



# **REQUEST FOR PROPOSAL (RFP)**

## **“CODE4AI-South Region”**

**Empowering Youth with Highly Demanded Skills in Coding**

**No.: IGNITE/Codi/2025-26/0020/Proc**

**Date of issue: 12 December, 2025**

**IGNITE – National Technology Fund**  
Ministry of Information Technology & Telecom  
Government of Pakistan

**3<sup>rd</sup> Floor, Telecom Foundation (TF) Complex**  
7 Mauve Area, G-9/4, Islamabad  
[www.ignite.org.pk](http://www.ignite.org.pk)



## TABLE OF CONTENTS

PART A.....	1
DEFINITIONS, INSTRUCTIONS & INFORMATION FOR BIDDERS .....	1
1    DEFINITIONS.....	2
2    MANDATORY ELIGIBILITY CRITERIA.....	4
3    ABOUT IGNITE – NATIONAL TECHNOLOGY FUND .....	6
4    INSTRUCTIONS FOR BIDDERS.....	7
5    BIDDING DOCUMENTS .....	7
6    PREPARATION OF PROPOSAL.....	8
6.1    Language of the Proposal .....	8
6.2    Proposal Currency .....	8
6.3    Period of Validity .....	8
6.4    Supporting Documents .....	8
6.5    Cost of Preparing Proposal .....	8
7    Proposal Documents .....	8
7.1    Technical Proposal.....	8
7.2    Financial Proposal.....	9
8    BID SECURITY.....	9
9    TAXES .....	10
10    FORMAT AND SIGNING PROPOSAL .....	10
11    SUBMISSION, RECEIPT & OPENING OF PROPOSAL .....	10
12    KEY ACTIVITIES & TIMELINES.....	12
13    PROPOSAL EVALUATION .....	13
14    EVALUATION OF TECHNICAL PROPOSAL .....	13
15    FINANCIAL PROPOSAL.....	16
16    COMBINE SCORE.....	17
17    AVAILABILITY OF PROPOSED TEAM.....	17
18    AWARD OF AGREEMENT.....	18
19    CONFIDENTIALITY .....	18
20    CONFLICT OF ADDRESS .....	18



21	FRAUD AND CORRUPTION .....	19
22	CLARIFICATION REQUEST/AMENDMENT .....	20
PART B.....		21
TERMS OF REFERENCES .....		21
23	PREAMBLE .....	22
24	OBJECTIVES.....	23
25	OVERVIEW OF THE PROJECT .....	23
26	PROGRAMMING Languages .....	23
26.1	Python and Angular or React (300 to 400 hrs) .....	24
26.2	Javascript Fullstack (MEAN or MERN) (300 to 400 hrs) .....	26
26.3	JAVA with ANGULAR or REACT (300 to 400 hrs) .....	28
27	GEOGRAPHICAL DIVISION OF REGIONS .....	30
28	ESTABLISHMENT OF TRAINING CENTERS .....	30
29	CLASS SIZE AND PROVISION OF FACILITIES IN EACH TRAINING CENTERS .....	31
30	PROJECT DURATION AND TRAINING DURATION .....	31
31	TRAINING HOURS AND CAPSTONE PROJECT .....	32
32	TRAINING timings .....	32
33	MODE OF TRAINING AND TRAINERS AVAILABILITY .....	32
34	TRAINING OF TRAINERS .....	34
34.1	Key Requirements of ToT: .....	35
35	ELIGIBILITY OF TRAINEES.....	35
35.1	Project Team .....	35
36	COMPLETION OF TRAINING .....	36
37	TYPES OF CERTIFICATION .....	36
38	JOB PLACEMENT .....	36
39	OUTREACH AND COMMUNICATION .....	36
40	REGISTRATION PORTAL.....	37
41	SELECTION OF TRAINEES.....	37
42	PROVISION OF LMS.....	37
43	PROVISION OF CURRICULUM.....	38



44	INTELLECTUAL PROPERTY RIGHTS .....	39
45	RESPONSIBILITY FRAMEWORK .....	39
46	GOVERNANCE OF THE PROGRAM .....	40
47	REQUIRED OUTCOMES .....	40
48	PAYMENT PLAN .....	40
PART C .....		41
FORMS TO BE SUBMITTED WITH PROPOSAL .....		41
49	TECHNICAL PROPOSAL – STANDARD FORMS .....	42
50	FINANCIAL PROPOSAL – STANDARD FORMS .....	55
1	ANNEXURE A .....	58
2	ANNEXURE B .....	59
3	ANNEXURE C .....	61
4	ANNEXURE D .....	71



## PART A

### DEFINITIONS, INSTRUCTIONS & INFORMATION FOR BIDDERS



## 1 DEFINITIONS

In this Request for Proposal (RFP), unless the context provides otherwise:

- a) **“Asst. Trainer” or “Assistant Trainer”** is the trainer proposed by the Bidder who will acts as the Lead Trainer's right hand, supervising trainees and their hands-on training requirements, discipline & environment in the /class room and following all instructions/guidelines of the Lead Trainer.
- b) **“Bidder”** means a firm, agency, party or consortium/JV which will submit proposal in response to this RFP.
- c) **“Bidding Document”** means set of documents prepared by Ignite, to solicit proposal, which consists of definition, instructions for bidders, ToR, evaluation criteria, forms for providing information and draft contract.
- d) **“Board”** means the Board of Directors of the Ignite – National Technology Fund.
- e) **“Code4AI-South Region Project/Program” or “Code4AI-South Region”** means to implement the program as per terms of references and all formalities as described in this RFP document.
- f) **“Company”** Ignite – National Technology Fund, registered under Section 42 of the Companies Act 2017, (Former Company Ordinance, 1984) with its office at 3rd Floor, Telecom Foundation (TF) Complex, 7 Mauve Area, G-9/4, Islamabad, Pakistan.
- g) **“Consortium”** means an association of more than one legal entity, which have come together to jointly respond to this RFP.
- h) **“Date of Issue”** means “the date on which the **Code4AI-South Region** RFP is issued by the Company to solicit bids from potential bidders to implement the **Code4AI-South Region** Program.
- i) **“Day”** means calendar day.
- j) **“Funding/service Agreement”** means “an agreement concluded between the Company and the Successful Bidder”. (see Annexure C).
- k) **“Joint Venture (JV)”** means an enterprise formed by two or more individuals or companies for the purpose of submitting the bid. All members of a consortium/joint venture (i.e., the leader and all other members) are jointly and severally liable to the Contracting Authority.
- l) **“Lead Bidder/Partner”** is the lead entity, in case of consortium, joint venture (JV) or partnership who is principally participating in submission of the proposal and should submit a letter of intent for purpose of identification.
- m) **“Lead Trainer”** is the trainer proposed by the Bidder who will be leading the collaborative efforts of the training team and empowers the team to integrate their unique set of experiences, stories, and skills throughout the training in order to engage the trainees in the learning process.



- n) **“Partnership”** means a general partnership is a form of business entity in which two or more co-owners engage in business for profit.
- o) **“Proposal”** means the entire set of documents consisting of bidder’s Profile, Technical and Financial Proposals submitted by bidder.
- p) **“Proposed Team”** means the team proposed by the bidder including Lead Trainer and Asst. Trainer to implement the Program
- q) **“Regular Staff”** means “permanent/full time staff employed by the successful bidder to perform the services or any part thereof”.
- r) **“Request for Proposal (RFP)”** means set of documents prepared by Ignite, to solicit proposal, which consists of definition, instructions for bidders, ToR, evaluation criteria, forms for providing information and draft contract.
- s) **“South Region”** means to impart training in Karachi, Quetta, Hyderabad & Sukkur.
- t) **“Successful Bidder”** means “a bidder who has been awarded the contract pursuant to the Code4AI-South Region RFP.
- u) **“Terms of Reference (ToR)”** means that part of Bidding Document which explains the scope of work, activities, tasks to be performed, evaluation criteria, respective responsibilities of the bidder as well as expected results and deliverables of the assignment.
- v) **“Trainee or Trainees”** means the participants selected and enrolled for training in any language/course of the Code4AI-South Region Program
- w) **“Training of Trainers”** means training imparted by Lead Trainers in 3 languages before imparting training to participants.

## 2 MANDATORY ELIGIBILITY CRITERIA

Before the Bidders submit their Proposals, within the stipulated time mentioned in this Bidding Document, bidders are required to make sure that following mandatory requirements of this RFP document are fulfilled. In case of bids being submitted as Consortium/Joint Venture (JV), only Lead Bidder's documents will be evaluated against Mandatory Eligibility Criteria. **These requirements must be furnished in the order mentioned in the below checklist at the time of submission of Proposal. Non-submission of any one of the following applicable requirements shall result in disqualification.**

#	Mandatory Eligibility Criteria Checklist	Mark
		☑ / ☒
1.	Proof of Certificate of Incorporation or Registration or equivalent	
2.	Proof of NTN Certificate	
3.	Proof of GST Certificate	
4.	Proof of FTN certificate /Tax exemption certificate ( <i>for public sector entity</i> ), (If applicable, please check ☑ , otherwise put a Cross ☒ in the Mark Column).	
5.	In case of proposal being submitted as consortium/Joint Venture (JV), attach consent letter of <b>each</b> partner organization clearly specifying its roles and responsibilities in the Project. Letter should be issued by the Chief Executive Officer / Managing Director on the letterhead of the partner organization. The letter should be duly signed & stamped.	
6.	Original affidavit (not older than one month at the time of proposal submission) on Stamp Paper(s) of worth PKR 100 or more that Bidder is not insolvent, bankrupt and is not blacklisted or debarred by Public Procurement Regulatory Authority (PPRA), Government, Semi-Government, Private, Autonomous body or any other international organization.	





7.	Original affidavit (not older than one month at the time of proposal submission) on Stamp Paper(s) of worth PKR 100 or more that the Bidder is an active tax payer and has submitted its tax return for the preceding fiscal year. <b>Tax payer list serial number (downloadable from FBR's website) is also to be mentioned.</b>	
8.	<p><b><u>Two separately sealed envelopes:</u></b></p> <p><b><u>Envelope #1 shall clearly bear the name "TECHNICAL PROPOSAL Code4AI-South Region"</u></b></p> <p>Two hard copies of Technical Proposal, one marked as Original and one marked as Copy * must be submitted with one soft copy of the original Technical proposal in USB. Bidders are to make sure that Financial Proposal is <b>not</b> part of the Technical Proposal in any form.</p> <p><i>*Additional hard copy of the technical proposal is not mandatory requirement.</i></p>	
9.	<p><b><u>Envelope #2 shall clearly bear the name "FINANCAL PROPOSAL – "Code4AI-South Region"</u></b></p> <p>Two hard copies of Financial Proposal, one marked as Original and one marked as Copy must be submitted with one soft copy of the original Financial proposal in USB. Soft copy must be in MS Excel format. (The hard copy and soft copy of Financial Proposal must be sealed in Envelope # 2 and should not be part of Technical Proposal in any form).</p> <p>Bid Security in a separate sealed envelope, shall be enclosed in Envelope for Financial proposal.</p>	
10.	BID Security of PKR 4,000,000 to be placed in Envelope # 1 along with mandatory documentation	
11.	CONFLICT OF INTEREST - DISCLOSURE FORM (attached as Annexure-B)	
12.	<p>Bidders should submit their proposal on EPADs <a href="https://eprocure.gov.pk">https://eprocure.gov.pk</a></p> <p>In case a bid is not submitted on EPADs, it will not be accepted by the Company in hard form.</p>	



13.	Declaration of Ultimate Beneficial Owners Information for Public Procurement Contracts in accordance with provisions of Forms-42, 43 and 44 of the Securities & Exchange Commission of Pakistan (Annexure – D)	
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**Note:** Bidders are required to submit duly filled, signed & stamped copy of the above checklist along with the Technical Proposal. All of the supporting documents of the mandatory eligibility criteria shall be attached with checklist in same section of the Technical proposal. Requirement No. 6 & 7 above, are required to be submitted on separate stamp papers, and requirement # 10 on a separate letterhead.

Integrity Pact will be signed with the successful bidder at the time of award of contract.

### 3 ABOUT IGNITE – NATIONAL TECHNOLOGY FUND

Ignite provides an enabling environment for startups that leverage 4th industrial wave technologies to address local challenges and seize global opportunities in sectors such as health, education, energy, agriculture, telecom, and finance. Through its national network of incubators across Pakistan, Ignite nurtures startups by facilitating connections with various stakeholders like investors, mentors and corporations. Its flagship program, DigiSkills.pk, is aimed at equipping Pakistanis with the skills needed for the future of work.

