

GOVERNMENT OF PAKISTAN
CYBER SECURITY FOR DIGITAL PAKISTAN/nCERT
(NATIONAL COMPUTER EMERGENCY RESPONSE TEAM)

CORRIGENDUM

Reference advertisement published vide PID No. PID (I) 4977/24 dated 26th January, 2025 and uploaded on PPRA website against Tender inquiry No. TS556018E on 26.01.2025. It is intimated that Bid Submission/Opening date for the Hiring of Services Tender **Information/Cyber Security trainings/workshops** has been further extended as per the following detail: -

Sr. No.	Tender e-Pads No.	For	Read
a.	F-250191729	Technical Bids will be opened on 11 th February, 2025 at 1130 hours	Technical Bids will be opened on 24 th February, 2025 at 1130 hours

All others terms and conditions of subject tender inquiry will be as per updated Tender Document uploaded on PPRA e-PADS at <http://eprocure.gov.pk> and PKCERT Official website at <https://pkcert.gov.pk/>.

Project Director
National Computer Emergency Response Team (NCERT)
L- Block Pak Secretariat, Islamabad
Ph No. 051-9203421-22
Email: bid@pkcert.gov.pk
Website: (<https://pkcert.gov.pk/>)



nCERT

GOVERNMENT OF PAKISTAN
CYBER SECURITY FOR DIGITAL PAKISTAN/nCERT

INVITATION TO BIDS



NTISB

1. Project Cyber Security for Digital Pakistan (nCERT) requires services for **Information/Cyber Security trainings/workshops** for which electronic bids are invited from the firms/ companies registered with Income Tax, Sales Tax Departments and who are on FBR's Active Taxpayer's List (ATL) through EPADS.
2. The prospective service providers are required to submit their electronic bids including technical and financial proposals along with the **Bid Security** instrument amounting to rupees **200,000/- (Rupees One hundred thousand only)** submitted in favor of Project Director " **Cyber Security for Digital Pakistan**" (FTN/NTN: **9012000-7**), through E-PADS at <http://eprocure.gov.pk> uploaded on or before **1100 hours on Tuesday 11th, February, 2025** in accordance with the provisions of PPRA Rule 36(b) and other terms & conditions as defined in the bidding documents. Bidding documents can be accessed from the website <https://pkcert.gov.pk/> as well as on PPRA's Website and e-Pads.
3. 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 No. 051-111-137-237).
4. Bids will be opened on the same day i.e. **Tuesday, 11th, February, 2025 at 11.30 hours** in the presence of representatives of the bidders.
5. Pre-bid meeting: A pre-bid meeting will be held in the premises of NCERT L-Block Pak Secretariat Islamabad on **7th February, 2025 at 1100 hrs** to address any queries regarding the tender.
6. As per PPRA Rules 33(1), 2004, the client has the right to reject any or all bids/ proposals at any time prior to the acceptance of a bid/proposal.

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HIRING OF SERVICES FOR WORKSHOPS/TRAINING

TENDER ENQUIRY No.-----

**National Computer Emergency Response Team
(CYBER SECURITY FOR DIGITAL PAKISTAN)**

NTISB, Cabinet Division

Tel: 051-9203421

GENERAL INSTRUCTIONS & TERMS & CONDITIONS FOR SERVICES

AGAINST

REQUEST FOR QUOTATION (RFQ)

1. Project “Cyber Security for Digital Pakistan” invites sealed bids from the firms/ companies registered with Income Tax, Sales Tax Departments and who are on FBR’s Active Taxpayer’s List (ATL) for hiring of services for Information/Cyber Security training/certification through E-Pak Acquisition and Disposal System (EPADS).

2. Bidders must ensure that they submit all the required documents indicated in the Bidding Documents without fail. **Bids received without, undertakings, valid documentary evidence (Certification proof for Trainers and any other required authentication etc), supporting documents and the manner for the various requirements mentioned in the Bidding Documents or test certificates or not duly filled annexure are liable to be rejected at the initial stage itself.** The data sheets, valid documentary evidences for the critical components as detailed hereinafter should be submitted by the Bidder for scrutiny. It is intimated that no objection shall be entertained regarding the terms and conditions of the Bidding Document at the later stages during tender process.

3. **Applicability of Public Procurement Rules, 2004** This Bidding Process will be governed under Public Procurement Rules, 2004, as amended from time to time and instructions of the Government of the Pakistan received. Public Procurement Rules, 2004 may be obtained from PPRA’s website: <http://ppra.gov.pk/>. In this document, unless otherwise mentioned to the contrary, "Rule" means a Rule under the Public Procurement Rules 2004.

4. **Mode of Advertisement(s)** As per Rule 12, this Tender is being placed online at PPRA's website, as well as being placed online at the website of Client. The bidding document carrying all details can be downloaded from Client website <http://www.Cyber Security for Digital Pakistan.gov.pk> and from PPRA’s website www.ppra.gov.pk for information only.

