



## ***National Rural Support Programme***

# **Expression of Interest for Hiring of Training Institute/Firm for Intangible Assets (Technical and Vocational Trainings) under NPGP Punjab**

Ref No: NRSP/IFAD-NPGP/TVST/Punjab/01

Issue Date: 14-Aug-2022

**(NEWSPAPER ADVERTISEMENT)**



**REQUEST FOR EXPRESSIONS OF INTEREST  
(TRAINING SERVICE PROVIDER)**

**Assignment Title: Hiring of firms/Institute for providing Technical and Vocational Skills Training (TVST) for NPGP Sindh, Punjab and Baluchistan**

NRSP intends to acquire services of Firms/Institute to impart Technical and Vocational Skill Training of target beneficiaries of different trades under National Poverty Graduation Programme (NPGP) funded by International Fund for Agricultural Development (IFAD) and Government of Pakistan in the districts Badin, Thatta, Sajawal of Sindh, districts DG Khan, Layyah, Jhang of Punjab and districts Gwadar, Lasbela of Baluchistan of Pakistan.

NRSP invites eligible Firms/Institutes "Training Service Providers (TSP)" to indicate their interest in providing the services to train 3,573 beneficiaries in all the three provinces. Interested Firms/Institutes should provide information demonstrating that they have the required qualifications and relevant experience to perform the Services. A Firm/Institute will be selected through Quality and Cost Based Selection (QCBS) method in accordance with the IFAD Procurement Guideline/ Procurement Handbook.

Interested firms may obtain further information from the numbers given below during office hours (0930-1630 hours) from Monday through Friday or via email [procurement@nrsp.org.pk](mailto:procurement@nrsp.org.pk).

Separate EOI to be submitted for each province. Detail EOI document for each province can be downloaded from NRSP website <https://nrsp.org.pk/tenders/>. Expression of Interest (EOI) must be submitted in a hard form and soft copy in PDF version on USB to the following address by clearly mentioning "assignment name & province" on top right corner of the envelope, not later than **Aug 29, 2022 till 4:00pm** local time.

NRSP Administration- National Rural Support Programme,  
7th Floor, UBL Building, Jinnah Avenue, Islamabad. Ph:+92-51-8746170-3  
Email: [procurement@nrsp.org.pk](mailto:procurement@nrsp.org.pk) Web: [www.nrsp.org.pk](http://www.nrsp.org.pk)

## Instructions to Consultants<sup>1</sup>

National Rural Support Programme (NRSP) has received funding from International Fund for Agricultural Development (IFAD) and intends to apply part of the proceeds for the recruitment of consulting services, for which this REOI is issued.

1. This request for expressions of interest (REOI) follows the general procurement notice that appeared in daily the Dawn and the Jang newspaper on 14-Aug-2022.
2. NRSP now invites expressions of interest (EOIs) from legally constituted firms/institutes (not individual consultants) (“consultants”) to provide conducting Technical and Vocational Skill Training. More details on these consulting services are provided in the Preliminary terms of reference (PTOR) attached as Annex 1.
3. Before preparing its EOIs, the consultant is advised to review the terms of reference attached as **Annex 1**, which describe the assignment and **Annex 2** that details the evaluation of the technical qualifications.
4. 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 NRSP. 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 client’s board of directors or its personnel, the NRSP 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 expression of interest, (ii) the 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.
5. **Procedure:** the selection process will be conducted using Quality and Cost Based Selection (QCBS). NRSP will evaluate the EOIs using the criteria provided in **Annex 2**. The shortlisted consultant(s) will be provided with the detailed RFP and asked to submit a detailed technical and financial offer.
6. Consultants may associate with other firms to enhance their qualifications but should indicate clearly whether the association is in the form of a joint venture and/or a sub-consultancy. In the case of a joint venture, all the partners in the joint venture shall be jointly and severally liable for the entire contract, if selected.

