Revamping IT Industry Landscape

Selection of Training Firms for Delivery of Accelerated Professional Training & Certifications

Request for Proposal
PAKISTAN SOFTWARE EXPORT BOARD

A (01)/PSEB/2026-02

Pakistan Software Export Board

Ministry of Information Technology & Telecommunication
Government of Pakistan

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1. Pakistan Software Export Board (G) Ltd - An Introduction

The Pakistan Software Export Board (PSEB), operating under the Ministry of IT & Telecom, is the Government of Pakistan's premier agency responsible for promoting the growth, development, and sustainability of the country's Information Technology (IT) and IT-enabled Services (ITeS) sectors. Serving as a one-stop facilitation body, PSEB plays a critical role in enhancing IT and ITeS exports and driving the overall expansion of the industry.

One of PSEB's key strategic objectives is to ensure the availability of a skilled and future-ready workforce, trained in cutting-edge and emerging technologies, to meet the evolving needs of the IT sector. To bridge the gap between industry requirements and available talent, PSEB under the guidance of the Ministry of IT & Telecom and in close consultation with industry stakeholders is launching a comprehensive series of human resource development initiatives under the project titled **"Revamping IT Industry Landscape."**

This initiative aims to equip ICT graduates, IT professionals from the private sector, and public sector employees with in-demand technical skills through targeted Accelerated Professional Training & Certifications programs delivered by a consortium of IT companies and IT training firms and/or universities. The overarching goal is to enhance both the quantity and quality of the national talent pool, thereby improving employability and supporting the sustainable growth of Pakistan's IT and ITeS sectors.

By strengthening the technological competencies of the workforce, this initiative will significantly contribute to maintaining and improving Pakistan's competitiveness in the global IT and ITeS markets.

Major Functions of PSEB

Since 1995, PSEB has been facilitating the overall development of the IT industry in general, and the export of software as well as IT enabled services in particular. Major functions are as follows;

1. Formulate and implement policy frameworks and incentive packages for the IT industry.
2. Act as an interface between the Government and the IT industry.
3. Interact with the relevant regulatory bodies to develop the enabling infrastructure.
4. Conceptualize and execute projects for the development of the industry.
5. Enhance the quality of IT education.
6. Resolve problems/concerns of the IT industry with relevant government quarters.
7. Address queries by overseas companies or direct them to the appropriate channels.
8. Maintain the competitiveness of the local IT industry in the international market by creating a viable domestic environment.
9. Bring IT companies under one platform.
10. Market Pakistan as a viable IT Destination
11. Monitor developments within the global IT sector and formulate / implement polices to adjust for the changed environment.
12. Accelerate the growth of the domestic IT Sector.

2. Introduction to the Project Revamping IT Industry Landscape

PAKISTAN SOFTWARE EXPORT BOARD (PSEB) has been entrusted for the execution and

implementation of PSDP funded project titled "Revamping IT Industry Landscape". Through this Request for Proposal (RFP), PSEB invites applications from consortiums to deliver Accelerated Professional Training & Certifications for capacity building of IT talent.

For this RFP, formation of a consortium shall be mandatory for eligibility to apply for the delivery of the Accelerated Professional Training & Certifications. The consortium must include at least one IT firm with a proven history of IT exports, which is a compulsory member, and may also include any IT training institute or university with prior experience in delivering certification-based training. The members of the consortium may mutually determine the lead organization, which may be either the IT firm or the IT training institute/university. IT training institutes, or universities.

The subsidy structure for trainees includes a 100% fee subsidy for university IT graduates who have completed their degrees within the past two (02) years, preference will be given to who possess a minimum of six (06) months of relevant job and/or internship experience otherwise IT graduates with no experience can also be enrolled, comprising forty-five percent (45%) of the total training cohort. Fifty percent (50%) of the total trainings/certifications shall be offered to IT professionals with two (02) or more years of relevant professional experience, under an eighty percent (80%) fee subsidy, with the remaining twenty percent (20%) of the training and certification cost to be contributed by the participants. Additionally, five percent (5%) of the total trainings/certifications shall be offered to public sector IT professionals with two (02) or more years of relevant experience, also under an eighty percent (80%) fee subsidy, with the remaining twenty percent (20%) of the training and certification cost to be borne by the participants.

PMP® training is a senior professional-level certification; therefore, the category and quota of recent University IT Graduates shall not apply. PMP® training and certification shall be offered exclusively to IT professionals from industry and the public sector, with an 80% fee subsidy, while the remaining 20% cost shall be borne by the participant.

3. Objectives of the Project

The objective of this project is to provide high-end ICT Accelerated Professional Training & Certifications to university IT graduates who have graduated within the past two (02) years, preference will be given to who possess a minimum of six (06) months of relevant job and/or internship experience otherwise IT graduates with no experience can also be enrolled, with a 100% fee subsidy. Additionally, the project aims to support employed IT professionals, public sector IT professionals, and graduates who completed their degrees more than two (02) years ago and have relevant professional experience, through an 80% fee subsidy, with the remaining 20% of the training and certification cost to be borne by the participants.

4. Purpose of this Document

The purpose of this document is to specify the approach that PSEB will use to evaluate and select the consortium for this program. This document also describes the requirements that the company has to fulfill in order to be selected.

5. Bidder(s) Definition

5.1   IT Company / IT Export Firm
- An IT/ICT firm registered and operating in Pakistan with established operations in the IT/ICT sector.
- Must demonstrate a proven export track record by generating revenue from services provided abroad.

5.2   IT Training Firm
- An IT training service provider operating in Pakistan.
- Must be an authorized training partner of a globally recognized certification/accreditation body.
- Must demonstrate experience in delivering IT trainings and certifications.