5. **Definitions**

- a. In this document, unless there is anything repugnant in the subject or context: **“Client/Procuring Agency/Purchaser”** means the **“Cyber Security for Digital Pakistan, NTISB”** or any other person/entity for the time being or from time to time duly appointed in writing by the Client to act as Client for the purpose of the contract.
- b. **“Contractor/Bidder/Vendor/TSP/Training Service Provider”** means an entity/company/organization that is a registered bidder with the Client and has submitted its bid as per the criteria/specifications listed.
- c. **“Government”** means the Government of the Pakistan.
- d. **“Instructor/Trainer”** means a professional certified trainer who has at least 5 years’ of a vast and in- depth experience of imparting trainings.
- e. **“In writing”** means communicated in written form e.g., by registered mail, e-mail / fax (followed by a formal registered mail), delivered with proof of receipt.
- f. **“Person”** individual, association of persons, firm, company, corporation, institution and organization, etc., having legal capacity.
- g. **“Procurement Methods”** means any one of the procurement modes / methods as provided in the Public Procurement Rules 2004 published by the Public Procurement

Regulatory Authority (PPRA), Government of Pakistan.

- h. **“Proposal”** means the Technical Proposal and the Financial Proposal for the provision of the Services submitted by a bidder in response to this RFP.
 - i. **“RFP”** means Request for Proposals, including any amendments that may be made by the procuring agency for the selection of bidder.
 - j. **“SBD”** means Standard Bidding Documents.
 - k. **“Services”** means the tasks to be performed by the bidder pursuant to the Contract made in accordance with the listed scope under Clause 6.
 - l. **“TEC”** means the Technical Evaluation Committee, constituted for the purpose of evaluating the technical proposals received.
 - m. **“Training Session”** means a period of time where the bidder provides instruction on a particular workshop/training and mentorship to impart skills and knowledge upon the students in an interactive fashion.
 - n. **“Works”** means work to be done by the Contractor under the Contract.
6. **Purpose:** To arrange following trainings/certification exam. Detailed scope of work is given in TORs at **Annexures A & B:-**
- a. **Certified Information Systems Security Professional (CISSP)** training followed by certification exam by relevant international certification body.
 - Training on all domains covered within the scope of relevant Certification.
 - Certification Exam preparation.
 - Study material (E books, and Hardcopy).
 - Min 1year online support of learning material, labs and practice question pool through VLE accounts for participants.
 - Certification exam.
 - b. **Certified Information Security Manager (CISM)** training followed by certification exam by relevant international certification body.
 - Training on all domains covered within the scope of relevant Certification.
 - Certification Exam preparation.
 - Study material (E books, and Hardcopy).
 - Min 1year online support of learning material, labs and practice question pool through VLE accounts for participants.
 - Certification exam.
 - c. **Certified SOC Analyst(CSA)**training followed by certification exam by relevant international certification body.
 - Training on all domains covered within the scope of relevant Certification.
 - Certification Exam preparation.
 - Study material (E books, and Hardcopy).
 - Min 1year online support of learning material, labs and practice question pool through VLE accounts for participants.
 - Certification exam.
 - d. **GIAC Cyber Threat Intelligence (GCTI)**followed by certification exam by relevant international certification body.

- Training on all domains covered within the scope of relevant Certification.
 - Certification Exam preparation.
 - Study material (E books, and Hardcopy).
 - Min 1year online support of learning material, labs and practice question pool through VLE accounts for participants.
 - Certification exam.
- e. **ISO/IEC 27035 Information Security Incident Management** training followed by certification exam by relevant international certification body.
- Training on all domains covered within the scope of relevant Certification.
 - Certification Exam preparation.
 - Study material (E books, and Hardcopy).
 - Min 1year online support of learning material, labs and practice question pool through VLE accounts for participants.
 - Certification exam.
- f. **GIAC Certified Incident Handler (GCIH)** training followed by certification exam by relevant international certification body.
- Training on all domains covered within the scope of relevant Certification.
 - Certification Exam preparation.
 - Study material (E books, and Hardcopy).
 - Min 1year online support of learning material, labs and practice question pool through VLE accounts for participants.
 - Certification exam.
- g. **FOR572: Advanced Network Forensics: Threat Hunting, Analysis, and Incident Response** training followed by certification exam by relevant international certification body.
- Training on all domains covered within the scope of relevant Certification.
 - Certification Exam preparation.
 - Study material (E books, and Hardcopy).
 - Min 1year online support of learning material, labs and practice question pool through VLE accounts for participants.
 - Certification exam.
- h. **Certified Network Defender** training followed by certification exam by relevant international certification body.
- Training on all domains covered within the scope of relevant Certification.
 - Certification Exam preparation.
 - Study material (E books, and Hardcopy).
 - Min 1year online support of learning material, labs and practice question pool through VLE accounts for participants.
 - Certification exam.
- i. **Certified Computer Hacking Forensics Investigator** training followed by certification exam by relevant international certification body.
- Training on all domains covered within the scope of relevant Certification.
 - Certification Exam preparation.