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<sup>1</sup> This document refers to legally constituted consulting firms as “consultant”.

7. Any request for clarification on this EOI including the PTOR should be sent via e-mail to the address below:
  - a. [procurement@nrsp.org.pk](mailto:procurement@nrsp.org.pk) not later than 18-Aug-2022. NRSP will provide responses to all clarification requests by 20-Aug-2022.
8. **Submission Procedure:** please submit your expression (separate for each province) of interest using the forms provided for this purpose. Your EOI should comprise of one (1) original EOI by using the forms annexed to this document and copy in pdf format on USB. EOIs shall be submitted to the address below no later than **29-Aug-2022 till 4:00pm** local time.

**(EOI Ref No: NRSP/IFAD-NPGP/TVST/Punjab/01)**  
**NRSP Administration- National Rural Support Programme,**  
**7<sup>th</sup> Floor, UBL Building, Jinnah Avenue, Islamabad.**  
**Ph:+92-51-2822319-2833324 Email: [procurement@nrsp.org.pk](mailto:procurement@nrsp.org.pk)**

**Form EOI-1**  
**(To be provided on firm letterhead)**  
**EOI Submission Form**

*[Location, date]*

*[Authorized official]*

**Re: Hiring of firms/Institute for providing Technical and Vocational Skills Training (TVST) for NPGP Punjab**

**Ref: NRSP/IFAD-NPGP/TVST/Punjab/01**

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 NRSP 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"), beyond those declared in paragraph 9 of this EOI submission form.
4. 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.
5. 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 4 regarding this selection process or the execution of the contract. 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 NRSP, should any such actual, potential or perceived conflicts of interest arise at any stage of the procurement process or contract execution.
6. 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”.

7. We acknowledge and understand that we shall promptly inform NRSP about any material change regarding the information provided in this EOI submission form.
8. 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 rules and law.
9. 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**  
**(To be provided on firm letterhead)**

**Organization of the Consultant**

**Re: Hiring of firms/Institute for providing Technical and Vocational Skills Training (TVST) for NPGP Punjab**

**Ref: NRSP/IFAD-NPGP/TVST/Punjab/01**

*[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	
Date of establishment	
Country of registration	
NTN and GST numbers and copy of certificates	
Full address of the firm	
Focal point: name, position, contact information (telephone, email):	Name:
	Cell No:
	Email:
Number of branches in the country	
List of directors/partners of the firm with their CNIC numbers.	
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 ( <i>wherever applicable</i> ): (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**





3) What was trainee's Mobilization Strategy?

4) How did you conduct training and retain the trainees till completion?

5) How did you evaluate the participant's performance during training?

6) What was employment/self-employment/apprenticeship/placement strategy?

7) Explain the result apprenticeship/attachment

8) What is the employment/self-employment ratio of the TVST graduates that you have trained in the last 2 years?

9) Whether you are NVTTC Certified and using NVTTC certified curriculum?

10) How you will facilitate TVST graduates for job placement?

11) Do you have in house expertise to conduct basic (one-day) enterprise development trainings as well?

**C: Geographical presence**

- 1) List of offices/training facilities/centers

**D: Associated Human Resources**

List of pool of expert for this assignments with experience and organization chart

Name of Firm: \_\_\_\_\_

ANNEX 1  
PRELIMINARY TERMS OF REFERENCE

*National Rural Support Programme*

**Preliminary Terms of Reference for  
Consulting Services**

for

**Hiring of Training Institute/Firm for  
Intangible Assets  
(Technical and Vocational Trainings)  
under NPGP Punjab**

Ref: NRSP/IFAD-NPGP/TVST/Punjab/01

# Preliminary Terms of Reference (PTOR)

*Hiring of Training Institute/Firm for Intangible Assets (Technical and Vocational Trainings) under NPGP Punjab.*

## 1. Client

The client for this assignment is National Rural Support Programme (NRSP).