Since 2021, Ignite has been organizing the nationwide Digital Pakistan Cybersecurity Hackathon, which aims to raise awareness among the cybersecurity workforce by helping them assess their strengths and weaknesses in knowledge, skills, and abilities. Additionally, the National Grassroots ICT Research Initiative (NGIRI) promotes R&D and innovation at the grassroots level in Pakistan by providing financial support to selected Final Year Projects (FYPs) of undergraduate students enrolled in ICT-related disciplines across public and private sector institutions.

Through studies and stakeholder engagement initiatives, Ignite also aids public and private sector planning. Ignite's outreach activities are designed to inform professionals, media, students, corporations, and policymakers about the challenges and threats posed by the new economy, the importance of innovation, and the need for increased engagement in Ignite's programs.

Further information about the Company is available at [www.ignite.org.pk](http://www.ignite.org.pk).

## 4 INSTRUCTIONS FOR BIDDERS

This document contains all of the information pertinent to this solicitation, and governs the preparation and submission of proposals. The technical & financial forms to be filled by Bidder for this assignment are annexed with this RFP document. Proposals must be submitted by the deadline stipulated in this RFP, completed on the formats provided by the Company, with supporting documents, according to the guidelines given in the section titled “Definitions, Instructions & Information for Bidders”. Proposals will be evaluated by bid evaluation committees constituted by the Company. Selection of Bidders will be on Quality and Cost Based Selection methodology as provided in the Bidding Document.

## 5 BIDDING DOCUMENTS

The Bidder is expected to examine all instructions, general conditions, forms, terms and specifications contained in the RFP document and its annexures. Failure to comply with instructions will be at the Bidder’s risk and may affect the evaluation of the Proposal. Proposals that do not comprehensively address the ToRs and other requirements may be rejected. Inability to comply with applicable instructions, general conditions of Agreement, terms and specifications may lead to rejection of Proposal.

Submission of Technical and Financial Proposals against RFP document means in principle acceptance of attached Draft Agreement by the Bidder. During negotiations with Successful Bidder, only minor changes, can be made in the attached agreement. Company reserves the right to accept or reject any proposed changes by the successful bidder. Company reserves the right to make changes to the draft agreement in order to ensure better & smooth implementation of the project.

After issuance of letter of acceptance, the successful Bidder is expected to sign the agreement as soon as possible. If successful Bidder is not responsive and does not sign the agreement within a reasonable time, maximum one (1) month after issuance of the letter of acceptance, the Company reserves the right to terminate and nullify the bid award and bid security will be forfeited.

In the event of non-compliance with the ToRs of the RFP document and obligations contained in the agreement, the Company may terminate the agreement by providing one (1) month written notice to the successful bidder without any further obligation or compensation on the part of the Company.



## 6 PREPARATION OF PROPOSAL

### 6.1 LANGUAGE OF THE PROPOSAL

Proposals prepared by the Bidders and all correspondence and documents relating to the Proposal exchanged between the Bidders and the Company shall be in writing and in English Language, except where otherwise specified.

### 6.2 PROPOSAL CURRENCY

All prices shall be quoted in Pakistani Rupees (PKR) and all payments will be made in Pakistani Rupees (PKR.)

### 6.3 PERIOD OF VALIDITY

Proposals shall remain valid for 180 days from the date of bid submission as provided in the RFP document. In exceptional circumstances, Company may solicit the Bidder's consent to an extension of the period of validity without any material changes in the Bidding Document.

### 6.4 SUPPORTING DOCUMENTS

While preparing the Technical Proposal, the Bidder shall ensure that it provides the Company with documentary evidence. Bid evaluation committees will evaluate proposals solely on the basis of documentary evidence submitted in accordance with evaluation criteria described in this RFP.

### 6.5 COST OF PREPARING PROPOSAL

All costs of preparing Proposal, negotiations with Company, including visits for discussion, are not reimbursable.

## 7 PROPOSAL DOCUMENTS

The Proposal, in binder form, with serial number of each page should comprise the following:

### 7.1 TECHNICAL PROPOSAL

The Technical Proposal is to consist of the following:

- a) Checklist (Mandatory Documents required with the Proposal)
- b) Form B1: Technical Proposal Submission Form
- c) Form B2: Profile of the Lead Bidder
- d) Form B3: Physical Infrastructure



- e) Form B4: Experience of Lead Bidder or JV / Consortium Partners
- f) Form B5: Proposed Team
- g) Form B6: Proposed Methodology
- h) Form B7: Proposed Curriculum
- i) Form B8: Provision of Registration Portal and LMS

Technical Proposal should detail the capability and experience of delivering the services specified in the ToR. Bidder should submit similar nature assignments for technical evaluation using the prescribed format.

Team proposed by the Bidder including Lead Trainer and Asst. Trainer for the project (including updated CVs of individuals involved in management and project implementation) in accordance with relevant Forms. CVs should provide details of projects undertaken and completed by the individual.

Technical Proposal should not contain any financial proposal information. Cost and financial estimates need to be provided in a separate sealed envelope clearly indicating Financial Proposal. The Technical Proposal must not contain any pricing information whatsoever on the services being offered. Non-compliance may lead to rejection of the Proposal.

## 7.2 FINANCIAL PROPOSAL

The Financial Proposal is to consist of the following:

- a) Form C1: Financial Proposal Submission Form
- b) Form C2: Summary of Costs

The Financial Proposal should provide detailed costing related to the Code4AI-South Region Program.

## 8 BID SECURITY

Bid security of PKR 4 million in the form of Call Deposit/Bank Draft (refundable) drawn in favour of IGNITE- National Technology Fund (FTN/NTN: 2939308-6) is to be placed in Envelope # 1 along with the mandatory documentation.

Electronic form of Technical Proposal will also be provided in a separate USB, that will be included in the sealed envelope containing the written hard copy of Technical Proposal.

Electronic form of Financial Proposal in MS Excel will be provided in a separate USB that will be included in the sealed envelope containing the written hard copy of Financial Proposal.

## 9 TAXES

Quoted costs should be inclusive of all applicable (direct & indirect) taxes. Financial Proposal will be scored based upon the bid amount inclusive of all taxes. All prices must be quoted in PKR. Amount allocated for taxes in the financial bid shall not be allocated towards any other expense/budget head during currency of the funding agreement.

## 10 FORMAT AND SIGNING PROPOSAL

The Proposal shall contain no interlineations, erasures, or overwriting, except, as necessary to correct errors made by the Bidder, in which case such corrections shall be initialled by Bidder's authorized person. The Proposals shall be clear and elaborate. Different parts of Proposals shall be separated using color separators, flags or tags.

**Note:** The Technical Proposal must not contain any pricing information whatsoever on the services being offered. Non-compliance may lead to rejection of the Proposal.

## 11 SUBMISSION, RECEIPT & OPENING OF PROPOSAL

Proposals will be accepted and evaluated using Single Stage, Two Envelope Procedure. (Separate sealed envelopes for Technical and Financial Proposals). The process is further defined at Annexure A.

- 11.1.** Proposals will be accepted and evaluated using Single Stage, Two Envelope Procedure. (Separate sealed envelopes for Technical and Financial Proposals). The process is further defined at Annexure A.
- 11.2.** The original Proposal shall contain no interlineations or overwriting. All pages of the Proposals (Technical & Financial) must be numbered. Submission letters for both Technical and Financial Proposals, must be in the attached format on letterhead (Form B1 & C1) in separate envelopes.
- 11.3.** The Bidder's Organization Head or an authorized representative on his/her behalf should initial and stamp all pages of the original Technical and Financial Proposals. In case of authorized representative, an authorization shall be provided which shall be in the form of a written power of attorney accompanying the Proposal or in any other form demonstrating that the representative has been duly authorized to sign.
- 11.4.** Hard copies of Technical Proposal shall be sent to the address listed in this Bidding Document. All required copies of the Technical Proposal are to be exact replicas of the original. If there are discrepancies between the original and copies of the Technical Proposal, the original governs.
- 11.5.** Bidder is required to submit one original and one copy of Technical Proposal along with all supporting documents.

- 11.6.** One USB containing an electronic copy (labelled ‘Electronic Copy’) of all Proposal documents in PDF format (excluding the Financial Proposal), must be provided with the Technical Proposal. In the event of any discrepancy between the Original Proposal and the Electronic Copy, the former shall be deemed as the accurate Proposal. If Financial Proposal is copied to the USB containing Technical Proposal, the entire Proposal shall stand rejected.
- 11.7.** The Technical Proposal shall be placed in a sealed envelope clearly marked “TECHNICAL PROPOSAL” followed by the name of the assignment “Code4AI-South Region” and the name of Bidder. Similarly, the Financial Proposal shall be placed in a separate sealed envelope clearly marked “FINANCIAL PROPOSAL” followed by the name of the assignment “Code4AI-South Region” and the name of Bidder, with a warning “DO NOT OPEN WITH THE TECHNICAL PROPOSAL”. The envelopes containing Technical and Financial Proposals shall be placed into an outer envelope and sealed. This outer envelope shall bear the submission address and title of the assignment mentioned in this document, and the name of the Bidder, and clearly marked “DO NOT OPEN BEFORE SUBMISSION DEADLINE”. Company shall not be responsible for misplacement, losing or premature opening of the outer envelope if not properly sealed and marked as stipulated. Such negligence may result in rejection of the Proposal. If the Financial Proposal is not submitted in a separate sealed envelope duly marked as indicated above, this will constitute grounds for rejection of the Proposal.
- 11.8.** The Proposal must be sent to the following address and received by the Company not later than the time and the date specified elsewhere in this Bidding Document:

<b>Position:</b>	Head of Procurement
<b>Telephone:</b>	+92-51-910 7441-46 Ext. 135
<b>Mobile:</b>	0306-199 1234
<b>Fax:</b>	92-51-910 7447
<b>Email Address:</b>	<a href="mailto:procurement@ignite.org.pk">procurement@ignite.org.pk</a>
<b>Postal Address:</b>	<b>Ignite, 3<sup>rd</sup> Floor, Telecom Foundation (TF) Complex, 7 Mauve Area, G-9/4, Islamabad</b>

- 11.9.** Bidders must submit their Proposal to the Company by registered post/ courier or by hand to the official postal address of the Company before or on the submission deadline specified elsewhere in this Bidding Document.
- 11.10.** Any Proposal received by the Company after the deadline for submission shall be returned unopened.



- 11.11.** Company reserves the right to accept or reject any or all of the Proposals submitted at any time in accordance with applicable PPRA rules and the stipulations contained in this document.
- 11.12.** Company shall open Technical Proposal thirty minutes after the submission deadline. The envelopes with the Financial Proposal shall remain sealed and securely stored in the custody of Company and will be opened as per the tentative timeline specified elsewhere in this document.

## 12 KEY ACTIVITIES & TIMELINES

#	ACTIVITY/MILESTONE	TENTATIVE TIMELINES
1	RFP Issuance	December 12 <sup>th</sup> , 2025
2	Deadline for receiving queries / questions	December 26 <sup>th</sup> , 2025
3	Pre-Bid Conference in Karachi (Venue to be decided later.)	January 06 <sup>th</sup> , 2025
4	Response to queries/questions related to RFP	January 07 <sup>th</sup> , 2026
4	Proposal Submission Deadline	January 23 <sup>rd</sup> , 2026 at 03:00 pm
5	Opening of Technical Proposals (in front of Bidders present at Ignite, 3 <sup>rd</sup> floor, TF Complex, 7 Mauve Area G-9/4 Islamabad)	January 23 <sup>rd</sup> , 2026 at 03:00 pm
6	Opening of Financial Proposals (in front of Bidders present at 3 <sup>rd</sup> floor, TF Complex, 7 Mauve Area G-9/4, Islamabad)	TBD
7	Award/Signing of Agreement	TBD



## 13 PROPOSAL EVALUATION

- 13.1. From the time the Proposals are opened to the time the evaluation report is announced, Bidders should not contact the Company on any matter related to its Technical and/or Financial Proposal. Any effort by the Bidder to influence the Company in the examination, evaluation, ranking of Proposals, and recommendation for award of Agreement may result in the rejection of the Bidder's Proposal. However, the Company may contact the Bidder for seeking clarification of any aspect of Technical Proposal or demand any missing information.
- 13.2. Evaluators of Technical Proposals shall have no access to Financial Proposals until the technical evaluation is concluded.
- 13.3. Overall evaluation shall be carried out based on weighted average methodology wherein technical evaluation will carry 70% and financial evaluation will carry 30% weightage respectively.