- Study material (E books, and Hardcopy).
 - Min 1year online support of learning material, labs and practice question pool through VLE accounts for participants.
 - Certification exam.
- j. **ICS515: ICS Visibility, Detection and Response** training followed by certification exam by relevant international certification body.
- Training on all domains covered within the scope of relevant Certification.
 - Certification Exam preparation.
 - Study material (E books, and Hardcopy).
 - Min 1year online support of learning material, labs and practice question pool through VLE accounts for participants.
 - Certification exam.
- k. **Certified Application Security Engineer** training followed by certification exam by relevant international certification body.
- Training on all domains covered within the scope of relevant Certification.
 - Certification Exam preparation.
 - Study material (E books, and Hardcopy).
 - Min 1year online support of learning material, labs and practice question pool through VLE accounts for participants.
 - Certification exam.
- l. **Project Management Professional (PMP)** training followed by certification exam by relevant international certification body.
- Training on all domains covered within the scope of relevant Certification.
 - Certification Exam preparation.
 - Study material (E books, and Hardcopy).
 - Min 1year online support of learning material, labs and practice question pool through VLE accounts for participants.
 - Certification exam.
- m. **Certified Information Privacy Professional (CIPP)** training followed by certification exam by relevant international certification body.
- Training on all domains covered within the scope of relevant Certification.
 - Certification Exam preparation.
 - Study material (E books, and Hardcopy).
 - Min 1year online support of learning material, labs and practice question pool through VLE accounts for participants.
 - Certification exam.
- n. **Certified in Risk and Information Systems Control (CRISC)** training followed by certification exam by relevant international certification body.
- Training on all domains covered within the scope of relevant Certification.
 - Certification Exam preparation.
 - Study material (E books, and Hardcopy).
 - Min 1year online support of learning material, labs and practice question pool through VLE accounts for participants.
 - Certification exam.

7. **Prospective Training Service Provider (TSP) Firm/Institution should particularly note that:**

- a. Validity of each bid should be for minimum period of 120 days from the date of opening of the bid. Each Bid must be accompanied by a Pay Order / Bank Draft in favor of Project Director, Pakistan Computer Emergency Response Team (Cyber Security for Digital Pakistan) Islamabad, issued by any of the scheduled Bank of Pakistan for an amount of Rs.200, 000.
- b. TSP Firm / Institution will arrange for the venue, Tea / Refreshments, training material to be provided to the participants, and certificates of participation to be delivered on last day of respective training. Training Venue (Premises) will be arranged in consultation with the Client. Client may, at its discretion, arrange for the venue with prior notice to the TSP Firm / Institution. In that case costs on these accounts will not be chargeable to the project.
- c. Venue: The place must offer a conducive and professional environment, ensuring a smooth and effective learning experience for all participants. The vendor must ensure it is centrally located, easily accessible by public transport and with ample parking space available for attendees. The venue can comfortably accommodate up to 40-45 participants, with seating comfortable enough to attend a 6 -7 hours session. Training venue should be equipped with adequate air conditioning and/or heating systems to ensure a comfortable environment throughout the event. The place must also have following Facilities and Equipment:
 - Audio-Visual Equipment
 - Wi-Fi and Connectivity
 - Flip Charts/Whiteboards
- d. The Client does not take any responsibility for collecting the bids from any Agency. Your authorized representative may attend the Tender opening meeting, if desired. The request for extension of closing date and time shall not be entertained and tender received after closing time or date shall be returned to TSP unopened.
- e. It must be clearly indicated in the offer that the quotation fully conforms to Technical Specifications/ aspects and Terms & Conditions of the Tender Enquiry.
- f. The Client reserves the right to increase or decrease the quantities / Scope of Work and reject all bids or proposals at any time prior to the acceptance of a bid or proposal and is not required to justify the grounds for rejection in accordance with PPRA rule 33.
- g. **The TSP firm or institution may participate in the RFP for all the training programs or selective ones as requested, vendor must clearly mention the trainings it will compete for.**
- h. For the purpose bidder to quote/consider each workshop/training module separately. Comparative statement of each workshop/training will be prepared separately as a single item. Client has the liberty to award contract to single or multiple firms to arrange single/multiple workshop/trainings on the basis of evaluation of each workshop/training separately.

- i. Client has the liberty to increase/decrease the number of participants/training material/exam voucher to decide not to procure certain items/services of the TSP / Institution / Firm during each training.
 - j. Bidder will not charge any additional amount for increase in the number of participants. Allied services (Documents/Refreshment/exam will be calculated as per unit cost basis).
 - k. Firms failing to demonstrate availability of trainers in a specific standard will not be considered for award of contract in that particular standard despite lower cost.
8. **The bidding documents comprise of the following:-**
- a. Instructions to TSP Firm / Institution.
 - b. Terms of Reference for Technical proposal (**Annexure-A**)
 - c. Terms of Reference for Financial proposal (**Annexure-B**)
9. **Time and Place/Method for Submission of Bids.**
- Bids must be submitted/ uploaded on EPADS PPRA before closing time i.e; **Tuesday 11th Feb, 2025 at 11.00 AM**, and at the following address (**optional**).
- Cyber Security for Digital Pakistan, L-Block**
Pak Secretariat, Islamabad.
10. **Opening of Bids:** Bids will be opened on **Tuesday 11th Feb, 2025 at 11.30 AM** at the place noted above.
11. **Single Stage Two Envelope biddings**
- a. Bids against this tender are invited on **Single Stage Two Envelops** Bidding Procedure; therefore, the TSP Firm / Institution shall submit original copies of their Technical and Financial bids in a single sealed envelope (Single Stage Two Envelope Bidding System) along with the bid money.
 - b. TSP Firms / Institutions are advised to carefully review and examine the enclosed Bidding Document for assessment of work involved.
 - c. Tender Annexure to be added in both the bids; un-priced with Technical Bids & Priced with Financial Bids.
 - d. TSP Firms / Institutions are required to submit most competitive and comprehensive bid proposal along with one set of signed and stamped Bidding Documents strictly as per Terms of Reference (TOR).
12. **Preparation of Proposal/ Bid** TSPs Firms/ Institutions will prepare their bids in two parts i.e. Technical Proposal as per ANNEXURE - A and Financial Proposal as per ANNEXURE-B. Both parts sealed separately, should be further sealed in one envelope.
13. **Technical Proposal / Bid:** will carry 100 marks (70% of the total score) and the technical competence of the TSP Firm / Institution will be gauged on the basis of technical criteria. Technical Criteria is further categorized in **Mandatory, General and Training Specific Requirements**. (Note: The competence of firms will be evaluated against each training individually based on the "Training