## 2. Country background

The International Fund for Agricultural Development (IFAD) and the Government of Pakistan (GOP) have joined hands around the implementation of an evidence-based graduation model. The National Poverty Graduation Programme (NPGP) is organizing poor rural people into functional communities and rescuing them from the depths of poverty by empowering them with sustainable sources of income generation effectively. Enabling them to enhance their socio-economic wellbeing.

On the ground, NPGP with the financial and technical assistance of IFAD-GOP are doing this by uplifting ultra-poor and extremely poor families in Pakistan through building self-reliance, improved livelihoods, and transfer of marketable skills.

NPGP Project Management Unit (PMU) will continue expanding its multi-faceted integrated marketing communications campaign to support and promote targeted Knowledge Management products and showcasing as how through our work the:

- families are able to feed themselves and contribute to overall food security
- parents and children have decent nutrition and health
- economic security is created in rural communities
- women, indigenous peoples, and other disadvantaged groups are empowered
- young women and men are choosing to build businesses in their rural communities
- rural people are becoming more resilient to climate shocks.

NPGP Partners will be strategizing the communications keeping in mind the restrictions of the COVID 19 pandemic. The PMU aims to adopt innovative methods and new technology to promote this Programme for key audiences 1) Rural Communities 2) the Government and 3) the Donor Community.

## 3. Background on project

IFAD, with its partners like the Pakistan Poverty Alleviation Fund (PPAF) and the Rural Support Programmes (RSPs) has attempted pilots on poverty graduation through various projects. The earliest pilot was conducted in Microfinance Innovation and Outreach Programme (MIOP) implemented by PPAF, and independent assessments on these pilots have shown that the right mix of responsive interventions, tailored to each poor family's situation, and backed by strong social mobilization support, helps the poor to graduate out of poverty sustainably. Elements of same approach were later tested in the ongoing Southern Punjab Poverty Alleviation Programme (SPPAP) which has again demonstrated the viability of such an approach.

The Government of Pakistan through the Benazir Income Support Programme (BISP) has been running one of the world's largest social protection programme since 2008. BISP's beneficiary number of monthly cash transfers stood at 5.4 million households costing US\$ 1.2 billion to the government in 2016. Despite this large financial outlay, the small amount of assistance without any other complementary support/intervention, has not resulted in any reduction in number of recipient households. GoP/BISP from the very start have been conscious of the necessity of poverty graduation interventions and attempted two programmes under BISP – Waseela-i-Haq and Waseela-i-Rozgar

but both were subsequently closed prematurely due to unsatisfactory results. The need and desire to graduate the poor, however, remains.

There is now an ongoing dialogue between BISP and partner donor agencies on the possibility of starting a poverty graduation programme either under the aegis of BISP or in close coordination with BISP which could lead to incremental reductions in the number of BISP recipients, that is result in an incremental increase in number of poor households graduating out of poverty sustainably.

Given the huge geographical, ethnic, and socio-political diversity in Pakistan, there is need to develop a scaled up national model of poverty graduation, building on already piloted successful approaches, that would clearly demonstrate to the Government and its development partners the efficacy and feasibility of such an approach for further expansion. The model would be implemented in close collaboration and regular dialogue with BISP and other development partners.

NPGP supports the Government's social protection programme by providing a poverty graduation approach for the poorest households in over 1,600 of the 6,000 Union Councils in the country. It assists ultra or very poor household (those who fall in the poverty scorecard range 0-23) to lift them out of poverty (attain a score of 35 or above) on a sustainable basis (stay in non-poor condition for over three years). The approach involves building the skills and productive asset base of the beneficiary households through grant support, assisting in accessing secure employment or starting a micro-enterprise through the Government of Pakistan's Interest Free Loan scheme or getting engaged in a value chain and bringing the beneficiary to a level where s/he can access formal interest-bearing sources of capital. A strong social mobilization and handholding approach at individual and community level underpins the whole concept. Communities with a large number of such households are targeted and also supported through such community infrastructure investments that directly and indirectly contribute to poverty graduation endeavors at the household level.

