Ministry of Information Technology
& Telecommunication

DIGITAL PAKISTAN

TERMS OF REFERENCE (ToR)

TO

OFFER TRAINING SERVICES THROUGH FRAMEWORK AGREEMENT WITH PSEB

April 2022

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1. Introduction to PSEB

Pakistan Software Export Board (PSEB) is an entity under the Ministry of IT & Telecom mandated to act as one stop shop on behalf of Government of Pakistan and ensuring of sustainable growth, development of the industry and enhancing of IT & ITeS exports. One of the objectives of PSEB is availability of skilled resource equipped with latest technologies for the IT Industry. In order to help increase the employability and to fill the supply gap for industry-ready skilled resource, PSEB under the guidance of Ministry of IT and consultation with IT Industry is initiating a series of HR development program, one of the said programs is equipping of the IT professionals and ICT & Non-ICT graduates with latest technologies by the ICT Industry Professionals which will help in enhancing the number and quality of HR workforce available to Pakistan IT & ITeS industry. Through its various support programs, PSEB aims to help Pakistani IT companies and IT professionals obtain a greater share of the global IT and ITeS marketplace.

2. Overview of the Program

The objective of the program to equip IT professionals and ICT & Non-ICT graduates by providing latest IT industry skills required to fill the shortage of skilled resources. For the purpose, PSEB invites international and local bodies who are willing to provide latest technology training and/or certification program either online/on-site or hybrid at highly discounted prices Furthermore, it will be highly appreciated if free trainings and certification offers are also included. Candidates/trainees from any city of Pakistan can participate in any of the training/certification of their interest, subject to meeting the pre-requisites.

International and local entities that possess the ability, capability, and capacity are encouraged to participate in the tender and to enter into Framework Agreement with PSEB, subject to qualification against the given criteria.

3. Requirements

PSEB desires to pre-qualify principal training & certification providers for the provisioning of Fields of specialized technology training & certifications on special subsidized rates or free of cost (if any) for the growth of IT/BPO sector in Pakistan. The companies

are requested to submit following mandatory documents for the evaluation/selection and to enter into a Framework Agreement with PSEB. A proposed list of international trainings & certifications is attached as Annex-I. *Participating firms are encouraged to offer trainings/certifications other than enlisted which can add value to this program.*

Sr. No.	Mandatory Eligibility Criteria Checklist	Mark Yes / No
1.	Company profile.	
2.	Proof of company registration.	
3.	The local partner/company shall have valid and active NTN	
4.	The local partner/company shall have valid and active GST number	
5.	The local partner shall not only be authorized to impart training on behalf of the principal but upon completion of training, issue the training completion certificate duly acceptable by the principal body of the respective training.	
6.	International Firm can participate directly or through its local partner/representative who is registered in Pakistan	

PSEB reserves the right to disqualify companies who fail to submit the above-mentioned mandatory documents:

4. Technical Evaluation Criteria

Technical evaluation criteria of the company's proposal are as follows. Qualifying marks=70%

Sr#	Description	Max. Score	Marks Allocation	
1.	Firm/Bidder Profile (copy of company registration)	10	Years of the registration/establishment of local partner or international bidder if participating independently (01 mark for each year)	10
2.	Financial Strength (revenue from Training and certifications only)	10	Annual turnover up to PKR 50+ mil	10
			Annual turnover PKR 31-50 mil	07

			Annual turnover PKR 10-30 mil	05
			Annual turnover PKR 01-09 mil	03
3.	Transfer of knowledge	10	Training for the designated staff of PSEB	10
4	Profiles of available resource persons for delivering training.	10	Detailed profile and a number of available qualified trainers for conducting the respected training.	
5.	The interested firms may have the capability to proctor exams locally and remotely	10	The firm should have the ability to conduct exams locally & remotely as per International standards.	10
6.	Details of training programs already executed and specify regions of Strength.	10	List of clients to whom trainings have been delivered within last two (02) years supported with reference letters.	10
7.	Details of infrastructure facilities Online, On-site or both	20	Detail of infrastructure facilities of local partner i.e., classrooms, labs, workshops & accommodation, etc.	10
			In case of online trainings, detail of infrastructure to conduct online trainings, exams and QoS	10
8.	Interested firms must have multiple learning programs & tools.	10	Detail of multiple programs offered by the company	10
9.	List and contact details of corporate clients.	10	If data privacy rules restrict to provide contact details, then please share the name of clients and the list of services delivered	10
10.	Employability	10	Survey reports/feedback	10

	statistics in the local and global economy for the respective skills for which training is offered.		forms which show the local & global employability statistics of the training being undertaken.	
11.	Presentation on the methodology to execute the program, facilities, past experience, etc.	20		20
	G. Total	**130**		130

5.   Disqualifications

The bidder company shall be disqualified if:

a. The company is involved in litigation, arbitration or any other dispute with any federal or provincial body or event that may have material adverse effects on the bidder's ability to perform the contract.
b. It's past conduct or execution of work under the contract has been poor.
c. PSEB will not entertain incomplete/conditional quotations or quotations with overwriting/cutting, etc.
d. In case of local firm/company, not registered with the Income Tax and Sales Tax departments.
e. Any other major discrepancy is found in the proposal and/or non-compliance of the terms and conditions of the tors.
f. The firm/bidder is blacklisted by any of the government entity.