Specific Requirements" (which includes 40 marks for Technical Criteria). Firms will only be awarded contracts for those trainings that meet the specified criteria. The TSP Firm / Institution should, therefore, demonstrate its capability to provide the required Services and its understanding of the requisite tasks set forth in the Bidding Document. Availability of the following information / documents in the technical proposal must be ensured for proper evaluation of the bid.

- a. Requested information/sheets, in full with reference to the instructions given in **Terms of Reference** at Annexure-A.
- b. Background, organization and experience of TSP / Institution/ Firm for the purpose of providing the services for this project/contract. A list of past 5 years and present major work(s) / assignments of similar nature / type carried out, or are being carried out with documentary evidence i.e. work completion certificate or duly signed contract.
- c. General approach or plan and methodology proposed for carrying out job including all detailed information, as may be deemed relevant.
- d. Complete Names, CVs, copies of highest degrees / qualifications, professional training experience and other relevant documents of the Instructors / Trainers.
- e. **Technical Criteria**

Mandatory Requirements		
(1)	TSP / Institution / Firm should have a good / sound financial standing to meet the contract obligations. (Bank / Financial Statement, duly audited, for the last three (3) years to be provided).	Mandatory
(2)	TSP / Institution / Firm should certify that the Firm has never been black listed by any of the public sector department / agency.	Mandatory
(3)	TSP / Institution / Firm should hold applicable NTN / FTN, Professional Tax and GST registrations.	Mandatory
General Requirements		
(4)	TSP / Institution / Firm should have established office at major industrial cities. (Must be enlisted by vendor on Annex A Table 1)	10 Marks (5 marks per city)
(5)	TSP / Institution / Firm should submit certificates of Good Market Standing/ Reputation in the training / management profession, from at least 5 most recent end users. (2 marks / Organization) Must be filled in by vendor on Annex A Table 2	10 Marks
(6)	TSP / Institution / Firm should submit list of workshops/trainings / management services provided to the	10 Marks

	private / public sector originations / agencies for the last 5 years. (2 marks / Organization) Must be filled in by vendor on Annex A Table 3	
(7)	TSP / Institution / Firm must submit a comprehensive bidding document having a proper outline/index and duly filled in technical and financial proposal along with all required documentary proofs annexed with proper page numbering and respective referencing.	05 Marks
(8)	Presentation to be given by a representative of TSP / Institution / Firm on its plan and methodology.	20 Marks
Training Specific Criteria/Requirements		
(9)	TSP / Institution / Firm shall present detail of online learning platform/LMS/VLE (Virtual Learning Environment) quoted in bidding. Marking shall be on capabilities and customization of LMS/VLE solution.	15
(10)	For deployment against the proposed trainings, TSP / Institution / Firm, should have offered/conducted ample number of trainings previously and certified trainers / tutors with proven competence for Training in various Quality Standards / Certification schemes along with a mature VLE solution with prior deployments and room for customization. No. of Trainings Conducted in Past= 20 marks (5 Marks per Training) No. of Qualified and Experienced Trainers against each Training = 10 marks (5 Marks per Trainer) ➤ Note: Each quoted Training/Certification shall be vetted individually. ➤ Separate sheet to be prepared for each proposed training as per given format at Annex A Table 4. ➤ Firms failing to demonstrate availability of trainers in a specific standard will not be considered for award of contract in that particular standard despite lower cost. ➤ Certification Registration numbers or any certification/qualification proof must be clearly mentioned in the trainers' CVs	30 Marks

14. **Financial Proposal/Bid:** Financial Proposal should contain:
- Requested information / sheets, in full with reference to the instructions given in **Terms of Reference** at Annexure-B.
 - All pages of the financial bid proposal shall be signed and stamped by duly authorized

representatives of the TSP / Institution / Firm / Bidder.