#### **4. Background of the assignment**

National Rural Support Programme (NRSP), with the financial support of International Fund for Agriculture (IFAD) is implementing a four years (2019-2023) National Poverty Graduation Programme (NPGP). The aim of the NPGP Programme 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.

The NPGP Programme is being implemented in three districts of Punjab DG Khan, Layyah & Jhang.

Programme objectives will be achieved through various livelihood and awareness level interventions in which one of the intervention will be achieved through provision of Technical and Vocational Skills Training (TVST) to 1,505 community members. This is one of the key activities under the NPGP, the training will be provided to the youth (female and male) age between 18 to 29 with BISP baseline Poverty Score Card from 0-23.

NPGP Programme intends to engage Training Service Providers (TSP) to design and implement demand driven and accredited training programmes as per National Vocational Qualification Framework (NVQF) that provide open access to the Labour market and enhance income generating opportunities, with regards to (self & waged) employment.

This will reduce poverty, improve ecologically sustainable income opportunities, and access to services for poor and marginalized people of the programme districts. The trainings will be non-residential with the aim of improving their ability to find work, progress in current employment or establish their own enterprise.

The vocational training services will be acquired per trainees cost basis under competitive negotiate procedure for procuring services. TSPs may comprising private institutes, not-for-profit organizations and public-private partnerships institutes with demonstrated ability, capacity and outreach to implement the Programme of this nature and scale would be eligible to participate.

NPGP Punjab districts with district wise number of participants to be trained is given below:

Name of Province	Name of Districts	No. of Participants (Approx)
Punjab	DG Khan	794
	Layyah	404
	Jhang	307
	<b>Total</b>	<b>1,505</b>

Technical and Vocational Skills Trainings will be provided with a particular focus on youth from the remote areas (both uneducated as well as those who could not pursue higher education) by equipping them with the skills required in the local, national and international market, Under the NPGP Programme, a total of 1,505 (mostly males) will receive Technical and Vocational Skills Training (TVST).

The target groups members of the beneficiary households in the productive age group will be given appropriate types of vocational, skill or technical training to enhance their employability consist of those that have:

- o Youth (female and male) age between 18 to 29
- o BISP beneficiary with baseline Poverty Score of 0-23

## 5. Overall objectives

The overall objective is 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 indicators for the development objective are:

- 60% of poorest households (provided with asset transfers (0-18) move to a higher score on PSC (including WHHs); out of which 20% move out of poverty altogether (over 23 on the PSC)
- 60% of households experience 30% or more increase in income as a result of productive use of assets and access to working capital.

## 6. Objectives of the assignment

The assignment is aimed at enhancing community members' capacity to integrate with value chains, developing business and social enterprises, and service providers to support economic activities and solve social issues, and link up with vocational and technical skills that lead to employment. A concerted effort will be made to create platforms to support and promote economic activities, and a special focus will be on women, youth, and persons with disabilities.

The Intangible Asset (vocational training) should henceforth focus on the youth (under 29 years old) from PSC 0-23 households, including BISP beneficiary households and separate budget provision be made for this. Each Intangible Asset beneficiaries should also benefit from an IFL. Therefore, the target group of NPGP for tangible assets is 0-17 while for intangible assets the target group will from PSC 0-23. The PSC is based on the PMT calculated under old BISP survey. However, when BISP will provide the revised PMT thresholds based on the recent survey, the revised PMT ranges for targeting will be submitted to PSC for approval and to IFAD for seeking NO on revised targeting.

Once households falling within the threshold are identified through the PSC and community validation process, each will be supported to develop livelihood investment plans that help identify potential areas of improvement and income enhancement based on current skills and resources available. This will also help determine what kind of package best suits their situation to help them to move up the poverty ladder.

