



**Federal Directorate of Education,
Ministry of Federal Education and Professional Training**

REQUEST FOR PROPOSALS (RFP)

FOR

Engaging Services of a Service Provider
For Recruiting, Provisioning and Managing performance of One Hundred Fifty
(150) Tech Fellows under the “Disruptive Education – Creating Foundries of
Emerging Tech” Project

(Adopting Single Stage-Two Envelopes Bidding Procedure)

F. 1-1/2024(TechFellows)FDE(iv)
Government of Pakistan
Ministry of Federal Education and Professional Training
Federal Directorate of Education

INVITATION TO BID

Tender / Request For Proposals For The Procurement Activity Titled - Engaging Services of a Service Provider for Recruiting, Provisioning and Managing performance of One hundred and fifty (150) Tech Fellows under the “Disruptive Education: Transforming Schools into Foundries of Emerging Tech” Project

The Ministry of Federal Education & Professional Training (M/o FE&PT), Islamabad, under the PSDP project titled “*Disruptive Education: Transforming Schools into Foundries of Emerging Tech*”, invites bids from service provider, registered with Income Tax, Sales Tax Departments, PPRA-EPADS and who are on Active Taxpayers List of the Federal Board of Revenue for recruiting, provisioning and managing one hundred and fifty (150) Tech Fellows.

2. Bidding documents, containing detailed terms and conditions, etc. are available with Project Director and can be collected from Project Director / Director (Admin), Federal Directorate of Education (FDE). Bidding documents can also be downloaded from (www.mofept.gov.pk, www.fde.gov.pk or www.eprocure.gov.pk, www.ppra.org.pk) free of cost.

3. The bids, prepared in accordance with the instructions in the bidding documents, are required to be submitted online through PPRA e-Procurement portal- EPADS at www.eprocure.gov.pk on or before 10:00 a.m. on **18th December, 2024**. Only electronic submissions through EPADS will be evaluated. Original Bid security must be submitted before the closing date and time. Bids will be opened the same day at 10:30 a.m. Pre-bid meeting in this regard will be held on 3rd December, 2024 at 10:00 a.m., at FDE. Federal Directorate of Education / M/o FE&PT shall not be responsible for any cost or expense incurred by the bidders in connection with preparation or submission of bids.

Disruptive Education: Transforming Schools into Foundries of Emerging Tech Project

Project Director / Director (Admin)
Federal Directorate of Education, Rohtas Road, Sector G-9/4,
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Tel: 051-9260948

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General Definitions

In this Request for Proposal / document, unless the context provides otherwise:

- “Agreement” means the Agreement signed by the Parties and all the attached documents.
- “Client” means the organization with which the selected **Education Service Providers** signs the Agreement for the Services.
- “Data Sheet” means such part of the Instructions to **Education Service Providers** used to reflect specific conditions.
- “Day” means calendar day.
- “FDE” means the Federal Directorate of Education an attached department of Ministry of Federal Education and Professional Training, Government of Pakistan.
- “Firm/Organization” means any Education **Service Providers** entity or person that may provide or provides the Services to the Project Director/MOFEPT under the Agreement.
- “Instructions to Education **Service Providers**” means the document which provides information to **Education Service Providers** with all information needed to prepare their Proposals.
- “LOI” means the Letter of Invitation included in the RFP as Section 1 being sent by the **Education Service Providers**.
- “MoFEPT” means Ministry of Federal Education & Professional Training, Govt of Pakistan.
- “PD” means Project Director
- “Proposal” means the Technical and the Financial Proposal.
- “RFP” means the Request for Proposals prepared by the FDE, MoFEPT for the selection of Education **Service Providers**, based on the Standard RFP.
- “Services” means the work to be performed by the Education **Service Providers** pursuant to the Agreement.
- “Terms of Reference” (TOR) means the document included in the RFP as Section 3 which explains the objectives, scope of work, activities, tasks to be performed, respective responsibilities of the **Project Director/MOFEPT** and the **Education Service Providers** and expected results and deliverables of the assignment/Project.
- **Education Service Provider (ESP)** is synonymous with **Service Provider (SP)** for this document

1. Instructions for Preparation & Submission of Proposal

1.1 Bidding Process

For said assignment, Federal Directorate of Education, Ministry Of Federal Education and Professional Training being a public sector organization will follow PPRA's Procedure of Open Competitive Bidding Rule — "Single Stage — Two Envelopes Bidding Process ". Bidders are required to submit their proposal on EPADs <https://eprocure.gov.pk>. Bids that are not submitted through EPADS will not be accepted & evaluated.

1.2 Mandatory Eligibility Criteria Checklist

Before the bidders submit their proposals within the stipulated time mentioned in this Request for Proposal document, bidders are required to make sure that following mandatory requirements of this RFP document are fulfilled These requirements must be furnished at the time of submission of Proposal. Non-submission of any one of the following applicable requirements shall result in disqualification:

Sr. No.	Mandatory Eligibility Criteria Checklist	Mark ✓ or X
(i)	Proof of Certificate of Incorporation or Registration with relevant Government body or equivalent	
(ii)	Proof of Experience of conducting high impact trainings.	
(iii)	Proof of NTN Certificate (If Applicable)	
(iv)	Proof of GST/ST Certificate (If Applicable)	
(v)	Proof of FTN certificate /Tax exemption certificate (for public sector entity), (If applicable)	
(vi)	Original affidavit (not older than one month) on Stamp Paper(s) of worth PKR100 or more that Bidder is not insolvent, bankrupt and is not blacklisted or debarred by PPRA, Government, Semi-Government, Private, Autonomous body or any other international organization.	
(vii)	Original affidavit (not older than one month) on Stamp Paper(s) of worth PKR100 or more that the bidder is an active tax payer (if applicable) and has submitted its tax return for the preceding fiscal year. Tax payer list serial number (downloadable from FBR's website) is also to be mentioned (if applicable).	
(viii)	<u>Technical Proposal</u> Technical Proposal must be submitted through E-PADS . Bidders are to make sure that Financial Proposal is not part of the Technical Proposal in any form	
(ix)	<u>Financial Proposal</u> Financial Proposal must be submitted through E-PADS. (The financial proposal should not be part of technical proposal in any form).	
(x)	Bid Security of PKR 8,000,000/-, in the shape of Pay Order / Demand Draft / CDR in favour of DDO, Federal Directorate of Education to be provided in original to the Project Coordinator on or before the date of bid opening.	

1.3 Technical Proposal

- a. While preparing Technical Proposal, bidding firm(s) are expected to examine the Tender Documents comprising this invitation in detail, as material deficiencies in

providing the information requested may result in rejection of the proposal.

- b. The technical proposal should provide the information using the detailed specifications guide or special instructions provided with each component of the scope of work section.
- c. Technical Proposal must be submitted through **E-PADS**, as already stated above.

1.4 Financial Proposal

- a. While preparing the financial proposal, bidder(s) is/are expected to take into account the requirements and conditions of the invitation documents. The Data Sheet shows for how many days after the submission date the proposal must remain valid. During this period the bidder is expected to keep available the professional staff working on the proposal. The Federal Directorate of Education, Ministry of Federal Education and Professional Training will make its best effort to complete technical clarification (if needed) within this period. Proposal validity period may be extended with mutual consent.
- b. Financial Proposal must be submitted through **E-PADS**, as already stated above.

1.5 Cost of Bidding / preparing proposal:

The bidder shall bear all costs associated with the preparation and submission of his bid and Federal Directorate of Education, Ministry of Federal Education and Professional Training will in no case be responsible or liable for those costs, regardless of the outcome of the bidding process.

1.6 Language of Bidding:

The bid must be prepared and submitted in English language. Supporting documents and printed literature furnished by the bidder with the bid may be in another language as long as they are accompanied by an English translation of the pertinent passages. For the purpose of interpretation of the Bid, English language shall prevail.

1.7 Currency of Bidding:

All prices shall be quoted in Pakistani Rupees (PKR) (may also be written as Rs.) and all payments will be made in PKR.

1.8 Bid Validity

- a. Bid shall remain valid and open for acceptance for a period of **120 days** from the specified date of tender opening extendable up to 60 days.
- b. In exceptional circumstances prior to expiry of the original bid validity period, the bidder may be requested in writing for an extension of the period of validity. A bidder agreeing to such request will not be permitted to modify his bid. A bidder not agreeing to such request may be withdrawn at the discretion of Federal Directorate of Education, Ministry of Federal Education and Professional Training

1.9 General Instructions

- (i) The procuring agency shall evaluate the technical proposal in a manner prescribed in advance, without reference to the price and reject any proposal which does not conform to the specified requirements;

- (ii) During the technical evaluation no amendments in the technical proposal shall be permitted;
- (iii) The financial proposals of bids shall be opened publicly at a time, date and venue announced and communicated to the bidders in advance;
- (iv) After the evaluation and approval of the technical proposal the procuring agency, shall at a time within the bid validity period, publicly open the financial proposals of the technically accepted bids only. The financial proposal of bids found technically non-responsive shall be returned to the respective bidders; and
- (v) The bid found to be the most advantageous bid shall be accepted.

1.10 Amendment of Bidding Documents

- a. At any time prior to the deadline for submission of Bids, Federal Directorate of Education, Ministry of Federal Education and Professional Training may, for any reason, whether at its own initiative or in response to a clarification requested by a prospective Bidder, modify the Bidding Documents by amendment.
- b. The amendment shall be part of the Bidding Documents, and will be notified in writing through fax or letter by courier or shall be made available on the Federal Directorate of Education and / or Ministry of Federal Education and Professional Training's website to all prospective bidders who have received the Bidding Documents, and will be binding on them.

1.11 Confidentiality

- a. Information relating to the evaluation of proposals and recommendations concerning award shall not be disclosed to the bidder(s) who submitted the proposals or to other persons not officially concerned with the process, until the award of contract is notified to the successful firm.
- b. Information relating to the examination, evaluation, comparison and post qualification of Proposals, and recommendation of contract award, shall not be disclosed to Bidders or any other person
- c. Any attempt by a Bidder to influence Federal Directorate of Education, Ministry of Federal Education and Professional Training in the examination, evaluation, comparison, and post-qualification of the Proposals or Contract award decisions will result in the rejection of its Proposals.

Use of Contract Documents & Information; Inspection and Audit by Federal Directorate of Education, Ministry of Federal Education and Professional Training: The bidder shall not, without Federal Directorate of Education, Ministry of Federal Education and Professional Training 's prior written consent, disclose the Contract, or any provision thereof or any specification, plan, drawing, pattern, sample, or information furnished by or on behalf of FEDERAL DIRECTORATE OF EDUCATION, MINISTRY OF FEDERAL EDUCATION AND PROFESSIONAL TRAINING in connection therewith, to any person other than a person employed by the Bidder in the performance of the Contract. Disclosure to any such employed person shall be made in confidence and shall extend only as far as may be necessary for purposes of such performance. The bidder shall not, without FEDERAL DIRECTORATE OF EDUCATION, MINISTRY OF FEDERAL EDUCATION AND PROFESSIONAL TRAINING's prior written consent, make use of any document or information related to FEDERAL DIRECTORATE OF EDUCATION, MINISTRY OF FEDERAL EDUCATION AND PROFESSIONAL TRAINING

functions and procedures except for purposes of performing the Contract.

All documents shall remain the property of FEDERAL DIRECTORATE OF EDUCATION, MINISTRY OF FEDERAL EDUCATION AND PROFESSIONAL TRAINING and shall be returned (all copies) to FEDERAL DIRECTORATE OF EDUCATION, MINISTRY OF FEDERAL EDUCATION AND PROFESSIONAL TRAINING on completion of the Bidder's performance under the Contract if so required by FEDERAL DIRECTORATE OF EDUCATION, MINISTRY OF FEDERAL EDUCATION AND PROFESSIONAL TRAINING.

The Bidder shall permit FEDERAL DIRECTORATE OF EDUCATION, MINISTRY OF FEDERAL EDUCATION AND PROFESSIONAL TRAINING to inspect their accounts and records relating to the performance of the services and to have them audited by auditors appointed by FEDERAL DIRECTORATE OF EDUCATION, MINISTRY OF FEDERAL EDUCATION AND PROFESSIONAL TRAINING, if so required by FEDERAL DIRECTORATE OF EDUCATION, MINISTRY OF FEDERAL EDUCATION AND PROFESSIONAL TRAINING. FEDERAL DIRECTORATE OF EDUCATION, MINISTRY OF FEDERAL EDUCATION AND PROFESSIONAL TRAINING can directly contact the references given in the technical requirements part of TENDER DOCUMENT to verify Bidder's technical reasons supporting compliance.

