINISTRY OF INFORMATION TECHNOLOGY & TELECOMMUNICATION

Sub: MINUTES OF THE PRE-BID MEETING FOR SELECTION OF A FIRM FOR ESTABLISHMENT OF NATIONAL ARTIFICIAL INTELLIGENCE HUBS (AI-HUBS) ACROSS PAKISTAN

A pre-bid meeting for the subject Request for Proposal (RFP) was held on **07th August, 2026 at 02:00 PM** in the Committee Room of the Ministry of Information Technology & Telecommunication, Islamabad. Prospective bidders listed in Annex-A, participated in person as well as through video link. The MoITT team welcomed the participants and apprised the participants about the purpose of the meeting to clarify the requirements of the RFP and to respond to the queries raised by the prospective bidders.

Initially a detailed presentation on the scope, key requirements, mandatory eligibility and evaluation criteria was given by the project team. It was apprised to the participants by the MoITT team that the key deliverables of the project include the establishment of seven (07) AI Hubs; provision of the required infrastructure, facilities, and operational support etc. Each AI Hub shall accommodate twenty (20) startups per cohort, with two (02) cohorts to be conducted annually, resulting in a total of 560 startups to be incubated across the seven (07) AI Hubs over the two-year project period. The most advantageous bidder shall also design and deliver structured incubation and acceleration program, conduct two (02) National AI Hackathons, and organize four (04) AI workshops/awareness sessions.

Thereafter, the queries raised by the prospective bidders (in person, online and via emails) were taken up sequentially. The queries, along with the clarifications provided are tabulated as follows:

S. No.	Query Raised by Prospective Bidder	Response/Clarification Provided by the Ministry
1.	Maximum number of partners permissible in a Joint Venture (JV) / consortium	The RFP does not prescribe any maximum limit on the number of partners in a JV / consortium.
2.	Participation of international partners	International partnerships and collaborations are permissible under the umbrella of the Lead Bidder, where they demonstrate clear technical, operational, or strategic value to the proposed solution. The Lead Bidder shall remain responsible and liable for the performance of the collaborating entity.
3.	Whether procurement of laptops forms part of the scope	Procurement of laptops is not included in the scope of the project.
4.	Flexibility in bid submission/implementation timelines	The project is PSDP-funded. Bidders are therefore required to comply strictly with the timelines prescribed in the advertisement and RFP; no additional extension is envisaged.
5.	Number of AI Hubs covered under the present procurement	The present procurement pertains to Phase-I only, comprising seven (07) AI Hubs at the locations specified in the RFP.
6.	Availability of mobilization advance	Mobilization advance up to twenty percent (20%) may be released in accordance with the bidder's approved financial proposal and as per the signed agreement with the successful bidder.

7.	Whether charges may be levied on startups	No charges shall be levied on startups for services provided under the AI Hub program.
8.	Scope for international collaboration during implementation	Bidders may establish international collaborations for knowledge exchange, mentorship, curriculum access, and ecosystem development. The Lead Bidder shall, however, remain responsible and liable for the performance and delivery of its collaborating entities.
9.	Procurement of additional hardware / General Purpose Licenses (GPL)	Procurement of additional hardware, General Purpose Licenses (GPL), or infrastructure unrelated to the operations of the AI Hubs is not included in the scope of work.
10.	Responsibility for marketing and sustainability	Marketing and sustainability shall be submitted with the project proposal by the bidder.
11.	Requirement for AI awareness sessions	The selected bidder shall conduct 4 AI awareness and adoption sessions for Pakistani industry, academia and other relevant stakeholders.
12.	Interconnection among AI Hubs	Bidders are encouraged to propose mechanisms for interlinking the AI Hubs (established through this project) across mentioned locations in the RFP to enable shared programming, resources and mentorship networks.
13.	Requirement of audited financial statements	Audited financial statements of the Lead Bidder shall be considered for evaluation purposes, in accordance with the eligibility and evaluation criteria of the RFP.
14.	Treatment of consortium / JV members' experience	Relevant experience of consortium / JV members shall be considered in accordance with the provisions of the RFP.
15.	Payment plan	Payments plan shall be finalized in the contact agreement.
16.	Whether startup incubation is included in the present phase	AI startup incubation is a core activity of the present phase and shall be delivered by the selected bidder.
17.	Definition and scope of 'AI' for the project	Initiatives shall focus on commercially viable Artificial Intelligence solutions having demonstrable potential for product development, market uptake and deployment.
18.	Role and liability of the Lead Bidder	The Lead Bidder and consortium partners shall bear joint and overall responsibility and liability towards the Procuring Agency. The allocation of roles, responsibilities, and other internal arrangements among the JV/consortium partners shall be governed by their respective agreement and shall be managed by the parties themselves.
19.	Costs of establishing the Hubs	The scope includes complete establishment and operationalization of the Hubs, including office space, renovation, furniture, fixtures, connectivity and allied facilities.
20.	Long-term sustainability of the AI Hubs	The bidder shall propose a sustainability model ensuring continuity of the AI Hubs beyond the initial project period.
21.	Contract period of one (01) year against pricing fixed for two (02) years; basis and timing of the second-year extension, and recovery of capital expenditure if the extension is not exercised	The contract shall be awarded for a period of one (01) year, extendable for a second year subject to satisfactory performance against the agreed milestones, availability of funds under the PSDP