## 7. Scope of work

The technical and vocational skills trainings will be done by TVST Service Provider(s) (TSPs) fully accredited by National Vocational and Technical Training (NAVTTTC) or other certification bodies (provincial and/or national structures) in line with the National Vocational Qualification Framework (NVQF).

TSPs will be selected through competitive bidding process, following the IFAD procurement rules and guidelines, once for the period of one year till June, 2023. This will serve following two purposes:

- To ensure that operations comply with the IFAD and NRSP awarding principles; and
- To obtain the quality of services, at the best possible price

### **Detail Work**

- TSP will propose suitable technical and vocational training trades (in the light of market demand) with duration at least 90 Days and minimum of 15-20 numbers of participants in a single event.
- All trainings will be non-residential and preferably in the respective NPGP districts. This may require the TSP to set up TVST facilities/ workshops in the Programme districts.
- The TSP will develop training plans according to the training calendar received from the client and share the final date, venue, and information about the logistic arrangements made for the training.
- The client will share the final training plan with the concerned NRSP District Capacity Building / HRD Officer who will further inform the selected trainees, get their confirmation and inform TSP accordingly. In case of any changes in the training plan the trainees should be informed well before time.
- The TSP will use NAVTTC certified curriculum further customized to a minimum of 90 days' duration in keeping with NPGP requirements. In addition, the trainers for all training trades should also be qualified and certified with adequate experience of classroom training as well as practical training.
- The TSP will arrange and conduct the training accordingly. While conducting the training the TSP will follow the quality standards and documentation required and agreed in the contract agreement between client and the TSP.
- During the training, participants will also be trained on business management skills and how to find employment in the job market.
- The TSP will share a list of trainees stating their status of training (completion or drop-out) with client.
- The TSP will ensure all required training arrangements, documentation and reporting required, given in their contract, will be maintained and timely shared with client.
- The TSP to arrange testing and certification through recognized authority, as per project requirement and agreed plan.
- The TSP to ensure implementation of theoretical and practical parts of training (practical work should be around 80% of the allocated training time per day).
- The TSP to fulfil functions and realize key deliverables as per Terms of Reference (ToRs).
- Trainer's performance evaluation to be conducted on a weekly basis or as agreed by the TSP.
- Trainees' learning evaluation to be conducted on weekly or fortnightly basis or as agreed by TSP and shared Client.
- List of training facilities, equipment, modules/manuals/handbooks and staff to be shared.
- The TSP to ensure satisfactory administrative and logistical support through provision of necessary operations services as required.
- Trainees graduated must obtain sufficient theoretical and practical training and are ready for employment.
- The TSP's performance will therefore be measured against the indicators outlined by client.
- This will be managed by NRSP, so please do not include it in the TORs. Provision of tools, equipment and machinery (consumable and non-consumable) to the trainees while conduction of training.
- Display prominently banners/ sign boards along with logos of IFAD, Government of Pakistan and NRSP.
- Facilitate and provide access to client / IFAD monitoring teams.
- Organize business management training and eventually trained participant will prepare business plans.



- TSP will share business plans hard copies (signed by participants) with Client.
- In addition to provision of technical training, TSP will also be 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.
- TSP will also introduce safety measures of each training.
- Placement of trainee's for internship/on-the-job training (at least 01 week compulsory internship/on job training/attachment with associated business)
- Placement of at least 50% of trainees in formal/informal employment.
- Arrange simple graduation ceremony at the completion of each event in the presence of Client staff.
- Establish system of reporting through hard, electronic copy and data management. Report requires;
  - Registration form.
  - Participants signed attendance sheet.
  - Evaluation of participants.
  - Training schedule and
  - Training instructors profile/ CV.
- TSP will maintain separate bank account and financial records relating the assignment.
- TSP will establish linkages with job market and ensure placement of trained youth accordingly.
- Special attention and arrangements for disable person(s).
- Submit registration form, participants signed attendance sheet report to the NRSP within 10 days after completion of event.