6.   General Terms and Conditions:

a. PSEB reserves the right to accept or reject all or any application as per PPRA rule # 33.
b. Verification of bidder's customers and their feedback will be a part of ToR evaluation and will be bidders' responsibilities to provide proof, if demanded by the PSEB
c. The selected companies shall sign a Framework Agreement with PSEB to offer the services.
d. The trainings indicated under Annexure-II may not be considered for this phase of the program since the same are already being offered under Phase-I.

e. PSEB has rights to pick and choose the proposed trainings.

7.   Proposal Submission

The proposal should be submitted in a sealed envelope and marked as "TECHNICAL PROPOSAL FOR PROVISIONING OF TRAINING AND CERTIFICATION THROUGH FRAMEWORK AGREEMENT WITH PSEB." Bidders are to make sure that the financial proposal is **not** part of the technical proposal in any form. The bidders who qualify the technical evaluation will be intimate separately to submit financial proposal.

A pre-bid meeting will be held on May 19 2022 at 03:30 pm. Interested firms may join this meeting virtually through the following link:

https://us06web.zoom.us/j/82113417198?pwd=T3JXS01iRmgwTzg3L2FXdDdLQ0czUT09

The complete technical proposal must be submitted with one soft copy in the flash disk on or before 31st May, 2022 at 03:00 pm., at PSEB's Islamabad Office address, given below.

8.   Mailing Address / Contact Information

Administration Officer
Pakistan Software Export Board (G) Limited
2nd Floor, Evacuee Trust Complex, F-5 Aga Khan Road, Islamabad
Telephone: 051-920 4074 Fax: 051-920 4075
E-mail: rarif@pseb.org.pk
URL: www.techdestination.com
         www.pseb.org.pk

List of Training and Certifications
(The below list is not exhaustive and is being included for reference purpose)

1. Google Professional Cloud Security Engineer
2. IBM Certified Database Administrator – DB2
3. SAP FICO (Financial Accounting & Management Accounting)
4. Google Professional Machine Learning Engineer
5. Microsoft Certified: Azure for SAP Workloads Specialty
6. Google Cloud Solution Architect Professional
7. Google Certified Professional- Data Engineer
8. Foundation CTFL
9. Google Professional Collaboration Engineer
10. Tensorflow, scikit learn
11. Flutter
12. CCIE
13. Healthcare security
14. CUCM
15. RHCE
16. SAP
17. MONGO DB
18. SALESFORC
19. Microsoft Certified: Data Analyst Associate with Power BI
20. Microsoft 365 Certified: Modern Desktop Administrator Associate
21. Microsoft 365 Certified: Security Administrator Associate
22. Microsoft 365 Certified: Modern Desktop
23. Administrator Associate
24. Artificial Intelligence
25. Automations
26. Business Operations
27. Data Analytics
28. Information Security
29. Supply Chain
30. Digital Learning
31. Fin Tech Trainings
32. CISM (Certified Information Security Manager)
33. Agile Certified Practioner
34. Certified Associate in Python Programming
35. MEAN Full Stack
36. ITIL Foundation
37. MERN Full Stack
38. Google Professional Cloud Developer
39. CISA
40. Certified Professional in Python Programming 1
41. Applying Professional Scrum™ for Software Development
42. SAP - ABAP
43. Google Professional Cloud DevOps Engineer
44. Professional Scrum Product Owner™
45. Professional Scrum Product Owner™ - Advanced
46. Certified Professional in Python Programming 2
47. CISSP
48. Applying Professional Scrum™
49. Google Professional Cloud Network Engineer
50. IBM Certified Database Administrator

Annex-II

List of Training and Certifications

Bidders are encouraged to propose additional trainings of emerging technologies

The trainings indicated under Annexure-II may not be considered for this phase of the program since the same are already being offered under Phase-I.

1. Project Management Professional
2. Certified Ethical Hacker (CEH)
3. AWS Certified Cloud Practitioner
4. Professional Scrum Master™
5. AWS Certified Solution Architect - Professional
6. MCSE: Data Management and Analytics
7. Oracle Certified Professional, MySQL 5.7 Database Administrator
8. AWS Certified Solution Architect - Associate
9. AWS Dev Ops Engineer - Professional
10. Microsoft Certified: Azure Fundamentals
11. AWS Certified SysOps Architect- Associate
12. AWS Developer- Associate
13. Professional Scrum Master™ II
14. VMware certified professional network virtualization
15. Oracle Database 12c Administrator
16. Microsoft Certified: Azure Solutions Architect Expert
17. Microsoft Certified: Azure Data Engineer Associate
18. Microsoft Certified: Azure IoT Developer Specialty
19. VMware certified professional cloud management and automation
20. Microsoft Certified: Azure AI Engineer Associate
21. VMware certified professional data center virtualization
22. VMware certified associate
23. Microsoft Certified: Azure Security Engineer Associate
24. Huawei Certified ICT Associate- IoT
25. Prince 2 Foundation
26. Huawei Certified ICT Expert- Cloud Service Solution Architect
27. Huawei Certified ICT Associate- AI
28. Huawei Certified ICT Associate- Cloud Services Certification Path
29. Microsoft Azure Big Data Analytics Solution
30. Huawei Certified ICT Professional- Cloud Services Solutions Architect Certification Path
31. Prince 2 Practitioner
32. Huawei Certified ICT Professional HCIA- Big Data- data mining
33. MICROSOFT SQL
34. ORACLE EBS