		allocation and approval of the competent authority
22.	Whether the twenty percent (20%) mobilization advance is computed on the first-year value or the two-year total, and whether a separate Advance Payment Guarantee is required	The mobilization advance of 20% shall be computed on the total contract value and agreed duration.
23.	Whether the ten percent (10%) Performance Guarantee is computed on the first-year value or the full two-year value, the award being for one year	The successful bidder shall submit a Performance Guarantee equivalent to 10% of the total agreed contract value, with validity covering the agreed project duration, at the time of contract award. The guarantee shall be extended accordingly in case of any extension of the project, as stipulated in the RFP.
24.	Confirmation that Lowest Evaluated Bid Price means the Annexure-II two-year Grand Total inclusive of General Sales Tax	The grand total shall be inclusive of all applicable taxes.
25.	Can bidder collaborate with National Incubation Centre (NIC)	The Bidder may collaborate with any legally established entity, as deemed appropriate, provided that the Bidder ensures that neither the Bidder nor any collaborating entity is blacklisted by any competent authority.
26.	Whether twenty (20) startups per cohort per Hub is firm, the position where a city yields fewer qualified applicants, and whether unfilled places may be reallocated	The figure of twenty (20) startups per cohort per Hub is a firm minimum performance target for the purposes of evaluation and of the contract.
27.	Whether hackathon prize money is funded by the bidder, by the Ministry, or through sponsorship	Prize money for hackathons and allied competitive events shall be provided for by the bidder within the quoted financial proposal.
28.	Whether the awareness sessions are national or per Hub, the participant scale expected, and whether travel and allied expenses of international resource persons are on the bidder	The AI awareness sessions are envisaged to be conducted at the national level. The associated costs, including travel and other allied expenses of international resource persons, shall be accommodated within the Bidder's proposed cost; incurring no additional cost to procuring agency.
29.	Frequency and format of periodic progress reports, no requirement being stated	The bidder shall propose a detailed progress review plan. However, MoITT can ask for performance review/evaluation at any stage of project.
30.	Post-project ownership of each AI Hub, including infrastructure, furniture, ICT equipment and software, and the position of Hubs established in rented or partner-owned premises	MoITT shall retain ownership of the assets upon completion of the project, unless otherwise specified under the Contract as mutually agreed.
31.	Which operating expenses (rent, utilities, internet, maintenance, security and the like) are reimbursable and are to be included in the financial proposal	Bidder may propose the cost of Utilities, internet connectivity, maintenance, security, insurance and allied expenses.
32.	Whether all staffing costs are to be included in the financial proposal, and whether salary benchmarks apply	As Above.
33.	Whether the bidder may retain revenue generated through memberships, training, partnerships and commercial services during the project period	No charges shall be levied on startups for services provided under the project.

34.	Ownership of intellectual property, startup outputs and project deliverables	Startups will own the ownership of intellectual property. Any intellectual property developed by successful bidder will vest with MOITT.
35.	Exit, handover and transition requirements upon completion of the project	The bidder is to propose the transition and sustainability plan.
36.	Whether a standard infrastructure and equipment specification applies to all seven (07) Hubs or whether the design may vary by city	The Bidding Documents prescribe the minimum functional specification applicable uniformly to all seven (07) Hubs. Within that minimum, bidders may propose city-specific variation in layout, capacity and equipment mix to reflect local demand, availability of premises and cost, provided the variation is justified in the technical proposal and does not reduce the level of service at any Hub.

The meeting concluded with a vote of thanks from the Chair, who appreciated the participation and constructive inputs of all prospective bidders.

Annex-A

Sr. no	Name	Organization
1	Nouman Abid	MNA Digital
2	Engr. M. Zeeshan Khalid	Abasyn University, Islamabad Campus
3	Ahmad Mujtaba	Innovista
4	Farrukh Jamal	JAZZ World Pakistan Ltd.
5	Ammar Jafri	CIT
6	Dr. Atif Ali	Robx AI
7	Aqif Ali	SmartNeura Pvt Ltd
8	Abdullah Khan	JAZZ World Pakistan Ltd.
9	S. Wajahat Ali	ALLPKU
10	Muhammad Bukhtawar	ALLPKU
11	Zubair Elahi	Betacodes Pak Private Limited
12	Mehr Hassan	Skillsrator
13	Prof. Dr. Khurram	NCAI, NED
14	Areeshah Shafqat	Cybervision International
15	Ahad Ahmad Bajwa	Mobilink Micro Finance Bank
16	Sherjeel Usmani	Parwaaz PTE Global Ltd
17	Saba Mughal	Pure Designers
18	Shabeen Hamid	Analytical Solutions Private Limited
19	Wasama Imran	Parwaaz PTE Global Ltd
20	Muhammad Imran Khawar	Funavry Technologies (Pvt.) Limited
21	Sohail Ahmad	Tech Access, Pakistan
22	Mian Jawad Ahmad	Encoder Bytes