5.3   University
- An HEC-recognized university in Pakistan, located in Tier-1 or Tier-2 cities.
- A University offering IT/ICT disciplines
- Must have functioning computer labs and infrastructure for IT/ICT training.
- May also be an authorized training partner of a globally recognized certification / accreditation body delivering IT trainings and certifications.

5.4   Consortium / Joint Venture (JV) Definition
- A Consortium/Joint Venture (JV) refers to a collaborative association of two or more independent entities formed specifically to participate in this RFP.
- Participation is only permitted through a consortium/JV, with roles, responsibilities, and contributions clearly defined in a formal agreement, and a lead partner designated to represent the consortium in all official matters.

5.5   Minimum Composition Requirements:
1. At least one IT export firm (mandatory partner).
2. An IT training institute partnered with global certification/accreditation bodies, and/or
3. An HEC-recognized university in Pakistan, offering IT/ICT disciplines.

6. Deliverables

6.1   Accelerated Professional Training & Certifications

Under this program, approximately 2,000 individuals will be trained and certified in cutting-edge technologies aligned with current industry demands during this phase; however, PSEB reserves the right to increase or decrease the number of trainees at any stage, subject to budgetary availability, quoted prices, and program requirements. Accelerated Professional Training & Certifications will be conducted across major cities in Pakistan as mentioned in Section 6.3. However, the following eligible candidates from any part of Pakistan are encouraged to apply:

1. **University IT Graduates** University IT graduates who have graduated within the past two (02) years. Forty-five percent (45%) of the total trainings/certifications shall be offered to graduates who have graduated within the last two years, preference will be given to who possess a minimum of six (06) months of relevant job and/or internship experience otherwise IT graduates with no experience can also be enrolled.

– 100% fee subsidy for eligible graduates, including training and certification.

2. **IT Professionals** Fifty percent (50%) of the total trainings/certifications shall be offered to IT professionals, employed IT professionals with two (02) or more years.

– Eighty percent (80%) fee subsidy, while the remaining twenty percent (20%) of the total training and certification cost shall be contributed by the participant.

Special Provision for PMP® Training & Certification:

3. P**ublic Sector IT Professionals** Five percent (5%) of the total trainings/certifications shall be offered to Public sector IT professionals currently employed in Federal, Provincial, or Local Government organizations.

– Eighty percent (80%) fee subsidy, while the remaining twenty percent (20%) of the total training and certification cost shall be contributed by the participant.

PMP® training and certification:

Notwithstanding the eligibility criteria and trainee distribution specified above, PMP® (Project Management Professional) training and certification is a senior professional-level program. Accordingly, the category of "University IT Graduates who have graduated within the past two (02) years" and the associated forty-five percent (45%) allocation shall not be applicable for PMP® training only.

PMP® training and certification shall be exclusively offered to IT Professionals, including both private-sector and public-sector professionals, who meet the relevant professional experience requirements of the PMP® certification body.

An eighty percent (80%) fee subsidy shall be provided for eligible participants, while the remaining twenty percent (20%) of the total training and certification cost shall be contributed by the participant.

6.1.1 General Information

1. **Hybrid Approach:** Overall, trainings shall follow a hybrid approach (70% onsite, 30% online) across all cities, with flexibility allowed for female candidates to accommodate participation and accessibility needs.

2. **Number of Training & Certifications:** Based on the demand and availability of fund PSEB reserves the right to change the number of the Accelerated Professional Training & Certifications mentioned in the table below (Section 6.2), (total as well as city wise).

3. **Duration:** Each Accelerated Professional Training & Certifications is 40 hours (5 day) training. Vendor to provide a comprehensive training plan not exceeding than the total time duration of five (5) days.

4. **Course Outline:** The bidder may propose more effective/enhanced courses (leading to the employability) in addition to the ones specified below (Section 6.2). However, the final approval and selection of course outlines shall rest solely with PSEB.

5. **Open-Source Courses:** For open-source/ vendor-neutral trainings/courses where no international certification body exists, bidders must either (i) provide certification from a recognized international certification body, or (ii) develop an industry-prepared examination (question bank) to be proctored by the consortium partner or (iii) through HEC's Central Testing System, contingent upon the approval by the Steering Committee.

6. **Pre-Assessment Certification Exam:** A proposed mock test/exam should be conducted for all candidates prior to certification exams to support the 100% certification mandate.

7. **Employability Assurance** A minimum seventy percent (70%) post-training employability rate shall be ensured exclusively for University IT Graduates who have graduated within the past two (02) years (i.e., the forty-five percent (45%) graduate category).

   - Mechanism to ensure at least 70% of certified candidates (unemployed university IT graduates) are employed within six (06) months after the completion of training/certification.

   - Placements must be in IT-related domains, including public, private sector and IT industry.

   - Minimum entry-level salary of Rs. 50,000 for placed candidates should be considered be as a baseline.

   - Development/white-labeling of a centralized portal for PSEB M&E team to monitor and track placements for at least 12 month's post-certification (PSEB monitoring to begin 2 months after certification phase).

   - Final project payments are contingent upon achieving 70% placement target.

8. **Class Delivery:**
   Under hybrid classroom model, at least 70% in-person and up to 30% remote trainings may be provided (including tier-2/3 cities) to ensure quality and women's participation in underserved/underdeveloped areas. The classroom environment shall be technologically enabled in such a way that the online students shall be an integral part of the whole training ecosystem ensuring the quality training. (However, during the month of Ramadan, the training provider may, with prior written approval of PSEB management, seek permission to conduct the training entirely in online mode to facilitate participants).
   - The number of candidates/trainees per class/batch should not exceed a maximum of 25.
   - Lots & Evaluation: JVs/Consortium may bid for all or single lot (Accelerated Professional Training & Certifications); PSEB may split city-wise; awards based on Most Advantageous Bid.
   - Flexibility: PSEB may revise the number of candidates, locations/cities, trainees per location, and lots/ Accelerated Professional Training & Certifications based on the availability of funds, enrollment of trainees, or any other operational or strategic reasons.