1.12 Clarification(S) / Queries of Tender

- a. The bidders are expected to carefully examine all instructions, forms and specifications in the Bidding Documents. Any Bidder in doubt as to the exact meaning or interpretation of any part of the Bidding Documents should immediately seek clarification in writing from:

Federal Directorate of Education, Ministry of Federal Education and Professional Training
Contact person: Mr. Zia-ul-Haq, Deputy Director (EdTech) / Coordinator for the Project

- b. Requests for all clarifications with regard to the given specifications or other information contained in Tender Documents should come either through E-Mail/Fax or Courier on the address mentioned above. Telephone enquiries may not be entertained. All inquiries about the tender made to Federal Directorate of Education, Ministry of Federal Education and Professional Training's response will be made known to other bidders without disclosing identity of the bidder who made the enquiry. Bidders who have purchased bidding documents, may send their questions seeking clarifications. Such enquiries must reach the above-mentioned officers not later than 7 days prior to bid closing date.

1.13 Suggestions & Omissions

The Bidder should likewise notify to the above of any suggestions or omissions in the RFP. Purchaser, at their sole discretion, may incorporate such suggestions / omissions.

1.14 Deadline for Submission of Bids

- a. Bids must be submitted by submitted online through PPRA e-Procurement portal-EPADS at www.eprocure.gov.pk on or before 10:00 a.m. on **18th December, 2024**. Only electronic submissions through EPADS will be evaluated. Original Bid security

must be submitted before the closing date and time. Bids will be opened the same day at 10:30 am. Pre-bid meeting in this regard will be held on 3rd December, 2024 at 10:00 am, at FDE.

- b. Any bids received after the bid submission deadline shall not be entertained.
- c. Federal Directorate of Education, Ministry of Federal Education and Professional Training may, at its own discretion, extend the deadline for the submission of Bids by advertisement / amending the Bidding Documents, in which case all rights and obligations of Federal Directorate of Education, Ministry of Federal Education and Professional Training and bidders previously subject to the deadline will thereafter be subject to the deadline as extended.

1.15 Bid Opening

The Technical Bids will be opened publicly by the Tender Opening Committee in the presence of Bidder's representatives who wish to attend the bid opening at the specified time and date already mentioned.

1.16 Modifications and Withdrawal of Bids

- a. Bidder may modify or withdraw their bid after submission, provided that written notice of the modification or withdrawal is received by Federal Directorate of Education, Ministry of Federal Education and Professional Training prior to the prescribed deadline for submission of bids.
- b. The Bidder's modification or withdrawal notice shall be prepared, sealed, marked and dispatched as for the bid.
- c. No bid shall be modified subsequent to the deadline for submission of bids.
- d. No bid shall be withdrawn in the interval between the deadline for submission of bids and the expiry of the period of bid validity.

1.17 Bid Security

- a. The bidder shall furnish with the "FINANCIAL" bid, as part of their bid, bid security for PKR 8,000,000/- as per specimen at "Section 5.1".
- b. The bid security shall be in the form of a Bank draft / Pay order / CDR must be issued by a Pakistani Scheduled Bank, in favour of DDO, Federal Directorate of Education, Islamabad. The bid security shall be valid for 120 days counting from the day of the bid opening *extendable* up to 60 days.
- c. Any bid not accompanied by the requisite Bid Security shall be rejected as non-responsive. The bid security of unsuccessful bidders will be returned. The bid security of the successful bidder shall be discharged after requisite amount of the total contract amount Performance Security / Bank Guarantee / Bank Draft / Pay Order/ valid insurance guarantee from qualified to issue this guarantee as per rules has been furnished and the contract has been signed.
- d. The bid security will be forfeited in case:
 - i. A bidder withdraws its bid during the period of bid validity.
 - ii. Failure of the successful bidder to sign the contract and provide the Performance Guarantee.

1.18 Responsiveness of the Bids

- a. The Technical Portion of the bid proposal must be accompanied with the certificate declaring that a bid security of appropriate amount is enclosed with the financial proposal.
- b. The Bid must be prepared in the English Language.
- c. The Bid must be unconditionally valid for 120 days from the date of Bid Opening further extendable to 60 days
- d. The bid must be accompanied with the duly signed and stamped "Standard Forms" given at Section 3 and Section 4 of this document.
- e. The FEDERAL DIRECTORATE OF EDUCATION, MINISTRY OF FEDERAL EDUCATION AND PROFESSIONAL TRAINING will evaluate and compare only the substantially responsive bids.
- f. Bids determined to be substantially responsive will next be checked for any material error in computation.

1.19 Performance Guarantee

- a. Within fifteen (15) days of Contract signing, the successful bidder shall furnish to FEDERAL DIRECTORATE OF EDUCATION, MINISTRY OF FEDERAL EDUCATION AND PROFESSIONAL TRAINING, performance guarantee issued by a scheduled Bank in favor of DDO, FEDERAL DIRECTORATE OF EDUCATION, MINISTRY OF FEDERAL EDUCATION AND PROFESSIONAL TRAINING amounting to 10% of the Bid value
- b. The Bank Guarantee of the banks that are blacklisted by Government of Pakistan for issuing Bank Guarantees will not be acceptable.
- c. The performance guarantee shall be valid for ninety (90) days after the completion of project.
- d. The cost incurred for establishing the Bank Guarantee or any extension thereof shall be to the account of the bidding firm.
- e. The Performance Guarantee will be discharged after approximately three months after completion of the project. the Performance Guarantee must be as per format attached at Section-5.2“and must be either from a Pakistani scheduled bank
- f. The proceeds of the Performance Guarantee shall be payable to the FEDERAL DIRECTORATE OF EDUCATION, MINISTRY OF FEDERAL EDUCATION AND PROFESSIONAL TRAINING as compensation for any loss resulting from the contractor's failure to complete its performance obligations under the contract according to the satisfaction of FEDERAL DIRECTORATE OF EDUCATION, MINISTRY OF FEDERAL EDUCATION AND PROFESSIONAL TRAINING.

1.20 Eligibility and Qualification Requirements

- 1.20.1 To be eligible for award of contract, bidders will have to provide satisfactory evidence to FEDERAL DIRECTORATE OF EDUCATION, MINISTRY OF FEDERAL

EDUCATION AND PROFESSIONAL TRAINING of their eligibility and meet the minimum criteria detailed in Section 1.13 of this document.

1.20.2 The bidder should be competent to provide training the Items as mentioned in the “TERMS OF REFERENCE” at Section-3.

1.20.3 Bids submitted by a Consortium or Joint venture of two or more parties as partners, shall comply with the following requirements'

- i. Bids submitted by a Consortium or Joint venture of two or more parties as partners, necessarily require qualifying eligibility criteria by any of the partner or combined.
- ii. The bids, and in case of a successful bid, a Form of Agreement shall be signed so as to be legally binding on all partners.
- iii. One of the partners shall be nominated, as being in-charge and its authorization shall be evidenced by submitting a power of attorney signed by legally authorized signatories of all the partners.
- iv. The bid security amounting to PKR 8,000,000/- in the shape of Bank draft / pay order / CDR in favour of DDO, Federal Directorate of Education must be submitted by lead bidder or the partner in charge.
- v. The Lead Bidder shall be authorized to incur liabilities and receive instruction for and on behalf of any and all partners of the Consortium or Joint venture, and the entire execution of the contract including payment shall be done exclusively with the Lead Bidder or Partner in-charge.

1.20.4 All partners of the Consortium or Joint venture shall be jointly and severally responsible for the execution and completion of the contract in accordance with the contract terms and conditions. A relevant statement to this shall be included in the authorization mentioned under above 2.16(iii), as well as in form of bid and the form of Agreement (in case of successful bid). A copy of the agreement entered amongst the Consortium or Joint venture shall be submitted with the bid.

1.20.5 In case of a Consortium or Joint venture, a copy of the agreement(s) between the bidder and the partnering firm(s) is required to be submitted.

1.21 Clarification of Bids

- a. To assist in the examination, evaluation and comparison of Bids FEDERAL DIRECTORATE OF EDUCATION, MINISTRY OF FEDERAL EDUCATION AND PROFESSIONAL TRAINING may at its own discretion, ask the Bidder for clarification of its Bid. All responses to request for clarification shall be in writing, and no change in the price or substance of the Bid shall be sought, offered or permitted.
 - i. Bidders may be requested to provide sample for evaluation or demonstrate its features to FEDERAL DIRECTORATE OF EDUCATION, MINISTRY OF FEDERAL EDUCATION AND PROFESSIONAL TRAINING during evaluation stage, at no extra cost.

- ii. FEDERAL DIRECTORATE OF EDUCATION, MINISTRY OF FEDERAL EDUCATION AND PROFESSIONAL TRAINING reserves the right to communicate with any of the reference sites mentioned by the bidder, if required, with notifying the lead bidder.

1.22 General Terms and Conditions

- a. After opening the bids, FEDERAL DIRECTORATE OF EDUCATION, MINISTRY OF FEDERAL EDUCATION AND PROFESSIONAL TRAINING will determine whether each bid is substantially responsive to the requirements of the Bidding Documents.
- b. FEDERAL DIRECTORATE OF EDUCATION, MINISTRY OF FEDERAL EDUCATION AND PROFESSIONAL TRAINING will examine the bids to determine whether they are complete, whether any computational errors have been made, whether required information has been provided, CV's of staff, MoU(s) if any, whether the documents have been properly signed, and whether the bids are generally in order.
- c. A substantially responsive bid is one, which conforms to all the terms and conditions of the Bidding Documents without material deviation. A material deviation is one which being inconsistent with the Bidding Documents, affects in any substantial way the scope, instruction to Bidders, or prescribed completion schedule or which limits in any substantial way FEDERAL DIRECTORATE OF EDUCATION, MINISTRY OF FEDERAL EDUCATION AND PROFESSIONAL TRAINING's right or the bidders' obligation under the Contract.
- d. A bid determined to be non-responsive will be rejected by FEDERAL DIRECTORATE OF EDUCATION, MINISTRY OF FEDERAL EDUCATION AND PROFESSIONAL TRAINING and shall not subsequently be made responsive by the Bidder by correction of the non-conformity.
- e. FEDERAL DIRECTORATE OF EDUCATION, MINISTRY OF FEDERAL EDUCATION AND PROFESSIONAL TRAINING may waive any minor deviation and or non-conformity or irregularity in a bid, which does not constitute a material deviation, provided that the waiver does not prejudice or affect the relative standing order of any Bidder.
- f. To assist in determining a bid's responsiveness the Bidder may be asked for clarification of his bid. The Bidder is not permitted, however, to change bid price or substance of his bid.
- g. The evaluation of the bids will take into accounts, in addition to the bid price, the following factors:
 - i. Reliability and efficiency of the offered services/solution
 - ii. Financial standing of the Bidder
- h. There are two categories of Training (details given at (Section 3.4)), the vendor has to provide complete training content for both categories.

2. Opening & Evaluation of Proposals

Technical Proposals will be opened by the Purchaser's representatives on the same day after the deadline for the submission of Proposals i.e. **18th December, 2024 at 10:30 am**. Financial Proposals of bidders whose Technical Proposals qualify will be opened at date and time to be announced later. The overall evaluation criteria will be based on **70% Technical and 30% financial** of the shortlisted firms. The shortlisted firm scoring maximum marks in the overall scoring will be awarded the contract.

As per rules technical and financial evaluation will be held separately. Initially those firms will be considered in the technical evaluation that have the required capabilities to meet the criteria specified to deliver all services listed in "Scope of Work" that each category and also technically qualify as per criteria and the judgment based on their profile;

In addition, the following Evaluation Factors will be applied when reviewing proposal:

- (a) Brand Rating of offered Trainings in the industry
- (b) Future Roadmap and Refresh Courses
- (c) Portfolio of trainings in multiple disciplines
- (d) Industry collaboration and Linkages
- (e) Certifications
- (f) International collaboration and linkages
- (g) Success rates of already imparted trainings
- (h) Detail of similar executed projects

2.1 Minimum Evaluation Criteria / Mandatory Qualification Criteria

The criteria given in Mandatory Eligibility Criteria Checklist at Section 1.2 must be fulfilled. Firms that do not fulfill the mandatory eligibility criteria will be declared as non-responsive and their proposals shall not be entertained. Before submitting the request, the bidding organization must also ensure that they are meeting the following minimum eligibility criteria:

- Proof of Experience of conducting high impact trainings.
- The Project Director, trainers and assistant trainers/ instructor must have degrees in relevant technology domain and/ or International certifications from reputable platforms of Coding IA or reputable universities
- Demonstrate ability to recruit and select high-quality Fellows (such as through alliance with Tech university or training academy or technology firm is preferred)
- Minimum Annual Turnover of 50 Million (Joint average of last 3 years of Lead Bidder/JV if private sector). This condition will be waived for eligible HEC accredited university ranked in top 10 list and with more than 50 employees.
- Minimum number of Full Time qualified and experienced Master Trainers for each domain (any member of JV and /OR main contractor): 10
- Have proof of industry linkages

- Provide Suitable CVs of Key Experts (project manager/TL, syllabus developers, active researchers, consultants on panel and M&E/data capture/visualization Team)
- In case of Joint Venture, Agreement in favour of FDE / Mo FE&PT on Stamp Paper of Rs. 1200 or appropriate value.