## 14 EVALUATION OF TECHNICAL PROPOSAL

- 14.1. During the technical evaluation no amendments in the Proposals shall be permitted. Each responsive Proposal will be given a technical score. If Proposal fails to achieve the minimum qualifying technical score indicated in the RFP document, it will not qualify for financial evaluation stage Bidders who obtain at least 420 out of 600 marks in technical evaluation criteria will qualify and Financial Proposals would be opened only for technically qualified Bidders.
- 14.2. Financial Proposals of those Bidders obtaining less than 420 marks out of 600 (70%) in Technical Evaluation shall remain un-opened and will be returned to the Bidders. An evaluation committee appointed by the Company will evaluate Technical Proposals on the basis of their compliance with the RFP and by applying the evaluation criteria and the point system, specified below:

1	Profile of the Lead Bidder (Form B-2)		50
	a. Registered age of the Lead Bidder (Years)		
	Registered age of the lead bidder on the date of submission of this proposal:  i. Experience of less than 5 years will carry no points. ii. 6 Years = 2 Point iii. 7 Years = 4 iv. 8 Years = 6 v. 9 Years = 8	10	



	vi. 10 or more than 10 Years = 10		
	<b>b. Financial Position -Annual Turnover of the Lead Bidder (in Million PKR) (on the basis of last 3 years of audited financial accounts)</b>		
	i. Each 10 Million PKR carries 1 point. Turnover of less than 150 Million PKR carries no points. Maximum Points = 30	30	
	<b>c. Relevant ISO Certifications</b> (each certification carries 2 marks with maximum 10 marks)	10	
2	<b>Physical Infrastructure &amp; Allied Facilities in each city (of each center) (Form B-3)</b>		70
	a. Location of the training centers.	20	
	b. Availability of classrooms to accommodate at least 25 trainees per class.	10	
	c. Availability & capacity of internet bandwidth & speed in training centers.	10	
	d. Availability of multimedia/Large Screens, Audio/Visual Aides.	10	
	e. Physical Layout (Seating Capacity, Furniture, Whiteboards etc)	10	
	f. Allied Facilities (Heating/Cooling, Backup Power etc)	10	
3	<b>Experience of the Lead Bidder or JV / Consortium Partners (Forms B-4)</b>		100
	<b>a. Experience in conducting ICT based trainings</b>	10	
	Each year of experience carries 2 Mark. Maximum Points = 10		
	<b>b. Number of trainees graduated from ICT based trainings in the last Five years</b>	20	
	Each 200 trainees graduated carries 2 Marks. Maximum Points = 20		
	<b>c. Experience of conducting soft skills training Programs</b>	10	
Each training program carries 2 points. Maximum Points = 10			



	<b>d. Number of trainees graduated from the training program in programming languages</b>	20	
	Each 100 trainees graduated carries 1 Mark. Maximum Points = 20		
	<b>e. Past post training outcomes (Job Placements or Entrepreneurial career)</b>	20	
	Each 20 job placements, or Freelancing/Entrepreneurial setups of the trainees carries 1 point. Maximum Points = 20		
	<b>f. Well Reputed International Partner in Technology/ICT Trainings</b>		
	Affiliation/Experience of localizing international level curriculum in collaboration with International Partner(s)	20	
4	<b>Proposed Team (Forms B-5)</b>		110
	i. Visual representation (Organogram) of proposed team’s structure, roles and relationships.	10	
	ii. Profile, Qualifications and Experience of each member of the proposed team including Lead Trainers, Asst. Trainers & Soft Skill Trainers. Marks distribution for proposed team out of 110 marks is: Lead Trainers: 40% Asst. Trainers: 30% Soft Skill Trainers: 15% Rest of the project team: 15%	100	
5	<b>Proposed Methodology (Form B-6)</b>		150
	a. Communication & Outreach Strategy	5	
	b. Strategy for selecting the potential trainees	5	
	c. Training Delivery Methodology		
	i. Formation of classes/sections for each training	5	
	ii. Timings & duration of each training	5	
	iii. Engagement plan of Lead Trainer throughout the trainings	10	
	iv. Engagement plan for Asst. Trainer throughout the trainings	10	

	v. Engagement plan of Soft skills trainer	10	
	vi. Monitoring, Progress & Evaluation of trainees (Attendance, Punctuality, Class Participation, Progress Reports etc.)	5	
	vii. KPIs for successful completion of Training and Training Duration of each language	5	
	viii. Strategy to organize demo days	10	
	ix. <b>International certification</b> awarding organization/body	25	
	e. Methodology to allocate capstone project to trainees	25	
	f. Job Placement Strategy (Goals, Plan, Implementation and expected outcomes)	15	
	g. Training of Trainers Methodology	15	
6	<b>Proposed Curriculum (Form B-7)</b>		80
	a. <b>Proposed Curriculum</b>	60	
	b. <b>Existing utilization/adoption of proposed curriculum</b>	20	
7	<b>Provision of Registration Portal and LMS (Form B-8)</b>		40
	i. Provision of LMS (creating, delivering, tracking, administrating, reporting, gap analysing the trainings courses and outcomes. Features like Content Management, Assessment & Testing, Monitoring and Evaluation, Mobile Optimization, Reporting, Communication etc.) and submission of Figma Design	30	
	ii. Provision of Alumni Portal and submission of Figma Design	10	
	<b>Total</b>		<b>600</b>

## 15 FINANCIAL PROPOSAL

15.1 After the evaluation of Technical Proposals, the Company shall communicate to each Bidder their respective technical score. Company shall notify Bidders who have secured minimum qualifying technical score, about the date, time and location for opening of



Financial Proposals, within the bid validity period. Bidder's attendance at the opening of Financial Proposals is optional. The opening date shall be set so as to allow interested Bidders sufficient time to decide for attending the Financial Bid opening.

- 15.2 Bidders whose technical scores do not meet minimum qualifying criteria, will be informed accordingly and their Financial Proposal will be returned unopened to them, after signing of Agreement with Successful Bidder.
- 15.3 At the outset of the Financial Proposal Opening session, and before actual opening of Financial Proposal, technical score of qualified Bidders shall be read aloud.
- 15.4 A Financial Evaluation Committee shall evaluate the Financial Proposal. If any discrepancy arises between the **"total"** amount and the partial amount, the **"total"** amount shall prevail. If any discrepancy arises between **"word"** representation of amount and numerical representation of amount, then the word representation shall prevail. The prices of all activities and resources listed in the Technical Proposal shall be assumed to be included in the Financial Proposal, whether or not they are individually listed and priced in the Financial Proposal.
- 15.5 Quality and Cost Based Selection (QCBS) method will be used for evaluation of Proposal. The lowest evaluated Financial Proposal will be given the maximum financial score of 30 points.

## 16 COMBINE SCORE

- 16.1 Technical Score (St) shall be calculated as follows: (Technical score obtained by the Bidder/Total Technical score) x 70.
- 16.2 Financial Score (Sf) shall be calculated as follows: (Lowest Bidder's total cost/ Bidder's total cost) x 30.
- 16.3 Combined Score (Total Score) = St + Sf
- 16.4 All Bidders will be ranked based upon the combined technical and financial score.

## 17 AVAILABILITY OF PROPOSED TEAM

- 17.1 The Successful Bidder is bound to propose a relevant team structure to implement the Code4AI-South Region Program in Technical Proposal. The successful bidder must also ensure the availability of proposed team members and in case of non-availability of any proposed team member at the time of submission of proposal during the Agreement term period, the successful bidder will provide valid reason and documentary justification. The Bidder is bound to provide the substitute professional staff with same technical strength with no delay after mutual agreement of both parties i.e., the Bidder and the Company. In such a case, it is at the discretion of the Company to accept or reject the request for change.



- 17.2 The bidder must ensure that in its proposed team structure and resources (either full time and/or part time) team members/experts having expertise to cater for the key requirements of training and all of its components, if a member of proposed team is available only part-time, then his/her hours per month should be mentioned and compensation calculated accordingly.
- 17.3 No member of the proposed team should be part of team in any other bid (currently invited or under review for selection purposes) submitted to the Company for another project.
- 17.4 No member of proposed team shall be a team member of any other project being funded by the Company which is currently under execution.
- 17.5 Full time team members shall 100% be dedicated to this program and will not be allowed to work on any other assignment till their employment on this program. In case of any such noncompliance, the Company may request the successful bidder to immediately terminate the employment of such team member.

## 18 AWARD OF AGREEMENT

After completing negotiations, the Company shall award Agreement to the selected Bidder (highest ranked). After agreement signing with successful bidder, the Company shall return the unopened Financial Proposals of the unsuccessful Bidders.

## 19 CONFIDENTIALITY

The Company shall keep all information regarding the bid evaluation confidential until the announcement of the evaluation report under PPRA Rule no. 41.

## 20 CONFLICT OF ADDRESS

Without limitation on the generality of the foregoing, Bidder shall be considered to have a conflict of interest and their Proposal shall not be entertained and shall be rejected under any of the circumstances set forth below:

**a. Conflicting assignments**

- The Bidder (including its Personnel) or any of its affiliates shall not be hired for any assignment that, by its nature, may be in conflict with another assignment to be executed for the same or for another Client.

**b. Conflicting Relationships**

- The Bidder (including its Personnel) or any of its affiliates that has a business or family relationship with a member of the Company Board, Management, or staff who is directly or indirectly involved in the preparation of Terms of Reference, selection process of third party evaluation services and/or supervision of the Agreement may not be awarded an Agreement unless conflict stemming from this relationship has been resolved in a manner acceptable to the Company Board throughout the selection process and the execution of the Agreement.
- The Bidder has an obligation to disclose any situation of actual or potential conflict that impacts their capacity to serve the best interest, or that may reasonably be perceived as having this effect by notifying the Company in writing. Failure to disclose said situations may lead to disqualification of the Bidder or the termination of its Agreement.
- Current employees of the Company shall not work as and for the successful Bidder till the time they are employee of the Company.

## 21 FRAUD AND CORRUPTION

21.1. The Company requires the Bidder/s participating in provision of Service/s to adhere to the highest ethical standards, both during the selection process and throughout the execution of an agreement. In pursuance of this policy, Company defines, for the purpose of this paragraph, the terms set forth below as follows:

- a. “Corrupt practice” means the offering, giving, receiving, or soliciting, directly or indirectly, of anything of value to influence the actions of any employee of the Company in the selection process or in agreement execution;
- b. “Fraudulent practice” means a misrepresentation or omission of facts in order to influence a selection process or the execution of an agreement;

- c. “Collusive practices” means a scheme or arrangement between two or more Bidders with or without the knowledge of the Client, designed to establish prices at artificial, non-competitive levels, etc.;
- d. “Coercive practices” means harming or threatening to harm, directly or indirectly, persons or their property to influence their participation in a procurement process, or affect the execution of an agreement.

21.2. The Company will reject a Proposal for award if it determines that the Bidder recommended for award has directly or through an agent, engaged in corrupt, fraudulent, collusive or coercive practices in competing for the agreement to be executed pursuant to RFP. The Company may also impose penalties on the Bidder, declaring it ineligible, either indefinitely or for a stated period of time, for Company funding, if at any time it determines that the Bidder has, directly or through an agent, engaged in corrupt, fraudulent, collusive or coercive practices in competing for, or in executing, a Company funded project.

21.3. The Company will have the right to inspect the bidding firm’s accounts and records and other documents relating to the submission of Proposals and agreement performance, and have them audited by auditors appointed by the Company.

## 22 CLARIFICATION REQUEST/AMENDMENT

22.1. The Bidder can request a clarification in the RFP document up to the date indicated in the RFP document. Any request for clarification must be sent in writing, or by standard electronic means to the Company’s e-mail address indicated in the RFP document. The Company will respond in writing or by standard electronic means as mentioned in the table of activities and will place responses on the Company’s website under FAQ’s for understanding of all potential Bidders.

22.2. At any time before the submission of Proposals, the Company may amend the RFP document by issuing an addendum in writing or by standard electronic means. The addendum shall be published in the local newspaper and uploaded at PPRA & Company web site, and revised RFP document will be uploaded on Company’s and PPRA web site.





## PART B

## TERMS OF REFERENCES

## 23 PREAMBLE

Pakistan's population has crossed over 240 million, with almost two-third comprising of youth below 29 years. Almost 90 million of the population has an active access to internet. Pakistan produces almost 40,000+ IT professionals each year from 230+ universities/degree awarding institutions across the country. Out of these 30,000+ graduates, it is estimated that only 10% of the professionals get job in IT Sector. The IT industry contributes around seven percent (7%) of Pakistan's GDP and employs hundreds of thousands of professionals who work in different areas such as banking, telecommunications, healthcare, education, etc. According to the statistics published by the State Bank of Pakistan, the net exports of Pakistan's IT industry for the fiscal year 2020/21 increased by 47.4 percent, and crossed \$2.1 billion milestone for the first time in the country's history; whereas, in fiscal year 2019/20, the exports were \$1.44 billion.