9. **Consortium/Joint Venture (JV)** Requirements are mentioned in Section 7.1.1.

10. **Soft Skills:** Selected training firm must provide soft skills trainings as part of an Accelerated Professional Training & Certifications (3-4 hours each).

11. **Separate Pricing:** The bidder is required to submit separate training pricing & certification pricing for each lot (unit cost per participant which includes all costs i.e., venue, training, certification, refreshments, etc.) for each individual Accelerated Professional Training &

Certifications they intend to bid for (See Section 6.2). Failure to do so shall render the bid non-responsive and liable to rejection.

6.2 Trainings to be Offered

Lots	Category	Technologies	Official Certifications	Trainings
Lot 1	Programming Web Engineering	Python (Native, Django)	PCEP™ – Certified Entry-Level Python Programmer (Exam PCEP-30-0x) https://pythoninstitute.org/pcep	**150**
		Java + Angular /React	Oracle Certified Associate, Java SE 8 Programmer Certification. https://education.oracle.com/oracle-certified-associate-java-se-8-programmer/trackp_333	**150**
Lot 2	Cloud Infrastructure Tool/Certification	AWS Certified Solutions Architect.	AWS Certified Solutions Architect https://aws.amazon.com/certification/certified-solutions-architect-associate/	**250**
		Microsoft Azure Certifications	Microsoft Certified: Azure Administrator Associate (AZ-104) https://learn.microsoft.com/en-us/credentials/certifications/azure-administrator/?practice-assessment-type=certification	**200**
Lot 3	Artificial Intelligence	Machine Learning/ Deep Learning	Microsoft Certified: Azure AI Engineer Associate (AI-102) https://learn.microsoft.com/en-us/credentials/certifications/azure-ai-engineer/?practice-assessment-type=certification	**200**
Lot 4	Automation & Software Testing	ISTQB and Selenium ((Java/C# / Python / JavaScript))	Certified Tester Foundation Level (CTFL) v4.0 https://istqb.org/certifications/certified-tester-foundation-level-ctfl-v4-0/	**100**
Lot 5	DevOps	Git, Jenkins, Docker, Kubernete s, Ansible	Microsoft Certified DevOps Engineer Expert (AZ-400) Microsoft Certified DevOps Engineer Expert (AZ-400) https://learn.github.com/certifications	**250**
Lot 6	Games Development	Game Developm ent (Unity / Unreal)	Unity Certified User Programmer only https://unity.com/products/unity-certifications	**50**
Lot 7	CRM - Tool	Salesforce	Salesforce Certified Agentforce Specialist https://trailhead.salesforce.com/en/credentials/agentforcespecialist	**50**
Lot 8	Data Analyst Tools	Data Analyst Tools (Power BI, Tableau)	Microsoft Power BI Data Analyst Professional Certificate https://www.coursera.org/professional-certificates/microsoft-power-bi-data-analyst	**100**
		Splunk, Qlik	Salesforce Certified Tableau Desktop Foundations	**50**

			https://trailheadacademy.salesforce.com/certificate/exam-tableau-desktop-found---Analytics-101?_gl=1*17y0z44*_gcl_au*MjM0MTc2NTMzLjE3NTY0OTM5Mjk	
Lot 9	Cyber Security	CEH (Certified Ethical Hacker)	CEH (Certified Ethical Hacker) https://www.eccouncil.org/train-certify/certified-ethical-hacker-ceh/	**150**
		CHFI (Computer Hacking Forensic Instigator)	CHFI (Computer Hacking Forensic Instigator) https://www.eccouncil.org/train-certify/computer-hacking-forensic-investigator-chfi/	**150**
Lot 10	Scrum Certifications	Certified Scrum Master (CSM)	Certified Scrum Master (CSM) https://www.scrumalliance.org/get-certified/scrum-master-track/certified-scrummaster	**50**
Lot 11	Project Management	Project Management Professional (PMP)	Project Management Professional (PMP) https://www.pmi.org/certifications/project-management-pmp	**100**
			Total	**2000**

* PSEB shall be entitled, at any stage, to revise or alter, in whole or in part, the above-stated training and trainee allocation figures for each lot based on operational requirements, budgetary considerations, and/or strategic priorities. All stakeholders shall be bound by such revisions.

(**Soft Skills Trainings** must be integrated in to the above mentioned Accelerated Professional Training & Certifications. Business communication, Presentation, Public Speaking, Interview skills, Resume writing etc.)

6.3 Distribution of Deliverables

The selected institute/firm shall be required to conduct trainings and certifications in all or any of the following cities, as determined and notified by PSEB at its sole discretion:

S/No.	Cities
1.	Karachi
2.	Lahore
3.	Islamabad
4.	Peshawar
5.	Quetta

* PSEB shall be entitled, at any stage, to revise or alter, in whole or in part, the above-stated training locations (cities/regions) based on operational requirements, budgetary considerations, and/or strategic priorities. All stakeholders shall be bound by such revisions.

* 5% quota may be reserved for Baluchistan, Gilgit Baltistan, Azad Jammu & Kashmir.

At least 70% of classes may be conducted in person, while up to 30% may be delivered remotely for participants, ensuring uncompromised quality and greater access for women IT professionals and entrepreneurs in underserved/under-developed areas.

However, during the month of Ramadan, the training provider may, with prior written approval of PSEB management, seek permission to conduct the training entirely in online mode to facilitate participants.

The bidding Joint Ventures/Consortium may apply for all lots/ Accelerated Professional Training & Certifications or for any single lot/ Accelerated Professional Training & Certifications, but is required to submit bids separately for each lot (category) on a lot-wise basis. Evaluation will be conducted on a 'Most Advantageous Bid' basis. Each Accelerated Professional Training & Certifications class shall have a maximum of 25 candidates/trainees.