2.2 Evaluation of Technical Proposals

- i. The Technical Proposal will carry 70% weightage towards the total score, to determine the most advantageous bid. The criteria and point system for the evaluation of Technical Proposals shall be as under:

Sr. #	Evaluation Factor	Evaluation Aspects	Points	Max. Points
1	Experience of running Intensive training on the required technologies	More than 1 year, up to 2 years	4	15
		More than Two years, up to 3 years	8	
		More than 3 years, up to 4 years	12	
		More than 4 years	15	
2	Number of people trained in the past 3 years on the required technology.	More than 200, up to 300	2	5
		More than 300, up to 500	3	
		More than 500	5	
3	Number of Master Trainers available to train the tech fellows on the required technologies	More than 10, up to 20	3	5
		More than 20	5	
4	Qualification of Key Experts and Team	Experience of Team Leader/PD/Project Manager 2 Years' experience in relevant training domain=0.5, More than 2 years = 1	1	10
		Qualifications of Team Leader /PD/Project Manager Degrees in relevant technology BS =0.5, MS & above = 1	1	
		Qualifications of Master Trainers $\left[Marks = \frac{(1 \times MTMS) + (2 \times MTPHD)}{Total\ Number\ of\ Master\ Trainers} \right]$ Where: <ul style="list-style-type: none"> • MTMS means No. of Master Trainers having MS Degree • MTPHD means No. of Master Trainers having PhD Degree 	2	
		International Certifications, etc. 0.5 Marks for each certification of each trainer (Max. 2 marks)	2	

		<p align="center">Qualification of Syllabus Developers</p> $\left[\text{Marks} = \frac{(1 \times \text{SDMS}) + (2 \times \text{SDPhD})}{\text{Total Number of Syllabus Developers}} \right]$ <p>Where:</p> <ul style="list-style-type: none"> • SDMS means No. of Master Trainers having MS Degree • SDPhD means No. of Master Trainers having PhD Degree 	2	
		<p>Successfully executed Project value Rs. 30 million to less than Rs. 50 million (1 marks), project value Rs. 50 million or more (2 marks)</p>	1 to 2	
5	<p>Demonstration of ability to fully perform such Intensive training/training requirements through a clear and well explained Presentation (accompanied by proposal in hard-copy form) having complete outline of the capabilities of the organization to perform the tasks in the project including ability to hire 150 tech fellows through established channels in short amount of time.</p>	<p>Minimum on Standard Course Contents & Delivery Methodology to be proved through prevailing course modules, and available content in the shape of digital content videos etc. Demonstration of tracking of trainees and proper monitoring and evaluation of the trainings</p>	5	15
		<p>Enhanced/Extended Modified, Industry-Specific Methodology & Approach, combining the International Best Practices for quality. Having experience and demonstration of delivering of these modules through international platforms like Udemy, Coursera or equivalent. Demonstration of strategy for age appropriate learning.</p>	5	
		<p>Quality and relevance of (STEM) kits to be provided to Tech Fellows by the service provider (Ref. Section 3.4). Samples to be presented.</p>	5	
6	Work Plan	<p>Clear work-plan aligned with theory of change of project and mentioning complete details of timelines to achieve targets for each activity.</p>	5	5
7	<p>Accreditation with Local and International certifying bodies such as ISO/CMMI/ etc.</p>	1 to 3	3	5
		4 to 10	4	
		More Than 10	5	
8	<p>Proven Industry Linkages through letter of recommendations certifying that they need people equipped with these training domains and these have a market value.</p>	<p>1 Mark to each letter of recommendation or certificate from Industry. Max 05 marks</p>	5	5
9	<p>Feedback from previous client.</p>	<p>1 mark for positive feedback from previous clients for each successfully completed project (max. 5 marks)</p>	5	5
Total Maximum Points				70

- ii. The technical evaluation will be conducted according to the criteria specified, with a minimum qualifying threshold of 50%. Only bids meeting or exceeding this threshold will proceed to financial evaluation.

$$\textbf{Technical Score} = \textit{Points Obtained}$$

- iii. The FEDERAL DIRECTORATE OF EDUCATION, MINISTRY OF FEDERAL EDUCATION AND PROFESSIONAL TRAINING will notify in writing to the organization/ firm(s) that passed the minimum technical score, and indicate the date, time and address for opening the financial proposal. The opening date shall not be sooner than 5 calendar days after the notification date. The notification may be sent through telephone call or email at address given for official correspondence.

2.3 Financial Proposal Evaluation

- i. The Financial proposal will carry 30% weightage towards the total score, to determine the total score to ascertain the most advantageous bid.

$$\textbf{Financial Score} = 30 \times \frac{\textit{Amount quoted by the lowest company in financial bid}}{\textit{Amount quoted by the company being rated}}$$

- ii. On opening the financial proposal i.e., in the presence of the bidding firm(s) representatives who wish to attend, the FEDERAL DIRECTORATE OF EDUCATION, MINISTRY OF FEDERAL EDUCATION AND PROFESSIONAL TRAINING will announce the names of the firm(s), their technical scores, and the amounts of their financial proposals.
- iii. For the purpose of evaluation / comparison of bids, total lump sum cost with all applicable taxes will be considered.

2.4 Total Score

Total score shall determine the most advantageous bid, in terms of the technical score and the financial score.

$$\textbf{Total Score} = \textbf{Technical Score} + \textbf{Financial Score}$$

2.5 Award of Purchase Order

- 2.5.1 The Purchaser shall award the Contract to the Bidder whose offer has been determined to be the most advantageous evaluated bid (scoring maximum overall marks, as a sum of the technical score and the financial score) and is substantially responsive to the Bidding Document, provided further that the Bidder is determined to be qualified to perform the Contract satisfactorily.
- 2.5.2 The Purchaser shall invite by the quickest means the successful Supplier for any discussion/clarification that may be needed to conclude the Purchase Order.
- 2.5.3 The purchaser shall publish an evaluation report on its website with free access, before issuance of purchase order, and 07 days grievance period will be given. The information shall include the name of the successful Supplier, summary of its scope and their quoted and evaluated prices. The Competent Authority reserves the right to cancel all the offers.

2.5.4 FEDERAL DIRECTORATE OF EDUCATION, MINISTRY OF FEDERAL EDUCATION AND PROFESSIONAL TRAINING's Right to Accept or Reject any or All Bids:

- i. FEDERAL DIRECTORATE OF EDUCATION, MINISTRY OF FEDERAL EDUCATION AND PROFESSIONAL TRAINING reserves the right to accept or reject any bid and to annul the bidding process and reject all bids at any time prior to award of contract, without thereby incurring any liability to the effected bidder in accordance with the provision in rules.
- ii. FEDERAL DIRECTORATE OF EDUCATION, MINISTRY OF FEDERAL EDUCATION AND PROFESSIONAL TRAINING may terminate the Contract at any time by giving written notice to the bidder, if the bidder becomes bankrupt or otherwise insolvent. In this event, termination will be without compensation, provided such termination will not prejudice or affect any right of action or remedy, which has, accrued or will accrue thereafter to FEDERAL DIRECTORATE OF EDUCATION, MINISTRY OF FEDERAL EDUCATION AND PROFESSIONAL TRAINING.
- iii. If the bidder is unable to fulfill its obligations as mentioned in the work plan and withdraws from the project, FEDERAL DIRECTORATE OF EDUCATION, MINISTRY OF FEDERAL EDUCATION AND PROFESSIONAL TRAINING shall terminate the contract by issuing a written notice and shall not be responsible to pay off any liability incurred towards the bidder and forfeit the security deposit amount.

2.6 Disclaimer to the Evaluation Process

At any point of time, FEDERAL DIRECTORATE OF EDUCATION, MINISTRY OF FEDERAL EDUCATION AND PROFESSIONAL TRAINING reserves the right to alter the evaluation and selection process without any intimation to the bidder and the decision of the Project Director / Federal Directorate of Education / Ministry of Federal Education And Professional Training will be final in awarding of contract.

2.7 Payment Schedule

The Purchaser shall pay the Contract Price to the Supplier according to the categories and in the manner specified below.

Within each such category, the contract implementation schedule may trigger pro- rata payments for the portion of the total contract price for the category corresponding to the services actually delivered at unit prices and in the currencies specified in the price schedules of the Contract Agreement.

S. No.	Work to complete	Payment Percentage
1	Mobilization advance (against equivalent Bank Guarantee)	10%
2	Syllabus delivered	5%
3	Tech Fellows recruited	5%
4	Satisfactory completion of each quarter (4 quarters) [15% x 4 = 60% payment in total]	15% x 4 = 60%
5	Midline progress report	5%
6	Trainings completed	5%
7	In project targeted Outcome and impact proposed by Service Provider and defined in contract - achieved	10%
	Total	100%

For Services supplied, the Purchaser will pay the SERVICE PROVIDER in PKR. Any taxes payable in the Purchaser's Region at the time of bidding shall be included in the quoted price and shall be the responsibility of the firm.

2.8 Bid Prices

1. All items in the Project Scope must be listed and priced separately in the Price Schedules. The proposal must clearly state the methodology and cost of each item. Normal **price and optional price** separately.
2. FEDERAL DIRECTORATE OF EDUCATION, MINISTRY OF FEDERAL EDUCATION AND PROFESSIONAL TRAINING reserves the right to increase / decrease quantity of items and right to accept or reject any or all bids of the tender by assigning the reason(s), thereof
3. There are two categories of Training, the vendor has to provide price separately inclusive of all applicable taxes of a single category, multiple categories and / or all categories for which they are bidding: otherwise, the bid would not be considered.
4. Bid prices can be quoted in any convertible currency, however payment shall be made in PKR. At the exchange rate prevailing at the day of payment

2.9 Change of Scope

At any time prior to the deadline for submission of bids, FEDERAL DIRECTORATE OF EDUCATION, MINISTRY OF FEDERAL EDUCATION AND PROFESSIONAL TRAINING may, for any reason whether at its own initiative or in response to a clarification requested by a prospective Bidder, amend the Tender. Amendments will be provided in the form of Addenda to the Tender and will be sent in writing by courier / cable / facsimile / or electronic mail to all prospective Bidders that have received the Tender Document, or uploaded on website of Federal Directorate of Education or Ministry of Federal Education & Professional Training and will be binding on them. Bidders are required to immediately acknowledge receipt of any such addenda, and it will be assumed that the amendments contained in such addenda will have been taken into account by the Bidder in its bid.

2.10 Liquidated Damages on Late Performance

- 2.10.1** If at any time during performance of the Contract, the bidder encounters conditions impeding timely delivery of required items/services, the Bidder shall promptly notify FEDERAL DIRECTORATE OF EDUCATION, MINISTRY OF FEDERAL EDUCATION AND PROFESSIONAL TRAINING in writing of the fact of the delay, its likely duration and its cause(s). As soon as practicable after receipt of the Firm's notice, FEDERAL DIRECTORATE OF EDUCATION, MINISTRY OF FEDERAL EDUCATION AND PROFESSIONAL TRAINING shall evaluate the situation and may at its own discretion, except for cases of Force Majeure, extend the Firm's time for performance, with or without liquidated damages, in which case the extension shall be ratified by the parties by amendment of Contract.
- 2.10.2** Liquidated damages will be deducted from contract price as per following schedule @ 0.02% per day of the total contract value, up to 10% of contract value.

Delay beyond 100 days will result in termination of the contract by FEDERAL DIRECTORATE OF EDUCATION, MINISTRY OF FEDERAL EDUCATION AND PROFESSIONAL TRAINING, Forfeiture of Performance Guarantee, and claim additional Risks & Costs to the extent of getting the work completed by alternate vendors.

