



REOI - for

Hiring of Private Vocational Skill Training Institute for imparting Technical and Vocational Skill Training to selected beneficiaries under NPGP project.

REQUEST FOR EXPRESSIONS OF INTEREST

(Hiring Private Vocational Skill Training Institute for imparting Technical and Vocational Skill Training)

Pakistan

National Poverty Graduation Programme (NPGP)

Reference No. (as per procurement plan): **LA/NPGP/002-2022**

*Deadline for submission of EOI **August 31, 2022***

Assignment Title: Hiring of Private Vocational Skill Training Institute for imparting Technical and Vocational Skill Training to selected beneficiaries under NPGP project in six districts including Shangla, Torghar, Battagram, Lower Kohistan, Upper Kohistan and Kolai Palas Kohistan of Khyber Pakhtunkhwa

The National Poverty Graduation Programme (NPGP) is an International Fund for Agricultural Development (IFAD) and the Government of Pakistan (GOP) funded, US\$ 132.59 million program to be implemented over a period of 6 years. The programme aims to assist the ultra-poor and very poor in graduating out of poverty on a sustainable basis while simultaneously improving their overall food security, nutritional status, and resilience to climate change. The development objective of the project is to enable the rural poor and especially women and youth to realize their development potential and attain a higher level of social and economic wellbeing through a proven, flexible, and responsive menu of assistance. The poverty graduation approach in the NPGP combines elements of three distinct approaches of social mobilization, livelihoods development, and financial inclusion. In this process, the capacity-building of community organizations through strong social mobilization support is key to support individual households to access multiple opportunities.

LASOONA: Society for Human and Natural Resource Development is a national, multi-disciplinary, development oriented and non-profit making organization. LASOONA affirms to be committed to wellbeing of masses with the mission “to empower vulnerable and under-privileged communities through sustainable livelihoods, improved local governance, social cohesion and enhanced resilience to environmental hazards.

LASOONA-Society for Human and Natural Resource Development is partner organization of NPGP and is carrying out activities in six districts including Shangla, Torghar, Battagram, Lower Kohistan, Upper Kohistan and Kolai Palas Kohistan of Khyber Pakhtunkhwa. The Programme is designed to graduate household out of poverty building largely (but not exclusively) upon BISP beneficiaries and leveraging the Prime Minister Interest Free Loan (IFL) Scheme to build a smooth ‘seamless service’ where the poorest can move out of poverty through a blended programme extended from consumption support to asset transfer to Interest Free loans to microcredit.

Under Poverty Graduation component of the project, marketable Skills and Vocational Trainings are planned for 1337 youth (women and men) of age 18-29. The objective of these training is to equip the youth with skills required in local, national and international market in order to enhance the employability and earning capacity of youth. Before selecting trainees for a particular type of training, the staff will carry out training needs analysis of the nominated community members, using LIP format followed by proper counselling and coaching regarding skill trade selection and its potential for utilization concentrating mainly on improving livelihoods and enhancing productivity. Beneficiaries, identification and selection is in process in all target districts and in the current fiscal year till 30 June 2023, 1270 beneficiaries will be trained both from Private (720 from private institute) and Government technical training center in all 6 target districts in various trades like building electricians, Plumbing, mobile repair, Driving, Motor Cycle repair, Heavy Machinery Driving, Basic Tailoring, Solar Panel Installation, Beautician course for girls, Value added farming, Online Freelancing, Hospitality and allied

such as cooking, baking, tour guide etc. Due to budget limitation the duration of all these training will be minimum of three months and if needed beneficiaries will be provided hostel facility including 3 time food during training. LASOONA is looking for reputable training institute (s) to be engaged for training of vocational skill training beneficiaries in market-oriented and employable trades.

1.1. Programme Goal (NPGP)

The overall goal of the program is to assist the ultra-poor and very poor in graduating out of poverty on a sustainable basis; simultaneously improving their overall food security, nutritional status, and resilience to climate change.