Contribution of coding/programming in overall IT industry of Pakistan. In the Fiscal Year 2022(FY22) Pakistani IT industry made a record-breaking remittance in the IT sector of \$2.616 billion, shattering the records of all the previous years. The Government of Pakistan has set a target of \$5 billion for the next year, FY23. The Government holds massive plans for the upcoming years for the IT industry of Pakistan.

The number of software developers in the world is growing each day, and currently, there are approximately 26.9 million software developers in the world. Roughly 4.3 million developers in the US, while Europe has over 6 million developers. Rest of the developers of approximately 16 million are mostly from Asia and Pacific. The US Bureau of Labor Statistics has projected that by 2029, demand for developers will grow by 22%. The global software development market size was valued at 429.59 billion in 2021 and is expected to expand at a CAGR of 11.7% from 2022 to 2030. It is said that average age of programmer world-wide is between 25 to 34 years. Pakistan has great potential and talent to contribute in this immense size of software development market based on the number of IT graduates, youth population, increasing revenues from IT exports.

The Code4AI-South Region Program is a strategic initiative by Ignite aimed at significantly enhancing the pool of skilled programmers in Pakistan. Focused on highly in-demand programming languages, the program seeks to empower the country's youth through short-term, intensive, hands-on training, equipping them with practical and job-ready skills.

## 24 OBJECTIVES

By fostering a highly skilled programmer's workforce, Ignite aims to elevate the standard of IT services offered but also to make a significant positive impact on IT exports. The objectives of the program are:

- ❖ To provide training to 2,500 individuals in the South Region
- ❖ To increase Pakistan's IT & ITES exports by providing skilled resources to local & international companies.
- ❖ To upskill Pakistani youth in highly demanded programming languages.
- ❖ To empower youth to start entrepreneurship and freelancing as a full-stack developer.
- ❖ To increase the onsite and remote employment opportunities for programmers.
- ❖ To meet the near future needs of coding skills of Pakistan.

## 25 OVERVIEW OF THE PROJECT

The project is envisaged to empower the youth of Pakistan with highly demanded skills in coding by providing them short-term intensive hands on training sessions designed to prepare them with practical and job ready skills. For this purpose, Ignite has intended to train two thousand five hundred (2,500) individuals in three (3) leading and highly demanded languages. These trainings will be imparted in major cities which are grouped into south region based on their geographical location. It is mandated by Ignite that the such an intensive hands-on training experience provides Pakistani youth with career path forward in coding to achieve overall objectives of the project.

Ignite looks forward to hire qualified local firms/companies preferably to come up in consortium with renowned local & international players having experience in highly demanded computer languages to impart these trainings in south region.

**Note: There will be three (3) separate RFPs of Code4AI program for North, Central & South Regions. However, the contract will be awarded to unique bidders for each region's RFP.**

## 26 PROGRAMMING LANGUAGES

In order to bridge the gap between industry demand and supply of skilled workforce of programmers, Ignite has identified three (3) highly demanded programming languages on the basis of market research and in consultation with Industry-Academia. These languages are deemed to be best fit in industry to meet the current & near future demands of programmers with main focus on **Artificial Intelligence (AI) and exposure to quantum computing and**

**blockchain.** Details about these languages is provided in following section for the purpose of reference only for potential bidders.

These programming languages are grouped into full stack development track with primary focus on back-end development using frameworks that support **Artificial Intelligence (AI) driven application development.**

The front-end and database developments are also an integral part of each language. In most cases, the front-end development tools have been identified in each set of languages.

For database development, the bidder is required to propose best and most suitable database development tools in line with languages e.g., MySQL/NoSQL/Postgre SQL/MS SQL etc.

**It is mandatory that focus should be on AI application development with additional exposure to quantum computing and blockchain based application development.**

Furthermore, learning **prompt engineering** for crafting effective inputs (prompts) to guide AI models towards desired outputs is an integral part of this training. Trainers are required to integrate prompt engineering in language to empower trainees with the ability to effectively leverage AI tools across these technologies.

## 26.1 PYTHON AND ANGULAR OR REACT (300 TO 400 HRS)

Python is a general-purpose powerful programming language. It is one of the most widely used language around the world and is often used to build websites and software, automate tasks, and conduct data analysis. Several popular digital tools and platforms were developed with Python, including YouTube and Google Search. Django is a high-level Python web framework that enables rapid development of secure and maintainable websites. Built by experienced developers, Django takes care of much of the hassle of web development, so one can focus on writing applications without needing to reinvent the wheel.

Angular is a framework for building web applications. React, on the other hand, is a library for building user interfaces. Both Angular and React are popular choices for building web applications and have a large and active community of developers. The choice between the two will depend on the specific requirements of the project.

Ideally, the training in Python/Django with Angular or React should typically cover but not limited to the following topics:

- Introduction to the Python programming language, including data types, variables, control structures, functions, and object-oriented programming concepts.

- Introduction to the Django web framework, including the basics of models, views, and templates.
- Introduction to Angular or React, including the basics of components, directives, and services.
- Building a simple web application using Python, Django, and Angular or React.
- Advanced topics in Python such as decorators, generators, and context managers.
- Advanced topics in Django such as custom middleware, advanced querying, and using the Django Rest Framework.
- Advanced topics in Angular or React such as server-side rendering, advanced state management, and performance optimization.
- Best practices for developing web applications with Python, Django and Angular or React, including design patterns, testing, and debugging.
- Building complex web applications using Python, Django, Angular or React and integrating with various APIs and databases.
- Deployment and testing of the web application.
- Advanced topics such as real-time communication, WebSockets, and deploying applications to different environments.
- Understanding of the architecture of large scale web applications and the technologies that make them possible.
- Hands-on experience building and deploying a complete web application with real-world scenarios.
- Understanding of the architecture of large-scale web applications and the technologies that make them possible.
- Hands-on experience building and deploying a complete web application with real-world scenarios.
- Tips, tricks, and techniques for troubleshooting and debugging web applications.
- Understanding of the different tools and frameworks that are commonly used in web development, and how they can be integrated with Python, Django, and Angular or React.
- Furthermore, the vendor is required to emphasis on the Python with various Frameworks to provide variety of applications development as mentioned in the table:

Sr.	Python + Library/Framework	Primary Domain
1	Python + Pandas	Data Manipulation & Analysis
2	Python + NumPy	Scientific Computing
3	Python + Scikit-learn	Machine Learning
4	Python + TensorFlow / Keras	Deep Learning
5	Python + PyTorch	Advanced AI & Research

6	Python + Django	Full-stack Web Development
7	Python + FastAPI	API Development & ML Serving
8	Python + Matplotlib / Seaborn	Data Visualization
9	Python + Streamlit / Gradio	AI App Prototyping
10	Python + web3.py	Blockchain Development

## 26.2 JAVASCRIPT FULLSTACK (MEAN OR MERN) (300 TO 400 HRS)

JavaScript full-stack development refers to the practice of using JavaScript to build both the front-end and back-end of a web application. The front-end, also known as the client-side, is the part of the application that the user interacts with. The back-end, also known as the server-side, is responsible for handling the business logic, data storage and retrieval, and communication with other systems. By using JavaScript for both front-end and back-end development, developers can use the same language and concepts throughout the entire development process, which can make the development process more efficient and easier to understand.

MEAN and MERN are the two development stacks of Javascript. MEAN stands for MongoDB, Express.js, AngularJS, and Node.js. It is a full-stack JavaScript solution for building web applications. MongoDB is a NoSQL database, Express.js is a back-end web framework, AngularJS is a front-end framework, and Node.js is a JavaScript runtime that allows developers to run JavaScript on the server.

MERN stands for MongoDB, Express.js, React, and Node.js. it is also a full-stack JavaScript solution for building web applications. MongoDB is a NoSQL database, Express.js is a back-end web framework, React is a JavaScript library for building user interfaces, and Node.js is a JavaScript runtime that allows developers to run JavaScript on the server.

Both MEAN and MERN are open-source software stacks that provide developers with a complete JavaScript environment for building web applications. They both use MongoDB for the database, Express.js for the back-end, and Node.js for the server-side. The main difference between them is the front-end framework, AngularJS for MEAN and React for MERN.

Both MEAN and MERN are popular choices for building web applications, and the choice between them will depend on the specific requirements of your project, your team's experience and preferences, and the resources available to you.

Ideally, the training in MEAN (MongoDB, Express.js, AngularJS, Node.js) and MERN (MongoDB, Express.js, React, Node.js) should typically cover but not limited to the following topics:

- Introduction to JavaScript and web development concepts, including HTML, CSS, and the Document Object Model (DOM).
- Introduction to the MEAN or MERN stack and its components, including MongoDB, Express.js, AngularJS or React, and Node.js.
- Setting up a development environment and creating a simple web application using the MEAN or MERN stack.
- Building a more complex web application with CRUD (create, read, update, delete) functionality and integrating with APIs.
- Building complex web applications using the MEAN or MERN stack and integrating with various APIs and databases.
- Best practices for developing web applications with the MEAN or MERN stack, including design patterns, testing, and debugging.
- Advanced topics such as server-side rendering, authentication, and deployment.
- Advanced topics in JavaScript such as ES6 features, functional programming, and asynchronous programming.
- Advanced topics in MongoDB such as indexing, aggregation, and advanced querying.
- Advanced topics in Express.js such as middleware, routing, and error handling.
- Advanced topics in AngularJS or React such as server-side rendering, advanced state management, and performance optimization.
- Advanced topics such as real-time communication, WebSockets, and deploying applications to different environments.
- Understanding of the architecture of large-scale web applications and the technologies that make them possible.
- Hands-on experience building and deploying a complete web application with real-world scenarios.
- Tips, tricks, and techniques for troubleshooting and debugging web applications.
- Furthermore, the vendor is required to emphasis on the Java Script Fullstack with various Frameworks to provide variety of applications development as mentioned in the table:

Domain	Integration Layer	Best Frameworks/Libraries (JavaScript)
AI / Machine Learning	Frontend / Backend	<ul style="list-style-type: none"><li>○ TensorFlow.js</li><li>○ ONNX.js</li><li>○ Brain.js</li></ul>

	Backend (API)	<ul style="list-style-type: none"> <li>○ AI models served via FastAPI / Flask + consumed by JS frontend</li> </ul>
NLP / Chatbots	Frontend / API	<ul style="list-style-type: none"> <li>○ Rasa Webchat + Node.js</li> <li>○ Dialogflow JS SDK</li> <li>○ Botpress (JS)</li> </ul>
Generative AI / LLMs	Backend API consumption	<ul style="list-style-type: none"> <li>○ OpenAI Node SDK</li> <li>○ LangChain.js</li> <li>○ HuggingFace Inference API</li> </ul>
Blockchain	Backend	<ul style="list-style-type: none"> <li>○ web3.js</li> <li>○ ethers.js</li> <li>○ Hardhat (JS)</li> <li>○ Truffle (JS)</li> </ul>
	Frontend	<ul style="list-style-type: none"> <li>○ MetaMask</li> <li>○ WalletConnect.js</li> <li>○ Alchemy/Infura APIs</li> </ul>
Quantum Computing (via API)	Backend (Node.js)	<ul style="list-style-type: none"> <li>○ Qiskit via REST API</li> <li>○ Amazon Braket SDK (via REST)</li> </ul>
	Frontend	<ul style="list-style-type: none"> <li>○ Q.js (experimental, Quantum simulator in JS)</li> </ul>
Visualizations / Dashboards	Frontend	<ul style="list-style-type: none"> <li>○ D3.js</li> <li>○ Chart.js</li> <li>○ Plotly.js</li> </ul>
Real-time Interaction	Backend / Frontend	<ul style="list-style-type: none"> <li>○ Socket.io</li> <li>○ WebRTC</li> </ul>
Authentication (dApps)	Fullstack	<ul style="list-style-type: none"> <li>○ JWT + MetaMask</li> <li>○ OAuth2 with Firebase / Auth0</li> </ul>

Understanding of the different tools and frameworks that are commonly used in web development, and how they can be integrated with the MEAN or MERN stack.

## 26.3 JAVA WITH ANGULAR OR REACT (300 TO 400 HRS)

Java is a general-purpose, class-based, object-oriented programming language designed for having lesser implementation dependencies. It is a computing platform for application development. Java is ranked the third-most sought-after programming language by many industries' led studies.

Angular is a framework for building web applications. React, on the other hand, is a library for building user interfaces. Both Angular and React are popular choices for building web applications and have a large and active community of developers. The choice between the two will depend on the specific requirements of the project.