2.11 Fraud & Corruption

The FEDERAL DIRECTORATE OF EDUCATION, MINISTRY OF FEDERAL EDUCATION AND PROFESSIONAL TRAINING requires that the procuring entities as well as bidders, suppliers, and contractors under the FEDERAL DIRECTORATE OF EDUCATION, MINISTRY OF FEDERAL EDUCATION AND PROFESSIONAL TRAINING's contracts, shall adhere to the highest standard of ethics during the procurement and execution of such contracts. In this context, the Purchaser; (a) defines, for the purposes of this provision, the terms set forth below as follows:

- a) "Corrupt practice" means the offering, giving, receiving, or soliciting, directly or indirectly, anything of value to influence improperly the actions of another party;
- b) "Fraudulent practice" means any act or omission, including a misrepresentation, that knowingly or recklessly misleads, or attempts to mislead, a party to obtain a financial or other benefit or to avoid an obligation;
- c) "Coercive practice" means impairing or harming, or threatening to impair or harm, directly or indirectly, any party or the property of the party to influence improperly the actions of a party;
- d) "Collusive practice" means an arrangement between two or more parties designed to achieve an improper purpose, including influencing improperly the actions of another party.
- e) "Obstructive practice" means:
 - i. deliberately destroying, falsifying, altering or concealing of evidence material to the investigation or making false statements to investigators in order to materially impede an investigation into allegations of a corrupt, fraudulent, coercive or collusive practice; and/or threatening, harassing or intimidating any party to prevent it from disclosing its knowledge of matters relevant to the investigation or from pursuing the investigation; or
 - ii. Acts intended to materially impede the exercise of the FEDERAL DIRECTORATE OF EDUCATION, MINISTRY OF FEDERAL EDUCATION AND PROFESSIONAL TRAINING's Inspection and audit rights provided for under sub clause (a) below.
 - iii. will reject bid(s) if it determines that the bidder has, directly or through an agent, engaged in corrupt, fraudulent, collusive, coercive, or obstructive practices in competing for the contract in question;
 - iv. Will sanction a firm or individual, including declaring ineligible, for a stated period of time, to be awarded a FEDERAL DIRECTORATE OF EDUCATION, MINISTRY OF FEDERAL EDUCATION AND PROFESSIONAL TRAINING financed contract

if it at any time determines that the firm has, directly or through an agent, engaged in corrupt, fraudulent, collusive, coercive, or obstructive practices in competing for, or in executing, a FEDERAL DIRECTORATE OF EDUCATION, MINISTRY OF FEDERAL EDUCATION AND PROFESSIONAL TRAINING financed contract.

The Bidder shall not carry out or cause to carry out the following acts with an intention to influence the implementation of the procurement process or the procurement agreement:

- a) give or propose improper inducement directly or indirectly,
- b) distortion or misrepresentation of facts,
- c) engaging in corrupt or fraudulent practice or involving in such act,
- d) interference in participation of other competing bidders,
- e) coercion or threatening directly or indirectly to cause harm to the person or the property of any person to be involved in the procurement proceedings,
- f) collusive practice among bidders before or after submission of bids for distribution of works among bidders or fixing artificial/uncompetitive bid price with an intention to deprive the Purchaser the benefit of open competitive bid price,
- g) Contacting the Purchaser with an intention to influence the Purchaser with regards to the bids or interference of any kind in examination and evaluation of the bids during the period from the time of opening of the bids until the notification of award of contract
- h) PPRA on the recommendation of the Purchaser may blacklist a Bidder for a period of one (1) to three (3) years for its conduct including the following grounds and seriousness of the act committed by the bidder:
 - i. if convicted by a court of law in a criminal offence which disqualifies the Bidder from participating in the contract,
 - ii. if it is established that the contract agreement signed by the Bidder was based on false or misrepresentation of Bidder's qualification information,
 - iii. A bidder declared blacklisted and ineligible by FEDERAL DIRECTORATE OF EDUCATION/ MINISTRY OF FEDERAL EDUCATION AND PROFESSIONAL TRAINING. and PPRA, shall be ineligible to bid for a contract during the period determined by these stakeholders. The Supplier shall permit SLC to inspect the Supplier's accounts and records relating to the performance of the Supplier and to have them audited by auditors appointed by FEDERAL DIRECTORATE OF EDUCATION, MINISTRY OF FEDERAL EDUCATION AND PROFESSIONAL TRAINING, if so required by the PPRA.

2.12 Conflict of Interest

A Bidder shall not have a conflict of interest. All Bidders found to have a conflict of interest shall be disqualified. A Bidder may be considered to be in a conflict of interest with one or more parties in this bidding process if, including but not limited to:

- a) have controlling shareholders in common; or
- b) receive or have received any direct or indirect subsidy from any of them; or
- c) have the same legal representative for purposes of this Bid; or
- d) have a relationship with each other, directly or through common third parties that puts them

- in a position to have access to information about or influence on the Bid of another Bidder, or influence the decisions of the Purchaser regarding this bidding process; or
- e) Bidder participates in more than one bid in this bidding process. Participation by a Bidder in more than one Bid will result in the disqualification of all Bids in which it is involved.
 - f) any of its affiliates participated as a consultant in the preparation of the design or technical specifications of the goods and services that are the subject of the bid.

2.13 Reference Site Visit

1. During the period of contract, it is the responsibility of the bidder to facilitate Federal Directorate of Education / MINISTRY OF FEDERAL EDUCATION AND PROFESSIONAL TRAINING to visit the venues where the bidder will provide services / trainings / items. Any member in Department / Ministry or its nominated representative will visit the venue for witnessing the trainings / service delivery on the spot when required
2. Short listed vendors may be called to demonstrate features of items to FEDERAL DIRECTORATE OF EDUCATION, MINISTRY OF FEDERAL EDUCATION AND PROFESSIONAL TRAINING.
3. FEDERAL DIRECTORATE OF EDUCATION, MINISTRY OF FEDERAL EDUCATION AND PROFESSIONAL TRAINING's Management to affirm functional and technical requirements are met. This activity shall be at the bidder's own risk. The costs of demonstration and visiting the site or sites shall be borne by the Bidder.

2.14 Arbitration

Any disputes or differences arising out in connection with this assignment which cannot be amicably settled within 15 days between the Project Director / FEDERAL DIRECTORATE OF EDUCATION and the Bidder shall at the request of any party be finally settled by arbitrators. The Secretary, Ministry of Federal Education & Professional Training will act as the Arbitrator and his decision shall be binding on all parties. The venue of any such arbitration shall be mutually determined, and located in Islamabad, Pakistan. The Laws / Rules of Federal Government of Islamic Republic of Pakistan will govern the contractual relationship between the bidder(s) and the FEDERAL DIRECTORATE OF EDUCATION, MINISTRY OF FEDERAL EDUCATION AND PROFESSIONAL TRAINING.

2.15 Force Majeure

If either party is temporarily rendered unable, wholly or in part by Force Majeure to perform its duties or accept performance by the other party under the Contract it is agreed that on such party, giving notice with full particulars in writing of such Force Majeure to the other party within 14 (fourteen) days after the occurrence of the cause relied on, then the duties, of such party as far as they are affected by such Force Majeure shall be suspended during the continuance of any inability so caused but for no longer period and such cause shall as far as possible be removed with all reasonable speed. Neither party shall be responsible for delay caused by Force Majeure.

The terms "Force Majeure" as used herein shall mean Acts of God, strikes, lockouts or other industrial disturbance, act of public enemy, war, blockages, insurrections, riots, epidemics,

landslides, earthquakes, fires, storms, lightning, flood, washouts, civil disturbances, explosion, Governmental Export/Import Restrictions, Government actions/restrictions due to economic and financial hardships, change of priorities and any other causes similar to the kind herein enumerated or of equivalent effect, not within the control of either party and which by the exercise of due care and diligence either party is unable to overcome.

The terms of this Contract shall be extended for such period of time as may be necessary to complete the work which might have been accomplished but for such suspension. If either party is permanently prevented wholly or in part by Force Majeure for period exceeding 4 (four) months from performing or accepting performance, the party concerned shall have the right to terminate this Contract immediately giving notice with full particulars for such Force Majeure in writing to the other party, and in such event, the other party shall be entitled to compensation for an amount to be fixed by negotiations and mutual agreement.

If a Force Majeure situation arises, the Bidder shall promptly notify Project Director, FEDERAL DIRECTORATE OF EDUCATION, MINISTRY OF FEDERAL EDUCATION AND PROFESSIONAL TRAINING in writing of such conditions and the cause thereof. Unless otherwise directed by FEDERAL DIRECTORATE OF EDUCATION, MINISTRY OF FEDERAL EDUCATION AND PROFESSIONAL TRAINING in writing, the bidder shall continue to perform its obligations under the Contract as far as is reasonably practicable and shall seek all reasonable alternative means for performance not prevented by the Force Majeure event.

2.16 Notification of Intention to Award

1. The Purchaser shall notify the concerned Bidder whose bid has been selected in accordance with bidding guidelines, in writing that the Purchaser has intention to accept his/her bid and the information regarding name, address and bid amount of the selected bidder shall be given to all other bidders using the "Letter of Intention".
2. If no bidder submits an application pursuant to bidding instructions within a period of seven days of providing the notice, the Purchaser shall accept the bid selected prior to the expiry of bid validity period, and notification of award shall be communicated to the bidder to furnish the performance security and sign the contract within fifteen days.

2.17 Signing of Contract

Within fifteen (15) working days after notification to the successful bidder regarding acceptance of his bid and submission of Bank Guarantee, the contract incorporating all agreements between the parties will be signed.

BID Data Sheet

Reference	
	Name of the Client: Project Director /Federal Directorate of Education, Ministry of Federal Education and Professional Training, Govt. Of Pakistan
	The bid shall be submitted over E-PADS system of PPRA and shall separately contain Technical & Financial Proposal. Name of the contract is: <u>Engaging Services of a Service Provider For Recruiting, Provisioning and Managing performance of One Hundred Fifty (150) Tech Fellows under the “Disruptive Education – Creating Foundries of Emerging Tech” Project</u>
	The Client’s representative is: Project Director, FEDERAL DIRECTORATE OF EDUCATION, MINISTRY OF FEDERAL EDUCATION AND PROFESSIONAL TRAINING Contact person: Mr. Zia-ul-Haq, Deputy Director (EdTech), Federal Directorate of Education
	The Project Director/FDE/MOFEPT will provide the following inputs and facilities: All available data and information
	Proposals must remain valid for 120 days from the date of submission.
	Clarifications may be requested not later than 7 days before the submission date. The address for requesting clarification is: FEDERAL DIRECTORATE OF EDUCATION, MINISTRY OF FEDERAL EDUCATION AND PROFESSIONAL TRAINING Contact person: Mr. Zia-ul-Haq, Deputy Director (EdTech), Federal Directorate of Education
	Proposals shall be submitted in the following language: English
	Amounts payable by the Project Director/FDE/MOFEPT to the Bidder under the Agreement to be subject to local taxation: Yes
	10% Performance guarantee after acceptance within 10 days of signing of contract
	Educational Service Providers must submit the original and one <i>copy each</i> of the Technical Proposal, and the Financial Proposal, along with the soft version of the technical proposal in USB flash drive. (The USB flash drive shall be taped to the original technical proposal.)
	The hard-copies of the Proposal submitted through E-PADS should be submitted at following address: OFFICE OF THE PROJECT DIRECTOR / DIRECTOR (ADMIN), FEDERAL DIRECTORATE OF EDUCATION, SECTOR G-9/4, ROHTAS ROAD, ISLAMABAD Proposals must be submitted no later than the following date mentioned into the advertisement which is 18 th December, 2024 by 10:00 am and opening at 10:30 am
	The Evaluation Criteria given above as per RFP for 100 Marks

Note: Project Director / Project Coordinator / FDE / MOFEPT has the right to cross check/verify all the documents submitted by the bidder in whatsoever manner. The procurement specialist / Project Coordinator / Project Director /FDE / MOFEPT further has the right to ask the bidder to submit the documents for verification purpose.

3. **TERMS OF REFERENCES /TORS**

3.1 Introduction

As part of its strategic planning, FDE, M/o FE&PT's vision is to strengthen Government initiative to *'Make Pakistan a Global IT destination'*. This vision and associated mission, is aligned with the overall objectives of growing the Nation's export and capability in the IT sector. However, to achieve the true potential of these objectives, there is need to support the development of skills at the school level. This will be a first of its kind program in the nation and the region at large. It will usher a new era of capacity building of our youth and motivate them to become the tech leaders of tomorrow.

