

**Project Name: Resilient Integrated Support in Emergency**

**Project Location: Dadu (Sindh)**

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**Project Outcome/Component:**

Increased market-based inclusive employment opportunities for individuals in the targeted areas

**1. Introduction to the Assignment:**

The "Resilient Integrated Support in Emergency - Sindh" project is a critical initiative responding to the devastating Monsoon Floods of 2022 in Pakistan. Currently, the project is in the recovery and rehabilitation phase. Within this phase, one key activity is the "**Residential Vocational Skills Training of Men**" with a particular emphasis on youth empowerment. The project aims to equip young individuals in **Tehsil Mehar and Tehsil Khairpur Nathan Shah of District Dadu, Sindh** with employable skills through a two-month residential training program.

**2. Background:**

The Monsoon Floods of 2022 inflicted severe damage in the project area, leading to the need for a development phase focused on recovery and rehabilitation. The project seeks to support affected communities in rebuilding their lives by offering vocational training opportunities that enhance livelihoods.

**3. Project Beneficiaries:**

The project beneficiaries are residents of Tehsil Mehar and Tehsil Khairpur Nathan Shah in District Dadu, Sindh who have been adversely impacted by the Monsoon Floods (Total Target: 90 Trainees). The primary focus will be on empowering the youth from these areas, who are crucial for the region's recovery and future resilience.

**4. Training Service Provider's Responsibilities:**

**4.1 Curriculum Development:**

- The selected Training Service Provider (TSP) will work collaboratively with project stakeholders to design a comprehensive vocational training curriculum.
- This curriculum must be customized to meet the specific needs of the beneficiaries and align with local job market demands.
- The training program should prioritize practical skills and hands-on experience with the training content dedicated to practical aspects.

#### **4.2 Residential Training Center:**

- The TSP will need to establish or hire a suitable residential training center. This center should be located within or in close proximity to Tehsil Mehar and Tehsil Khairpur Nathan Shah in District Dadu. Importantly, it must have the capacity to accommodate and facilitate the training of up to 90 trainees.

#### **4.3 Food, Accommodation and Traveling Allowance:**

- The TSP will be responsible for managing and providing food, accommodation and traveling allowance arrangements during training period of (02) months for (90) trainees.
- Accommodation and food for trainees must be provided to ensure their well-being and safety throughout their stay.

#### **4.4 Vocational Training:**

- The TSP should implement the training program effectively, delivering high-quality vocational training in employable trades. The training duration is two months.
- The training content must be tailored to local job market needs and focus on skills that are in demand.

#### **4.5 Certification and Graduation:**

- The TSP will provide participants relevant vocational certificates or qualifications upon successful completion of the training program.
- Organize a graduation ceremony to recognize and celebrate the achievements of the trainees.

#### **4.6 Monitoring and Reporting:**

- Regular monitoring of trainees' progress is crucial. The TSP should provide structured feedback on the trainees' performance throughout the training.
- Comprehensive progress reports should be submitted after each training batch, including information on training outcomes and subsequent market placements.

### **5. Project Duration:**

The assignment's duration is for two months per training batch. Multiple training batches will be conducted based on the total number of beneficiaries (90 trainees).

### **6. Financial Proposal Format:**

The Training Service Provider should provide a detailed financial proposal. This proposal should encompass costs related to curriculum development, the establishment of the residential training center, travel arrangements, food, refreshment, accommodations, vocational training

delivery, certification, monitoring, and reporting. It should comply with all relevant tax regulations as per government laws.

### **7. Technical Proposal Preparation Guidelines:**

The technical proposal is an essential component. It should demonstrate the TSP's ability to effectively deliver the specified services. Emphasis should be placed on their experience in curriculum development, vocational training, job placement, and their understanding of the local context. Additionally, the proposal should detail their capacity to manage travel and accommodations for the trainees.

### **8. Evaluation Criteria:**

The selection of the Training Service Provider will be based on several criteria:

- The location and facilities of the proposed residential training center.
- The TSP's expertise and experience in skills development programs, including vocational training and job placement.
- Strategies for identifying and assessing trainees, as well as reducing dropouts.
- The TSP's capacity to provide residential training for up to 90 beneficiaries.
- Previous experience in working on similar projects with a focus on youth empowerment.
- Experience in collaborating with humanitarian organizations, particularly in disaster recovery projects.

### **9. Financial Proposal Preparation Guidelines:**

#### **Proposed Payment Schedule:**

- Milestone 1: PKR. \_\_\_\_\_ (Payment at [Specify Milestone])
- Milestone 2: PKR. \_\_\_\_\_ (Payment at [Specify Milestone])
- Milestone 3: PKR. \_\_\_\_\_ (Payment at [Specify Milestone])
- [can be add more milestones as needed]

Note: Milestones will be specified on mutual consents)

## Terms & Conditions

### General

- Quoted prices for the above services shall be inclusive of all kind of govt. taxes and duties as per prevailing Tax Laws of Govt. of Pakistan, Transportation, and Custom Clearance and port taxes (if any)
- All prices must be quoted in Pak rupees.
- Withholding tax & GST as per government prevailing rates shall be deducted at the time of payment.
- Payment shall be made in the form of cross cheque within 21 days after execution of order and subsequent submission of the invoice to the Islamic Relief (Pakistan).
- Islamic Relief reserves the right to reject any or all quotations without assigning any reason thereof.

### Submission of Proposal (Bid) requirements

**Sealed Proposal (Financial and Technical) addressed to "Supply Chain " should be drop in quotation box placed at 2<sup>nd</sup> Floor, IRM Complex, Sunrise Avenue, Park Road, Near Comsats University, Islamabad on or **before February 24, 2023 @1700 HRS****

### Validity of Bid

Bids shall remain valid for at least 90 days from the date of opening. If the last date falls on a holiday, the validity shall be extended to the next working day of the Company thereafter;

### Queries:

If you have any query regarding the TORs, please write us on [pcco@irp.org.pk](mailto:pcco@irp.org.pk); [IRP.Procurement@irp.org.pk](mailto:IRP.Procurement@irp.org.pk)

### Complaints..... please to write us

If you see any violation of rights or any incident of corruption, please contact us at:

[complaints@irworldwide.org](mailto:complaints@irworldwide.org)

Islamic Relief has zero tolerance for corruption & bribery and is committed to listen and Address any violation of rights of aid workers, suppliers, contractors, our beneficiary and communities.

## Supplier Code of Conduct 1 Islamic Relief's Supplier Code of Conduct

### 2 Islamic Relief Worldwide requires all suppliers to adhere to:

The Modern Slavery Act 2015

The International Labour Standards as defined by the ILO (International Labour Organisation).

The United Nations Global Compact's 10 principles as stated below:

#### Human Rights

[Principle 1](#): Businesses should support and respect the protection of internationally proclaimed human rights; and

[Principle 2](#): Make sure that they are not complicit in human rights abuses.

#### Labour

[Principle 3](#): Businesses should uphold the freedom of association and the effective recognition of the right to collective bargaining;

[Principle 4](#): The elimination of all forms of forced and compulsory labour;

[Principle 5](#): The effective abolition of child labour;

and

[Principle 6](#): The elimination of discrimination in respect of employment and occupation.

#### Environment

[Principle 7](#): Businesses should support a precautionary approach to environmental challenges;

[Principle 8](#): Undertake initiatives to promote greater environmental responsibility; and

[Principle 9](#): Encourage the development and diffusion of environmentally friendly technologies.

#### Anti-Corruption

[Principle 10](#): Businesses should work against corruption in all its forms, including extortion and bribery.