1.2. Development Objective (NPGP)

Enabling the rural poor and especially women and youth to realize their development potential and attain a higher level of social and economic wellbeing through a proven flexible and responsive menu of assistance. The key result indicator for the development objective is:

1.3. Primary Target Group

The primary target group for intangible asset transfer under NPGP is youth and women under the age (of 18-29 Years).

1.4. Duration of the Programme

The total period of the National poverty graduation program is six years (2017-2023) while the agreement was signed between LASOONA and NPGP in September 2019 and will end by December 2023.

1.5. Time period & Location of Training:

Each training will be comprised of minimum three months' period. Training will be preferably arranged within the jurisdiction of target districts i.e. Shangla, Torghar, Battagram, Lower Kohistan, Upper Kohistan and Kolai Palas Kohistan of Khyber Pakhtunkhwa. However, if there is no training facility of a particular trade in the mentioned target area in that case the training will be arranged outside these areas. The institute will have to arrange at least four hours' session per day and 6 days in a week.

1.6. Number of Trainees for each Trade:

Detail of Trades and numbers of Trainees per trade have been mentioned in the table given below which is a tentative number, after identification and selection of beneficiaries and development of their livelihood investment plan, the actual number of beneficiaries per trade will be finalized with the selected training institute. The total , number of trainees/beneficiaries i.e. 720 can be increased.

Details of students against identified trades.

S.NO	Trade	Numbers of expected trainees	Training duration
1.	Building Electrician	55	Three months
2.	Motor Cycle Repair	55	Three months
3.	Plumbing	55	Three months
4.	Mobile repairing	55	Three months
5.	Driving	55	Three months
6.	Heavy Machinery Driving	55	Three months
7.	Basic Tailoring	55	Three months
8.	Solar Panel Installation	55	Three months
9.	Beautician Course for girls	55	Three months
10.	Value added farming	55	Three months
11.	Online Freelancing	55	Three months

12.	Hospitality and allied such as cooking, baking, tour guide	60	Three months
13.	China Language learning course	55	Three months
Total numbers of trainees		720	

Note: The number of participants in each trade is tentative and can be increased or decreased as per Livelihood Investment Plan (LIP) with beneficiary households in respective districts.

1.7. Programme Area

The program target area consists of 62 union councils in Six district i.e. Battagram, Torghar, Shangla, Lower Kohistan, Upper Kohistan and Kolai Palas Kohistan of Khyber Pakhtunkhwa

Detailed TORs are attached as an Annex to this document.

LASOONA-Society for Human and Natural Resource Development implementing partner of NPGP (“the client”) now invites eligible **training institutes** (“consultants”) to indicate their interest in providing the services. Interested consultants should provide information demonstrating that they have the required qualifications and relevant experience to perform the services. Interested institute should fill the template for expressions of interest given below in the annexes, and submit it to the address given below.

The attention of interested consultants is drawn to IFAD’s Anti-Money Laundering and Countering the Financing of Terrorism Policy¹ and the Revised IFAD Policy on Preventing Fraud and Corruption its Activities and Operations². The latter sets forth IFAD’s provisions on prohibited practices. IFAD further strives to ensure a safe working environment free of harassment, including sexual harassment, and free of sexual exploitation and abuse (SEA) in its activities and operations as detailed in its IFAD Policy to Preventing and Responding to Sexual Harassment, Sexual Exploitation and Abuse.³

The consultant shall not have any actual, potential or reasonably perceived conflict of interest. A consultant with an actual, potential or reasonably perceived conflict of interest shall be disqualified unless otherwise explicitly approved by the Fund. A consultant including their respective personnel and affiliates are considered to have a conflict of interest if they a) have a relationship that provides them with undue or undisclosed information about or influence over the selection process and the execution of the contract, b) participate in more than one EOI under this procurement action, c) have a business or family relationship with a member of the Purchaser’s board of directors or its personnel, the Fund or its personnel, or any other individual that was, has been or might reasonably be directly or indirectly involved in any part of (i) the preparation of this REOI, (ii) the shortlisting or selection process for this procurement, or (iii) execution of the contract. The consultant has an ongoing obligation to disclose any situation of actual, potential or reasonably perceived conflict of interest during preparation of the EOI, the selection process or the contract execution. Failure to properly disclose any of said situations may lead to appropriate actions, including the disqualification of the consultant, the termination of the contract and any other as appropriate under the IFAD Policy on Preventing Fraud and Corruption in its Projects and Operations.