Ideally, the training in Java with Angular or React should typically cover but not limited to the following topics:

- Introduction to Java programming language, including data types, variables, control structures, functions, and object-oriented programming concepts.
  - Introduction to Angular or React, including the basics of components, directives, and services.
  - Building a simple web application using Java and Angular or React.
  - Advanced topics in Java such as concurrency, collections, and functional programming.
  - Advanced topics in Angular or React such as server-side rendering, advanced state management, and performance optimization.
  - Best practices for developing web applications using Java, Angular or React and troubleshooting common issues including design patterns, testing, and debugging.
  - Building complex web applications using Java, Angular or React and integrating with various APIs and databases.
  - Deployment and testing of the web application.
  - Understanding of the architecture of large-scale web applications and the technologies that make them possible.
  - Hands-on experience building and deploying a complete web application with real-world scenarios.
  - Understanding of the latest updates and features of Angular or React, and how they can be used to create better web applications.
  - Tips, tricks, and techniques for troubleshooting and debugging web applications.
  - Tips, tricks, and techniques for troubleshooting and debugging web applications.
- Furthermore, the vendor is required to emphasis on the Java with various Frameworks to provide variety of applications development as mentioned in the table:

Sr.	Java + Framework/Library	Primary Domain
1	Java + Spring Boot	Microservices / Web APIs
2	Java + Spring MVC	Web Application Development
3	Java + Hibernate	ORM / Data Persistence
4	Java + Spring Security	Authentication & Authorization
5	Java + Apache Kafka	Event Streaming / Messaging
6	Java + Thymeleaf	Server-Side Templating
7	Java + JUnit / Mockito	Testing
8	Java + Quarkus / Micronaut	Cloud-Native & Fast Boot Microservices
9	Java + Apache Camel	Integration & Messaging
10	Java + web3j	Blockchain Interaction

Understanding of the different tools and frameworks that are commonly used in web development, and how they can be integrated with Java and Angular or React.

## 27 GEOGRAPHICAL DIVISION OF REGIONS

- i. Based on the geographical locations and availability of academic & industrial resources in the field of IT & ITES , Ignite has identified specific cities in south region and has allocated the following number of trainees for each programming language within the respective cities:

Region	City	Python	JavaScript	Java	Total
South	Karachi	880	880	440	<b>2,200</b>
South	Quetta	44	44	22	<b>110</b>
South	Hyderabad	48	48	24	<b>120</b>
South	Sukkur	28	28	14	<b>70</b>
<b>Total</b>		<b>1,000</b>	<b>1,000</b>	<b>500</b>	<b>2,500</b>

- ii. The Potential bidders for each region are required to propose a strategy to enroll at least 10% additional trainees beyond the above assigned targets. This buffer will help compensate for any dropouts or leftover or unfilled slots within the first 15 days after commencement of the training. These additional trainees can be enrolled any time within the project duration.
- iii. It is to be noted that the Company will not bear the cost of these additional 10% trainees.
- iv. A minimum quota of 20% is reserved for female trainees in each region, without any restriction on the allocation of female trainees to specific programming languages.

Region	South
<b>Male (80%)</b>	2000
<b>Female (20%)</b>	500

## 28 ESTABLISHMENT OF TRAINING CENTERS

- i. The successful bidder will be responsible for establishing training centers in the designated cities based on the above assigned trainees' numbers.



- ii. The training centers should be within the metropolitan boundaries and easily accessible through public transport of each city.
- iii. Depending upon number of trainees in each city, these training centers may be dissolved after successful completion of the training within **training duration**.

## 29 CLASS SIZE AND PROVISION OF FACILITIES IN EACH TRAINING CENTERS

- i. The successful bidder is required to induct trainees in batches so that training is completed within the required training duration. However, cities where there are number of trainees are fewer, the training may be completed earlier than overall training duration.
- ii. The successful bidder is required to establish classes/sections comprising maximum 25 trainees per class/section in their training centers. In case of more than 25 trainees, the bidder is required to divide the trainees in further sections. However, there is a buffer to accommodate maximum of 5 additional trainees to avoid establishing a separate section.
- iii. The successful bidder is required not to establish more than 10 sections of each programming language in each training center established in specific city. For example, , there could be maximum 30 sections comprising 10 sections each for Python, JavaScript and Java.
- iv. Each class should have proper seating capacity with all allied facilities including provision of high-speed internet, and audio & visual aids, multimedia projector/large screens, white boards etc.
- v. Provision of backup power in the training premises is required in case of electricity breakdown or failures.
- vi. The potential bidders are required to propose a strategy for provision of laptop or desktop if a trainee does not have personal laptop
- vii. Bidders must ensure a disciplined environment and enforce a code of conduct at all training centers.

## 30 PROJECT DURATION AND TRAINING DURATION

- i. Overall **project duration** for South Region is 24 months. This include first two months for commencement of project including communication & outreach of project, training of trainers, selection of trainees in first batch and last two months for project closure activities.
- ii. Bidders are required to complete the training of desired number of trainees within 20 months. So, **training duration** is 20 months.

- iii. Where the number of trainees is fewer in some cities, the training can be concluded earlier than training duration. In this case, project closure activities for that specific city may be carried out by the Company or its assigned representatives.

### 31 TRAINING HOURS AND CAPSTONE PROJECT

Each language requires 300 to 400 hours of training to be completed in 4 calendar months. This duration is divided into two parts:

- a. Technical Training Portion: 90% (e.g. In case of 400 hrs, 360 hrs will be of Technical Training)
- b. Soft Skills Training Portion: 10% (e.g. In case of 400 hrs, 40 hrs will be of Soft Skills Training)

The Technical Training Portion should be aligned and delivered in accordance with following segregation:

Theoretical Portion of Technical Training: 30% (e.g. In case of 360 hrs, 108 hrs will be theoretical training)

Practical/hands on Training: 70% (e.g. In case of 360 hrs, 252 hrs will be practical/hands on training)

The technical training portion also includes allocation of capstone project right from beginning of the training till completion of the project within the proposed duration of the training.

**Capstone projects should be assigned to groups not more than 4 trainees, focusing on developing solutions to real-world industry challenges using AI-based approaches, quantum computing or blockchain technologies.**

The potential bidders are required to propose detailed methodology of assigning capstone projects to trainees in their proposals.

### 32 TRAINING TIMINGS

The successful bidder is required to conduct training sessions in the evenings on weekdays (Monday to Friday). Saturdays, Sundays and public holidays may be observed as off days or optionally utilized for improvement or supplementary sessions.

### 33 MODE OF TRAINING AND TRAINERS AVAILABILITY

The trainings are required to be conducted physically in presence of trainers and trainees. Each class or section should have separate and dedicated Asst. Trainer, physically present in the class to assist trainees in both theoretical & practical portion of the training. However, Lead trainer may be taken online / virtual. Presence of the Asst. Trainers is required full time during the currency of trainings. However, presence of Lead Trainer (physically or virtually) should not be

less than 50% of the training duration. The bidder is required to provide the complete methodology of engaging the Lead Trainers and Asst. Trainers for each language in each region.

The Lead Trainer is required to spearhead each training session with the ability to effectively explain technical aspects and complexities of the training. In a broader role, Lead Trainer shall:

- Facilitate technical training and execute training plans according to group of trainees and overall training goals.
- Utilize a variety of instructional methods and media to achieve training objectives.
- Confirm the adoption of technical training from classroom to work practice.
- Collaborate and lead Asst. Trainer (physically present in each training session) to ensure training is synchronized with proposed curriculum and goals of trainings and overall objectives of the Project.
- Administers the overall training program, evaluate trainees' performance and Asst. Trainer's performance.
- Provide mentorship to trainees with respect to current & future needs of programmers in the industry.
- Monitor, evaluate, alter and manage the working of trainees through LMS.

The Asst. Trainer is required to provide hands on training assistance to trainees under the directions of the Lead Trainer.

The soft skill trainer is required to improve the communication, presentation, teamwork, time management and behavioral skills etc. of the trainees. The potential bidder is required to propose strategy of engaging soft skill trainers including number of hours and trainer's profiles. Required Qualification, Experience and Skill Set of Trainers.

Following are the required qualification, experience and skill set of Trainers:

Lead Trainer	Asst. Trainer
<p><b>Qualification:</b></p> <p>At minimum, the Lead Trainer is required to have:</p> <ul style="list-style-type: none"> <li>▪ BS or higher in Computer Sciences/Software Engineering/Computer Engineering/any other relevant engineering discipline of education.</li> </ul>	<p><b>Qualification:</b></p> <p>At minimum, the Asst. Trainer is required to have:</p> <ul style="list-style-type: none"> <li>▪ BS or higher in Computer Sciences/Software Engineering/Computer Engineering /any other relevant engineering discipline of education.</li> </ul>

### Experience:

At minimum, the Lead Trainer is required to have:

- 5+ Years of development experience in Programming Languages with focus on AI application development and Blockchain/quantum computing at local or international organizations.
- Min. 3 years of experience in providing trainings in computer languages.

### Skill Set:

- Able to explain complex programming topics to trainees in an effective, easy-to-understand manner.
- Patience and mild-tempered while helping trainees understand and comprehend the topics
- Have complete understanding of an array of computer languages and applications with technical up to date knowledge of the programming languages, tools & related software
- Explain the topics in friendly way by engaging trainees in various activities and group discussions
- Possess good presentation skills. Knowledge about trends of programming industry and liaison experience in software industry

### Experience:

At minimum, the Asst. Trainer is required to have:

- 3+ Years of development experience in Programming Languages preferably with focus on AI application development and Blockchain/quantum computing at local or international organizations.
- Min. 1 year of experience in providing trainings in computer languages.

### Skill Set:

- Assist Lead Trainer and provide hands on training instructions & guidance to trainees
- Manage discipline within the class and ensure trainees are engaged in learning activities
- Patience and mild-tempered while helping trainees understand and comprehend the topics
- Have complete understanding of the training topics as delivered by Lead Trainer and as provided in curriculum.
- Assist Lead Trainer to ensure that training activities and group discussions are being imparted
- Have good presentation skills

### Soft Skills Trainers:

The soft skills trainers should have at least a bachelor degree or higher and min. of 3 years of experience in conducting soft skills trainings.

## 34 TRAINING OF TRAINERS

The successful bidder is required to design and deliver Training of Trainers (ToT) program for each language in South Region. Overall ToT duration should not be less than 80 hours for each



language which is aimed equipping Asst. Trainers of each language with instructional & technical skills to implement the trainings in each language in their responsible regions. The presence of Lead Trainers (physically or virtually) of each language is also required in ToT to develop an understanding between Lead Trainer and Asst. Trainers of each language.

The ToT is required to be imparted any time during the 2 months duration of outreach & selection phase of first batch.

### 34.1 KEY REQUIREMENTS OF TOT:

- i. The training should be interactive and mock training sessions to be delivered by Assistant Trainers as part of their readiness evaluation.
- ii. ToT content must align with the proposed curriculum structure as proposed by the bidder.
- iii. External trainers would be encouraged for specialized components.
- iv. The bidder is responsible for all necessary arrangements, including the provision of allied facilities (e.g., training venue, equipment, materials) as well as ensuring the participation of Assistant Trainers as per the regional allocation plan.
- v. The bidder is expected to conduct pre-ToT and post-ToT assessments, submit comprehensive reports and provide trainers with facilitation kits, teaching aids and Learning Management System (LMS) usage manuals.

## 35 ELIGIBILITY OF TRAINEES

The bidder is required to submit a complete strategy to select and enroll potential trainees. However, potential trainees must meet the following minimum eligibility criteria.

***Graduates or final year students of undergraduate degree program in computer sciences/software engineering, Information Technology, ICT engineering related disciplines, technology management and mathematics/statistics or any other relevant discipline.***

It is up to the potential bidder how to outreach the desired talent in their respective regions. Bidders are required to propose a comprehensive strategy for identifying suitable talent within their region and assessing the technical skills and potential of the trainees. **The potential trainees must possess strong mathematical, algorithm and logical skills.**

### 35.1 PROJECT TEAM

The bidder must propose a project team responsible for implementing the project and within the specified project duration. The Project Director will be accountable for the overall execution of the project and for submitting all required deliverables, reports, summaries and





any other project-related documentation as requested by the Company. The proposed team must include dedicated monitoring and evaluation personnel also to oversee and assess the training activities across all cities of each region. The team should comprise Lead Trainers, Assistant Trainers, and Soft Skills Trainers also which is integral part of the proposed team.

### 36 COMPLETION OF TRAINING

It is required that minimum 80% of the trainees successfully complete the training and qualify for certification in each language. Overall, more than 80% successful trainees should be produced within specified duration of the project from each region.

The successful bidder is required to hold a demo day after completion of training of each language in respective regions. The demo day is required to be held twice a year where successful trainees will present their capstone project in front of industry and academia experts including job placement companies. The bidders will be responsible for organizing the demo days.