- c. **Bid Price:** Bid price shall be inclusive of all taxes, duties, levies, and charges (specifically inclusive of professional and provincial Taxes on services). The prices should be quoted in the bid proposal in Pak Rupees.
 - d. **Cost of Bidding:** The TSP / Institution / Firm shall bear all costs associated with the preparation and submission of its bid and in no case, CLIENT will be responsible or liable for those costs, regardless of the outcome of the bidding process.
 - e. **Additional Services** Contract price will be subjected to adjustment as a result of addition/reduction in scope of work w.e.f the date of its coming into effect / force.
 - f. Overall evaluation shall be carried out based on weighted average methodology wherein technical evaluation will carry 70% and financial evaluation will carry 30% weightage respectively. All Bidders will be ranked based upon the combined technical and financial score.
 - g. Technical Score (TS) shall be calculated as follows:
 - o (Technical score obtained by the Bidder/Total Technical score) x 70.
 - h. Financial Score (FS) shall be calculated as follows:
 - o (Lowest Bidder's total cost/ Bidder's total cost) x 30.
 - i. Combined Score (Total Score) = TS + FS
15. **Language of Bidding** The bid and supporting documents and printed literature must be prepared and submitted in the English language.
16. **Bid Validity.**
- a. The Bid shall remain valid and open for acceptance for a period of 120 days from the specified date of tender opening.
 - b. In exceptional circumstances prior to expiry of the original bid validity period, the TSP / Institution / Firm can be requested in writing for an extension of the period of validity. However, in such a case, the TSP / Institution / Firm agreeing to such request will not be permitted to modify its bid.
17. **Bid Security.**
- a. Each Bid must be accompanied by a Pay Order / Bank Draft of Rs.200, 000 in favour of **Project Director "Cyber Security for Digital Pakistan"**, issued by any of the scheduled Bank of Pakistan, on account of Bid Security.
18. **Amendment of Bidding Documents.**
- a. At any time prior to the deadline for submission of Bids, Client may, for any reason, whether at its own initiative or in response to a clarification requested by a prospective TSP / Institution / Firm modify the Bidding Documents by amendment.
 - b. The amendment shall be part of the Bidding Documents, and will be notified in writing through fax, email or letter to all prospective TSPs / Institutions / Firms who have received the Bidding Documents, and will be binding upon them.
19. **Clarification(s)/Queries of Tender**

- a. The TSP / Institution / Firm is expected to carefully examine all instructions, forms and specifications in the Bidding Documents. Any TSP / Institution / Firm having doubt in connection with the exact meaning or interpretation of any part of the Bidding Documents should immediately seek clarification in writing from:

Cyber Security for Digital Pakistan

L-Block, Pak Secretariat Islamabad.

- b. For requests of all clarifications with regard to the information contained in Bidding Documents made over the telephone shall not be entertained. All inquiries about the tender made, response will be made known to other TSP / Institution / Firm without disclosing identity of the TSP / Institution / Firm / Bidder who made the enquiry.

20. Contradictions, Obscurities and Omissions

The TSP / Institution / Firm should likewise notify the above of any contradictions, obscurities and omissions in the Bidding Documents if clarification of these is necessary for the clear understanding of the documents and for preparation of the bid. Such enquiries, clarifications, queries must reach the above named not later than one week before the bid submission date otherwise the same will not be responded by CLIENT.

21. Modifications and Withdrawal of Bids.

- a. TSP / Institution / Firm may modify or withdraw his bid after submission, provided that written notice of the modification or withdrawal is received by Client prior to the prescribed deadline for submission of bids.
- b. The TSP's / Institution's / Firm's modification or withdrawal notice shall be prepared, sealed, marked and dispatched as for the bid.
- c. No bid shall be modified subsequent to the deadline for submission of bids and before the expiry of the period of bid validity / extended validity.
- d. No bid shall be withdrawn in the interval between the deadline for submission of bids and the expiry of the period of bid validity / extended validity.

22. Bid Opening

The Bid shall be opened at Cyber Security for Digital Pakistan, L-Block Pak Secretariat by the Tender Opening Committee in the presence of TSP's / Institution's / Firm's representatives who choose to attend the bid opening at the prescribed time and date via EPADs.

23. Evaluation of Proposals.

- a. Initial scrutiny of the bids shall be carried out to determine / check its responsiveness and conformity with the requirements of bid. The technical evaluation shall be carried out on the basis of criteria, presentation, information / data spelled out at Annexure "A" provided with this document.
- b. **TSPs getting at least 70 or more marks out of 100 marks in the Technical Proposals / Bids against each single training/workshop will be considered technically responsive / qualified / successful for the respective training(s).** Financial proposals of only the technically responsive / qualified TSPs will be opened. The contract will be awarded to the Bidder offering the most advantageous bid.

- c. **In case no Bidder/TSP is found technically responsive, Client reserves the right to re-invite the Bids.**

24. **Clarification of Bids.**

To assist in the examination, evaluation and comparison of Bids, CLIENT may at its discretion, ask the TSP for clarification of his Bid. All responses to request for clarification shall be in writing, and no change in the price or substance of the Bid shall be sought, offered or permitted.

25. **General Terms and Conditions.**

- a. After opening the bids, CLIENT will determine whether each bid is substantially responsive to the requirements of the Bidding Documents.
- b. CLIENT will examine the bids to determine whether they are complete, whether any computational errors have been made, whether required experience certificates/evidence, sureties have been furnished, whether the documents have been properly signed, and whether the bids are generally in order.
- c. Computational errors will be rectified on the following basis:
 - (1) If there is a discrepancy between the unit price and the total price that is obtained by multiplying the unit price and quantity, the unit price shall prevail and the total price shall be corrected.
 - (2) If there is a discrepancy between words and figure, the amount in words shall prevail.
- d. A substantially responsive bid is one, which conforms to all the terms and conditions of the Bidding Documents without material deviation. A material deviation is one which being inconsistent with the Bidding Documents, affects in any substantial way the scope, instruction to TSPs, quality or prescribed completion schedule or which limits in any substantial way.
- e. A bid determined to be non-responsive will be rejected by CLIENT and shall not subsequently be made responsive by the TSP / Institution / Firm / Bidder by correction of the non-conformity.
- f. CLIENT may waive off any minor deviation, non-conformity or irregularity in a bid, which does not constitute a material deviation, provided that the waiver does not prejudice or affect the relative standing order of any TSP / Institution / Firm.
- g. To assist in determining bid's responsiveness the TSP / Institution / Firm may be asked for clarification of his bid. The TSP / Institution / Firm is not permitted, however, to change bid price or substance of his bid.
- h. The evaluation of the bids will take into account, in addition to the bid price, the following factors:
 - (1) Reliability and efficiency of the offered Service.
 - (2) Financial standing of the TSP / Institution / Firm.
 - (3) Competence of the Tutor/ Training providers.
 - (4) TSP's / Institution's / Firm's market standing.
- i. The award of the contract / PO shall be made to the TSP / Institution / Firm on the basis of evaluation criteria and weightage given to technical and financial proposal, after considering the requisites of Schedule of Requirement (Scope of Work/Bid Format).
- j. TSP / Institution / Firm shall not provide financial proposal comprising of multiple