A consultant will be selected in accordance with the Quality and Cost Based Selection (QCBS) method set out in IFAD’ project procurement handbook that can be accessed via the IFAD website at www.ifad.org/project-procurement.

¹ The policy is accessible at <https://www.ifad.org/en/document-detail/asset/41942012>.

² The policy is accessible at www.ifad.org/anticorruption_policy.

³ The policy is accessible at <https://www.ifad.org/en/document-detail/asset/40738506>.

The shortlisting criteria are:

Pre-requisite criteria:

1. Institute having registration with the relevant Certification Authorities (TTB/ BTE/ SDC or substitute/ equivalent)
2. Having existence setup or willing to establish vocational skills training center in the project area.
3. Registered on the active tax-payers list of Govt. of Pakistan along with NTN or having tax exemption certificate from government;
4. Financial strength (organization may submit any relevant documents such as audited accounts, tax returns, bank statements to demonstrate financial viability).

Shortlisting criteria:

Evaluation Criteria		
Criteria	Benchmarks	Allocated Points
1. Experience and past performance	Overall experience of the Institute. Experience of working with international donor agencies and development is preferable. List of similar vocational training assignments that can be verified through references from previous clients and final outputs.	20
2. Capacity and capability	Demonstrated capacity of conducting similar training programs in terms of volume (number of participants) and length of training program. Demonstrated capability of delivering similar training programs across multiple UCs/districts (consideration will be given to organization's capacity to mobilize trainees, make training and logistical arrangements, training material etc. across relevant geographical areas). Institute having well established vocational & technical training center with well-equipped laboratories with all relevant tools and equipment for all mentioned trades Institute having well established hostel facility for trainees	40
3. Key personnel	CVs of relevant instructors (Trade wise instructor details with experience).	30
4. Geographical Presence & office setup	Institute having well established vocational & technical training center at the locality of target districts (head office or branch office in any of the provinces covered by assignment would be accorded due weightage). Institute must specify the addresses of their offices.	10

Three to six (minimum 3 and maximum 6) consulting firms shall be invited to the RFP stage (technical and financial).

Clarification:

Any request for clarification on this REOI should be sent via e-mail to the address below not later than **August 26, 2022**. The client will provide responses to all clarification requests by **August 28, 2022**.

E-mail: (1) asghar.log@lasoona.org (2) sajad.ahmad@lasoona.org (3) m.salim@lasoona.org

Submission of EOI:

Expressions of interest must be delivered in written using the "Form EOI-1" provided for this purpose along with any supporting documents. REOI documents must reach in sealed envelopes, marked on the right top corner with REOI-LA/NPGP/002-2022 latest by **August 31, 2022, 05:00PM** by hand/post/courier on the following address.

The envelopes opening event will be held in LASOONA Head Office Saidu Sharif Swat on September 01, 2022 at 10:30am. Only shortlisted firms/institutes will be contacted for Technical and Financial proposal.

Manager Operations

LASOONA Head Office:

College Officers Colony behind Swat Serena Hotel, Saidu Sharif Swat KPK.

Phone: 0946-9240071

Form EOI-1

EOI Submission Form

Hiring of Private Vocational Skill Training Institute for imparting Technical and Vocational Skill Training to selected beneficiaries under NPGP project.