The bidding Joint Ventures/Consortiums are required to submit separately lot wise bid(s) for a single or any number of lots of their choice. Evaluation will be conducted on a 'Most Advantageous Bid' basis lot wise.

PSEB reserves the right to revise the number candidates under the delivery cities (in addition to the mandatory cities listed) and/or numbers under lots and/or trainings courses, trainees, trainee batches, training sessions, and courses to availability of funds, industry demand, trainee participation.

6.4   Classrooms and Computer Labs

The training firms shall provide well-equipped classrooms and computer labs in the cities where the Accelerated Professional Training & Certifications programs are to be conducted.

1. **Capacity Limits:**
   Each classroom shall accommodate a maximum of 25 trainees at any given time. Similarly, computer labs must be designed to host no more than 25 participants simultaneously, maintaining a **1:1 computer-to-trainee ratio**.

2. **Facility Standards:**
   All classrooms and computer labs, along with their equipment including computers with the required hardware and software must be maintained in a condition suitable for delivering high-quality training in the specified subject areas.

3. **Compliance and Inspection:**
   PSEB reserves the right to inspect any training facility and reject those deemed unsuitable or non-compliant with the required standards. In such cases, the selected bidder will be required to immediately provide a suitable alternative that meets PSEB's specifications.

4. **Safety and Inclusivity:**
   The awardee shall implement all necessary measures to ensure the safety, dignity, and well-being of project staff and trainees throughout the duration of the training program. Particular attention must be given to maintaining a secure, inclusive, and respectful environment for female participant.

6.5   Learning & Performance Management System

The bidder shall provide the following Application Systems

1. Application Tracking System
2. Learning Management System
3. Post-Training Evaluation System

4. Real-Time Dashboard for Trainings oversight

6.6 Accelerated Professional Training & Certifications Data Impact Assessment Report

The awardee shall submit a detailed Accelerated Professional Training & Certifications Assessment Report upon completion of the training program. The report must evaluate the Accelerated Professional Training & Certifications effectiveness in terms of skill development, up-skilling, reskilling, employment transitions, and participant satisfaction. This component is critical for understanding the socio-economic and professional impact of the intervention. Impact Assessment Report will be prepared.

7. General Instructions & Requirements

7.1 Proposal Submission

7.1.1 Consortium/Joint Venture (JV) Requirements

a. Eligibility is limited to established local IT export firms, local or international training providers, and universities with proven IT training and certification experience. Each member must individually and collectively meet the eligibility criteria, with a formal JV/consortium agreement defining roles, responsibilities, contributions, and designating a lead partner authorized to represent the group.

b. Participation is only permitted through a consortium/Joint Venture (JV) comprising of two or more members:

1. At least one **IT export firm** (mandatory partner) and;

2. Either an **IT training institute** partnered with global certification bodies and/or;

3. An **HEC-recognized university** in Pakistan, located in Tier-1 or Tier-2 cities, offering IT/ICT disciplines with functioning computer labs and training infrastructure; the university may also be an authorized training partner of a globally recognized certification/accreditation body for delivering IT trainings and certifications.

4. Within the consortium/JV, either the IT firm or the training firm/university must be an authorized training partner of a minimum of two (02) globally recognized certification/accreditation body (e.g., Microsoft, Oracle, Cisco), Merely being an approved/testing/exam center shall not be considered as training partner status. For open-source/ vendor-neutral trainings/courses where no international certification body exists, bidders must either (i) provide certification from a recognized international certification body, or (ii) Develop an industry-prepared examination (question bank) to be proctored by the consortium partner or (iii) through HEC's Central Testing System, contingent upon the approval by the Steering Committee.

c. The consortium must primarily focus on delivering professional IT training and certifications, with proven experience, technical capacity, and infrastructure to deliver the proposed programs within PSEB's timelines and requirements.

d. The consortium/JV must not comprise more than 5 partners in total.

e. At least 50% of consortium IT firms must individually demonstrate an average annual

IT export track record of USD 100,000 over the past two years. (Exemption applies to universities or training institutes applying individually or in partnership).

f. 100% of IT firms within the consortium must be registered members of PSEB; this condition does not apply to training institutes or universities.

g. The consortium must demonstrate a track record of delivering certification-based training to at least 2,000 IT candidates within the past two years.

7.1.2 Bid(s) Submission Requirements

a. A single-stage, two-envelope bidding process will be followed. Technical and financial bids lot-wise must be submitted in English via EPAD (mandatory for consideration).

b. All Bidders/Firms will provide Earnest money/bid bond as per following table:

Lot#	Training Area	Earnest Money/bid bond
Lot 1	Programming Web Engineering	Rs.1,000,000/-
Lot 2	Cloud Infrastructure Tool/Certification	Rs.1,450,000/-
Lot 3	Artificial Intelligence	Rs.650,000/-
Lot 4	Automation & Software Testing	Rs.320,000/-
Lot 5	DevOps	Rs.800,000/-
Lot 6	Games Development	Rs.160,000/-
Lot 7	CRM – Tool	Rs.160,000/-
Lot 8	Data Analyst Tools	Rs.480,000/-
Lot 9	Cyber Security	Rs.1,000,000/-
Lot 10	Scrum Certifications	Rs.160,000/-
Lot 11	Project Management	Rs.320,000/-

In the form of Bank Draft/Pay Order in favor of '**PSEB (Guarantee) Ltd.'**, must be delivered to PSEB (via courier or in person) before the bid closing date/time, with a copy uploaded on EPAD alongside the proposals.

c. The successful Bidders/Firms will provide Integrity Pact on Legal Stamp paper (worth Rs. 200). Format attached as **Annex – VI**.