options against a single workshop/training.

- k. The successful TSP / Institution / Firm shall notify by fax / letter, of its intent to enter into a contract. The contract shall be executed only after all necessary management / Governmental approvals have been obtained.
- l. The TSP / Institution / Firm may lodge a written complaint to Grievances Committee for redressal of Grievances & Settlement of Dispute within fifteen (15) days of the placement of the Technical Evaluation Report.
- m. Payments will be released to the firm after the successful completion of each workshop/training event.

26. **Performance Bond/Bank Guarantee**

- a. Within fifteen (15) days of receipt of the notification of contract award, the successful TSP / Institution / Firm shall furnish to CLIENT, the Bank Guarantee / Performance Bond for an amount equivalent to 10% of contract value.
- b. The bank guarantee / performance bond shall remain valid and in full force and effect during validity/ extended validity of the contract.
- c. The validity of Bank Guarantee / Performance Bond shall be extended by the TSP / Institution / Firm if the completion of contract is delayed, whether in whole or in part.
- d. The cost incurred for establishing the Bank Guarantee / Performance Bond or any extension thereof shall be to the account of the TSP / Institution / Firm.
- e. The Bank Guarantee / Performance Bond will be discharged after completion of the contract.
- f. The Bank Guarantee must be as per format to be provided by the CLIENT before the award of the contract.
- g. The proceeds of the Performance Bond shall be payable to the CLIENT as compensation for any loss resulting from the TSP's / Institution's / Firm's failure to complete its performance obligations under the contract.

27. **Right to Withdraw the Request for Bids.**

Client reserves the right to annul the bidding process at any time prior to the signing of the contract in accordance with Rule 33 of Public Procurement Rules, 2004, and shall incur no liability towards bidders / TSPs that have submitted the bids / proposals.

28. **Signing of Contract**

Within 30 days after notification to the successful TSP/Institution/Firm regarding acceptance of its bid, the contract incorporating all agreements between the parties will be signed.

29. **Source of Funds.**

The cost of the Contract will be financed out of funds allocated to Cyber Security for Digital Pakistan for the purpose.

ANNEXURE –A

Terms of Reference (TOR)for Technical Proposal/Bid

Bid/Tender Enquiry NO.-----

For Workshop/Trainings/Certification “Cyber Security for Digital Pakistan- NTISB”

Note: TSPs Bidders are requested to read this document carefully and provide complete information required in this TOR. All information required in the TechnicalEvaluationCriteria must be provided. Purchaser reserves the right to reject Proposals with in-complete or partial information.

1. General

Name and Address of TSP/ Institution/ Firm:

Type of TSP/Institution/Firm:(Public limited liability, private limited, private practice, wholly owned subsidiary, sole proprietary, etc.)

Date Established:

Name and Address of company bankers:

Is your TSP/Institution/Firm: registered with Income Tax Department under Pakistani Law?

(if so, provide): Registration No. _____

NumberofExperts/Consultant/HumanResourceBase/CompetentTutors:

CEO/ManagingDirector:

Contact Person:

Telephone Numbers:

Fax Number:

Email Address:

City wise offices with names & Qualifications of officers' in-Charge:

Terms of Reference (TOR)–Technical Proposal/ Bid

SCOPE OF WORK

Provision of five days’ training services against the certification standards in Islamabad.

<p>Tentative start of the trainings</p>	<ol style="list-style-type: none"> 1. Certified Information Systems Security Professional (CISSP) (Month 2025) 2. Certified Information Security Manager (CISM) (Month 2025) 3. Certified SOC Analyst(CSA) (Month 2025) 4. GIAC Cyber Threat Intelligence (GCTI) (Month 2025) 5. ISO/IEC 27035 Information Security Incident Management (Month 2025) 6. GIAC Certified Incident Handler (GCIH) (Month 2025) 7. FOR572: Advanced Network Forensics: Threat Hunting, Analysis, and Incident Response (Month 2025) 8. Certified Network Defender (Month 2025) 9. Certified Computer Hacking Forensics Investigator (Month 2025) 10. ICS515: ICS Visibility, Detection and Response (Month 2025) 11. Certified Application Security Engineer (Month 2025) 12. Project Management Professional (PMP) (Month 2025) 13. Certified Information Privacy Professional (CIPP) (Month 2025) 14. Certified in Risk and Information Systems Control (CRISC)(Month 2025)
<p>Scope</p>	<p>Para 6</p>
<p>Number of Personnel which will participate in workshop/training</p>	<p>will 35</p>