Ref: REOI- LA/NPGP/002-2022

We, the undersigned, declare that:

1. We are expressing our interest in providing the consulting services for the above-mentioned assignment and have no reservations to the REOI, the instructions to the consultants and any addenda thereto.
2. Our expression of interest is open for acceptance for a period of ninety (90) days.
3. Our firm, its associates, including any subcontractors or suppliers for any part of the contract, have not been declared ineligible by the Fund and have not been subject to sanctions or debarments under the laws or official regulations of the client's country or not been subject to a debarment recognized under the Agreement for Mutual Enforcement of Debarment Decisions (the "Cross-Debarment Agreement")⁴, beyond those declared in paragraph 9 of this EOI submission form.
4. We acknowledge and accept the IFAD Revised Policy on Preventing Fraud and Corruption in its Activities and Operations. We certify that neither our firm nor any person acting for us or on our behalf has engaged in any prohibited practices as provided in ITC Clause 6. Further, we acknowledge and understand our obligation to report to anticorruption@ifad.org any allegation of prohibited practice that comes to our attention during the selection process or the contract execution.
5. No attempt has been made or will be made by us to induce any other consultant to submit or not to submit an EOI for the purpose of restricting competition.
6. We acknowledge and accept the IFAD Policy on Preventing and Responding to Sexual Harassment, Sexual Exploitation and Abuse. We certify that neither our firm nor any person acting for us or on our behalf has engaged in any sexual harassment, sexual exploitation or abuse. Further, we acknowledge and understand our obligation to report to ethicsoffice@ifad.org any allegation of sexual harassment, sexual exploitation and abuse that comes to our attention during the selection process or the contract execution.
7. The following commissions, gratuities, or fees have been paid or are to be paid with respect to the selection process: *[Insert complete name of each recipient, its full address, the reason for which each commission or gratuity was paid and the amount and currency of each such commission or gratuity.]*

⁴ The Cross-Debarment Agreement was entered into by the World Bank Group, the Inter-American Development Bank, the African Development Bank, the Asian Development Bank and the European Bank for Reconstruction and Development, additional information may be located at: <http://crossdebarment.org/>.

Name of Recipient	Address	Reason	Amount	Currency

(If none has been paid or is to be paid, indicate “none.”)

8. We declare that neither our consulting firm nor any of its directors, partners, proprietors, key personnel, agents, sub-consultants, sub-contractors, consortium and joint venture partners have any actual, potential or perceived conflict of interest as defined in ITC Clause 5 regarding this selection process or the execution of the contract. *[insert if needed: “other than the following:” and provide a detailed account of the actual, potential or perceived conflict].* We understand that we have an ongoing disclosure obligation on such actual, potential or perceived conflicts of interest and shall promptly inform the client and the Fund, should any such actual, potential or perceived conflicts of interest arise at any stage of the procurement process or contract execution.
9. The following criminal convictions, administrative sanctions (including debarments) and/or temporary suspensions have been imposed on our consulting firm and/or any of its directors, partners, proprietors, key personnel, agents, sub-consultants, sub-contractors, consortium and joint venture partners:

Nature of the measure (i.e., criminal conviction, administrative sanction or temporary suspension)	Imposed by	Name of party convicted, sanctioned or suspended (and relationship to the consultant)	Grounds for the measure (i.e., fraud in procurement or corruption in contract execution)	Date and time (duration) of measure

If no criminal convictions, administrative sanctions or temporary suspensions have been imposed, indicate “none”.

10. We acknowledge and understand that we shall promptly inform the client about any material change regarding the information provided in this EOI submission form.
11. We further understand that the failure to properly disclose any of information in connection with this EOI submission form may lead to appropriate actions, including our disqualification as consultant, the termination of the contract and any other as appropriate under the IFAD Policy on Preventing Fraud and Corruption in its Projects and Operations.
12. We understand that you are not bound to accept any EOI that you may receive.

[Authorized signatory]

[Name and title of signatory]

Name and address of firm

Form EOI-2
Organization of the Consultant

Hiring of Private Vocational Skill Training Institute for imparting Technical and Vocational Skill Training to selected beneficiaries under NPGP project.

