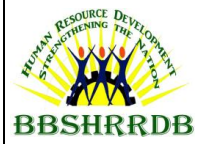




**Benazir Bhutto Shaheed Human Resource
Research and Development Board (BBSHRDB)**
Universities and Boards Department, Government of Sindh
(Mega Initiative Addressing Poverty and Unemployment Through Skill Development)



NOTICE INVITING TENDER (NIT)

REQUEST FOR PROPOSALS (RFP)

For Skills Development of Youth in Sindh

PHASE-XVII (2026-27)
under Private Sector Training Wing

1. INTRODUCTION & INVITATION

The Benazir Bhutto Shaheed Human Resource Research and Development Board (BBSHRDB) has been established to undertake research for the development of human resources and to provide a range of long and short-term vocational courses / skills training to unemployed literate and semi-literate male and female youth domiciled in Sindh, aiming to combat poverty and unemployment.

BBSHRDB invites proposals in accordance with **SPP Rule 46(2) — Single Stage, Two Envelope Procedure, 2010 (Amended)**, from well-established and experienced training institutes. Institutes must be registered and affiliated with **STEVTA, STTB, SBTE, HEC, NAVTTC**, or any other authorized organization / institution holding international certification, to impart skills development and vocational training to youth aged between **18 to 35 years** in Sindh..

2. IMPORTANT NOTICE REGARDING SUBMISSION METHOD

Proposals shall be submitted **EXCLUSIVELY** through the Electronic Procurement and Asset Disposal System (EPADS) at sindh.eprocure.gov.pk. Manual submission or physical / sealed paper envelopes will **NOT** be accepted.

3. LIST OF TRADES

Sr. #	Trade Name	Qualification Level	CBTA	Curriculum Prepared & Accredited By	Duration	Required Qualification of Applicant
1	1. Big Data Analytics 2. Microsoft PowerBI	Short Course	No	NAVTTC	4 Months	Minimum 14 years of education (B.Com, ADCS, etc.). Basic understanding of programming concepts, computer systems, and MS Excel.
2	Agricultural Machinery Helper	Up to Level 2	Yes	NAVTTC	590 Hours (5 Mos.)	At least Middle or Grade 8.
3	Applied Supply Chain Management	Short Course	No	NAVTTC	5 Months	Intermediate.
4	Artificial Intelligence	Up to Level 2	Yes	NAVTTC	600 Hours (5 Mos.)	Matriculation, preferably Intermediate with comfort level in English and Mathematics.
5	AutoCAD	Up to Level 2	Yes	NAVTTC	600 Hours (5 Mos.)	Middle Pass, preferably computer literate (with English, Urdu, Numeracy, reading/writing skills).
6	Automobile Mechanic	Up to Level 2	Yes	NAVTTC	600 Hours (5 Mos.)	At least Middle or Grade 8.
7	Automobile Technology (Auto Electrician)	Up to Level 2	Yes	NAVTTC	420 Hours (4 Mos.)	Matriculation OR Middle with 1 year experience in relevant field.
8	Baking and Patisserie	Short Course	No	NAVTTC	6 Months	Matriculation Science, preferably Intermediate.
9	Building Electrician - Helper	Up to Level 1	Yes	NAVTTC	896 Hours (8 Mos.)	Grade 8 (Middle) or equivalent; comfort level with English language and mathematics.
10	Carpentry Helper	Up to Level 2	Yes	NAVTTC	600 Hours (5 Mos.)	At least Middle or Grade 8.