<p>Note for the TSP</p>	<ul style="list-style-type: none"> • TSP / Institution / Firm will arrange for the venue, tea / refreshments, training material to be provided to the participants. • Certificates of participation to be delivered on last day of respective training to the participants for the trainings/workshops • TSP / Institution / Firm will run the training trainings / programs in Islamabad as per the provisions of and during the contract period. • Exam voucher will be provided as per the time line and requirement specified by the Client after training. • Client has the liberty to increase/decrease the number of participants or to decide not to procure certain items/services of the TSP / Institution / Firm • Bidder will not charge any additional amount for increase in the number of participants. Allied services (Documents/Refreshment/exam will be calculated as per unit cost basis).
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Table 1: List of Offices in Major Cities

(For Calculation as per Para 13 e (4))

Ser	City	Address	Contact Number

Table 2: List of Certificate of Good Reputation

(For Calculation as per Para 13 e (5))

Ser	Organization which provided certification of good reputation	Workshop/Training offered to the organization

Table 3: List of Workshop/Trainings/Management services provided in Public/Private Sector Organizations

(For Calculation as per Para 13 e (6))

Ser	Organization	Workshop/Training Conducted	Duration

Table 4: List of proposed Workshop/Trainings services delivered by the TSP (Separate sheet to be prepared against each proposed Workshop/Training)

(For Calculation as per Para 13 e (10))

S. No	Standard/Certification	Trainings services delivered by Firm			Experience/Qualification of Trainers		
		Organization	Duration/Dates (Please provide documentary proof along with page referencing)	Name	Qualification (Highest) along with Certification in relevant standard with documentary proof (mention page no)	Total professional Experience (Years)	Number of Trainings delivered in the respective standard (attach proof and give page no. here)
1	<p>For e.g CISSP</p> <ul style="list-style-type: none"> • (For Calculation as per Para 13 e (10)) • Prepare separate sheet for each category of workshop/Trainings as the technical evaluation will be done individually for each training. • Maximum of 5 marks for category 						

ANNEXURE-B

Bid/TenderEnquiryNO.-----

**For Cyber Security Workshop/Training/Certification- “Cyber Security for Digital
Pakistan-NTISB”**

Note: TSPs are requested to read this document carefully and provide complete information required in this TOR. All information required in the Technical Evaluation Criteria must be provided. Purchaser reserves the right to reject Proposals with in-complete or partial information.

TERMS OF REFERENCE (TOR)-Financial

SCOPE OF WORK

Provision of five days, Workshop/training against the certification standards in Islamabad.

Tentative start of the trainings	<ol style="list-style-type: none">1. Certified Information Systems Security Professional (CISSP) (Month 2025)2. Certified Information Security Manager (CISM) (Month 2025)3. Certified SOC Analyst(CSA) (Month 2025)4. GIAC Cyber Threat Intelligence (GCTI) (Month 2025)5. ISO/IEC 27035 Information Security Incident Management (Month 2025)6. GIAC Certified Incident Handler (GCIH) (Month 2025)7. FOR572: Advanced Network Forensics: Threat Hunting, Analysis, and Incident Response (Month 2025)8. Certified Network Defender (Month 2025)9. Certified Computer Hacking Forensics Investigator (Month 2025)10. ICS515: ICS Visibility, Detection and Response (Month 2025)11. Certified Application Security Engineer (Month 2025)12. Project Management Professional (PMP) (Month 2025)13. Certified Information Privacy Professional (CIPP) (Month 2025)14. Certified in Risk and Information Systems Control (CRISC)(Month 2025)
Scope	Para 6
Number of Personnel to be trained	35

Note for the TSP/Bidder	<ul style="list-style-type: none">• The trainings will be held in Islamabad.• TSP / Institution / Firm will arrange for the venue, tea / refreshments, training material to be provided to the participants.• Client has the liberty to increase/decrease the number of participants or to decide not to procure certain items/services of the TSP / Institution / Firm• Bidder will not charge any additional amount for increase in the number of participants. Allied services (Documents/Refreshment/exam will be calculated as per unit cost basis).
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Financial Proposal (Quote against each training/workshop will be individually evaluated both technically and financially)

Ser No.	Standard/Certification	Scope	Number of participants	Unit price	Taxes	Total price of all groups inclusive of all taxes
5 x days Certified Information Systems Security Professional (CISSP) training followed by certification exam by relevant international certification body.						
1.	Workshop/Training including study material	Para 6	Procuring agency will decide no of participants			
2	Official study guide (Hardcopy)	“	35			
3	Min 1 year subscription of well reputed online self-paced training trainings	“	35			
4	Certification exam vouchers	“	5			
5	Venue	“	35			
6	Tea/Light refreshment	“	35			
			Total			
5 x days Certified Information Security Manager (CISM) training/workshop followed by certification exam by relevant international certification body.						
1.	Workshop/Training including study material	Para 6	Procuring agency will decide no of participants			
2	Official study guide (Hardcopy)	“	35			
3	Min 1 year subscription of well reputed online self-paced training trainings	“	35			
4	Certification exam vouchers	“	5			
5	Venue	“	35			
6	Tea/Light refreshment	“	35			
			Total			