In an era dominated by rapidly advancing technology, it is imperative to introduce children to emerging technologies from an early age to prepare them for the increasingly digital landscape they will encounter in their future endeavors. We hope to accomplish this through the creation of **"Emerging Technology Centres"** in 150 schools / colleges for this purpose. These emerging technology centres will serve as vital conduits for this introduction to the world of emerging technologies.

These educational spaces not only facilitate diverse learning styles but also offer access to a plethora of resources beyond traditional textbooks, including multimedia content, simulations, and interactive tools. By engaging with technology in such environments, students develop essential digital literacy and technological skills necessary for success in the modern world. Moreover, these centres and labs promote collaborative learning, teamwork, and communication skills, preparing students for the collaborative nature of many professional settings. Through exposure to emerging technologies, such as virtual reality, artificial intelligence, and data analytics, students not only gain practical skills but also cultivate critical thinking and problem-solving abilities essential for navigating an ever-evolving technological landscape. Thus, integrating such technologies into education equips students with the tools and competencies needed to thrive in the digital age and beyond.

Rapid changes in information and communication technology have contributed significantly to our world. Twenty-first-century skills require fluency in the use, impact, and knowledge of technology. The use of technology in the education sector has become a reality and it will significantly improve the efforts of the government in achieving the targets of SDGs. The use of technology has become an inevitable approach to ensure that students have access to continued learning and quality education. It also presents innumerable avenues to improve the quality of education if effective, impactful, and localized content can be digitally presented and made accessible to students. With audio-visual aids, interactive methods, the ability to pace speed and time, and possible assessment systems that can be tethered with a complete solution, blended learning through digital content potentially provides a robust platform for increasing education quality.

Availability of good, localized content can be made available through offline digital connectivity, and the learning processes both for students and teachers will benefit from enhanced conceptual clarity, improved cognition, increased problem-solving abilities and the development of a solid foundation for future education.

Global IT business runs at a fast pace. Pakistan stands at below US\$ 3.0 billion out of the overall market size to the tune of US\$ 5.5 trillion. The urgency is therefore obvious and needs immediate addressing. There is a need to introduce a new paradigm for IT education and training starting from our primary schools. This will ensure sustainable aptitude development. This is a high impact training program and will be a transformative initiative designed to equip individuals with cutting-edge skills and knowledge in emerging fields on one hand and the young children with essential exposure to emerging technologies.

The emerging technology centres will be setup in 150 schools / colleges in Islamabad.

3.2 Specification of the Emerging Technology Centres

These labs to be setup in 150 schools / colleges are divided into two different facilities

Class A facilities x 30

30 of these centres will provide state of the art spaces for co-working as has been achieved at the National Incubation Centres. The emerging technology centres established in designated secondary schools / colleges will also function as co-working spaces during off hours to address the challenges faced by freelancers and professionals locally. By providing accessible, well-equipped workspaces and fostering a culture of collaboration and innovation, the government aims to create an ecosystem where talented individuals can thrive. These spaces will not only serve as physical locations for work but also as hubs for knowledge exchange, skill development, and networking. Safety policies will be instituted so students can interact with adults in a safe environment.

The project will establish **30 Class A facilities** in the designated secondary schools / colleges. Under this project, **7,000 students at 30** secondary schools / colleges will be trained on specialized technologies for the provision of a highly skilled workforce to the IT industry. The trainings will primary will be for students of the institutes and youth of the area of same age group who are expected to have little background knowledge of computer programming. However, project scope may be extended to higher grades during selection process at discretion of Project Director / Federal Directorate of Education / Ministry.

The objectives of this component is to provide:

- State of the art lab with high speed internet connectivity, computers, audio visual aids for teaching
- Fully functional co-working spaces for professionals and free lancers
- Availability of high quality digital educational content using cloud server for aiding in teaching of students and high availability every time everywhere.
- High speed internet and uninterrupted power supply

Each Class A facility will have the following:

- 30 x High Performance PCs

- 1 Hour UPS or Solar Backup
- 1 x 65 inch LEDs
- 1 x Speaker system with Mic
- Wireless Networking

Class B Facilities x 120

120 Class B facilities in designated high, middle and primary schools. To equip our children for **Industry 5.0** and develop their aptitude towards emerging technologies, **15,000 students in 120 primary, middle and high schools** will be taught on STEM, Entrepreneurship and Computer Science, under this project.

STEM (Science, Technology, Engineering, and Mathematics), entrepreneurship, and computer coding education are crucial for school children as they equip them with essential skills for success in the 21st century. STEM education fosters critical thinking, problem-solving, and creativity, preparing students to tackle real-world challenges and contribute to technological advancements. It also cultivates a deep understanding of scientific concepts and encourages innovation, laying the foundation for future careers in various STEM fields.

Entrepreneurship education instils an entrepreneurial mind-set, teaching students to identify opportunities, take calculated risks, and develop innovative solutions to problems. It nurtures creativity, resilience, and adaptability, essential qualities for navigating an increasingly dynamic global economy. Similarly, computer coding education is vital in a digital age, providing students with the ability to understand and create technology rather than just consume it.

Computer skills., particularly coding skills empower students to develop apps, websites, and software, fostering computational thinking and enhancing problem-solving abilities. Moreover, these educational domains promote collaboration, communication, and teamwork, preparing students for the collaborative nature of many modern workplaces.

By integrating STEM, entrepreneurship, and computer literacy/coding into school education, educators prepare children to thrive in an interconnected and technology-driven world, unlocking a myriad of opportunities for their future success.

Each Class B facility will have the following:

- 20 x Chromebooks
- 1 Hour UPS or Solar Backup
- 1 x 55 inch LEDs
- 1 x Speaker system with Mic
- Wireless Networking

The institute providing the trainings will be called the Service Provider and will be responsible for ensuring the design, implementation and quality of both type of trainings. Due to the complexity of the project, JV to bring together the required expertise may be formulated (but not required).

The duration of this project will be one year, however, the Federal Directorate of Education, Ministry of Federal Education & Professional Training, can increase or decrease the duration of the project.

Theory of Change of the project

3.3 Result Based Monitoring (RBM) Indicators

S/N	Input	Output	Outcome		Targeted Impact
			Baseline Indicators	Targets After Completion of Project	
1	<ul style="list-style-type: none"> Engage partner to develop Industry 5.0 trainings and train 30 trainers (Tech Fellows) Setup 30 NIC style co-working space in 30 degree colleges/higher secondary schools with computers and training materials (30 seats each) LMS based centralized server and learning content library High speed internet connection 	Establish co-working spaces with emerging technology training program in 30 secondary schools and degree colleges of ICT.	No highly skilled student directly entering workforce for government school	7,000 highly skilled certified graduates entering workforce	Up to 50% will contribute to Free lancing and export earnings.
2	<ul style="list-style-type: none"> Engage partner to develop STEM, Computer science and Entrepreneurship trainings and train 120 trainers (Tech Fellows) Setup 120 new design thinking labs space in secondary, middle and primary schools with computers and training materials (20 seats each) LMS based centralized server 	120 primary, middle and high schools in ICT.	Public schools criticized for being theoretical and lacking hands on practice for build up STEAM, Computer science and Entrepreneurship aptitude and skills	15,000 students with hands trainings on STEAM, Computer science and Entrepreneurial aptitude and skills	Majority of these students will be able to leverage learning to gain better livelihood opportunities

	and content library • High speed internet connection				
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3.4 Scope of Work

3.4.1 Activity 1: Design syllabus and learning materials for Class A and Class B labs

- Research industry trends and learning preparedness of target population
- Design most impactful project based, “hands on learning” syllabus for skill development as per program goals and objectives that is age and grade appropriate and takes into account current low digital literacy of students
- Provide a separate pathway for remedial learning for slow learners so they get benefit along with the better students
- Provide digital content and all materials for successful implementation by Tech fellows including lesson plan guidelines
- The trainings will be reviewed and formally endorsed by a reputable HEC accredited engineering university/CS institute in Pakistan or reputable relevant international body.
- The trainings will not be budgeted on per trainee basis. SERVICE PROVIDER will be given a lump sum payment. The SERVICE PROVIDER will be responsible for all costs including (i) trainees’ selection (ii) training cost, (iii) management (iv) teaching materials and monitoring costs and exhibitions etc.

Hi-Tech Trainings for Class A Facilities

At the **30 Class A Facilities**, high tech trainings will be given for students of the educational institutes and if space permits, local youth of the area. Daily trainings will be held at each facility. The focus will be to make the students ready for freelancing. Each course must contain content to guide students about relevant freelance opportunities. An expert will teach each course along with teaching assistants/interns.

In consultation with the industry and academia, SERVICE PROVIDER will help select the most required and in demand age-appropriate technologies to impart trainings under this project at 30 sites identified.

These may include AI, ML, prompt engineering, DevOps, cloud computing basics, block chain and Web 3.0 etc. The following trainings are provided as reference standard for development of the Industry 5.0 training program with academia as envisioned. However, the list of trainings will be proposed by the SERVICE PROVIDER after research of market opportunities and trends and finalized during the project and therefore may vary from this.

S/N	Course	Duration	Requirements	Modules
1	Python Programming Basics to Machine	04 Months	No prior programming experience required	Month 1: Introduction to Python Programming Basics of Python syntax, data types, control structures

	Learning and Deep Learning		<p>Basic understanding of mathematics (algebra, calculus)</p> <p>Access to a computer with Python installed</p> <p>Willingness to learn and practice regularly</p>	<p>Functions, modules, and libraries (e.g., NumPy, Pandas)</p> <p>Month 2: Intermediate Python Programming</p> <p>Object-oriented programming in Python</p> <p>File handling, exception handling</p> <p>Month 3: Introduction to Machine Learning</p> <p>Fundamentals of machine learning algorithms (e.g., regression, classification)</p> <p>Introduction to libraries like scikit-learn</p> <p>Month 4: Deep Learning Basics</p> <p>Introduction to neural networks</p> <p>Deep learning frameworks (e.g., TensorFlow, PyTorch)</p> <p>Hands-on projects integrating Python, machine learning, and deep learning concepts</p>
2	JavaScript Basics to React and Other Frameworks	4 + 1 – Month Course	<p>Basic understanding of HTML and CSS</p> <p>No prior JavaScript experience required</p> <p>Access to a computer with a text editor and web browser</p>	<p>Month 0 (Optional): HTML & CSS</p> <p>Month 1: JavaScript Fundamentals</p> <p>Syntax, data types, operators</p> <p>Control flow, functions, arrays, objects</p> <p>Month 2: Intermediate JavaScript</p> <p>DOM manipulation, event handling</p> <p>Asynchronous JavaScript (callbacks, promises, async/await)</p> <p>Month 3: Introduction to React</p>

				<p>Basics of React components, JSX</p> <p>State management, props, hooks</p> <p>Month 4: Advanced React and Other Frameworks</p> <p>React Router, Redux for state management</p> <p>Introduction to other popular frameworks (e.g., Vue.js, Angular)</p> <p>4-Month Course: DevOps from Linux Basics to Cloud Computing and Automation</p>
3	DevOps from Linux Basics to Cloud Computing and Automation	04 + 01 Months	<p>Basic understanding of operating systems</p> <p>Familiarity with command-line interface</p> <p>Access to a computer with Linux OS (or virtual machine)</p>	<p>Month 0 (Optional): Introduction to Operating System</p> <p>Month 1: Linux Basics</p> <p>Command-line navigation, file operations</p> <p>Permissions, users, groups</p> <p>Month 2: Shell Scripting</p> <p>Bash scripting fundamentals</p> <p>Writing and executing shell scripts</p> <p>Month 3: Cloud Computing with AWS</p> <p>Introduction to AWS services (EC2, S3, RDS, etc.)</p> <p>Deploying applications on AWS</p> <p>Month 4: DevOps Tools and Practices</p> <p>Introduction to Terraform for infrastructure as code</p> <p>Containerization with Docker</p> <p>Version control with Git and GitHub</p> <p>CI/CD pipelines and automation practices</p>