Ref: LA/NPGP/002-2022

[Provide a brief description of the background and organization of your firm/entity and of each associated firm for this assignment. Include the organization chart of your firm/entity. The EOI must demonstrate that the consultant has the organizational capability and to carry out the assignment. The qualifications document shall further demonstrate that the consultant has the capacity to field and provide experienced replacement personnel on short notice. Key staff CVs are not required at the shortlisting stage.]

Name of the firm /institute	
Date of establishment	
Country of registration	
Full address of the firm	
Focal point: name, position, contact information (telephone, email):	Name:
	Tel:
	Email:
Number of branches in the country	
Country(ies) of operations with number of branches in each country	
Number of full-time employees	
Number of part-time employees	
Field(s)of expertise of the firm	
Number of professional staff with experience related directly to the assignment	
Subsidiary and associated companies (wherever applicable):	

(details in the following format to be provided for all associates) – (i) Name of the company (ii) Nature of business (iii) Address of the company (iv) Website of the company (v) Brief description of company (maximum of 120 words)	
Any other information that the consultant would like to add:	

Maximum 10 pages

Form EOI-3
Experience of the Consultant

Hiring of Private Vocational Skill Training Institute for imparting Technical and Vocational Skill Training to selected beneficiaries under NPGP project.

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[Using the format below, provide information on each relevant assignment for which your firm, and each associate for this assignment, was legally contracted either individually as a corporate entity or as one of the major companies within an association, for carrying out consulting services similar to the ones requested under the preliminary terms of reference included in this EOI. The EOI must demonstrate that the consultant has a proven track record of successful experience in executing projects similar in substance, complexity, value, duration, and volume of services sought in this procurement.

Maximum 20 pages]

Assignment name:	Approx. value of the contract (in current in PKR)
Country: Location within country:	Duration of assignment (months):
Name of client:	Total No. of staff-months of the assignment:

Address, and contact details (including email address(es)):	Approx. value of the services provided by your firm under the contract (in current PKR):
Start date (month/year): Completion date (month/year):	No. of professional staff-months provided by associated consultants:
Name of associated consultants, if any:	Name of proposed senior professional staff of your firm involved and functions performed (indicate most significant profiles such as project director/coordinator, team leader):
Narrative description of project:	
Description of actual services provided by your staff within the assignment:	

Name of Firm: _____

ANNEX 1

PRELIMINARY TERMS OF REFERENCE

Terms of References (TORs) for Hiring of Private Vocational Skill Training Institute for imparting Technical and Vocational Skill Training to selected beneficiaries under NPGP project.

1. General Presentation of the Programme

The National Poverty Graduation Programme (NPGP) is an International Fund for Agricultural Development (IFAD) and the Government of Pakistan (GOP) funded, US\$ 132.59 million in programs to be implemented over a period of 6 years. The programme aims to assist the ultra-poor and very poor in graduating out of poverty on a sustainable basis while simultaneously improving their overall food security, nutritional status, and resilience to climate change. The development objective of the project is to enable the rural poor and especially women and youth to realize their development potential and attain a higher level of social and economic wellbeing through a proven, flexible, and responsive menu of assistance. The poverty graduation approach in the NPGP combines elements of three distinct approaches of social mobilization, livelihoods development, and financial inclusion. In this process, the capacity-building of community organizations through strong social mobilization support is key to support individual households to access multiple opportunities.

LASOONA: Society for Human and Natural Resource Development is a national, multi-disciplinary, development oriented and non-profit making organization. LASOONA affirms to be committed to wellbeing of masses through promoting ecologically sound development in remote and impoverished pockets of Pakistan in general and Khyber Pakhtunkhwa in particular. LASOONA-Society for Human and Natural Resource Development is partner organization of NPGP and is carrying out activities in six districts including Shangla, Torghar, Battagram, Lower Kohistan, Upper Kohistan and Kolai Palas Kohistan of Khyber Pakhtunkhwa. The Programme is designed to graduate household out of poverty building largely (but not exclusively) upon BISP beneficiaries and leveraging the Prime Minister Interest Free Loan (IFL) Scheme to build a smooth 'seamless service' where the poorest can move out of poverty through a blended programme extended from consumption support to asset transfer to Interest Free loans to microcredit.