5 x days Certified SOC Analyst (CSA) training/workshop followed by certification exam by relevant international certification body.						
1.	Workshop/Training material	including study	Para 6	Procurring agency will decide no of participants		
2	Official study guide (Hardcopy)		“	35		
3	Min 1 year subscription of well reputed online self-paced training trainings		“	35		
4	Certification exam vouchers		“	5		
5	Venue		“	35		
6	Tea/Light refreshment		“	35		
				Total		
5 x days GIAC Cyber Threat Intelligence (GCTI) training/workshop followed by certification exam by relevant international certification body.						
1.	Workshop/Training material	including study	Para 6	Procurring agency will decide no of participants		
2	Official study guide (Hardcopy)		“	35		
3	Min 1 year subscription of well reputed online self-paced training trainings		“	35		
4	Certification exam vouchers		“	5		
5	Venue		“	35		
6	Tea/Light refreshment		“	35		
				Total		

5 x days i **ISO/IEC 27035 Information Security Incident Management** training/workshop followed by certification exam by relevant international certification body.

1.	Workshop/Training including study material	Para 6	Procurring agency will decide no of participants		
2	Official study guide (Hardcopy)	“	35		
3	Min 1 year subscription of well reputed online self-paced training trainings	“	35		
4	Certification exam vouchers	“	5		
5	Venue	“	35		
6	Tea/Light refreshment	“	35		
			Total		

5 x days workshop/training/certification on **GIAC Certified Incident Handler (GCIH)** followed by certification exam by relevant certification body.

1.	Workshop/Training including study material	Para 6	Procurring agency will decide no of participants		
2	Official study guide (Hardcopy)	“	35		
3	Min 1 year subscription of well reputed online self-paced training trainings	“	35		
4	Certification exam vouchers	“	5		
5	Venue	“	35		
6	Tea/Light refreshment	“	35		
			Total		

5 x days workshop/training **FOR572: Advanced Network Forensics: Threat Hunting, Analysis, and Incident Response** followed by certification exam by relevant certification body.

1.	Workshop/Training material	including study	Para 6	Procurring agency will decide no of participants
2	Official study guide (Hardcopy)		“	35
3	Min 1 year subscription of well reputed online self-paced training trainings		“	35
4	Certification exam vouchers		“	5
5	Venue		“	35
6	Tea/Light refreshment		“	35
				Total

5 x days workshop/training **Certified Network Defender** followed by certification exam by relevant certification body.

1.	Workshop/Training material	including study	Para 6	Procurring agency will decide no of participants
2	Official study guide (Hardcopy)		“	35
3	Min 1 year subscription of well reputed online self-paced training trainings		“	35
4	Certification exam vouchers		“	5
5	Venue		“	35
6	Tea/Light refreshment		“	35
				Total

5 x days workshop/training Certified Computer Hacking Forensics Investigator followed by certification exam by relevant certification body.						
1.	Workshop/Training material	including study	Para 6	Procurring agency will decide no of participants		
2	Official study guide (Hardcopy)		“	35		
3	Min 1 yearsubscription of well reputed online self-paced training trainings		“	35		
4	Certification exam vouchers		“	5		
5	Venue		“	35		
6	Tea/Light refreshment		“	35		
				Total		
5 x days workshop/training ICS515: ICS Visibility, Detection and Response followed by certification exam by relevant certification body						
1.	Workshop/Training material	including study	Para 6	Procurring agency will decide no of participants		
2	Official study guide (Hardcopy)		“	35		
3	Min 1 yearsubscription of well reputed online self-paced training trainings		“	35		
4	Certification exam vouchers		“	5		
5	Venue		“	35		
6	Tea/Light refreshment		“	35		
				Total		

5 x days workshop/training Certified Application Security Engineer followed by certification exam by relevant certification body					
1.	Workshop/Training material including study	Para 6	Procurring agency will decide no of participants		
2	Official study guide (Hardcopy)	“	35		
3	Min 1 year subscription of well reputed online self-paced training trainings	“	35		
4	Certification exam vouchers	“	5		
5	Venue	“	35		
6	Tea/Light refreshment	“	35		
			Total		
5 x days workshop/training Project Management Professional (PMP) followed by certification exam by relevant certification body					
1.	Workshop/Training material including study	Para 6	Procurring agency will decide no of participants		
2	Official study guide (Hardcopy)	“	35		
3	Min 1 year subscription of well reputed online self-paced training trainings	“	35		
4	Certification exam vouchers	“	5		
5	Venue	“	35		
6	Tea/Light refreshment	“	35		
			Total		
5 x days workshop/training Certified Information Privacy Professional (CIPP) followed by certification exam by relevant certification body					
1.	Workshop/Training material including study	Para 6	Procurring agency will decide no of participants		
2	Official study guide (Hardcopy)	“	35		
3	Min 1 year subscription of well reputed	“			

	online self-paced training trainings						
4	Certification exam vouchers	“		5			
5	Venue	“		35			
6	Tea/Light refreshment	“		35			
				Total			
1. 5 x days workshop/training Certified in Risk and Information Systems Control (CRISC) followed by certification exam by relevant certification body							
1.	Workshop/Training including study material	Para 6		Procurring agency will decide no of participants			
2	Official study guide (Hardcopy)	“		35			
3	Min 1 year subscription of well reputed online self-paced training trainings	“		35			
4	Certification exam vouchers	“		5			
5	Venue	“		35			
6	Tea/Light refreshment	“		35			
				Total			