4	Blockchain and Web 3.0 for CS Background Individuals	04 Months	<p>Strong understanding of computer science fundamentals (data structures, algorithms)</p> <p>Familiarity with programming languages (e.g., Python, JavaScript)</p> <p>Access to a computer with internet connectivity</p>	<p>Month 1: Introduction to Blockchain</p> <p>Fundamentals of blockchain technology</p> <p>Cryptography basics, hashing, digital signatures</p> <p>Month 2: Smart Contracts and Ethereum</p> <p>Introduction to smart contracts</p> <p>Ethereum platform and Solidity programming language</p> <p>Month 3: Decentralized Applications (DApps)</p> <p>Building and deploying DApps on blockchain platforms</p> <p>Web3.js for interacting with blockchain networks</p> <p>Month 4: Advanced Topics in Blockchain and Web 3.0</p> <p>Scalability and interoperability challenges</p> <p>Other blockchain platforms (e.g., Hyperledger, Corda)</p> <p>Emerging trends in Web 3.0</p>
5	AI-Powered Tools Utilization	02 Months	<p>Basic understanding of artificial intelligence concepts</p> <p>Proficiency in using computers and internet</p>	<p>Month 1: Introduction to AI-Powered Tools</p> <p>Overview of AI-powered tools landscape</p> <p>Introduction to Mid-journey, DALL·E, and prompt engineering</p> <p>Month 2: Hands-on Projects and Applications</p> <p>Practical usage of tools for various applications (e.g.,</p>

				content generation, image generation, text completion) Integration with existing workflows and systems
6	E-Commerce Basics	01 Month	Basic understanding of internet usage and online shopping Access to a computer with internet connectivity	<p>Week 1: Introduction to E-Commerce</p> <ul style="list-style-type: none"> Overview of e-commerce landscape Types of e-commerce businesses and models <p>Week 2: Setting Up an E-Commerce Store</p> <ul style="list-style-type: none"> Choosing a platform (e.g., Shopify, WooCommerce) Store design, product listings, payment gateways <p>Week 3: E-Commerce Marketing Strategies</p> <ul style="list-style-type: none"> SEO basics, social media marketing Email marketing, content marketing <p>Week 4: Managing and Scaling E-Commerce Business</p> <ul style="list-style-type: none"> Order fulfillment, customer service Analytics and performance tracking Scaling strategies and future trends in e-commerce
7	Basics to Data Visualization	04 Months		<p>Month 1: Fundamentals of Data Visualization</p> <ul style="list-style-type: none"> Introduction to Data Visualization Data Preparation for Visualization Choosing the Right Visualization Techniques Tools for Data Visualization

				<p>Month 2: Advanced Visualization Techniques</p> <ul style="list-style-type: none"> Interactive Visualizations Geospatial Visualization Time Series Visualization Network Visualization <p>Month 3: Design Principles and Storytelling with Data</p> <ul style="list-style-type: none"> Principles of Effective Visualization Design Visual Perception and Communication Storytelling with Data Dashboard Design and Development <p>Month 4: Advanced Topics and Applications</p> <ul style="list-style-type: none"> Big Data Visualization Machine Learning and AI-driven Visualization Ethical Considerations in Data Visualization Future Trends in Data Visualization
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Each course will include a mix of theoretical concepts, practical exercises, and hands-on projects to reinforce learning and provide real-world application opportunities. Additionally, regular assessments and feedback sessions will be incorporated to track progress and address any challenges faced by the learners.

Specialized STEM, Entrepreneurship and Computer Science Trainings (SEC) for Class B Facilities

The training at **120 Class B facilities** will cover the following three courses. Each course will be taught independently to each grade. At least 1 hour of teaching time for each of the three courses per grade will be targeted every week. This will be facilitated by the provision of one dedicated expert teacher per site. This schedule will depend on resource availability and will be finalized with FDE.

Computer Science

These trainings will leverage and build on the computer science curriculum of the Single National Curriculum 2022 (SNC 2022) and aim to provide a hands on and practical view of the subject along with the additional material as outlined below will also be taught. The focus will be on the

development of hands on ICT skills, digital skills, algorithmic thinking and problem-solving skills. For logic courses, textbooks on logic education for school children available on www.amazon.com and other similar international best practice platforms will be used. Efforts will be made to develop the ability in students to find and implement solutions to computational problems through consistent utilization of coding and development environments of increasing complexity. Students should be taught block programming through platforms like www.code.org OR scratch. Basic python programming will also be taught. The students will be given thorough exposure to various freelancing platforms like freelancer, up work etc. including creation of their accounts and how to bid, get and execute their first paid freelancing assignment. They will also be taught to acquire various freelancing skills through freely available AV resources on content writing, programming, graphics designing and other skills etc.

Science, Technology, Engineering, and Mathematics (STEM)

Students to be provided STEM education through project based learning. At least 12 STEM projects will be completed in each grade during one year. In this regard, the focus will be on science, robotics and technology-based projects. Latest STEM curriculums will be followed and references like Discovery Education etc. be used. List of STEM projects must be shared in the proposal and should include projects like solar car, solar house, windmill, water rockets, circuits, smart dustbin, smart glasses. At least 4 projects should include ones designed with Arduino and sensors. The following type or equivalent materials should be given to each teacher at the minimum.

- 1 Arduino Kits (x3)
- 2 Electronics Kit (x3)
- 3 Science/STEM Kits (x3)
- 4 Soldering Kit (x3)
- 5 IOT/Robotics Box (x2)

The projects listed in the syllabus/proposal should include the usage of these materials. The Minimum budget for the materials per teacher per year is set at PKR 570,000.

Entrepreneurship

Entrepreneurship will be given special focus to enhance problem-solving skills to design thinking and be equipped with some basic, age-appropriate entrepreneurship tools and mind-sets to develop and launch a business idea. The students will be taught the following topics: Introduction to entrepreneurship mind-set curriculum, research for innovation, effective communication, building creativity, collaboration, identifying and pursuing opportunities, developing an MVP in collaboration with other students, basic marketing/digital marketing, pricing theory, planning and execution, analysing and learning, critical thinking and managing risks. Modern entrepreneurship curriculums like one by Network for Teaching Entrepreneurship (NFTE) and Entrepreneurship Mind-set Curriculum. Students will be encouraged to develop entrepreneurship ideas and teams will

compete in Shark Tank like forums. Student entrepreneurship fairs will be organized in each school twice every year to showcase and sell the business ideas.

3.4.2 Activity 2: Deploy and manage digital content and learning resources from standardized LMS

- Educational content delivery will be delivered using the standardized Learning Management System (LMS) of FDE /Ministry. It is currently e-Taleem but FDE / Ministry has the right to substitute if required and this should have no bearing on the project. Ministry will ensure equivalent functionality if this occurs.
- Selected SERVICE PROVIDER will work with the LMS team to integrate his solutions onto the LMS
- For areas where there are internet issues, LMS should be preloaded on onsite servers. SERVICE PROVIDER will ensure that program will work in both online and offline models.
- The standardized LMS has the following features that should be maximally used in the design of the delivery scheme to provide maximum impact in the project.
 - Content management system which makes it easy to add/subtract content whenever needed by teachers or approved content developers.
 - Mechanism for Formative and summative assessments for the content
 - Mechanism for taking surveys directly from trainees or in coordination with teachers
 - In-system Alerts and Secure Communication
 - Data availability – both engagement and learning. SERVICE PROVIDER will design KPIs and manage implementation of a “active research” based performance monitoring framework for the project taking advantage of the available data
 - Dashboards and reports – for developing output, outcome and impact trends that are analysed into gaps and policy and recommendations for administration changes to improve these trends.
 - School management system which includes attendance, calendar, and many useful functions
 - AI features including recommender engine
 - Many other features (See concept note on the e-Taleem LMS in the Appendix of this RFP)
 - FDE / Ministry will provide required admin rights and permissions for designated persons to manage LMS during the project.

Note:

The Syllabus is required to be submitted to FDE for approval. FDE/MoFEPT may suggest changes / modifications to the proposed syllabus. The Service Provider / contractor is bound to follow directions of FDE / MoFEPT.

3.4.3 Activity 3: Recruit 150 Tech fellows

The trainer will be called the **Tech Fellow**. The Service Provider will be required to hire male and female Tech Fellows as per agreed criteria with FDE / MOFEPT which will be developed after award of contract.

- 30 Tech Fellows will be hired for Class A facilities

- 120 Tech Fellows will be recruited for Class B facilities

The minimum qualification of the Tech Fellows will be 16 years of education and proficiency in computers, as detailed below:

Tech Fellow	<ul style="list-style-type: none"> • Qualification: BSc IT (Hons) / BS (CS) or Computer Engineering (16 year) or equivalent graduation • Good knowledge of subjects to be taught • Motivation/aptitude to teach/make learning interesting • Minimum on year experience in a related discipline. • Demonstrate mastery/skills in subjects to be taught in a diagnostic test to be designed and administered by SERVICE PROVIDER • Motivation/aptitude to teach/make learning interesting
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Selection through Skill testing

- Service Provider will advertise the hiring of Tech Fellows in at least two National daily newspapers of repute (one Urdu and one English).
- Service Provider will design and administer appropriate skill tests that ensure the Tech Fellow has the required subject professional and skill competency.
- Motivation and aptitude will be further established thorough interviews or other means among those that pass the test.

Engagement of FDE / MoFEPT in the selection process

- FDE will nominate one or more representatives to the selection panel as an observer/auditor. All appointments will be made by SERVICE PROVIDER on merit.

Capacity to manage turnover and program expansion

- Additionally, SERVICE PROVIDER will qualify maintain a sufficient pool of reserves to manage turnover or manage other HR issues in the project. This additional reserve pool should be at-least 10% of the number hired for the project for each facility.

Monthly wages of trainers

- SERVICE PROVIDER must pay each fellow a **minimum of Rs 70,000 per month** to ensure that the project attracts best available talent.

3.4.4 Activity 4: Train and provision recruited Tech Fellows for the project

- The Service Provider will train the hired Tech Fellows to teach the students through master trainers as per guidelines approved by the FDE / MOFEPT technical committee.
- The selected Service Provider will design and train the Tech fellows to teach the detailed age appropriate syllabus based on principles of porroject based learning and international best practice.

- The Service Provider will be responsible for development of detailed syllabus, lessons plans, teaching aid, and projects etc. The Tech fellows should be expertly trained for delivering project based trainings for Class A and/or Class B subjects as per the scope of this program.

3.4.5 Activity 5: Deploy and manage the training activity

- The SERVICE PROVIDER will provide consulting services to efficiently deploy, administer and manage the trainings during the project.
- The SERVICE PROVIDER will be responsible for all costs including (i) trainees' selection (ii) training cost, (iii) management (iv) teaching materials and monitoring costs and exhibitions etc.
- It will ensure that full utilization of time of the teachers and completion of curriculum within time by chalking out a course plan, allocating at least 1 hour for each course of Computer Science, STEM and Entrepreneurship to each grade per week.
- The trainings can be staggered amongst sites so that one trainer can complete a course at one college and then do it in another college for the next few months.
- The SERVICE PROVIDER will be responsible for all expenditures associated with the courses and projects including materials, teaching aids etc.
- The SERVICE PROVIDER will be responsible for managing turnover and discipline issues. Must demonstrate in proposal capacity to address turnover with-in one week when required from the reserve pool.
- The contract will be terminated in case the teaching milestones are not being met by the SERVICE PROVIDER.

3.4.6 Activity 6: Active research and data for effective M&E

- SERVICE PROVIDER will monitor the implementation process, visit each school and assess the training delivery effectiveness.
- SERVICE PROVIDER will use LMS to generate weekly engagement and learning trends that give a holistic view of the project output, outcome and impact. It will design KPIs and data visualization using LMS and other digital/non digital tools to facilitate this objective.
- SERVICE PROVIDER will provide quarterly write ups and other material to department and scientifically measure student learning outcomes using pre and post-test.
- FDE / MoFEPT will also determine the quality of trainings through surveys of trainees.
- 10% of the financial compensation of SERVICE PROVIDER will be linked to meeting outcome and impact targets of the project. These will include skill assessments and market linking.
- FDE / MOFEPT may maintain a database of all students trained and will also scientifically evaluate the success and long term impact of the trainings.

3.4.7 Activity 7: Link them to markets and collaboration forums

- SERVICE PROVIDER will propose reasonable budget for marketing activities related to linking of trainees to further skill development and market opportunities. These include internship opportunities and data based assessment into availability/induction into employment opportunities after completion of trainings.
- Exhibitions

- The SERVICE PROVIDER will organize an annual exhibition to showcase student performance during the project.