d. The successful firm(s) will have to provide performance bond in shape of Pay-order/Bank Guarantee in favor of Pakistan Software Export Board (G) Ltd. equal to **5%** of the contract value within 15 days of the issuance of work order.

e. Non-compliance with any mandatory requirement will result in the bidder being disqualified, and their technical evaluation will not be conducted.

f. Firms shall remain eligible for award of trainings even without accreditation from the specific principal body of the bidding/proposed domain, provided they hold valid two (02) accreditation/authorized training partner status from any recognized international principal body like Microsoft, Oracle, Cisco, AWS, etc. (Merely being an approved/testing/exam center shall not be considered as training partner status.), which shall be considered sufficient proof of meeting international training standards.

g. Only firms/companies whose Technical Proposals are declared qualified by the Technical Evaluation Committee, will have their Financial Proposals opened. The final award will be made on the basis of the combined technical and financial score:

Proposal	Weight
Technical	80%
Financial	20%

h. The proposals shall be clear and elaborate.

i. Bidders may request in writing, for clarification of any of the provisions of the RFP up till 05 (five) days before the submission date. All queries may be sent to agilani@pseb.org.pk. Responses to the queries will be emailed.

j. The costs of preparing the proposal and of negotiating any subsequent funding, including visits for discussion with the PSEB are not reimbursable.

k. Each bidding firm must provide an undertaking that it has not been blacklisted by any other firm/company/organization or Government department(s) in the past.

l. Each bidding firm must also provide details of any commercial litigation that it is currently involved in or has been involved in during the last five years.

m. m. Each bidding firm, including its owners, partners, and directors, shall declare that they have not been blacklisted, penalized, or subject to adverse commercial litigation/arbitration findings with PSEB or any government entity. In the event that any bidding firm, or its owners, partners, or directors, are found to have been blacklisted, penalized, or subject to adverse commercial litigation/arbitration findings at any stage of the procurement process, the firm shall be declared disqualified. Any concealment or false declaration shall result in disqualification in line with PPRA rules.

n. PSEB reserves the right to accept or reject any bid and to annul the bidding process and reject all bids at any time prior to award of contract, without thereby incurring any liability to the effected bidder or bidders.

o. A pre-bid meeting will be held on **14th January, 2026 at 03:00PM** to address the queries of intended bidders. Please use following zoom link to join pre-bid meeting: https://us06web.zoom.us/j/86755697389?pwd=UEsbL2vS2sIGLCXnkeSiBWtyX23Fiu.1

7.1.3 Contract Termination Conditions

a. Bankruptcy/Insolvency: PSEB may terminate the contract at any time, by written notice, if the bidder becomes bankrupt or insolvent. Termination will be without compensation and shall not affect PSEB's accrued or future rights of action or remedy.

b. Failure to Perform/Withdrawal: If the bidder fails to fulfill obligations under the approved work plan or withdraws from the project, PSEB may terminate the contract by written notice. In such case, PSEB shall bear no liability for bidder-incurred expenses and the security deposit (bid bond) will be forfeited.

7.1.4 Execution Schedule, Contract Duration & Penalty Clause

a. The selected firm shall be required to complete all assigned trainings and certifications strictly within the contract duration, as defined in the final Contract Agreement. In case the firm fails to complete the trainings and certifications within the stipulated contract period, such delay shall be considered a breach of contractual obligations. PSEB reserves the right to impose a penalty of 0.2% of the total contract value per week (or part thereof) for any delay beyond the contract validity, without prejudice to PSEB's right to take further action as per applicable rules, including termination of contract or

forfeiture of the performance guarantee.

7.2 Technical Proposals

Technical Proposals shall be in compliance with the requirements laid down in the RFP. All documents must be provided in sequence, with each document properly titled and page-numbered. The technical proposals shall include the following:

a) Information about the organization (Profile)
b) Eligibility Requirements and declarations
c) Financial & Human Resource Capacity
d) Course content
e) Applicant declaration
f) List of attached documents
g) Trainers resume
h) Training methodology with duration.
i) International firms must also provide details of their local arrangements/partnerships that will be utilized for completing the assignment. International training providers must partner with a local service provider to ensure technology transfer and local capacity building, with a formal agreement.
j) Training Work Plan must be submitted
k) Contact List

7.3 Submission

a. Bidding document should include all required mandatory, technical and financial related document separately, in well addressed manners, properly indexed, indicating properly titled as required, and in sequence, failure of that may influence eligibility and evaluation.

b. Proposals should be submitted electronically ONLY through EPADS. For registration and training on EPADS or in case of any technical difficulty in using EPADS, prospective bidders may contact PPRA Team, Director MIS Room No.109, 1st Floor, FBC building Sector G-5/2, Islamabad. Contact Number 051-111-137-237.

c. The proposals must be prepared and submitted in accordance with the instructions in the detailed RFP along with bid security instrument & Proof of Eligibility documents through EPADS latest by **26th January, 2026 at 03:00PM**, and will be opened on the same day at **03:30 pm** at below mentioned address in the presence of vendors/bidders or their authorized representatives who desires to attend the bid opening session.

Pakistan Software Export Board
6th Floor, Plot No 61, New State Life Tower Blue Area, Islamabad

d. Original Bid Security instrument MUST BE submitted to the undersigned before closing hours of the bid's submission time.

Manager Procurement
Pakistan Software Export Board
6th Floor, Plot no 61, New State Life Tower, Blue Area, Islamabad
jkhan@pseb.org.pk

e. Only those bids will be entertained who applied through EPADS **https://eprocure.gov.p**

f. Financial proposal must indicate price per candidate.

7.4 Evaluation Criteria

Procurement committee appointed by PSEB will evaluate the technical proposals on the basis of their compliance with RFP and by applying the evaluation criteria and the point system. Provide all mandatory supportive evidence as specified below. A technical proposal shall be rejected at this stage, if it fails to achieve the minimum score indicated in table below or if they fail to fulfill any of the mandatory criteria:

7.4.1 Mandatory Criteria:

The following mandatory documents must be provided in sequence, with each document properly titled and page-numbered.