Sr. #	Trade Name	Qualification Level	CBTA	Curriculum Prepared & Accredited By	Duration	Required Qualification of Applicant
11	Civil Technology - Site Assistant	Up to Level 2	Yes	NAVTTTC	464 Hours (4 Mos.)	At least Middle or Grade 8.
12	Computer Operator / IT Assistant	Up to Level 3	Yes	NAVTTTC	600 Hours (5 Mos.)	Matriculation.
13	Cook (Chef)	Up to Level 2	Yes	NAVTTTC	400 Hours (4 Mos.)	At least Middle or Grade 8.
14	Customer Services and Sales Representative	Short Course	No	NAVTTTC	6 Months	Intermediate.
15	Dies and Moulds Technology (Machinist)	Up to Level 2	Yes	NAVTTTC	600 Hours (5 Mos.)	Middle with English, Urdu, and Numeracy reading/writing skills.
16	Digital Forensic & Cyber Security	Short Course	No	NAVTTTC	3 Months	Intermediate.
17	Digital Marketing	Up to Level 2 & 3	Yes	NAVTTTC	1200 Hours (10 Mos.)	Matric (Science).
18	Domestic Electrical Appliances & Technician	Short Course	No	NAVTTTC	6 Months	Matric (Science).
19	Dress Making	Up to Level 2	Yes	NAVTTTC	800 Hours (7 Mos.)	At least Middle or Grade 8.
20	Early Childhood Care & Education	Up to Level 2	Yes	NAVTTTC	570 Hours (10 Mos.)	Intermediate.
21	Electrical Machine Winding Technician	Up to Level 1 & 2	Yes	NAVTTTC	740 Hours (7 Mos.)	Middle.
22	Fashion Design & Dress Making	Short Course	No	NAVTTTC	6 Months	Matriculation.
23	Food Packaging and Quality Control	Short Course	No	NAVTTTC	6 Months	Intermediate.
24	Front Desk Manager / Receptionist	Short Course	No	NAVTTTC	6 Months	Matric, preferably Intermediate.
25	Fruit Plants Pruning, Budding & Layering (Date Processing)	Short Course	No	NAVTTTC	6 Months	Matriculation.
26	Generator Mechanic	Up to Level 1 & 2	Yes	NAVTTTC	550 Hours (5 Mos.)	At least Middle or Grade 8.
27	Hair & Beauty Services	Up to Level 2	Yes	NAVTTTC	600 Hours (5 Mos.)	At least Middle or Grade 8.
28	Hand & Machine Embroidery	Up to Level 2	Yes	NAVTTTC	600 Hours (5 Mos.)	At least Middle or Grade 8.
29	Heavy Machinery Operator	Short Course	No	NAVTTTC	6 Months	FA / FSc / DAE (Mechanical). Basic mechanical knowledge and conceptual operational awareness.
30	HVACR Technician (Domestic)	Up to Level 2	Yes	NAVTTTC	600 Hours (5 Mos.)	At least Middle or Grade 8.
31	Internet of Things (IoT)	Up to Level 2	Yes	NAVTTTC	640 Hours (6 Mos.)	Matriculation (Science).
32	Jr. Technician / Jr. Mechanic Motorcycle	Up to Level 2	Yes	NAVTTTC	600 Hours (5 Mos.)	Matriculation.
33	LTV and HTV Driver	Short Course	No	NAVTTTC	3 Months	Matriculation.
34	Mason Helper	Up to Level 2	Yes	NAVTTTC	642 Hours (6 Mos.)	At least Middle or Grade 8.
35	Media Production	Up to Level 2	Yes	NAVTTTC	600 Hours (5 Mos.)	Matriculation.
36	Mobile App, Web and Game Development	Up to Level 2 & 3	Yes	NAVTTTC	981 Hours (9 Mos.)	Intermediate.
37	Mobile Crane Operator	Short Course	No	NAVTTTC	3 Months	Matriculation.

Sr. #	Trade Name	Qualification Level	CBTA	Curriculum Prepared & Accredited By	Duration	Required Qualification of Applicant
38	Mobile Phone Technician	Up to Level 1 & 2	Yes	NAVTTTC	700 Hours (6 Mos.)	Middle.
39	Offset Printing Machine Operator	Up to Level 2	Yes	NAVTTTC	400 Hours (4 Mos.)	Matriculation OR Middle with 2 years experience in a printing press.
40	Plumber	Up to Level 2	Yes	NAVTTTC	800 Hours (7 Mos.)	Primary, preferably Middle.
41	Shuttering & Scaffolding	Short Course	No	NAVTTTC	4 Months	Middle, preferably Matriculation.
42	Solar PV System Technician	Up to Level 2	Yes	NAVTTTC	600 Hours (5 Mos.)	Matriculation.
43	Textile Design - Junior Assistant	Up to Level 2	Yes	NAVTTTC	600 Hours (5 Mos.)	At least Middle or Grade 8.
44	Textile Dyeing and Printing (Wet Processing)	Short Course	No	NAVTTTC	6 Months	Matriculation.
45	Textile Testing and Quality Control in Garments	Short Course	No	NAVTTTC	6 Months	Matriculation.
46	Textile Weaving	Short Course	No	NAVTTTC	6 Months	Matriculation.
47	Tourism and Hospitality Management	Short Course	No	NAVTTTC	6 Months	Matric, preferably Intermediate.
48	Virtual Assistant for E-Commerce	Short Course	No	NAVTTTC	4 Months	Computer literate, able to communicate in English.
49	Web Development with Python	Short Course	No	NAVTTTC	6 Months	Intermediate.
50	Welder	Up to Level 2	Yes	NAVTTTC	800 Hours (7 Mos.)	Middle, preferably Matriculation.
51	GP-III Ratings	Short Course	No	Ministry of Maritime Affairs	6 Months	Matriculation

Note: A significant number of trades listed above are Competency-Based Training and Assessment (CBTA) trades — marked “Yes” in the CBTA column. Institutes applying for CBTA trades must ensure their proposed trainers meet the applicable CBTA tutor qualification requirements.