Under Poverty Graduation component of the project, marketable Skills and Vocational Trainings are planned for 1337 youth (women and men) of age 18-29. The objective of these training is to equip the youth with skills required in local, national and international market in order to enhance the employability and earning capacity of youth. Before selecting trainees for a particular type of training, the staff will carry out training needs analysis of the nominated community members, using LIP format followed by proper counselling and coaching regarding skill trade selection and its potential for utilization concentrating mainly on improving livelihoods and enhancing productivity. Beneficiaries, identification and selection is in process in all target

districts and in the current fiscal year till 30 June 2023, 1270 beneficiaries will be trained both from Private (720 from private institute) and Government technical training center in all 6 target districts in various trades like building electricians, Plumbing, mobile repair, Driving, Motor Cycle repair, Heavy Machinery Driving, Basic Tailoring, Solar Panel Installation, Beautician course for girls etc. Due to budget limitation all these training will be of three months and beneficiaries will be provided hostel facility during training. LASOONA is looking for reputable training institute to be engaged for training of vocational skill training beneficiaries in market-oriented and employable trades.

Programme Goal (NPGP)

The overall goal of the program is to assist the ultra-poor and very poor in graduating out of poverty on a sustainable basis; simultaneously improving their overall food security, nutritional status, and resilience to climate change.

Development Objective (NPGP)

Enabling the rural poor and especially women and youth to realize their development potential and attain a higher level of social and economic wellbeing through a proven flexible and responsive menu of assistance.

The key result indicator for the development objective is:

- 60% of poorest households provided with asset transfers (0-18) move to a higher score on PSC (including Women-Headed Households); out of which 20% move out of poverty altogether (over 23 on the PSC)

Primary Target Group

The primary target group for intangible asset transfer under NPGP is youth and women under the age (of 18-29 Years).

Duration of the Programme

The total period of the National poverty graduation program is six years (2017-2023) while the agreement was signed between LASOONA and NPGP in September 2019 and will end by December 2023.

Programme Area

The program target area consists of 62 union councils in Six district i.e. Battagram, Torghar, Shangla, Lower Kohistan, Upper Kohistan and Kolai Palas Kohistan of Khyber Pakhtunkhwa

Purpose and objectives of hiring private institutes

Objectives

Skills and Vocational Training will be provided with a particular focus on youth and women from remote areas by equipping them with the skills required in the local, national and international markets. The NPGP program will support youth specially woman under the age of (18-29) through vocational skill training. The overall objective of the TORs is the hiring of well-equipped and well-experienced potential private institutions offering training as per market assessment and value chain study carried out in the area.

Scope of Assignment

The scope of the assignment Vocational Training Institutes to provide skill training to 720 beneficiaries under NPGP in order to develop the skills in market demanded skills

- Fully equipped training facility for the relevant trades with Safe, secure and enabling environment for training
- Arrangement of Boarding and lodging if required
- Provision of stationary, uniform and associated material required for relevant trade if any
- Provision of consumable and non-consumable material as required for training
- Well establish, equipped and furnished training facility for training
- In addition to provision of technical training, vocational training service provider will also responsible for counseling, confidence building, and health care during the training.
- Provision of first aid in case of accident and/or referral to a recognized hospital.
- They will also introduce and get in practice the safety measures.
- Qualified and experienced trainers provided for delivery of training in the desired trades
- Provision of an effective curriculum (20 % class work and 80% practical) for the vocational training required.