## **8. Reports and schedule of deliverables**

- 1,505 eligible participants to be trained in technical & vocational skills in line with the training course accredited by National Vocational and Technical Training (NAVTTTC) or other certification bodies (provincial and/or national).
- Inception report containing detailed work plan.
- Conduct Enterprise Development Training sessions with all participants.
- Provision of certificates to the successful trainees.
- Provision of reports (all event reports, trainees' evaluation report, business plans of all participants etc.) and required data on monthly basis.
- Project Completion Report

The TSP must also comply with the latest Communication and Visibility guidelines as per Project Implementation Manual for IFAD concerning acknowledgement of financing of the project.

## **9. TSP's qualifications and experience**

Training Service provider qualification and experience is given below:

- TSP should be a registered institute with relevant Govt. authorities incorporated for at least five (5) years.
- TSP must have experience of two assignments offering similar services and have completed similar projects of this scale and complexity.
- TSP should propose a comprehensive approach, methodology, and work plan for the timely and effective completion of assignment.
- TSP should be registered in Pakistan with relevant authorities and should be authorized as providers of Vocational and Technical Skills Training Services.
- Evidence of experience of at least five years in management, designing and implementing of Technical and Vocational Training Services in similar settings.
- Good Ratio of waged-employment/self-employment of TVST graduates in last 2 years and methodology to help the fresh TVST graduates for jobs.
- NVTTC certification and use of NVTTC certified curriculum.
- In house expertise to conduct basic (one day) enterprise development training.
- Experience of training of rural youth will be an added advantage.

- Evidence of sound financial and organizational capacity.
- Institute should have relevant human resource such as instructors, finance person, administration etc. with adequate internal controls and governance structure.
- Should be flexible to adopt the new market-based trades such as E-commerce etc.
- Physical facilities (classroom, laboratories, workshops, library, storage, rooms) are either available or can be made available in NPGP districts as per Client's requirements.
- Training institute/center is established in the locality where the participant could reach easily.
- Institute has intake capacity of participants
- Ability to conduct multiple accredited courses simultaneously

NRSP intends to get their trainees well trained in highly marketable five categories of trades. These categories have been divided into five lots.

- i) **Lot 1:** Digital Skills Ecommerce and life skills, digital marketing, social media management and graphic designing etc.
  - ii) **Lot 2:** Heavy Machine Operators, LTV Driving, HTV Driving etc.
  - iii) **Lot 3:** Building Electrician, Plumbing, Carpentry, Solar Panel Installation, Mobile Repair, motorbike repair, car mechanic etc.
  - iv) **Lot 4:** Hospitality Industry, Restaurant Management, Professional Baking Products etc.
  - v) **Lot 5:** Home-made Products, Basic Tailoring, Handloom, Beautician, and other market-oriented trades etc.
- TSP must not be blacklisted by any organization (private or Government, IFAD, UN, EU, USAID or INGO)
  - TSP must have a valid NTN and on active tax payer of Federal board of revenue in the name of institute/firm.

### **Key expert 1: Team Leader (1)**

#### Qualifications and skills

Minimum of Master's Degree in Social Sciences, Project Management, or equivalent' from a recognized university is required.

#### General professional experience

Preferably 10 years of experience but a minimum of 5 years of experience in managing large scale TVST programme in Pakistan.

Strong understanding of Technical Education and Vocational Training (TEVT) Programme in Pakistan, especially good understanding of the dynamics of Programme districts.

#### Specific professional experience

- Minimum of 5 years' experience in conducting TVST programmes/projects in Pakistan.
- Knowledge of market driven TVST trades in the context of Rural Punjab Pakistan.
- Excellent communication and presentation skill
- Able to meet deadlines and work under pressure
- Believe on teamwork

### **Key expert 2: District Training Officers (3)**

#### Qualifications and skills

Minimum of Master's Degree in Social Sciences or Diploma (DAE)

#### General professional experience

A minimum of 5 years of designing and conducting of Technical and Vocational Skills Training.