3.4.8 Activity 8: Sustainability Plan/Exit Strategy

- In the last 3 months of the project, subject to meeting the outcome and impact goals of the project, SERVICE PROVIDER will provide consulting services with FDE to devise a sustainability plan for continuation of all or some of the activities
- SERVICE PROVIDER will provide HR and operations manuals and policy recommendations in the final report/presentation of the project.
- All content and solutions provided in the project will be provided to FDE under transfer of ownership or perpetual licensing rights.
- FDE will have option to continue with the Tech fellows under employment terms similar to that negotiated by the SERVICE PROVIDER for the project
- The capacity of trained students to freelance will be the most important criteria for retaining a hired trainer for hi-tech trainings beyond this project. Student enhanced aptitude towards STEM will be the main criteria for retention of trainers for SEC program. The results of surveys and assessments for this will be conducted by SERVICE PROVIDER and published.

3.5 Compliance Sheet

1. In the offer, the Bidder shall include clause by clause statement and sufficient documentation such that FEDERAL DIRECTORATE OF EDUCATION, MINISTRY OF FEDERAL EDUCATION AND PROFESSIONAL TRAINING can validate the compliance statements. In the statement of compliance, the bidder shall state:
 - a. Fully Compliant (FC): If the offer of Bidder fully meets the Bidding document requirement
 - b. Partially Compliant (PC): If the offer of Bidder meets the requirement partially, the bidder shall state the reason why the offer is partially compliant. However, if the bidder is able to fulfill the specified requirement later, the time schedule for this shall be stated. In such cases, the bidder shall clearly mention the extent to which other requirements or specifications are affected;
 - c. Non-Compliant (NC): If the offer of Bidder cannot meet the requirements, the bidder shall also state reasons for it;
 - d. Compliance statements such as ‘Agreed’, ‘Noted’, ‘OK’, Tick mark, Do (“) and ‘Understood’ etc. shall not be acceptable and shall be considered "Non-Compliant" Bidders shall mention, along with the compliance statement, the relevant Clause No., Page No., Chapter/ Section/ Volume of the offered bid document and/ or the brochure and catalogue, wherever applicable, for the purpose of verification of their technical compliance statement.
2. In case of fully complied clause, any further comments will not be entertained and considered.
3. If the bidder has stated ‘Fully compliant’ against technical clauses with comments resulting in material deviation, such statement shall be considered as "non-Compliant".

4. If the bidder has stated partially or non-compliant to some of the clauses, the successful bidder shall provision for all such requirements and make the bid fully compliant to all FEDERAL DIRECTORATE OF EDUCATION, MINISTRY OF FEDERAL EDUCATION AND PROFESSIONAL TRAINING requirements at the time of signing of Contract.

S. No.	Requirements	Compliance

4 BIDDING FORMS

4.1 Technical proposal - Submission Acknowledgement

(Location, Date)

(Name and address of Client).

We, [M/S. Title of Firm/company] offer to provide required services in accordance with your Request for Proposal titled [title of RFP] dated [Date]. We are hereby submitting our Proposal, which includes this technical proposal, and financial proposal sealed under separate envelopes.

If negotiations are held during the period of validity of the Proposal, i.e., before [Date] we undertake to negotiate on the basis of our proposal. Our technical proposal is binding upon us subject to the modifications resulting from contracts negotiations.

We understand that you are not bound to accept any Proposal you receive. We remain,

Yours sincerely,

(Authorized Signature)

Name and Title of Signatory:

Name of Firm:

Address

4.2 Financial proposal - Submission Acknowledgement

(Location, Date)

(Name and address of Client).

Dear Sir / Madam,

We, the undersigned, offer to provide [title of RFP] in accordance with your Request for Proposal dated [Date], and our Proposal (technical and financial proposals) of dated:

Our attached financial proposal is attached on the provided format.

Our financial proposal shall be binding upon us subject to the modifications resulting from contract negotiations, up to expiration of the validity period of the Proposal, i.e. [date].

We understand you are not bound to accept any Proposal you receive.

We remain,

Yours sincerely,

(Authorized Signature)

Name and Title of Signatory:

Name of Firm:

Address:

4.3 Technical Proposal form

Education service provider must provide a technical write-up of minimum 20 pages and a presentation that covers all these aspects which will be scored as per the evaluation criteria provided.

Technical Proposal Guidelines:

Section 1: Proposals should include firm or JV profile relevant to project emphasizing previous record of Strong project management of training programs and monitoring capabilities

Section 2: Include list and summary of relevant previous assignments that demonstrate experience and expertise in managing similar programs

Section 4: Demonstrate ability to recruit and provision and manage high-quality Tech Fellows (such as through alliance with Tech university or training academy is preferred). Include a detailed plan for training, supporting and managing Fellows in the program. Demonstrate capacity to provide required training and support.

Section 5: Proposals should include approach and methodology related to remedial program and the active research component envisioned. Program should provide work-plan for key experts and how the active research and M&E Team will work together to improve outcome and impact of the project within the project timelines. Proposal should address how output, outcome and impact will be tracked during project and program evolved to improve output, outcome and impact from learnings in the project. A theory of change should be provided linking inputs and activities with output, outcome and impact for entire project and for each activity.

SECTION 6: Proposal must provide plan for industry linking of the trainees after completion of the trainings, These could include internship opportunities or evidence of high demand of such skills from the industry.

4.4 Financial Proposal Form

Activity	Amount in PKR Without Tax	Amount in PKR With Tax
Design age appropriate syllabus for both Class A and Class B facilities for all applicable grade and learning readiness levels (including remedial program)		

Specify, curate, develop, license and procure digital content, tools and materials for both programs (min budget for each Tech fellow should not be less than PKR 570,000 for one year program) The following materials should be given to each Tech Fellow at the minimum. <ol style="list-style-type: none"> 1 Arduino Kits (x3) 2 Electronics Kit (x3) 3 Science/STEM Kits (x3) 4 Soldering Kit (x3) 5 IOT/Robotics Box (x2) The projects listed in the proposal should include the usage of these materials.		
Design and implement train the trainer program for the Tech Fellows		
Convert train the train the trainer program into digital content to manage future turnover (recording of sessions)		
Sub Total		

SUMMARY TABLE (FINANCIAL PROPOSAL FOR ALL COSTS)				
		Qty	Amount without taxes	Amount with taxes
1	150 Tech Fellows (for one year)	150		
2	STEAM Kits & Training Material	150		
3	STEAM, Entrepreneurship and Computer Science & Industry 5.0 Training	1		
4	Tech Fellows training cost			
5	Tech Fellow Operations and Management overhead (to be elaborated in work plan)			
6	Project mgmt. fee (for managing the project and delivering required output/outcome/impact.			
	Total			

TOTAL without taxes (for One year only)	
Applicable Tax	
Total inclusive of all Taxes	

. Itemized Financial Quote must be submitted in form above.

Number of beneficiaries/ trainees may increase/ decrease, after enrollment, pre-selection of trainees by service provider based on test/interview and on the basis of budgetary provision by the government. The government has discretion to increase / decrease the number of trainees in each lot fixed above, which cannot be challenged.

4.5 General Information Form

All individual firms and/or each partner of a Joint Venture that are bidding must complete the information in this form. Nationality information should be provided for all owners or Bidders that are partnerships or individually owned firms.

Where the Bidder proposes to form a JV, the following information should also be supplied for the JV Partner(s), together with the information in Forms 4.5-4.15. Joint Ventures must also fill out Form 4.5.2a. on **stamp paper**.

1.	Name of firm	
2.	Head office address	
3.	Telephone	Contact
4.	Fax	Telex
5.	Place of incorporation / registration	Year of incorporation / registration

Nationality of owners'		
Name	Nationality	
1.		
2.		
3.		
4.		
5.		
To be completed by all owners of partnerships or individually owned firms.		

This information may not be available from the Intensive Training Company.

4.6 General Information Systems Experience Record

Name of Bidder or partner of a Joint Venture:

All individual firms and all partners of a Joint Venture must complete the information in this form with regard to the management of Information Systems contracts generally. The information supplied should be the annual turnover of the Bidder (or each member of a Joint Venture), in terms of the amounts billed to clients for each year for work in progress or completed, converted to Pakistani Rupees at the rate of exchange at the end of the period reported. The annual periods should be calendar years, with partial accounting for the year up to the date of submission of

applications.

JV permitted experience.

The above concept can be modified evaluation factors and responsibilities and open up more space for smaller player to big players. We need to focus on creating a situation that practically big players pay more pivotal role of training and promising of backend technical support for next two years but have less risk in joining hands with domestic or smaller players due to stringent legal framework of the origins.

A brief note on each contract should be appended, describing the nature of the Information System, duration and amount of contract, managerial arrangements, purchaser, and other relevant details.

Use a separate page for each partner of a Joint Venture, and number these pages.

Bidders should not enclose testimonials, certificates, and publicity material with their applications; they will not be taken into account in the evaluation of qualifications.

Annual turnover data (applicable activities only)	
Year'	Turnover
1.	
2.	
3.	
4.	
5.	
Commencing with the partial year up to the date of submission of bids	

4.6 Bidding Firm's Project References

[Relevant services carried out in the past that best illustrate qualifications]

Assignment Name		Country	
Name of Client:		Total No. of delivery Locations (List may be attached)	
Industry			
Address:			
Start Date (Month/Year)		Approx. Value of Contract (in currency):	
Completion Date (Month/Year)			
Items/Services Supplied		Quantity	
Narrative Description of Project:			

4.7 Joint Venture Summary (Stamp Paper³⁷)

(JV agreement for participating in the RFP advertised by FDE / MoFEPT)

Names of all partners of a Joint Venture

- 1.Partner in charge
- 2.Partner
- 3. Partner
- 4.Partner
- 5. Partner
- 6. Etc.

Total value of annual turnover, in terms of Information System billed to clients;

Annual turnover data (applicable activities only; PKR)					
Partner	Year 1	Year 2	Year 3	Year 4	Year 5
1. Partner in charge					
2. Partner					
3. Partner					
Totals					

4.8 Particular Systems rollout Experience Record

Name of Bidder or partner of a Joint Venture
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On separate pages, using the format of Form 4.5, the Bidder is requested to list contracts of a similar nature, complexity, and requiring similar information technology and methodologies to the contract or contracts for which these Bidding Documents are issued, and which the Bidder has undertaken during the period. Each partner of a Joint Venture should separately provide details of its own relevant contracts. The contract value should be based on the payment currencies of the contracts converted into Pakistani Rupees, at the date of substantial completion, or for ongoing contracts at the time of award.

4.9 Details of Contracts of Similar Nature and Complexity

Name of Bidder or partner of a Joint Venture:

Use a separate sheet for each contract.

1.	Number of contract	
	Name of contract	
	Country	
2.	Name of Purchaser	
3.	Purchaser address	
4.	Nature of Information Systems and special features relevant to the contract for which the Bidding Documents are issued	
5.	Contract role (check one)	
	Prime Supplier Management Contractor Partner in a Joint Venture	
6.	Amount of the total contract/partner share (in specified currencies at completion, or at date of award for current contracts)	
	Currency	Currency Currency
7.	Equivalent amount PKR	
	Total contract: PKR, _____ Partner share: PKR_____;	
8.	Date of award/completion	

9.	Contract was completed _____ months ahead/behind original schedule (if behind, provide Explanation).
10.	Contract was completed _____ equivalent under/over original contract (if provide explanation). _____ amount _____ over,
11.	Special contractual/technical requirements.
12.	Indicate the approximate percent of total contract value (and PKR amount) of Information System undertaken by, if any, and the nature of such Information System.

4.10 Personnel Capabilities

For specific positions essential to contract management and implementation (and/or those specified in the Bidding Documents, if any), Bidders should provide the names of at least two candidates qualified to meet the specified requirements stated for each position.

Bidders may propose alternative management and implementation arrangements requiring different key personnel, whose experience records should be provided:

Professional Staff					
Name of Staff	CNIC No	Firm	Area of Expertise	Position Assigned	Task Assign

4.11 Summary Sheet: Current Contract Commitments / Work in Progress

Name of Bidder or partner of a Joint Venture:

Bidders and each partner to a Joint Venture bid should provide information on their current commitments on all contracts that have been awarded, or for which a letter of intent or acceptance has been received, or for contracts approaching completion, but for which an unqualified, full completion certificate has yet to be issued.

Name of contract	Purchaser, contact address/tel./fax	Value of outstanding Information System (current PKR equivalent)	Estimated completion date	Average monthly invoicing over last six months (PKR/month)
1.				
2.				
3.				
4.				
5.				
etc.				

4.12 Financial Capabilities

Name of Bidder or partner of a Joint Venture:

Bidders, including each partner of a Joint Venture, shall provide financial information to demonstrate that they meet the requirements stated in the Evaluation Criteria. Each Bidder or partner of a Joint Venture shall complete this form. If necessary, separate sheets shall be used to provide complete banker information. A copy of the audited balance sheets shall be attached.

