



**Ministry of Science & Technology  
Government of Pakistan**

**CALL FOR TENDERS / BIDS  
(HIRING THE SERVICES OF TRAINING  
SERVICE PROVIDING FIRMS)**

Ministry of Science & Technology (MoST), Government of Pakistan under the scope of its on-going PSDP Project titled “**Certification Incentive Programme for SMEs under PQI Initiative 2025**” plans to organize and conduct need-based training programs on different Certification Standards / Schemes for the capacity building of SME sector, as per the provisions of revised PC-1.

Accordingly, MoST invites the Bids / Tenders, on the basis of Single Stage Two Envelope Bidding Procedure, from reputable **TRAINING SERVICES PROVIDERS (TSP) FIRMS / INSTITUTIONS** who are on the active GST & Income Tax payer list. The complete Bidding Documents containing training requirements, description of assignment, scope of requisite services, deadline, place of submission of Bids and Evaluation Criteria is available at MoST’s Websites:- [www.most.gov.pk](http://www.most.gov.pk), [www.cipmost.gov.pk](http://www.cipmost.gov.pk) and PPRA Website. To facilitate the bidders, a Pre-Bid meeting is arranged at **10.00 a.m on Friday, the 26<sup>th</sup> November, 2021** at MoST’s building, Islamabad.

The Bids prepared in accordance with the instructions contained in the Bidding Documents and fulfilling the following requirements, along with Bid Security @ 2% of the Bid price in the form of Pay Order, must reach at the address given below on or before **Wednesday, the 15<sup>th</sup> December, 2021 at 10:00 a.m PST**.

- a. Training Services Providing Firm’s / Institution’s profile including location of its Head Office, registration showing year of establishment along with relevant past experience of at least 5 years.
- b. List of key Technical Personnel / Trainers with their bio-data and copy of valid registration with the relevant National / International Authorities/ Forums.
- c. List of similar type of jobs / projects executed by the Firm / Institution during last 5 year along with details of the organizations to whom such services were provided.
- d. Photocopy of GST registration & income tax / professional tax payment certificate for the last 5 years.
- e. Affidavit on non-judicial stamp paper stating that the Firm / Institution has never been blacklisted / indulged in litigation with any Authority / Government department and that the information and details provided in the bidding documents are correct. If involved in any litigation in the past or at present, the details of the results thereof.

After initial scrutiny of bids, the training services provider will be invited, by allowing ample time, for presentation on their profile to the Selection Committee at Islamabad for technical evaluation and short listing. The Financial Bids / proposals of only the technically responsive / qualified training service provider Firms / Institutions will be opened and considered for competition and award of contract.

Selection of Training Service Provider (TSP) Firms / Institutions will be done on the basis of Bidding Procedure described above.

Further clarification / information (if any) may be obtained on any working day during office hours from the undersigned.

The Bids / Tenders will be opened in the presence of TSPs representatives who may opt to attend the event on **Wednesday, the 15<sup>th</sup> December, 2021 at 10:30 a.m** in the Project’s office at the given below address.

**PROJECT MANAGER**  
**Certification Incentive Programme, Ministry of Science & Technology**  
**1-Constitution Avenue, Sector G-5/2, Islamabad.**  
**Tel. No.+92-51-9216930, Email: [pmcipmost@gmail.com](mailto:pmcipmost@gmail.com)**