



**Benazir Bhutto Shaheed Human Resource
Research and Development Board
Universities and Boards Department
Government of Sindh**



**REQUEST FOR PROPOSALS (RFP)
For Skills Development of Youth in Sindh**

PHASE-XIII (2020-21)

Benazir Bhutto Shaheed Human Resource Research and Development Board [BBSHRDB] has been established to undertake research for development of human resource, and to provide the range of short & long-term courses/skills training, through Youth Development Program [BBSYDP]. The target population is unemployed literate and semi-literate (male & female) youth domiciled in Sindh

BBSHRDB invites sealed proposals in accordance with SPP Rule-46(2) Single Stage-Two Envelope Procedure, 2010 from well-established and experienced training institutes registered and affiliated under STEVTA/STTB/SBTE/HEC/PMDC/City & Guilds or any other authorized institute/organization to impart skills development and vocational training to youth aged between 18 to 35 years in Sindh.

Public Sector Institutes are encouraged to apply following the rules applicable on other private sector institutes. All Institutes should state their District, Tehsil and Taulka in their Address.

Training institutes/organizations must submit proposals designed to respond to labor market demand for all levels of employment (i-e Workers, Supervisors and Managers etc.). Training organizations will be held responsible for employment facilitation to youth, ensuring decent livelihood, as defined in Program Guidelines.

The following sectors and trades are suggested, but the list should not and does not limit the training that can be proposed and funded, given that the proposed training curriculum is approved by an authority/board and is an active labour market requirement.

Sectors	Trades / Courses
Garments, Knitwear & Hosiery Manufacturing	Industrial Stitching Machine Operator/Mechanic, Knitting Machine Operator/Mechanic, Hosiery, Merchandising Management Techniques, Planning & Control; Apparel Supervisor, Quality Control in Garments, Industrial Engineering; Pattern Drafting & Cutting, Import / Export Procedure & Documentation Experts, Computerized Embroidery Machine Operator, CAD/CAM Computerized Pattern Making/Fabric Designing
Yarn & Fabric Manufacturing and Processing	Yarn Manufacturing, Blow Room Operator, Card Machine Operator, Drawing Machine Operator, Ring Machine Operator, Winding Machine Operator, Fabric Manufacturing; Cloth Inspector, Loom Operator, Loom Technician, Fabric processing; De sizing, Bleaching, Mercerizing, Dyeing, Printing, Finishing), Warehouse & Packing Assistant, Textile Weaver, SUSSI Cloth Making.
Leather Garments / Footwear (All type of Base Material)	Leather Processing, Leather Garments Pattern Making, Leather Garments Stitching Machine Operator, Shoe Designing, cutting, closing, upper making, last making, Modeling, Grading, Manufacturing, Quality Control, sewing, and stitching.
Sports Manufacturing	Sportswear Stitching, Sports Goods & Accessories Manufacturing (Football, Hockey, Cricket Bats etc.)
Auto Mobile (Machining and Tooling)	Tool, mold and die making/ manufacturing, CNC Programming & CNC Machining, Designer/ Pattern Maker, Sheet Metal process Helper, Custom Metal Stamping, Computerized Parts Management, Auto parts manufacturing, Bicycle sector, Cutlery Polishing, Grinding, Assembling, Press man/ operator, Machine operators, Surgical Instrument Grinders, Fitter General (Die Maker), Machinist, Industrial Electronics, Drafts Man (AutoCAD/CAM), Inspection and Quality Control, Material testing and Heat Treatment, CNC machinist and Forging and Press Work , Bulldozer Operators, crane Operators, Excavator Operator, Welder, Motor Winding, LTV & HTV Driving, Puncture Mending, Wheel Balancing, Radiator Services. Lift Operator, Motor Winder, Tractor Driver & Mechanic, Panel Beater / Painter (Denting / Painting), Petroleum Technology Assistant, Rigging Operator on Ships (Lifting & Moving of Heavy Objects with Crane), Micro Hydal Project Machine operator / CBT, Sugar Mill Technician, Rice Milling & Grading Technician, Millwright (Industrial Mechanic), Programable Logical Controller (PLC), Product Designing & CAM Operator, Fitter General, Platter Burner (Gas), Drumper Driver Gear Manufacturing.
Health	Emergency Medical Technician (EMT), Incident Management System, Quality Management in International Health, Medical Receptionist/Secretary Certificate, Patient Care Technician or Certified Nurse Assistant, Vocational Nursing, Physical Therapy Assistant, Paramedics (all categories) Pharmaceutical sales agent, pharmacists, Elector Medical equipment maintenance, Health & Safety, Surgical Instruments Manufacturer, Pharmacy Assistant, Dental Hygienist, Dental Assistant, Dental Technician, Dental Surgery Assistant.
Telecom Industry	Basic Fiber Optic Technician, Optical Fiber Cable Splicing (OFCS), Optical Fiber System (OFS), Rigger, Base Transceiver Station (BTS) Technician, Fiber Optic Network Design, Fiber to the Home, FOA Certification, telephone exchange installation, maintenance and operations, Fiber Glass Sheet Making & Installation
Media	Video Recorder, Audio recorder, Media Planner, Multimedia Specialist, Public Relation Officer, Social Media manager, Television/Film/Video Producer, Web Content Manager, Interpreter/ Translator, Film/Video Editor, Technical Writer, Blogger, Sound Engineer, Content Strategist, Video game Design, Social Media Marketing, Graphic Designer, Production Assistant, Video Editor, Web application Developer.