#### Specific professional experience

- Minimum of 5 years' experience in planning and implementing large scale Technical and Vocational Skills Training.
- Excellent planning and team management skills preferred.
- Excellent communication and presentation skill preferred.

- Able to meet deadlines and work under pressure required.
- Believe on teamwork

### **Key expert 3: Training Instructors (According to Training Trade Lists)**

#### Qualifications and skills

Diploma (DAE) or equivalent'

#### General professional experience

A minimum of 5 years' of Technical and Vocational Skills Training conduction as instructor in her/his trade.

#### Specific professional experience

- Expertise of her/his training trade
- Expertise in training conduction
- Expertise to give training to illiterate persons
- Excellent communication and presentation skill
- Situation handling

### **10. Location and period of execution**

The NRSPs has district offices in all the project districts. TSP must have satellite training centers in the project district or undertake to establish the training centers to cover 73 union councils of project districts i.e. DG Khan, Layyah & Jhang.

The intended start date from September, 2022 and the period of implementation of the contract will be June, 2023 (Extendable till Dec, 2023).

### **11. Project coordination**

NRSP and its regional Programme officer of NPGP province will be the responsible body to manage the assignment.

### **12. Services and facilities to be provided by client**

The client will provide the following facilitation to the TSP:

- o List of potential trainees
- o List of identified training trades (as mentioned above)
- o The client will prepare a training calendar and share with the selected TSP in regular intervals.
- o List of physically disabled men and women (while mentally disabled are not eligible for training client will identify disable, TSP will offer courses on the basis of disability)
- o TSP will ensure to enroll only those persons who are in the list.

### **13. Services and facilities to be provided by the consultant**

Client will not provide any capital items including office space, laptops, vehicle, etc. while carrying out the assignment nor will accept any extra budget

## ANNEX 2

### Qualification and Evaluation Criteria

Item	Criteria	Points
For general and specific experience, evidence shall include scope of works during the last 5 years, successful experience in the execution of at least 2 types of trainings of a similar nature, list of projects with donors/clients, list of offices/training centers/facilities etc.		
<b>A.</b>	Registered with relevant Govt. Authority and being on the active tax payers list of Govt. of Pakistan along with NTN certificate (Please provide both documents)	<b>Mandatory</b>
<b>B.</b>	<b>Relevant Experience</b>	
i	Evidence of experience of at least five years in management, designing and implementing of Technical and Vocational Training Services in similar settings (of national/provincial scale) with national and/or international agencies including UN agencies, World Bank, ADB, IFAD and others. Demonstrated experience of successfully designing and conducting trainings and having successfully completed at least 2 same/similar assignments. Have adequate knowledge and understanding about local and regional gender dynamics as well as understanding of context related to culture, security, rural life, and training of women and diverse participants especially in intended province/place. Ratio of employment/self-employment of TVST graduates in last 2 years and to help the fresh TVST graduates for jobs. NVTTC certification and use of NVTTC certified curriculum.	30
ii	Ratio of employment/self-employment of TVST graduates in last 2 years and methodology to help the fresh TVST graduates for jobs. NVTTC certification and use of NVTTC certified curriculum. In house expertise to conduct basic (one day) enterprise development training.	20
<b>C.</b>	<b>Geographical Presence &amp; office setup</b>	
i	Firm must have out-reach directly or through other means across Pakistan especially in proposed area. Please list down the geographical presence of your firm/institute in the areas with full address (es) and other contact details.	20
<b>D.</b>	<b>Associated Human Resources</b>	
i	Have a pool of technical experts and trainers (who have more than 10 years of experience in designing and conducting technical and vocational skills trainings) available for this assignment. Also please include your organizational chart including professional staff strength related to assignment.	30
<b>Total Points</b>		<b>100</b>
<b>Minimum points required to pass</b>		<b>70 points</b>