Training Course Deliverables:

Deliverable for each course participant will be provided by the training institute are the following:

- Trade wise content development and sharing with LASOONA
- Training manual development and sharing with LASOONA
- Training delivery with a focus on both class work and practical (20 % class work & 80% practical)
- Certification of trainee with relevant government authority
- Provision of list of tools with detail specification used in each trade.
- Arrange simple graduation ceremony at the completion of each event.
- Placement/ linkages development of trainees for internship/on job training/attachment with associated business

2. COMPETENCIES REQUIRED

LASOONA invites Expression of Interest (EOIs) from well-equipped and well-experienced vocational training institutes having existence in the project area with

1. Track record of conduction of accredited training in technical and vocational trades.
2. Fully furnished training facility physical facilities, classroom, Laboratories, Workshops, Library, Storage, and Rooms are available preferably in target districts.
3. Have relevant human resources such as instructors, finance person, administration, etc.
4. Able to ensure trainees' accreditation and able to ensure employment of trained persons.
5. Having financial capacity to manage the financial resource.
6. Able to provide hostel facility for boarding lodging of residential training trainees with basic facilities, for residential training.
7. Must have a valid NTN in the name of the organization /institute.
8. Deliverables /Scope of work.
9. Can ensure the quality training of young men/women through accredited training of market-driven trades (class work and practical attachment at any suitable place)

10. Placement of trainees for internship/on-the-job training/attachment with associated business
11. Placement of at least 50% of trainee's employment.
12. Provision of consumable and non-consumable material as required for training
13. Safe, secure and enabling environment for training
14. Institutes providing training are accredited by National Vocational and Technical Training (NAVTTTC) or other certification bodies (provincial and/or national)

Selection of Trades:

LASOONA intends to get their candidates trained in highly marketable following three categories of trades but not limited to:

- i) Digital Skills
- ii) Heavy Machine Operators
- iii) Building Electrician, Plumbing/sanitary works, Carpentry, HTV Driving, Tailoring, Solar Panel Installation, Mobile Repair, Beautician, and other market-oriented trades, Motor Cycle repairing etc.

Duration of the training

In order to ensure that the training course effectively leads to employment/self-employment of the target trainees, the training course should not be less than 3 months and can extend beyond this period, and must include certification. The course should include both classroom and practical work.

Technical proposal: (This information will be required once the firms are shorted in the EOI process)

Should contain the following:

- Brief introduction of the institute.
- History of work done in relevant assignments.
- Understanding the assignment.
- Draft methodology of assignment and implementation plan.
- Copy of Registration certificates, NTN Certificate and other credential documents.
- Detailed data of training workshops, equipment and hostel facility along with photographs.
- List of staff/instructors along with CVs.
- Detailed Implementation plan (DIP)
- List of equipment and tools for each trade.
- Other credentials.

Financial proposal:

The financial Proposal shall be inclusive of all applicable taxes as per prevailing provincial and federal tax laws of Pakistan. LASOONA will deduct the applicable taxes from each payment as per prevailing tax laws and will provide the deduction certificates within one month of the payment.

Financial Proposal must contain the following cost estimates. (From shortlisted institutes only)

- Training Fees (all-inclusive uniform, stationary, material, employment, management, operational expenses).
- Boarding & Lodging cost (in case of residential)
- Field attachment (at least one month) cost.
- Trainees cost of stipend
- Trainees cost of food/ refreshment
- Certification fees.
- Other, if any

Duration of contract

The total duration of this contract is 12 months. All deliverables need to be delivered with contractual period. Institute will be bound to train 240 beneficiaries per quarter.

Closing date

Closing date for the submission of proposals is **August 31, 2022 COB 05:00pm.**

ANNEX 2

Programme Districts including Number of Union Councils			
Sr. No.	Province	District	Total Union Councils
1.	Khyber Pakhtunkhwa	BATAGRAM	14
2.	Khyber Pakhtunkhwa	KOLAI PALLAS KOHISTAN	12
3.	Khyber Pakhtunkhwa	LOWER KOHISTAN	7
4.	Khyber Pakhtunkhwa	SHANGLA	4
5.	Khyber Pakhtunkhwa	TOR GHAR	16
6.	Khyber Pakhtunkhwa	UPPER KOHISTAN	9
Total			62