Sectors	Trades / Courses
Fisheries, Dairy & Livestock	Dairy Technology, Dairy Farm Management, Fisheries technology and management, Livestock technology and management, Veterinary assistant certificate, Fish Farming, Poultry Assistant, Artificial Insemination Technician, Animal Disease Controller, Gardener & Land Scrapper, Kitchen Gardener, Poultry Housing & Management, Poultry Hatchery Management, Veterinary, Poultry & Dairy Assistant, Fish Farming, Citrus Nursery Management & Bee Keeping, Tunnel Farmer
Mining, Thermal, Solar and Wind Power Plants	Electrical Safety for Coal Miners, Electrical Safety for Metal/Nonmetal Miners, Blasting, coal preparation wind turbine technician, Solar Energy Technology and all related trades,
Tourism and Hospitality	Food and Beverage Service, Food Preparation, Food Technology, Property Up-keep, House Keeping, Front Desk Operations, Baker & Pastry Maker, Professional Chef / CBT, Restaurant Manager, House Keeping / Daycare, Receptionist / Front Desk Manager, Domestic Skilled Worker / CBT, Travel Agent, Tour Operator, Hotel Manager, Event & Conference Organizer, Tour Guide, Restaurant Management, Sales & Marketing Manager, Hotel Receptionist, Catering Manger Hospitality, Waiter, Flower Making.
Plastic Sector/Technology	Production Assistant, Safety Supervisor, Mold & Process Assistant, Manufacturing Assistant, Product Designer, Quality Control In charge.
Construction (Buildings, Roads, Bridges and Railways)	Roadwork labour certification, plant operator; Railway Track, Mobile Repair, Plant Operator, Basic Worksite Traffic Management Accreditation, Railroad signaling and circuits, Dispatcher, scaffolding, rigger operator, False Ceiling & Insulation Sheet Fabrication
Ceramics, Services, Tailoring and Arts & Crafts	Fundamentals of Ceramics, Refractory technology, stitching and sewing and beautician, Gents Hair Cut, Sindhi Topi (Cap) making, Ajrak Making, Rilli Making, Hand/ Machine Embroidery. Kness making.
Wood Working / Furniture Making	Carving machine operator, Furniture Fitter/ Assembler (Joiner), Wood Working, Master Kitchen Man, Lath Machine Operator, Wood Furniture Designer (Auto CAD), Structure of Bed Maker, Modern Finishing / Polishing Materials and Techniques, Operating and maintaining CNC machines, Furniture upholster, Carpenter, Aluminum / Steel Fabricator, Shuttering Carpenter / Scaffolder & Steel Fixer
Horticulture & Agriculture	Horticulture Technician, Agriculture, Horticulture and Conservation and Land Management
Food Processing	Mango treatment and processing, pickle process, date packaging, Date Preservation, Packaging & Logistics, Fruit Processing & Preservation.
Information & Communication Technology	E-Commerce, CIT, Office Automation, Software Deigning, Mobile Application Developer, Advanced Courses in Operating System, Networking, Software and Computer Security, Call Center Agent / Operator, Tele Marketing / Medicine, Sales and Marketing, Printing and Composing, etc., Social Media Marketing Specialist
Security	Guards, Supervisors and Managers, Rescue, Emergency, First Aid and Fire Fighter, Health & Safety Technician.
Aircraft / Marine and Shipping Industry	Air Ticketing, Aircraft Maintenance, Ship Breaking, Ship Building and Maintenance, Offshore Construction, Ship Management, Boat Building, Shipping Line, Marine Insurance, Freight Forwarding and Operations Seaman (GP-III), Submersible Pump Repair
Education / Communication	Early Childhood Education, Montessori Directress, Arabic Language, Chinese Language, Call Center Agent, Taxation Skills, Social Mobilizer.