### 37 TYPES OF CERTIFICATION

The successful bidder will award certificate of completion after a trainee has successfully completed the training and capstone project, based on the evaluation criteria developed by the successful bidder. The bidders are required to propose evaluation and grading/passing criteria for successful completion of the training.

**It is mandatory that bidders come up in consortium with international training organizations so that certificate of completion is awarded from renowned international training organization.**

### 38 JOB PLACEMENT

It is the responsibility of the bidder to come up with job placement strategy. The bidder is required to assist the trainees in finding suitable job (on site or remote) or starting a career as international freelancer. The Company will evaluate the progress of training periodically on the basis of job placement, as one of the key parameters of project evaluation. It is required that at least 70% of the trainees get job within 2 months after successful completion of the training or have embarked freelancing as a career. The company will require evidence for job placement and freelancing career.

### 39 OUTREACH AND COMMUNICATION



The potential bidder is required to devise and ensure a comprehensive outreach & communication strategy to tap and lure key talent in the programming field with focus on AI application development along with quantum computing and blockchain application development, from their respective regions. The outreach & communication strategy should be covered through various media channels like printed media /electronic media/social media etc. The bidders are required to create partnerships with other institutions to engage community at large in their specific regions.

#### 40 REGISTRATION PORTAL

A centralized registration portal, will be developed by the successful bidder and will be managed to facilitate the registration of potential trainees. During the outreach and communication phase, potential trainees will be able to register themselves through this portal. Initial screening will be conducted on the portal, based on predefined eligibility criteria as mentioned above in the RFP. The registration portal will remain intact within overall project duration for registration of the trainees for each batch.

#### 41 SELECTION OF TRAINEES

After the registration data of potential trainees, successful bidder shall be responsible for implementing a strategy to finalize the selection of trainees within their respective regions.

The bidders are required to devise a comprehensive strategy for selection of trainees without any gender discrimination and to ensure 20% female participation of trainees in their respective regions. For this purpose, the bidder is required to conduct an entry test and interview to measure and evaluate the essential skills and abilities of the potential trainees for successfully completing the certification in respective language.

#### 42 PROVISION OF LMS

In order to cater the learning and development needs of the trainees, the successful bidder is required to develop or provide LMS (Learning Management System) for virtual, onsite, blended delivery of training and post training access to the system. The LMS should have capabilities of creating, delivering, tracking, administrating, reporting, gap analysing the trainings courses and outcomes. It should have dashboard to measure the progress of participants. The LMS should at least have following features:

- Content Management
- Assessment and Testing



- Monitoring and Evaluation
- Mobile Optimization and responsive
- Reporting
- Communication

An alumni portal is also required to be created and linked with LMS to track the current job status of successful trainees. The bidder is required to propose a strategy to develop and integrate registration portal and alumni portals with LMS and how to keep engage the successful trainees on the Alumni Portal.

*The potential bidders are required to submit a **detailed Figma design (UI/UX prototype)** covering the following modules:*

- 1. Registration Portal**
- 2. Alumni Portal**
- 3. Learning Management System (LMS)**

*The Figma design should:*

- Present **user flows, wireframes, and high-fidelity mockups** for web and mobile interfaces (where applicable)
- Reflect the **integration and navigation flow** between Registration Portal, Alumni Portal and LMS
- Demonstrate **user-centric design** and adherence to modern **UI/UX best practices**
- Include design for **admin dashboard** and **user roles** (e.g., trainee, trainer, admin)
- Clearly visualize **key features** such as user registration, course enrolment, content access, progress tracking, certificates, messaging, job placement etc.

*The submitted Figma file should be in printed form:*

- Organized into **sections** by module

*Supported by a brief explanation document describing the design logic and flow (optional but preferred)*

## 43 PROVISION OF CURRICULUM

The successful bidder must ensure that as per requirement of each language, the proposed curriculum against each language and specialized modules to cater the global market needs of the programmers with primary focus on back-end development using frameworks that support AI driven application development while also incorporating introductory elements of quantum

computing and blockchain-based solutions. The curriculum should be provided to the trainees in soft copy or hard copy or can be placed online with access to download.

- Curriculum Objectives: The curriculum aims, goals and objectives
- Content or Subject Matter: This is the medium through which objectives of the curriculum are met. It should cover the detailed content and knowledge that student will take away. Description of each content and knowledge is required to be provided by the bidder in this portion.
- Learning Experiences (Methods of Delivering Knowledge): It should contain the detailed strategy how the content and knowledge will be given.
- Curriculum Evaluation: Curriculum evaluation is different from a student evaluation. It is a broader term being used to make judgment about the worth and effectiveness of curriculum. Curriculum evaluation is also important in a sense that one could assess whether the aims and objectives have been met or not.

The curriculum should be available online to trainees after 2 years of completion of the program.

The curriculum should be dynamic and should be reviewed and updated (if needed) after every 6 months

#### 44 INTELLECTUAL PROPERTY RIGHTS

The Company will own IP rights created by successful bidder arising out of the Code4AI-South Region Program. However, neither the Company nor the Successful bidder will have any rights to IP developed by trainees during the training sessions or even after the training.

#### 45 RESPONSIBILITY FRAMEWORK

The Company will be responsible for the funding the Code4AI-South Region Program as per the Funding Agreement with successful bidder. Funding will be provided on reimbursement model. Hence, successful bidder will have to ensure availability of funds equivalent to expected budget of at least 6 months of training expenses as proposed in its budget.



## 46 GOVERNANCE OF THE PROGRAM

Regular monitoring will also be within the ambit of Company as per its inherent mandate. The monitoring will be carried out by the Company through its representatives or resident monitors as appointed by the Company.

The Company may also hire a third party for regular monitoring of the program. In this case, the Company will inform the successful bidder about the third-party monitoring firm.

## 47 REQUIRED OUTCOMES

The successful bidder is required to:

- i. Impart trainings to 2,500+ individuals in south region, as prescribed above in the RFP document.
- ii. At least, 20% female trainees should be enrolled in south region without barrier with respect to allocation of female trainees in each language.
- iii. At least, 80% trainees should successfully graduate from south region.
- iv. At least, 70% of successful graduate trainees, should be placed in job within 2 months of completion of their training.
- v. Submit required reports and deliverables on quarterly basis about progress of the Program and whenever required and/or as defined in agreement after mutual consent of the successful bidder and the Company.

## 48 PAYMENT PLAN

Following is the payment plan for each batch of training.

- 20% mobilization advance against Bank Guarantee
- 10% Outreach, Communication & Selection of Trainees
- 30% Completion of Successful Training
- 20% Award of Certification
- 20% Job Placement



## PART C

### FORMS TO BE SUBMITTED WITH PROPOSAL



## 49 TECHNICAL PROPOSAL – STANDARD FORMS

Bidders are required to submit technical proposals by using following standard form templates. Bidders can attach more details where required within these forms.

Form B1: Technical Proposal Submission Form

Form B2: Profile of the Lead Bidder

Form B3: Physical Infrastructure

Form B4: Experience of Lead Bidder or JV / Consortium Partners

Form B5: Proposed Team

Form B6: Proposed Methodology

Form B7: Proposed Curriculum

Form B8: Provision of Registration Portal and LMS



**FORM B1: Technical Proposal Submission Form (To be submitted on Bidder's Letter Head)**

[Location, Date]

To:

Head Procurement

Ignite – National Technology Fund

3rd Floor, TF Complex, 7 Mauve Area, G-9/4

Islamabad, Pakistan

Tel: +92-51- 910 7441 - 46

Cell:+92-306-199-1234

Fax: +92-51- 910 7447

Email: [procurement@ignite.org.pk](mailto:procurement@ignite.org.pk)

Sir,

We, the undersigned, offer to provide the services for Code4AI-South Region Program in accordance with your Request for Proposal dated [ADVERTISEMENT DATE]. We are hereby submitting our Proposal, which includes this Technical Proposal and Financial Proposal sealed under a separate envelope.

Our Technical Proposal shall be binding upon us subject to the modifications resulting from Contract negotiations, up to expiration of the validity period of the Proposal, which is 180 calendar days from the date of bid submission.

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:**



## Form B2: Profile of the Lead Bidder

S #	Criteria	
1	<b>Profile of the Lead bidder:</b> <ol style="list-style-type: none"> <li>Registered age of the Company</li> <li>Names of Owners/founders/ CEO/ Directors/ Managers/ Partners</li> </ol>	
2	<ol style="list-style-type: none"> <li>Location of agency office/sub office</li> <li>Number of branches</li> <li>Number of relevant employees including their Names &amp; Designations, Contact Numbers &amp; Branch contact numbers</li> </ol>	
3	<b>Financial Position</b> <ol style="list-style-type: none"> <li>Name of Banks</li> <li>Certificate of Financial position <b>(to be Issued by relevant Bank)</b></li> <li>Year wise working capital of last 3 years</li> <li>Copy of audited Annual Accounts (of last 3 years)</li> <li>Tax Registration (NTN/STN/FTN)</li> </ol>	
4.	<b>List of ISO Certifications</b> <ol style="list-style-type: none"> <li></li> <li></li> <li>.....iv. ....v.....</li> </ol>	





## Form B3: Physical Infrastructure

Please provide complete details of dedicated classes with allied facilities in each city where training centers will be established, including but not limited to followings:

- Region (South)
- City
- Training Center Location with Organization/Institution Name where classes/ are located
- Number of classes to accommodate desire number of students at one time
- Overall Internet Facility with bandwidth and Speed in proposed location
- Availability of Multimedia/Large display screen in each class
- Audio Visual Facility for Lead Trainer in each class
- Availability of Backup power in case of power failure
- Cooling / Heating / Fans / Lighting etc. facilities
- Availability of furniture (desks/chairs/tables etc.)
- All required software and facilities to learn programming languages as prescribed in Terms of References of this RFP document



## Form B4: Experience of Lead Bidder or JV / Consortium Partners

### a. Experience in conducting ICT based trainings:

S. No.	Training Name (e.g., CCNA, MCS, C++, OOP etc.)	Duration of the Training (e.g., 2 months, 5 months, 7 days)	Start Date (e.g., Jan. 1, 2022)	End Date (e.g., July 30, 2022)

(Attach evidence of each training for verification purpose.)

### b. Number of trainees who successfully graduated from the ICT based Trainings in the last five years.

S. No.	Training Name (e.g., CCNA, MCS, OOP etc.)	No. of Trainees enrolled (e.g. 32 or 48 or 200 etc.)	No. of Trainees successfully graduated (e.g., 25 or 37 or 139 etc.)	Training Start Date (e.g., 25 Aug 2022 etc.)	Training End Date (e.g., 29 Dec. 2022 etc.)

(Attach evidence of each training for verification purpose.)



**c. Experience of conducting soft skills training program**

S. No.	Training Name ( <i>presentation skills, communication skills etc.</i> )	Duration of the Training ( <i>e.g., 2 months, 5 months, 7 days</i> )	Start Date ( <i>e.g., Jan. 1, 2022</i> )	End Date ( <i>e.g., July 30, 2022</i> )

**(Attach evidence of each training for verification purpose.)**

**d. Number of Trainees graduated from the training programs in Programming Languages (e.g., C++, Java, JavaScript, PHP, Python etc.)**

S. No.	Training Name ( <i>e.g. JAVA, PYTHON, REACT, FLUTTER, PHP, LARAVEL, C#, OOP, etc.</i> )	No. of Trainees enrolled ( <i>e.g. 32 or 48 or 200 etc.</i> )	No. of Trainees successfully graduated ( <i>e.g., 25 or 37 or 139 etc.</i> )	Training Start Date ( <i>e.g., 25 Aug 2022 etc.</i> )	Training End Date ( <i>e.g., 29 Dec. 2022 etc.</i> )

**(Attach evidence of each training for verification purpose.)**



### e. Post Training Outcomes

S. No.	Training Name (e.g. JAVA, PYTHON, REACT, FLUTTER, PHP, LARAVEL, C# etc.)	No. of Trainees (e.g., 30 or 200 or 35 etc.)	No. of trainees successfully secured a job/internship or started as a freelancer career (e.g., 45, 50)	Attached List of trainees with their name, email and contact number who secured jobs/internships/freelancing as a career

(Attach evidence of each training for verification purpose.)