Failure to Meet Mandatory Criteria:

Any bidder who fails to fulfill any one or more of the Mandatory Criteria shall be declared disqualified and shall not be considered eligible for further technical evaluation.

S. No.	Sub Section	Documents/Evidence Required	Yes/No	Page No
1	**Credibility** Confirmation that the company/institute is neither blacklisted nor involved in litigation with any Government Department, Agency, or Organization (local or international).	**Undertaking on stamp paper of Rs. 200/-** declaring that the firm(s)/ company(s) is not blacklisted by any firm and/or government department.		
2	**Eligibility & Structure** Local or international training providers, IT companies, universities, and training institutions may apply only as part of a consortium or Joint Venture (JV); individual applications will not be accepted.	**Consortium/JV Agreement** Signed and stamped agreement clearly defining consortium breakdown, roles, responsibilities, contributions, and the designated lead entity.		
	The **consortium/JV** must include at least 50% established IT export-focused companies. At least one consortium/JV member must be an authorized training partner of a minimum of two (02) globally recognized principal (e.g.,	**Authorized Partner Certificate** Proof that at least one consortium member is an authorized training partner of a minimum of two (02) globally recognized principals (Microsoft, Oracle, Cisco, AWS, etc.), verifiable through the		

	Microsoft, Oracle, Cisco, AWS).	respective principals' official websites. Merely being an approved/testing/exam center shall not be considered as training partner status.		
3	**Compliance** All JV/Consortium partners must have been in business for at least 5 years. Participating firms (local or international) must be registered with the relevant government body in their jurisdiction.	**For IT Companies:** a. If SECP Registered: Provide Incorporation Certificate, Memorandum & Articles of Association b. If Partnership Firm: Provide Form C (City Registrar). If not registered, provide FBR registration certificate c. If Sole Proprietorship: Provide FBR registration certificate d. If AOP: Provide FBR registration certificate e. For any other category(s): Provide relevant registration certificate f. Provide Directors' / Proprietors' valid NTN and GST/STN certificate. **For IT Training Firms:** a. **Mandatory** SECP Registered: Provide Incorporation Certificate, b. Provide valid NTN and GST/STN certificate **For Universities:** Proof of Charter		
4	**Mandatory PSEB Registration For Local IT Companies –** All participating local IT companies in the JV/Consortium must be registered with PSEB (100% compliance required). No such condition applies to training institutes or universities.	Valid PSEB Registration Certificate of each participating local IT company.		

	For International Firms Only	**Formal Partnership / JV Agreement –** Signed agreement between the international training provider and the local service provider.		
5	**Partnership Requirements (International Firms Only) –** International training providers must partner with a local service provider to ensure technology transfer and local capacity building, with a formal agreement.	**Local Partner Registration Proof –** Incorporation/registration certificate of the local service provider (SECP or equivalent, as per Item 3). **Technology Transfer & Capacity-Building Commitment –** Undertaking or explicit clause in the agreement covering technology transfer and local capacity-building activities.		
6	**For International Firms Only Annual Turn-over** Minimum average annual turnover of USD 1 million over the last 3 years; at least 5 years' proven experience in delivering advanced IT trainings/certifications, short courses programs.	**Audited Financial Statements** – Last 3 years, clearly showing annual turnover ≥ USD 1 million. **Work Orders / Agreements / Contracts** – Documentary evidence demonstrating 5+ years' experience in advanced IT training (short courses).		
7	**For Local IT Firms Only Exports –** At least 50% of consortium IT firms must individually demonstrate an average annual IT export track record of USD 100,000 over the past two years. (Exemption applies to universities or training institutes	**Export Evidence (for 50% IT export-focused members):** a. Export Certificates – from relevant authorities (e.g., State Bank of Pakistan export proceeds realization, PSEB export registration, or equivalent international		

	applying individually or in partnership).	documents). b. Audited Financial Statements or other verifiable export transaction proof.		
8	**IT Trainings & Certifications – Consortium –** The consortium must demonstrate a track record of delivering IT trainings and certifications to at least 2,000 IT candidates within the past two years.	**Work orders, agreements, or contracts as proof of training delivery.** Completion certificates, training records, or verifiable reports showing at least 2,000+ IT candidates trained in the last two years.		
9	**Hybrid Training Capability** The consortium must demonstrate capacity for both in-person and online delivery. a. Infrastructure for on-site and online delivery, with details of recent hybrid trainings. b. At least 70% of classes must be conducted in person, while up to 30% may be delivered remotely for participants	a. Proof of hybrid training infrastructure (photos, equipment, connectivity setup). b. Screenshots/demonstration of LMS features (whiteboard, chat, quizzes, assessments). c. Records/reports of recent hybrid training cohorts delivered (participant logs, schedules, completion reports).		

7.4.2   Technical Evaluation Criteria:

The following documents must be provided in sequence, with each document properly titled and page-numbered.