Note:

Interested institutes can obtain proposal (RFP) document upon payment of document fee PKR.1,000/- (non-refundable) through pay order or Bank draft in favor of Secretary-BBSHRDB from the office of Deputy Director (procurement)-BBSHRDB during office hours w.e.f the date of publication in dailies of this notice till **October 20, 2020 before 10:00 a.m.** Alternatively the documents may also be downloaded from the website www.bbshrdb.pk or <https://ppms.pprasinhd.gov.pk>. The institutes downloading the documents from the website must submit proposal document fee as mentioned above at the time of submission of the proposals. Proposals complete in all respect along with 2% of the bid security in the shape of Pay Order in favor of Secretary-BBSHRDB (original must be kept with financial proposal and 01 photocopy (amount concealed) with technical Proposal) must reach by or **before 11:00 am, October 20, 2020**, at the address given below. The technical Proposals will be opened on same day at 11:30 a.m. by the Procurement Committee-BBSHRDB in presence of the bidders or their representatives. (In case of holiday or circumstances beyond control, the same schedule will be observed on next working day).

The interested training institute are required to submit proposal documents along with the following Eligibility Criteria as per SPP Rule-46(2):

- Must have a valid registration certificate for applied trade with the verification from the relevant accredited/authorized body (Copy of certificate with verification stamp back on original certificate)
- Must have National Tax Number. (Copy of Certificate)
- Must have a minimum of PKR 01 Million of annual turnover in last three years. (must provide audited accounts of last three years).
- Must be an income tax return filer with FBR; income tax return for the last 03 years.
- Must be registered with Sindh Revenue Board (Copy of Certificate)
- Must submit an undertaking on stamp paper of Rs. 100/- to the effect that "Neither the Institute /Organization nor its Owners/ stakeholders as a whole or as a part of the Institute /Organization" have ever been blacklisted/ defaulted or involved in litigation with any Government Agency/ Department/ Organization or bi-lateral/multi-lateral financial institution and also that the information supplied by the Institute /Organization is correct.

Quota for trades/courses viz **Beautician, Stitching & Sewing (Basic courses) is limited and will be offered preferably in the Rural/remote/backward areas of the Sindh province.**

(Proposals received incomplete/conditional/ telegraphic / not on standard forms/ received after deadline and from the institutes black listed or terminated due to fake registration certificate provided in previous phase shall stand rejected)

Bids shall remain valid till 90 days of submission. BBSHRDB will not be responsible for any cost or expense incurred by bidding Institutes/ Organizations and reserves the rights to accept/reject any offer/proposal (all trades or any specific trade on the basis of prescribed criteria) or terminates the procurement process at any time subject to relevant provisions of Sindh Public Procurement Rules 2010 (amended 2019) and the decision in the matter shall be final and binding for all.

Deputy Director (Procurement)
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