### f. Well Reputed International Partner in Technology/ICT Trainings

S. No.	International Partner Name	Partnership Status (Active or Not)	Name of curriculum which was localized	Name & Email Address of relevant contact of International Partner



**Form B5: Proposed Team**

- i. **Visual Representation (Organogram) of proposed team's structure, role/designation and relationships.**
- ii. **Profile, Qualifications and Experience of each member of the proposed team including Lead Trainers, Asst. Trainers & Soft Skill Trainers.**

S. No.	Team Member Name	Role/Designation in this project	Profile	Qualification	Experience

**Note: Attach detailed CV signed by the team member of above-mentioned Proposed Team including Lead Trainers and Asst. Trainers and Soft Skill Trainers.**



**iii. Lead Trainers**

S. No.	Number of Lead Trainers

S. No.	Lead Trainer Name	Lead Trainer Email & Contact No.	Proposed for "Language Name"	Provide presence as "Virtual" or "Physical"	Proposed City



**iv. Asst. Trainers**

S. No.	Number of Asst. Trainers

S. No.	Asst. Trainer Name	Asst. Trainer Email & Contact No.	Proposed for "Language Name"	Proposed City



**v. Soft Skills Trainer**

S. No.	Number of Soft Skills Trainer

S. No.	Name	Email & Contact No.	Proposed City





## **Form B6: Proposed Methodology**

The proposed methodology should include following but not limited to:

- a. Communication & Outreach Strategy
- b. Strategy for selecting the potential trainees
- c. Training Delivery Methodology
  - i. Formation of classes/sections for each training
  - ii. Timings & duration of each training
  - iii. Engagement plan of Lead Trainer throughout the trainings
  - iv. Engagement plan for Asst. Trainer throughout the trainings
  - v. Engagement plan of Soft skills trainer
  - vi. Monitoring, Progress & Evaluation of trainees (Attendance, Punctuality, Class Participation, Progress Reports etc.)
  - vii. KPIs for successful completion of Training and Training Duration of each language
  - viii. Strategy to organize demo days
  - ix. International certification awarding organization/body
- e. Methodology to allocate capstone project to trainees
- f. Job Placement Strategy (Goals, Plan, Implementation and expected outcomes)
- g. Training of Trainers Methodology



## **Form B7: Proposed Curriculum**

### **(a) Curriculum**

The bidders are required to furnish topics of the proposed curriculum that should include but not limited to a comprehensive set of learning objectives, content, timelines, delivery mode, delivery style and methods for evaluating participant attainment of the training goals.

Bidders are required to furnish curriculum for each language separately. The curriculum should cover both theoretical part and hands on training part of each set of the training.

The topics of the curriculum should be based on three (3) set of programming languages as defined in relevant section.

This form should be furnished in following format.



## CURRICULUM SUBMISSION FORM

(a)

#	Set of Programming Languages <i>(e.g., JAVA with Angular/React)</i>	Learning Objectives	Content (Topics)	Timelines	Delivery Mode (Online/Physical)	Delivery Style (Theoretical/Practical)	Evaluation Method measure trainees' performance



(b)

Existing utilization/adoption of proposed curriculum	Curriculum Name	Institution/organization where curriculum is being used/taught	Contact email of the Institution/organization to know about status of the curriculum



## Form B8: Provision LMS and Alumni Portal

### i. Registration Portal

Provide details of the Registration Portal including technical capacity to deliver the desired results & features. A detailed Figma design covering Registration Portal. *The submitted Figma file should:*

- *Organized into **sections** by module*
- *Supported by a brief explanation document describing the design logic and flow (optional but preferred)*

### ii. Provision of LMS

Provide details of LMS including technical capacity to deliver the desired results and features.

*A **detailed Figma design (UI/UX prototype)** covering LMS should be:*

- *Organized into **sections** by module*
- *Supported by a brief explanation document describing the design logic and flow (optional but preferred)*

### iii. Provision of Alumni Portal

Provide details of Alumni Portal. A **detailed Figma design (UI/UX prototype)** covering LMS should be:

- *Organized into **sections** by module*
- *Supported by a brief explanation document describing the design logic and flow (optional but preferred)*

**Note:** Refer page 37 of the RFP for Figma design requirements.



## 50 FINANCIAL PROPOSAL – STANDARD FORMS

Bidders are required to submit financial proposals by using following standard form templates. Bidders can attach more details when & where required within these forms.

Form C1: Financial Proposal Submission Form

Form C2: Summary of Costs



## Form C1: Financial Proposal Submission Form

[Location, Date]

To:

Manager Procurement  
IGNITE – National Technology Fund  
3rd Floor, TF Complex, 7 Mauve Area, G-9/4,  
Islamabad, Pakistan  
Tel: +92-51- 910 7441 - 46  
Cell:+92-306-199-1234  
Fax: +92-51- 910 7447  
Email: procurement@ignite.org.pk

Sir,

We, the undersigned, offer to provide services for implementation of Code4AI-South Region Program in accordance with your Request for Proposal dated [ADVERTISEMENT DATE] and our Proposal (Technical and Financial Proposals). Our attached Financial Proposal is for the sum of [Amount in words and figures]. This amount is inclusive of all the local taxes, duties, fees, levies and other charges applicable on our company, our sub-contractors and collaborations under the Pakistani law.

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, which is 180 calendar days from the date of bid submission.

Though included in the above-mentioned fee, Commissions and gratuities, if any, paid or to be paid by us to agents relating to this Proposal and Contract execution, if we are awarded the Contract, are listed below:

Yours sincerely,

Authorized Signature:

Name and Title of Signatory:

Name of Firm:



Address:

**Form C2: Summary of Costs**

	Particulars	Pak Rupees
a.	Cost per trainee in the region applied for:	PKR .....
b.	Total Training Cost for the region applied for:	PKR.....
c.	All applicable Taxes	PKR.....
d.	<b>Grand Total (b+c)</b>	PKR.....

**Note:** Please ensure that your submitted bid includes all applicable taxes as required by relevant laws and regulations. It is the responsibility of the bidder to verify and incorporate all relevant federal, state, local, and other applicable taxes in the bid amount.





## 1 ANNEXURE A

### One Stage Two Envelope Procedure for Bidding

#### Public Procurement Rules 2004

##### Single stage - Two envelope procedure:

- (i) The bid shall comprise a single package containing two separate envelopes. Each envelope shall contain separately the financial proposal and the technical proposal;
- (ii) The envelopes shall be marked as “FINANCIAL PROPOSAL Code4AI-South Region” and “TECHNICAL PROPOSAL Code4AI-South Region” in bold and legible letters to avoid confusion;
- (iii) Initially, only the envelope marked “TECHNICAL PROPOSAL Code4AI-South Region” shall be opened;
- (iv) The envelope marked as “FINANCIAL PROPOSAL Code4AI-South Region” shall be retained in the custody of the procuring agency without being opened;
- (v) The procuring agency shall evaluate the technical proposal in a manner prescribed in advance, without reference to the price and reject any proposal which do not conform to the specified requirements;
- (vi) During the technical evaluation no amendments in the technical proposal shall be permitted;
- (vii) The financial proposals of bids shall be opened publicly at a time, date and venue announced and communicated to the bidders in advance;
- (viii) 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 un-opened to the respective bidders; and



- (ix) The bid found to be the lowest evaluated bid shall be accepted.

## 2 ANNEXURE B

### CONFLICT OF INTEREST - DISCLOSURE FORM

**(To be printed on company's letterhead)**

In compliance of the mandatory requirement mentioned in the RFP for 'Code4AI-South Region' published by Ignite National Technology Fund (*hereinafter 'Ignite' and/or 'Company'*), I hereby confirm:

☐ I have no Conflict of Interest to disclose

☐ I have a potential Conflict of Interest to disclose and the details are mentioned hereunder:

Summary Information			
Date Raised:		Reference No.:	

Personal Information			
Name:		Title/Designation:	
Contact No.:		Company:	

Nature of Conflict	
Description:	



I hereby affirm that the above details/disclosure are true to the best of my knowledge, and no additional information/disclosure exists.

In case of any change to the above given information/disclosure, I will promptly notify the Company and complete a new conflict of interest disclosure form which describes the changes.

**Signature:** \_\_\_\_\_

**Date:**



3 ANNEXURE C

## DRAFT AGREEMENT

### DRAFT – AGREEMENT FOR DEVELOPMENT OF CODE4AI-SOUTH REGION PROGRAM

This Agreement for “*Development of Code4AI-South Region Program*” (the “**Agreement**”) is made at Islamabad on this *[Insert the date]* day of *[Insert Month]* 2024.

#### **Between**

**Ignite- National Technology Fund**, a company incorporated under section 42 of the repealed Companies Ordinance, 1984 (*now The Companies Act, 2017*), having its registered office at 3<sup>rd</sup> Floor, Telecom Foundation Complex, Mauve Area, G-9/4, Islamabad, Pakistan (hereinafter referred to as the “**Company**”, which expression shall where the context permits, mean and include its administrators, successors-in-interest and permitted assigns) of the First Part;

And

*[Insert name of successful bidder]*, a company incorporated and existing under the laws of Pakistan, having its registered office at *[insert address]* (hereinafter referred to as the “**Service Provider**” which expression shall where the context permits, mean and include its administrators, successors-in-interest and permitted assigns) through its duly authorized representative namely *[insert Name & designation]* of the Service Provider, of the Second Part;

The Company and the Service Provider may hereinafter collectively be referred to as the “**Parties**” and individually as a “**Party**”.

#### **RECITALS**

##### **WHEREAS**

- A. The Company requires Services in relation to Code4AI-South Region Program

across Pakistan in the planned cities as mentioned in TOR's of RFP.

- B. The Service Provider agrees to provide Services in relation to Code4AI-South Region Program as per the terms described in the RFP which is attached herewith as **Annexure A.**
- c. All Services and duties, incidental or necessary thereto, shall be conducted and performed diligently and completely and in accordance with professional standards of conduct.
- D. Against the provision of satisfactory and acceptable Services, the Service Provider shall receive agreed compensation as provided in the **"Payment Schedule"** attached herewith as **Annexure-B.**

**NOW, THEREFORE**, in consideration of the mutual promises and covenants hereinafter set forth and for other good and valuable consideration the adequacy of which is hereby acknowledged by the Parties and the mutual benefits to be derived therefrom, the representations and warranties, covenants, conditions and promises contained herein below and intending to be legally bound, the Parties agree as follows:

## **1 DEFINITIONS AND INTERPRETATIONS**

The Following words and expressions shall have the meaning defined hereunder:

- 1.1 **"AGREEMENT DOCUMENTS"** means the documents listed in Article 5 of this Agreement.
- 1.2 **"APPROVED"** or **"APPROVAL"** means approved in writing by the Company and/or the Service Provider.
- 1.3 **"DAY"** means calendar day of the Gregorian calendar.
- 1.4 **"DELIVERABLES"** means the deliverables specified whether in draft or final form to be provided by the Service Provider as provided in the RFP under the heading **"Scope of Work"** therein attached herewith as **Annexure-A.**
- 1.5 **"INTELLECTUAL PROPERTY RIGHTS"** means rights in intellectual property arising from the Scope of Work, deliverables, reports, or work related to the Project provided by the Service Provider.
- 1.6 **"Project"** means Code4AI-South Region Program.
- 1.7 **"REQUEST FOR PROPOSAL"** or **"RFP"** means the request for proposal titled ***[Insert Title Of RFP]*** issued dated ***[Insert Date]*** by the Company for the purposes of this Agreement.

- 1.8 **“SERVICES”** means the services to be performed by the Service Provider for the successful completion of the assigned tasks as specifically mentioned in the RFP in Part B (Terms of Reference) and attached herewith as **Annexure A**.
- 1.9 **“SINGULAR AND PLURAL”** Words importing singular include the plural and vice versa and words importing masculine gender include the feminine gender.
- 1.10 **“Trainee or Trainees”** means the participants selected and enrolled for training in any language/course of the Code4AI-South Region Program

## 2 **OBLIGATIONS OF THE COMPANY:**

- 2.1 The Company agrees to provide the Service Provider reasonable venue and participants in relation to the Project. When requested and deemed necessary, the Company shall provide the Service Provider in writing along with any additional information required to complete the task(s) related to the Project.
- 2.2 The Company shall provide such information for the Term of this Agreement as may be required by the Service Provider as far as reasonably practicable and without liability on the part of the Company.

## 3 **OBLIGATIONS OF THE SERVICE PROVIDER**

- 3.1 The Service Provider shall conform with and abide by the provisions of all federal, provincial and local laws, rules and regulations and any other laws for the time being in force in Pakistan including all regulations or by-laws of any local or other duly constituted authority within Pakistan which may be applicable to the performance of the Agreement and the rules and regulations of public bodies and companies whose property or rights are affected or may be affected in any way by the works (hereinafter referred to as “state laws”) and shall give all notices and pay all fines required to be given or paid thereby and shall keep the Company indemnified against all penalties of every kind for breach of any of the same.
- 3.2 The Service Provider shall submit invoice as per the Payment Schedule, mentioned in the RFP. The Company after verification shall pay to the

Service Provider the amount stated in the invoice within fifteen (15) working days of the receipt of the invoice. In the event of any discrepancy in the invoice submitted by the Service Provider, the Company shall be authorized to reject the invoice submitted by the Service Provider. The Company as of right shall then instruct the Service Provider to rectify the same and the Service Provider shall within 14 days correct the invoice and submit the same to the Company. All payments to be made to the Service Provider shall be subject to applicable tax and other deductions in accordance with laws of Pakistan.