Sr.	Requirements	Documents/Evidence Required	Marks Each	Total Achievable	Page No.
1	**Exam Proctoring Capability** a. Local and remote exam proctoring infrastructure. b. Designated proctoring locations with appropriate facilities. c. Qualified and trained proctoring staff. d. Secure online proctoring tools (ID verification, screen monitoring, browser lockdown, recording, AI/observer monitoring).	· Details of local/remote proctoring infrastructure and locations. · Profiles/credentials of proctoring staff. · Documentation/demo of online proctoring tools and security features. · Records of past proctored exams (if available).	5 Marks each	20	
2	**Infrastructure Facilities** a. Availability of classrooms, computer labs, workshops, and library facilities (own or through partner institutions). b. Facilities must be adequately equipped to support certification-based training programs.	· Ownership/partnership agreements for training facilities. · Photographs and layout details of classrooms, labs, workshops, and library. · List of equipment (computers, software, lab tools) available at each facility. · Compliance statement ensuring readiness for training delivery.	5 Marks each	20	
3	**Learning Programs & Tools** **Learning Management System (LMS)** · Capability to support multiple instructor-led programs, virtual learning sessions, real-time cloud labs, and access to online learning materials. · Clearly indicate the number and type of cloud-based labs available. **Core Features (minimum required)**	**Documents/Evidence Required** · Access/demo of the LMS platform with described features i.e. Documentation / screenshots of core modules (user/course management, assessments, reporting, etc.). · Record of recent programs delivered through the LMS (showing usage of labs, whiteboards, chats, quizzes).	25 Marks each 25 Marks each	50	

	· **User & Course Management:** Enrollments, scheduling, progress tracking, and course catalog management. · **Assessment & Quizzes:** Automated quizzes, assignments, grading, and feedback. · **Communication Tools:** Whiteboards, student chats, discussion forums, breakout rooms, and live Q&A. · **Reporting & Analytics:** Learner progress reports, performance dashboards, trainees' attendance, and certification tracking.			
4	**Feedback Mechanism** a. System in place to collect trainee feedback (surveys, forms, digital tools). b. Process to analyze feedback and implement improvements in training delivery.	· Copy/screenshots feedback forms, survey tools, or feedback modules of online LMS · Past trainee feedback reports and summary of improvements made. · Description of internal process for reviewing and acting on feedback.	6 Marks each 7 Marks each 7 Marks each	20
5	**Strategic Framework** Clear baseline indicators and mechanisms to track and ensure: a. Effective marketing & outreach for trainee enrolment. b. Enrolment targets achieved. c. High training completion rates. d. Certification success (international or e. equivalent).	· Strategic framework/plan document outlining baseline indicators. · Past examples of marketing/enrolment campaigns and outcomes. · Completion and certification success data from prior programs. · Monitoring & evaluation mechanism (dashboards, reports, etc.).	5 Marks each	20

6	**Employability Plan** Mechanism to ensure at least 70% of certified candidates are employed within 6 months of certification.	· Detailed Employability Plan document, including placement partnerships (MoUs / agreements with IT industry, government entities). · Framework for job placement support (career services, job fairs, industry linkages). · Design/prototype of the proposed PSEB placement portal. · Past evidence of successful trainee placement rates and salary benchmarks (if available).	5 Marks each	20	
7	**Financial Capacity** a. Each consortium/JV partner must demonstrate financial capacity through audited statements or bank certificates. b. The minimum benchmark (average annual revenue of Rs. 50M over the last two years) shall apply to the smallest JV partner; all other members must meet or exceed this benchmark. c. The Lead Bidder must demonstrate an average annual financial turnover of over Rs. 100 million during the last two years.	· Audited financial statements for the last 2 years. and/or; · Bank Statements	· 20 Marks: ≥ Rs. 500M · 15 Marks: ≥ Rs. 200M 10 Marks: ≥ Rs. 100M	20	
8	**Human Resource Capacity** a. Trainers and support staff must have relevant certifications and industry experience. b. Adequate trainer-to-trainee	**Minimum Staffing requirements (per classroom):** · 1 Master Trainer (per domain) · 1 In-person Teacher · 1 Lab Attendant **Required Documents**	Number of certified trainers = 0.5 marks each (up to 40 marks max)	40	

	ratio must be maintained with mandatory roles in each classroom.	· Trainer profiles (CVs, certifications, work experience). · Staff deployment plan, including city-wise quota allocation. · Letters of commitment / availability from proposed trainers and staff.			
9	**Company's Capability - Presentation** a. Proven institutional experience in delivering IT training and certification programs, including large-scale short courses. b. Strong track record of trained professionals, short courses/Bootcamps execution, and program delivery methodology.	**Documents Required:** · Company profile with proof of registration/incorporation. · List and evidence of past training programs with trainee counts.	· Experience in Years: - Minimum 5 years = 3 marks - More than 5 years (b/w 5 to 10)= 5 marks - More than 10 years = 10 Marks · Number of Professionals Trained (IT Trainings): - 2,000 = 20 marks - 3,000 = 30 marks - 4,000 = 40 marks - 5,000 = 50 Marks	60	
10	**International Training Firm(s) Participation**	Valid incorporation/registration certificate in home country + JV/consortium agreement with a local partner (SECP-registered or equivalent).	· Proof of JV Agreement	5	
11	**Presentation**	Slides/plan outlining delivery methodology and monitoring framework.	Presentation on Methodol	25	

		ogy (execution, monitoring, placement strategy)		
Total: (70% minimum to qualify)			**300**	

NOTE: The training proposal must be submitted on turnkey basis. Partial or incomplete proposals shall be rejected.

7.4.3 Financial Evaluation

a) Training will be delivered in cities mentioned in Table 6.3. PSEB will make payments ONLY for costs quoted in the bid. The bidder's financial proposal must be all-inclusive and cover the following cost components per participant:

1. **Training Cost (Separately) and Certification Cost (Separately), per Participant (including but not limited to):**
   1.1 Training fee per participant
   1.2 Certification fee per participant
   1.3 Training material and certificate cost per participant
   1.4 Venue cost per participant
   1.5 Lunch and tea/refreshments cost per participant

Note: All ancillary costs including venue rental, training materials, refreshments, certificates, trainer fees, logistics, and any other expenses must be included in the quoted rates. No additional payments will be made beyond the quoted per-participant cost.

b) The quoted prices must remain valid for acceptance up to 180 days from the date of bid opening.

c) The quoted prices must be in Pakistani Rupees (PKR) and inclusive of all applicable taxes (including but not limited to income tax, sales tax, and withholding tax).

d) Financial proposal must indicate price per candidate with raining Cost separately and Certification Cost separately.

