

FAQ - ITT - AM76TVET62025 - Provision of Services: International Accreditation and Certification in Digital and High-Tech Sector

Question no 1:

Pricing Approach (Annex 4): Could you please confirm what specific pricing details are required?

Specifically:

i. What should be included under unit cost—is it per candidate, per training module, or per hour?

Answer no 1 (i):

There are two tables in each lot i.e. “1. Course Accreditation / Validation” and “2. International Certification”. Table 1 unit cost means entire course accreditation / validation costs inclusive of all (one time cost), and unit cost in table 2 means, per candidate assessment and international certification costs (inclusive of all). Taxes if any are to be mentioned in Column D “Applicable tax (if any) – PKR” separately.

ii. Should applicable taxes be mentioned as a separate line item or embedded within the unit cost?

Answer no 1 (ii):

Mention separately in column D “Applicable tax (if any) - PKR”.

Question no 2:

Company Profile Update in Portal:

The Edit button appears to be disabled for updating our company profile on the portal. Is there an alternate method or contact to facilitate these changes?

Answer no 2:

For now, please submit your company profile along with the other relevant documents in your response to this tender.

Question no 3:

Online and Onsite Training Delivery:

i. As our team is based in Islamabad, can one supplier offer services for both online and onsite modes?

Answer no 3 (i):

Yes, for accreditation purpose online and onsite modes are acceptable. However, for international assessment and certification services, vendor has to arrange either online or physical arrangements at our required locations based on the requirement of certification agency.

ii. Additionally, are we allowed to host online sessions for candidates across Pakistan while conducting onsite sessions locally?

Answer no 3 (ii): Yes. Vendor must determine requirement of such sessions as per requirement of international certification agency (if any)

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Question no 4:

Economic and Financial Standing Core Supplier Information:

What type of documentation or data is expected here? For example:

i. Bank references?

Answer no 4: Please refer Annex 2 - Procurement Specific Questionnaire along with the tender documents as all the details are shared in the tender documents. So please submit the required documents as per detail mentioned in Documents.

Question no 5:

Annex 2 – Central Digital Platform (CDP) Unique Identifier:

Could you kindly clarify what is meant by the CDP Unique Identifier? Is it something we acquire via registration on the portal?

Answer no 5:

Details are already shared in the Annex 2 - Procurement Specific Questionnaire under notes for completion heading.

Question no 6:

Are the tentative timelines for validation/accreditation and certification fixed, or is there room for negotiation based on logistical constraints?

Answer no 6:

There is little room of days (not weeks or months) to negotiate timelines supported with justified constraints if any.

Question no 7:

Can all certifications be delivered online, or should the vendor delivering the in-person sessions at Islamabad office and other listed locations?

Answer no 7:

Refer to Answer 3

Question no 8:

What specific social value outcomes are expected in the 10% evaluation criteria?

Answer no 8:

Specific social value outcomes should support the service delivery and vendors contribution or social value to be added in performing the required services.

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Question no 9:

What do you mean by Delivery timeline for Validation and Accreditation of courses and Delivery timeline for Certification? Please explain

Answer no 9:

For validation and accreditation of courses, delivery timeline means, vendor is required to complete required services within given timelines i.e. ensuring the course is validated and accredited. For certifications, timeline means, smooth provisions of services i.e. assessment and certification of candidates (pass outs of project beneficiaries) during the project period as given in tender document Section 8 of Specification.

Question no 10:

Will vendor be managing the exam (including logistics etc). at the specified locations in KPK, GB and Baluchistan or British Council will take care of each & everything?

Answer no 10:

Yes, as per the requirement of certification agency, vendor is required to either arrange online or ensure physical arrangement (inclusive of all) at our locations as given in the tender.

Question no 11:

We are unable to open this link tap.tcsapps.com, therefore we need your support for this?

Answer no 11:

Please find attached the required Supplier Manuals to access the portal. In case you are still unable to access the portal then you can submit your detailed proposal and other supporting documents via email to moiz.khalid@britishcouncil.org by **7 August 2025**.