- 3.3 The Service Provider shall remain responsible for execution of the work as mentioned in Annexure A.
- 3.4 The Service Provider shall maintain detailed records of all acts, content etc. done in relation to the performance of this Agreement and, at the Company's request, shall either make all such records available for inspection or shall provide the Company with true and accurate copies thereof.
- 3.5 The Service Provider shall appoint a dedicated professional team along with a focal person, having relevant experience and specialized qualification for the performance of this Agreement;
- 3.6 The Service Provider shall perform and deliver the Deliverables listed within Annexure A with care, skill, diligence, honesty and integrity and with generally accepted standards of good practice and prudence.
- 3.7 The Service Provider shall complete and deliver all Deliverables and perform all its obligations under this Agreement within the time stipulated in this Agreement.
- 3.8 The Service Provider shall fully comply with any representations, warranties and undertakings provided in the Agreement Documents relating to the quality and contents of the Deliverables.
- 3.9 The Service Provider shall use its reasonable endeavors for the successful and timely completion of the activities, tasks or deliverables which are not quantified or for which no measurable indices are given in the Agreement Documents.
- 3.10 The Service Provider shall comply with all applicable laws, as they exist in Pakistan from time to time, including safety and security standards applicable to the activities and tasks covered under this Agreement.

3.11 The Service Provider shall apply for, obtain and maintain at all times all permissions, consents, licenses, leases, approvals, authorizations and the like required from any private or public sector entity for performance of its obligations under this Agreement.

#### 4 **PRIMARY CONTACTS**

The Parties shall appoint one (1) individual within their organizations to serve as the primary contact between each other in order to receive or provide any requisite assistance or support.

*[Please insert details including name contact No. email etc. of the Primary Contact of Ignite]*

*[Please insert details including name contact No. email etc. of the Primary Contact of Service Provider].*

#### 5 **AGREEMENT DOCUMENTS**

The Recitals to the Agreement and the following documents, form an integral part of this Agreement. In case of any conflict between the terms of these documents and provisions of this Agreement, such conflict shall be resolved with reference to the provisions of this Agreement:

- i) The Agreement;
- ii) **Annexure-A** i.e., the RFP;
- iii) **Annexure-B** i.e., the Payment Schedule;
- iv) **Annexure-C** i.e., the Deliverables; and
- v) Subsequent Amendments, if any.

#### 6 **EFFECTIVE DATE OF AGREEMENT**

This Agreement shall become effective from [xxxx] and shall remain valid until [xxxx] (“**Term**”) unless terminated earlier in accordance with the terms of this Agreement. The Agreement can be extended for another Term after the expiry date on the terms and conditions mutually agreed upon between the Parties subject to the Company giving ten (10) days advance notice to the Service Provider to that effect.

Regardless of any provision in this Agreement, if the Project is not completed within the stipulated Term, the Agreement shall automatically extend beyond the Term's expiry date. The Service Provider will be obligated to continue providing Services under the same terms and conditions outlined in Annexure-A. This extension shall be formally approved in writing by both Parties, specifying the duration, referred to as the “**Extended Term**”.

#### 7 **CONFIDENTIALITY**

7.1 The Parties shall not disclose the Agreement, or any provision thereof, or any specification, plan, drawing, sample or information furnished by



or on behalf of either Party in connection therewith, to any person other than a person employed by either Party in performance of the Agreement. Disclosure to any such employed person shall be made in confidence and shall only extend as far as may be necessary for purposes of such performance.

- 7.2 Either party shall not, without mutual consent, make use of any documents or information except for purposes of performing the Agreement. Upon becoming aware of any loss, unauthorized use or disclosure of the Company's information, the Service Provider shall immediately notify the Company of such loss, unauthorized use or disclosure and indemnify the Company for the same.
- 7.3 Both Parties agree that, regardless of the expiration or termination of the Agreement for any reason, the provisions concerning Confidentiality shall remain in effect for five (5) years after the Agreement's expiry or termination or unless the Parties agree otherwise to discontinue its effect.

## 8 **INTELLECTUAL PROPERTY**

The Service Provider hereby acknowledges and agrees that any and all intellectual property rights generated as a result of the performance of Services under this Agreement, Including the Scope of Work provided in this RFP, shall be the absolute property of the Company.

## 9 **TAXES AND DUTIES**

The Service Provider shall fully comply with all applicable tax laws in Pakistan, including rules, regulations and other requirements. The Company is authorized to deduct, at the source, any withholding tax obligations as required by the prevailing tax laws of Pakistan.

## 10 **ASSIGNMENT AND SUB-CONTRACT**

The Service Provider shall not alter, assign, or subcontract any part of this Agreement without obtaining prior written consent from the Company. If such consent is granted, it shall not absolve the Service Provider of its obligations and liabilities under this Agreement. Furthermore, the Service Provider remains fully accountable for the actions, omissions, and performance of any subcontractors or assignees, as well as those of its own agents, employees, and personnel.



## 11 PRICES AND PAYMENTS

- 11.1 The total price of the Agreement including taxes shall not be in excess of PKR [xxx] (***Insert the amount in Words***), inclusive of all applicable taxes.
- 11.2 The price of the Agreement set forth in Clause 11.1 above in this Agreement is firm and final till execution of this Agreement and receipt of entire Services by the Company in acceptable condition.
- 11.3 No variation is acceptable to the Company with the exception of any price adjustment authorized by the conditions of this Agreement.
- 11.4 Applicable taxes will be deducted when processing payments and deposited with Federal Board Revenue (FBR).

## 12 TERMINATION

### **Termination for Default**

- 12.1 The Company may, without prejudice to any other remedy for breach of Agreement, by written notice of default ("**Default Notice**") sent to the Service Provider, terminate this Agreement in whole or in part, if:
  - 12.1.1 the Service Provider fails to deliver any or all of the services within the time period(s) specified in the Agreement or any extension thereof granted by the Company;
  - 12.1.2 the Service Provider fails to perform any other obligation(s) under the Agreement;
  - 12.1.3 the Service Provider, in either of the above circumstances does not cure its failure within a period of fifteen (15) days (or such longer period as the Company may authorize in writing) after receipt of the Default Notice from the Company.

## 13 TERMINATION FOR CONVENIENCE

The Company reserves the right to terminate the Agreement, in whole or in part, at any time for its convenience, provided that it provides thirty (30) days' prior written notice to the Service Provider or after payment of a proportionate fee, subject to the Service Provider's satisfactory performance as determined by the Company.

## 14 AMENDMENT

No alteration, waiver or change in any of the terms of this Agreement will be effective unless made in writing and duly executed by an authorized officer or representative of each of the Parties.



**15 ENTIRE AGREEMENT**

This Agreement together with the attached Annexes contains the entire terms and conditions and constitutes the entire Agreement between the Parties and cancels and supersedes any previous oral or written agreements, representations or arrangements, express or implied, by the Parties with respect to the subject matter of this Agreement.

**16 INDEPENDENT CONTRACTORS**

**16.1** The Service Provider is and shall remain at all times an independent Contractor or and shall be fully responsible for its own acts or defaults (including those of its employees or agents).

**16.2** The Service Provider, along with its employees, agents, or representatives, shall refrain from engaging in any activities that could reasonably lead any individual to believe that they are acting as employees, agents, or representatives of the Company.

**16.3** Nothing in this Agreement shall be deemed to constitute a partnership or other profit-sharing agreement between the Parties.

**17 SURVIVAL**

Certain clauses of this Agreement, including but not limited to Indemnification, Confidentiality, and Dispute Resolution, as well as any other clauses inherently intended to extend beyond the termination or expiry of this Agreement, shall remain in effect for a period of Ten (10) years following such termination or expiry.

**18 INDEMNIFICATION**

The Service Provider agrees to indemnify, defend, and hold harmless the Company and its officers, agents, and employees, from any claim, real or imaginary, brought against the Company or its officers, agents, or employees, alleging damage or injury arising out of the subject matter of this Agreement; provided, however, that such provision shall not apply to the extent that the damage or injury results from proximate fault of the Company or its officers, agents, or employees.

**19 DISPUTE RESOLUTION AND GOVERNING LAW**

Any dispute, controversy or claim arising out of or in connection with this Agreement shall be initially resolved through negotiation by Parties. If dispute(s) remain unresolved for a period of 30 days, it shall then be settled by the sole arbitrator appointed by both the Parties as mutually agreed in accordance with the Arbitration Act 1940 and the rules made thereunder. The venue of the arbitration shall be Islamabad, Pakistan. The award made by the arbitration process shall be final and binding on the Parties and may be enforced



in any court of competent jurisdiction. Each Party shall bear the arbitration cost own its own.

The validity of interpretation and construction of this Agreement and of each part hereof shall be governed by the Laws of Pakistan. Both Parties shall comply with all applicable laws of Pakistan.

## 20 **FORCE MAJEURE**

For the purposes of this Agreement “Force Majeure” means an event which is beyond the reasonable control of a Party and which makes a Party’s performance of its obligations under this Agreement impossible or so impractical as to be considered impossible under the circumstances.

The failure of either Party to fulfil any of its obligations under this Agreement shall not be considered to be breach of or default under this Agreement insofar as such inability arises from an event of Force Majeure, provided that the Party affected by such an event has taken all reasonable precautions, due care and reasonable alternative measures in order to carry out the terms and conditions of this Agreement and has informed the other Party as soon as possible about occurrence of such an event.

**IN WITNESS WHEREOF**, the Parties to this Agreement through their duly authorized representatives have executed this Agreement in two (2) counterparts and on the days and dates set forth above, and certify that they have read, understood, and agreed to the terms and conditions of this Agreement as set forth herein.

### **Signed for & on behalf of the Company**

By: \_\_\_\_\_

Title: Chief Executive Officer

CNIC: \_\_\_\_\_

Date: \_\_\_\_/\_\_\_\_/2024

### **Signed for & on behalf of the Service Provider**

By: \_\_\_\_\_

Title: \_\_\_\_\_

CNIC: \_\_\_\_\_

Date: \_\_\_\_/\_\_\_\_/2024

### **Witness - 1**



**Witness - 1**

Signature: \_\_\_\_\_

Signature: \_\_\_\_\_

Name: \_\_\_\_\_

Name: \_\_\_\_\_

Designation: \_\_\_\_\_

Designation: \_\_\_\_\_

CNIC: \_\_\_\_\_

CNIC: \_\_\_\_\_

**Witness - 2**

Signature: \_\_\_\_\_

**Witness - 2**

Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Designation: \_\_\_\_\_

Name: \_\_\_\_\_

CNIC: \_\_\_\_\_

Designation: \_\_\_\_\_

CNIC: \_\_\_\_\_

***Note: This Agreement is a Draft Agreement subject to change in terms and conditions upon negotiation with the successful bidder during the award of the agreement. The bidders should only follow the terms of reference and instructions given in this RFP document for submission of their bids.***



#### 4 ANNEXURE D

### Declaration of Ultimate Beneficial Owners Information for Public Procurement Contracts

1. Name
2. Father's Name/Spouse's Name
3. CNIC/NICOP/Passport no.
4. Nationality
5. Residential address
6. Email address
7. Date on which shareholding, control or interest acquired in the business.
8. In case of indirect shareholding, control or interest being exercised through intermediary companies, entities or other legal persons or legal arrangements in the chain of ownership or control, following additional particulars to be provided:

1	2	3	4	5	6	7	8	9	10
Name	Legal form (Company/Limited Liability Partnership/Association of Persons/Single Member Company/ Partnership Firm/ Trust/Any other individual, body corporate (to be specified))	Date of incorporation/ registration	Name of registering authority	Business Address	Country	Email address	Percentage of shareholding, control or interest of BO in the legal person or legal arrangement	Percentage of shareholding, control or interest of legal person or legal arrangement in the Company	Identity of Natural Person who ultimately owns or controls the legal person or arrangement

9. Information about the Board of Directors (details shall be provided regarding number of shares in the capital of the company as set opposite respective names).

1	2	3	4	5	6	7	8
Name and surname (In Block Letters)	CNIC No. (in case of foreigner, Passport No)	Father's/ Husband's Name in full	Current Nationality	Any other Nationality (ies)	Occupation	Residential address in full or the registered/ principal office address for a subscriber other than natural person	Number of shares taken by each subscriber (in figures and words)
Total number of shares taken (in figures and words)							

10. Any other information incidental to or relevant to Beneficial Owner(s).

Name & signature

(Person authorized to issue notice on behalf of the company)