FINANCIAL COST

S. No.	Training/Certification, Training Locations		
Lot # **(Category)**	Name of the Training/Certification:		
	Training Cost per Participant	**Certification Cost per Participant**	**Total**

- *The quoted training cost per participant shall be applicable uniformly across all locations and shall be inclusive of all costs related to training delivery, including but not limited to venue rental, training facilities, training materials, refreshments, trainer remuneration, logistics, training delivery, administrative overheads, applicable taxes, and any other incidental or associated expenses required for the successful completion of the training.*

- *The quoted certification cost per participant shall be applicable uniformly across all locations and shall be inclusive of all costs related to the international certification, including but not limited to examination fees, exam facilities, certification issuance, administrative charges, applicable taxes, and any other incidental or associated expenses. The certification fee shall be released only for candidates who successfully pass the certification exam.*

7.4.4 Payment Plan

Payments to the selected firm shall be made strictly against achievement of deliverables, subject to submission of verifiable documentary evidence and approval by the Client. The payment schedule shall be as follows:

Deliverables	Payments
Upon completion of 100% of Trainings	70% of the Training fee
Upon achievement of Candidate Certifications	The Certification cost shall be released only for candidates who successfully pass the certification exam.
Upon successful Job Placement of 50% of the required 70% Placement Target	15% of the remaining training fee
Upon achievement of the complete 70% Job Placement Target	15% of the final remaining training fee

In case the bidder is conducting multiple Accelerated Professional Training & Certifications under this contract, milestone-based payments shall be claimable on a per-batch basis. The bidder may submit invoices separately for each batch upon completion of the respective milestones, subject to submission of verifiable evidence and approval by the PSEB

8. Undertaking

(**This must be provided on a Rs. 200 stamp paper as an affidavit**)

I/We declare that the information provided in the request for proposal (RFP) is accurate and can be proved whenever required. I/We further declare that if in case the information provided by me/us in this request for proposal (RFP) proved to be incorrect at any point, PSEB reserves the right to take any action deemed feasible by the PSEB authorities against me/us. I/We further declare that our company (************ Company Name here ************) is not blacklisted by any division, department or organization of Government of Pakistan.

Signature & Seal

9. Process of Evaluation

All proposals will be verified in the light of requested information. The financial proposals of the successful companies will be opened in the presence of their representatives. The companies securing minimum 70% marks or more shall be invited for financial bid opening. The firm/Company to obtained the maximum scoring will be considered as a most advantageous bidder for award of the contract

All bids must be submitted online on E-PAD latest by 26th January, 2026 at 03:00 pm. which shall be opened on the same day at 3:30 p.m. in the presence of the bidders. PSEB will not entertain the proposals received through email.

10. Contact Information

Manager Procurement
Pakistan Software Export Board
6th Floor, Plot no 61 State Life Tower Blue Area, Islamabad
jkhan@pseb.org.pk

Sr. No	Contents	Description
1	Legal Name of Lead Bidder / Consortium	
2	Registered Address	
3	Year of Establishment	
4	Type of Organization (IT Firm / Training Firm / University)	
5	PSEB Registration No. (for IT Firms)	
6	NTN / GST Number	
7	Authorized Training Partner Status (Principal Bodies)	
8	Contact Person Name	
9	Designation	
10	Email	
11	Phone Number	
12	Consortium Structure (Attach JV Agreement)	

TRAINING /CERTIFICATIONS REFERENCE FORM FOR COMPANY

Please provide references for trainings/certifications closely reflect similar projects to the scope of work which have already been completed within the past two (2) years only. Please use the following format in submitting references. Please attached evidence/support documents in favor of record provided below:

Sr. #	Year	Name of Client	Details of Trainings/Certifications Delivered (*)	Technology Platform used for onsite or online trainings	Regions of Strength	Number of Trainees Trained /Certified	Project Cost (Rs. Million)	Project starting Date	Project completion Date	POC Details (Designation, Cell, Email)
1										
2										
3										
4										
5										

(Please add records as many as are required)

(*) Please clearly mention whether assignment carries only trainings or training and certifications both, also attach work orders/contracts

TRAINING /CERTIFICATIONS REFERENCE FORM OF TRAINER'S

Please use the following format in submitting references. Please attached evidence/support documents in favor of record provided below:

Sr.#	Name of Trainer	Education	Experience	Certifications	Name of Training Delivered	No. of students trained	Name of Clients	Contact Details
1								
2								
3								
4								
5								

(Please add records as many as are required)

DECLARATIONS

I/We hereby declare that all information provided in the proposal is true and correct. We further confirm that:

• We have not been blacklisted by any Government / semi-government organization.

• We comply with all mandatory requirements of the RFP.

• All documents submitted are genuine and verifiable.

Authorized Signatory: _____

Name: _____

Designation: _____

Stamp & Signature: _____

CHECKLIST

☐ Undertaking on Rs.200 stamp paper (Not Blacklisted)   Page #_____

☐ Consortium / JV Agreement   Page #_____

☐ Authorized Training Partner Certificates   Page #_____

☐ SECP / Registration Certificates of All Partners   Page #_____

☐ NTN / GST Certificates   Page #_____

☐ PSEB Registration (IT Firms Only)   Page #_____

☐ Audited Financial Statements (Last 2–3 Years)   Page #_____

☐ Export Evidence (IT Firms Only)   Page #_____

☐ Proof of Training 2000+ Candidates in Last 2 Years   Page #_____

☐ Hybrid Training Infrastructure Evidence   Page #_____

☐ Trainer CVs & Certifications   Page #_____

☐ Work Plan & Course Content   Page #_____

☐ Training Work Plan   Page #_____

☐ Contact List   Page #_____