Autonomous subdivisions of parent conglomerate businesses shall submit financial information related only to the particular activities of the subdivision.

Banker	Name of banker		
	Address of banker		
	Telephone	Contact name and title	
	Fax	Telex	

Summarize actual assets and liabilities in Pakistani Rupee equivalent (at the rates of exchange current at the end of each year) for the previous five calendar years. Based upon known commitments, summarize projected assets and liabilities in Pakistani Rupee equivalent for the next two calendar years, unless the withholding of such information by stock market listed public companies can be substantiated by the Bidder.

Financial information in PKR	Actual:			Projected:	
	Previous five years			Next two years	
	3	2	1	1	2
1. Total assets					
2. Current assets					
3. Total liabilities					
4. Current liabilities					
Revenue					
5. Profits before taxes					
6. Profits after taxes					

Specify proposed sources of financing, such as liquid assets, unencumbered real assets, lines of credit, and other financial means, net of current commitments,

available to meet the total construction cash flow demands of the subject contract or contracts.

Source of financing	Amount
1.	
2.	
3.	
4.	

Attach audited financial statements — including, as a minimum, profit and loss account, balance sheet, and explanatory notes.

If audits are not required by the laws of Bidders' countries of origin, partnerships and firms owned by individuals may submit their balance sheets certified by a registered accountant, and supported by copies of tax returns.

4.13 Candidate Summary

Name of Bidder:

Position		Candidate	
		Prime	Alternate
Candidate information	Name of candidate	Date of birth	
	Professional qualifications		
Present employment	Name of Employer		
	Address of Employer		
	Telephone	Contact (manager / personnel officer)	
	Fax	Telex	
	Job title of candidate	Years with present Employer	

Summarize professional experience over the last twenty years, in reverse chronological order. Indicate particular technical and managerial experience relevant to the project.

From	To	Company/Project/Position/Relevant technical and management experience

4.14 Technical Capabilities

Name of Bidder:

The Bidder shall provide adequate information to demonstrate clearly that it has the technical capability to meet the requirements for the Information System. With this form, the Bidder should summarize important certifications, proprietary methodologies, and/or specialized technologies which the Bidder proposes to utilize in the execution of the Contract or Contracts.

4.15 Litigation History

Name of Bidder or partner of a Joint Venture:

Bidders, including each of the partners of a Joint Venture, shall provide information on any history of litigation or arbitration resulting from contracts executed in the last five years or currently under execution. A separate sheet should be used for each partner of a Joint Venture.

Year	Award FOR or AGAINST Bidder	Name of client, cause of litigation, and matter in dispute	Disputed amount (current value, PKR equivalent)

4.16 DECLARATION on OATH

[Name of the Seller/Supplier] hereby solemnly declares its intention not to obtain or induce the procurement of any contract, right, interest, privilege or other obligation or benefit from Government of Pakistan or any administrative subdivision or agency thereof or any other entity owned or controlled by it (GoP) through any corrupt business practices.

Without limiting the generality of the foregoing, *[the Seller/Supplier]* represents and warrants that it has fully declared the brokerage, commission, fees etc. paid or payable to anyone and not given or agreed to give and shall not give or agree to give to anyone within or outside Pakistan either directly or indirectly through any natural or juridical person, including its affiliate, agent, associate, broker, Vendor, director, promoter, shareholder, sponsor or subsidiary, any commission, gratification, bribe, finder's fee or kickback, whether described as consultation fee or otherwise, with the object of obtaining or inducing the procurement of a contract, right, interest, privilege or other obligation or benefit in whatsoever form from GoP, except that which has been expressly declared pursuant hereto.

[the Seller/Supplier] certifies that it has made and will make full disclosure of all agreements and arrangements with all persons in respect of or related to the transaction with GoP and has not taken any action or will not take any action to circumvent the above declaration, representation or warranty.

[the Seller/Supplier] accepts full responsibility and strict liability for making any false declaration, not making full disclosure, misrepresenting facts or taking any action likely to defeat the purpose of this declaration, representation and warranty. It agrees that any contract, right, interest, privilege or other obligation or benefit obtained or procured as aforesaid shall, without prejudice to any other rights and remedies available to GoP under any law, contract or other instrument, be voidable at the option of GoP.

Notwithstanding any rights and remedies exercised by GoP in this regard, *[the Seller/Supplier]* agrees to indemnify GoP for any loss or damage incurred by it on account of its corrupt business practices and further pay compensation to GoP in an amount equivalent to ten times the sum of any commission, gratification, bribe, finder's fee or kickback given by *[the Seller/Suppliers]* as aforesaid for the purpose of obtaining or inducing the procurement of any contract, right, interest, privilege or other obligation or benefit in whatsoever form from GOP.

4.17 GENERAL DECLARATION

(To be filled/signed/stamped by the prospective bidder i.e. Principal and by the Local Agent on their Letter Head)

The Prospective Bidder will have to certify that;

- Their Firm / Company / Local Agent with current or any other title & style has not been involved or Mitigating in any manner or kind of litigation with FEDERAL DIRECTORATE OF EDUCATION, MINISTRY OF FEDERAL EDUCATION AND PROFESSIONAL TRAINING

- Wrong declaration to above fact will be liable to legal proceeding s including but not limited to confiscation of Bid Security / Performance Guarantee & Blacklisting of Firm (the Principal) and also Local Agent

Sign / Name: _____

Principal's Name / Address: _____

Designation: _____ Date: _

Stamp: _____

Sign / Name: _____ Local

agents Name / Address: _____

4.18 Integrity Pact

(To be filled/signed/stamped by the prospective bidder i.e. Principal and by the Local Agent on their Letter Head)

Integrity Pact

**DECLARATION OF FEES, COMMISSION AND BROKERAGE ETC.
PAYABLE BY THE SUPPLIERS OF GOODS, SERVICES & WORKS IN
CONTRACTS WORTH RS.10.00 MILLION OR MORE**

Contract Number: _____ Dated: _____
Contract Value: _____
Contract Title: _____

_____ hereby declares that it has not obtained or induced the procurement of any contract, right, interest, privilege or other obligation or benefit from Government of Pakistan or any administrative subdivision or agency thereof or any other entity owned or controlled by it (GoP) through any corrupt business practice.

Without limiting the generality of the foregoing, _____ represents and warrants that it has fully declared the brokerage, commission, fees etc. paid or payable to anyone and not given or agreed to give and shall not give or agree to give to anyone within or outside Pakistan either directly or indirectly through any natural or juridical person, including its affiliate, agent, associate, broker, consultant, director, promoter, shareholder, sponsor or subsidiary, any commission, gratification, bribe, finder's fee or kickback, whether described as consultation fee or otherwise, with the object of obtaining or inducing the procurement of a contract, right, interest, privilege or other obligation or benefit in whatsoever form from GoP, except that which has been expressly declared pursuant hereto.

_____ certifies that it has made and will make full disclosure of all agreements and arrangements with all persons in respect of or related to the transaction with GoP and has not taken any action or will not take any action to circumvent the above declaration, representation or warranty.

_____ accepts full responsibility and strict liability for making any false declaration, not making full disclosure, misrepresenting facts or taking any action likely to defeat the purpose of this declaration, representation and warranty. It agrees that any contract, right, interest, privilege or other obligation or benefit obtained or procured as aforesaid shall, without prejudice to any other right and remedies available to GoP under any law, contract or other instrument, be voidable at the option of GoP.

Notwithstanding any rights and remedies exercised by GoP in this regard, _____ agrees to indemnify GoP for any loss or damage incurred by it on account of its corrupt business practices and further pay compensation to GoP in an amount equivalent to ten times the sum of any commission, gratification, bribe, finder's fee or kickback given by _____ as aforesaid for the purpose of obtaining or inducing the procurement of any contract, right, interest, privilege or other obligation or benefit in whatsoever form from GoP.

[Buyer]

[Seller/Supplier]

5 BID SECURITY DOCUMENTS

5.1 BID SECURITY

[insert: **Bank's Name, and Address of Issuing Branch or Office**]

Beneficiary: [insert: **Name and Address of Purchaser**]

Date: [insert: date]

BID GUARANTEE No.: [insert: **Bid Guarantee Number**]

We have been informed that [insert: name of the Bidder] (hereinafter called "the Bidder") has submitted to you its bid dated [insert: bid date] (hereinafter called "the Bid") for the execution of [insert: name of contract] under Invitation for Bids No. [insert: IFB number].

Furthermore, we understand that, according to your conditions, bids must be supported by a bid guarantee, and that the bid guarantee automatically covers any alternative bids included in the Bid, if the Bidder is permitted to offer alternatives and does so.

At the request of the Bidder, we [insert: name of Bank] hereby irrevocably undertake to pay you any sum or sums not exceeding in total an amount of [insert: amount in figures] ([insert: amount in words]) upon receipt by us of your first demand in writing accompanied by a written statement stating that the Bidder is in breach of its obligation(s) under the bid conditions, because the Bidder:

- i. has withdrawn the Bid (or any parts of it) during the period of bid validity specified by the Bidder in the Bid Submission Form or any extension of the period of bid validity which the Bidder subsequently agreed to; or
- ii. having been notified of the acceptance of the Bid by you during the period of bid validity, (i) failed or refused to execute the Contract Agreement, or (ii) failed or refused to furnish the performance guarantee, if required, in accordance with the Instructions to Bidders.

This guarantee will expire: (a) if the Bidder is the successful bidder, upon our receipt of copies of the contract signed by the Bidder and the performance guarantee issued to you upon the instruction of the Bidder; or (b) if the Bidder is not the successful bidder, upon the earlier of (i) our receipt of a copy of your notification to the Bidder of the name of the successful bidder; or (ii) twenty-eight days after the expiration of the Bid's validity.

Consequently, any demand for payment under this guarantee must be received by us at the office on or before that date.

This guarantee is subject to the Uniform Rules for Demand Guarantees, ICC

Publication No. 458.

[Signature(s)]

{Note to Bidders: Instructions on amount and currency can be found in the Section 2.13. Joint Ventures need to also ensure that their Bank Guarantee meets the requirements for Joint Ventures as provided in the same section.}

5.2 Performance Guarantee

Issuing
Authority:
Date of
Issuance:
Date of
Expiry:
Claim Lodgment Date:

WHEREAS [Name and Address of the Contractor] (hereinafter called "the Contractor") has agreed to supply the Services and render the Services against Tender Name (hereinafter called "the Contract") for the Contract Value of PKR (in figures) (and in words)

AND WHEREAS it has been stipulated in the Tender Document that the successful Contractor shall furnish Performance Guarantee, within ten (10) working days of the receipt of the Acceptance Letter from the Client, in the form of a Bank Guarantee, issued by a scheduled bank operating in Pakistan, as per the format provided in the Tender Document to the Client, for a sum equivalent to Rs_____ (to 10% of the one (01) year contract value, on a yearly basis, with an undertaking to renew the Bank Guarantee before the end of each year, one month before the expiry period of the submitted bank guarantee) valid from the date of issue until all obligations have been fulfilled in accordance with the Contract; AND WHEREAS [Name of the Bank] having registered office at [Address of the Bank] (hereinafter called "the Guarantor") has agreed to give the Contractor a Guarantee;

THEREFORE, the Guarantor hereby affirms to bind himself, his successors and his assigns to the Client, for the sum of PKR (in figures) (and in words) and undertakes to pay to the Client, upon receipt of his written demand(s), any sum(s) as specified by him, not exceeding the above limit in aggregate, without cavil / argument and without the Client having to substantiate / prove or to show grounds / reasons for such claim(s), on the occurrence of any / all of the following conditions:

- 1.If the Contractor commits a default under the Contract;
- 2.If the Contractor fails to fulfill any of the obligations under the contract;
- 3.If the Contractor violates any of the provisions of the Contract.

Provided that the Client shall specify the occurred condition(s) owing to which the said sum is due to him. Provided further that any demand(s) / claim(s) from the Client shall reach the Guarantor within thirty working days after the expiry of the Guarantee.

This guarantee shall remain valid up to _____ or all obligations have been fulfilled in accordance with the Contract, whichever is earlier. Date this _day of 20

GUARANTOR
Signature _____ CNIC # _____
Name _____
Designation _____ Address _____

[Note for Bidders: Instructions on amount and currency can be found in the Section 2. Joint

Ventures need to also ensure that their Bid Security meets the requirements for Joint Ventures as provided in the same section