SupplierHub_SupplierProfile (1).pdf



TAP Sourcing Supplier User Manual

Question no 12:

Average classroom size (30 students per trainer)

Answer no 12:

In Universities i.e. BUIEMS Quetta, IMSciences Peshawar and KIU Gilgit the average classroom size is 40 students, and in other locations its 20 to 25 students.

Question no 13:

Who is covering the cost of the certification voucher (to be purchased via Certiport?)

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- If vendor is bearing the voucher cost then please share the number of vouchers required for each Lot?

Answer no 13:

British Council will cover the certification cost and bear all allied expenses under the project. Vendor has to include all costs for provision of international certification services including any voucher etc. Its preference of vendor to avail certification vouchers from any agency. The estimated certificates required in each lot are given in table 2, Column F with “**Description - Estimated QTY**” heading.

Question no 14:

Please share working days and hours for the trainer?

Answer no 14:

Normal working days for the trainers in University / Institutes are 5 days a week and 8 hours a day. Universities and institutes also operate in evening shifts as well, and in some cases on weekends.

Question no 15:

How are charges structured?

Is it a fixed fee, hourly/daily rate, or milestone-based? Are expenses reimbursable?

Answer no 15:

Please see answer 1.

Question no 16:

Who is responsible for VAT and withholding taxes, especially for international vendors?

Answer no 16:

All costs including VAT if any shall be included in appropriate column given in Pricing approach sheet. However, there should not be double taxation i.e. international taxes and local Pakistani law taxes. Vendor must adjust taxes in accordance with FBR tax rules in such cases. Further, please see Answer 1 for more details.

Question no 17:

The documents provided do not describe the validation and accreditation process required under this RFP. Following are few questions that may help you understand our concern:

Question no 17 (a) Does the supplier need to be authorized partner of the international certification agency/agencies mentioned?

Answer no 17 (a):

Yes.

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Question no 17 (b) Or do the supplier need to have subject specialists to validate the course content provided by British Council against the international certification mentioned in the respective table?

Answer no 17 (b):

No. Vendor has to be authorized partner of any reputable accreditation / validation agency to ensure compliance of courses with international certification requirement.

Question no 17 (c) Or the subject specialists need to validate and suggest any other certification available with the supplier, who may fulfil the learning objectives of the courses compiled by British Council?

Answer no 17 (c):

No. The certifications are proposed by a study conducted by British Council and tech-stakeholders. Vendors are required to validate and propose if any improvements are needed in British Council developed qualifications to meet international certification requirement.

Question no 17 (d) Or any other explanation?

Answer no 17 (d):

The course contents are developed by tech-industry and academia under the National Vocational Qualification Framework by National Vocational & Technical Training Commission (NAVTTTC) supported by British Council as national qualifications. However, in order to ensure, the developed courses would lead to successful achievement of international certification by the project beneficiaries in respective skills/ domain, British Council require validation and accreditation services to align and improve developed courses.

Question no 18:

Does the supplier have to be partner with the all the certification agencies mentioned for one LOT, for which they are bidding? Or they would be responsible to manage provision of certification through their business channels without being partner with every one?

Answer no 18:

Direct partnership with at-least 30% renowned certification agencies is essential in each lot. We understand, the required services include multiple certification agencies, to that extent supplier may arrange provision of services either by partnering or business channels as per their preference.

Question no 19:

Does the supplier need to provide respective training to the candidates for certification?

Answer no 19:

No. Its not expected from supplier for preparing the candidates for exam. However, supplier has to recommend under provision of accreditation and validation services part, the support learning and mock material / exam kits etc for successful completion of exam courses.

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Question no 20:

It is proposed that a Pre-Bid meeting be scheduled for more clarity being a unique activity specially with regards to the validation and accreditation.

Answer no 20:

No. Sufficient clarity is provided in the tender document and under these FAQs.