4. INSTRUCTIONS FOR BIDDERS

- Availability of RFP Document:** The RFP document is available for FREE DOWNLOAD from the EPADS portal (sindh.eprocure.gov.pk) and the BBSHRRDB official website (www.bbshrrdb.gos.pk) from the date of publication until the submission deadline.
- Submission Guidelines:** Trade-wise proposals complete in all respects must be submitted ONLY through EPADS as two separate encrypted uploads:
 - Deadline:** 12:00 P.M. as mentioned in RFP.
- Physical Submission Requirements:**
 - The original Pay Order for the RFP Document Fee (Rs. 1,000/- Non-Refundable) and the original Bid Security (2% of the total bid value), both drawn in favour of Secretary-BBSHRRDB and stamped with the institute's name on the back, must physically reach the Procurement Section, BBSHRRDB at the address below before the opening of Technical Proposals.
 - Scanned copies of both Pay Orders must also be uploaded online with the Technical Proposal on EPADS.
- Opening of Proposals:** Technical Proposals will be opened online via EPADS on the same day at 12:30 P.M. by the Procurement Committee in the presence of bidders or their authorized representatives.

(Note: In case of an unexpected holiday or administrative emergency, the opening will take place on the next working day at the same time.)

5. MANDATORY ELIGIBILITY CRITERIA (SPP RULE-29)

Interested training institutes must submit proposal documents accompanied by proof of the following mandatory requirements:

- 1. Registration & Affiliation:** Valid registration and affiliation certificates for the applied trade(s) with verification stamps from the relevant accredited / authorized body (copies of certificates with verification stamp on the back of the original).
- 2. Turnover:** Minimum annual turnover of PKR 0.5 Million in the last three (03) financial years, supported by audited accounts.
- 3. Tax Compliance:** Active Income Tax Return filer with FBR for the last three (03) years, along with copies of returns.
- 4. Sales Tax Registration:** Valid registration certificate with the Sindh Revenue Board (SRB).
- 5. Affidavit / Undertaking:** An undertaking on a stamp paper of Rs. 100/- confirming that “Neither the Institute/Organization nor its Owners/Stakeholders have ever been blacklisted, declared defaulters, or involved in litigation with any Government Agency/Department/Organization or bilateral/multilateral financial institution, and that all information provided is correct” (as per SPP Rule-35).
- 6. EPADS Vendor Registration:** Mandatory registration on the EPADS portal (sindh.eprocure.gov.pk) prior to proposal submission.

6. DISQUALIFICATIONS & RIGHTS OF THE PROCURING AGENCY

- Proposals received incomplete, conditional, telegraphic, on non-standard forms, or submitted by institutes blacklisted or terminated in previous phases due to fake registration certificates will stand rejected outright.
- Physical / paper-based sealed proposals will NOT be accepted under any circumstances.
- Bids shall remain valid for 90 days from the date of bid opening.
- BBSHRDB shall not be liable for any costs or expenses incurred by bidders in preparing or submitting their proposals.
- In accordance with the relevant provisions of the Sindh Public Procurement Rules 2010 (Amended), BBSHRDB reserves the right to accept or reject any or all proposals (for all trades or specific individual trades) or terminate the procurement process at any time prior to contract award, and the decision shall be final and binding.

DIRECTOR (TRAINING)

Benazir Bhutto Shaheed Human Resource Research and Development Board (BBSHRDB)

Universities and Boards Department, Government of Sindh

5th Floor, State Life Building No. 3, Dr. Zia-ud-Din Ahmed Road, Karachi, Pakistan

Tel: +92 (21) 99201005-7 | Fax: +92 (21) 99201004

Email: procurementdeptbbshrdb@gmail.com

Website: www.bbshrdb.gos.pk | EPADS Portal: sindh.eprocure.gov.pk