



Leveraging ICT for Growth, Employment and Governance Project

Bangladesh Computer Council
Information and Communication Technology Division
ICT Tower, Plot # E-14/X, Agargaon, Dhaka-1207, Bangladesh

No: 56.109.007.00.00.059.2016-3018

Date: 23 February 1017

Sub: Minutes of the Pre-bid meeting for Delivery of Online Outsourcing Training and Employment Services for IT and IT Enabled Services Industry” (Contract Package # AF-NS1)

A Pre-bid meeting for the procurement of Delivery of Online Outsourcing Training and Employment Services for IT and IT Enabled Services Industry” (Contract Package # AF-NS1) was held on January 09, 2017 at 11:00 am. The pre bid meeting was chaired by Project Director Mr. Md. Rezaul Karim ndc.

2. Project officials and representatives from various firms were present (Attendance records attached as **Attachment-1**). Chairperson welcomed the representatives of potential bidders those who attended the meeting.

3. Chairperson requested the participants to introduce themselves. After introduction he requested Deputy Project Director (DPD), LICT to initiate the discussion. DPD started the discussion through power point presentation.

4. Deputy Project Director informed the milestones and doable for preparation of the bid for this Contract Package. No bids will be accepted after the specified last time of bid submission. He requested the bidders to submit a qualitative bid. He explained the bidders on the evaluation criteria specified in the bidding document. He apprised the bidders to prepare their bid in compliance to all requirements as specified in ITB, BDS, GCC and SCC clauses of the bidding document.

5. He clearly discussed the bid and bid security validity period. Bid validity will be 150 days after the deadline of bid submission and the bid security will remain valid for a period of 28 days (Total $150+28=178$ days) beyond the validity period of the bids.

6. He opened the floor for asking queries/ questions for clarification/interpretation, if any, on the bid document. Project Director informed the bidders that / if they have any further quires they can send to LICT by writing before 11 January 2017.

8. The project authority also informed the meeting that the bidders must be alert regarding the following;

- The Online Outsourcing (OO) contract will have two parts.
- Part-A: train required number of (at least 3,000) youth and women for employment of 3,000 youth and women.
- Part-B: train required number of (at least 7,000) youth and women for employment of 7,000 youth and women
 - Part-B will come into effect on the following conditions:
 - Project extension, and
 - Satisfactory performance of the service provider in the Part-A.

9. Project authority has received the following queries through email from the potential bidders. The responses are also provided against the queries (**Attachment-2**).

Having no other queries to be clarified, the meeting ended with vote of thanks from the Chair.


(Md. Rezaul Karim ndc)
Project Director (Joint Secretary)

No: 56.109.007.00.00.059.2016-3018

Date: 23 February 2017

Copy forwarded for kind information & necessary action with request to acknowledge receipt in writing within 2 days:

1. Euro Bangla iT, House # 436, Road # 30, New DOHS, Mohakhali, Dhaka -1206.
2. BRAC, BRAC Centre, 75 Mohakhali, Dhaka -1212.
3. SMART Technologies BD Ltd., 102 Lake Circus, Kalabagan, Dhaka.
4. SS Solutions, SS Steel Building, Suite – 902, 17/C Panthapath, Sukrabad, Dhaka – 1205.
5. National Institute of Engineering & Technology, 147/1 Green Road, Tejgaon, Dhaka-1215.
6. Service Solutions Pvt. Ltd., BNS Center (6th floor), Plot-87, Dhaka Mymensingh Road, Sector -7, Uttara, Dhaka-1230.
7. AVIS Technologies Limited, Plot 2, Level 6, Panthopath, Kawran Bazar, Dhaka-1215.
8. Appnometry Limited, 02 No, Tejkuni Bazar, Indira Road, Sejan Point, Farmgate, Tejgaon, Dhaka.
9. National Institute of Fashion Technology, 74, C/A, Wireless Gate, Mohakhali, Banani, Dhaka.
10. Coderstrust Bangladesh,
11. Better Communication & Automation Ltd.
12. Genuity Systems Ltd.
13. Bdjobs.com Ltd.
14. IBCS-Primax Software (BD) Ltd.
15. Optimal IT Ltd.
16. Jenuity Systems Ltd.
17. Radisson Digital Technologies Ltd.
18. ICT-ISC
19. Hypertag Solutions Ltd.
20. New Horizons CLC of Dhaka.
21. eGeneration Ltd.
22. Engineering Staff College, Bangladesh.
23. Protocol Inposys Ltd.
24. -----
25. Office Copy


(Md. Rezaul Karim ndc)
Project Director (Joint Secretary)



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 ICT Tower, Plot # E-14/X, Agargaon, Dhaka-1207, Bangladesh.
 Phone: 8181392, 8181397 Fax: 8181383, E-mail: piu.ict@bcc.net.bd

Attachment-1

No.56.109.007.00.00.059.2016

Date: January 09, 2017

Attendance of representatives of the Bidders

Pre-Bid Meeting for "Delivery of Online Outsourcing Training and Employment Services for IT and IT Enabled Services Industry" (Contract Package # AF-NS1).

Time: 11:00am

SL	Name and Designation	Name of the Firm	Contract Cell no and e-mail	Signature
1.	SHEIKH MD. MAHFUZ HEAD of IT Md Sulhasul Arefi Business Dev. Manager	BCA LTD	01215266421 INFO@BCA-BD.COM 01818606793	
2.	Shafi Md Tanzum Deputy Manager	BRAC	01709647519 shafi.tanzum@brac.net	
3.	Eshrat Waris Manager	BRAC	0171528003 eshrat.waris@brac.net	Eshrat Waris
4.	Md. Ataul Goni Osmani Country Director	Codertrust	01717510323 osmani@codertrust.com	



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SL	Name and Designation	Name of the Firm	Contract Cell no and e-mail	Signature
5.	Md. Shakil Mahmood Head of Education	Coderstrust	01727508850 shakil@codersa trust.com sm@coderstrust .com	
6.	Raisul Mahmud Coderstrust Business Developer	Coderstrust	01733445668 raisul@coderstrust com	
7.	Shifur Rahman DM	BRAC	01730374446	Shifur
8.	Jamira Syed Knowledge Management & Fundraising Specialist	BRAC	01676713401	
9.	Swaty Shazmin Project Coordinator	Genuity Systems Ltd.	01714020889 swaty@genuity systems.com	



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SL	Name and Designation	Name of the Firm	Contract Cell no and e-mail	Signature
10.	Mohammad Shamsur Saleehin	Bdjobs.com Ltd.	01926673096 Saleehin@bdjobs.com	
11.	Mr. Abdul Hadi Asst. Manager.	IBCS-primax Software (BD) Ltd.	01713397582 hadi@ibcs-primax.com	
12.	Shoriful Islam Palash Director	Optimal IT Ltd.	01614000402 palash.optimal@gmail.com	
13.	Mr. Imtiaz Uddin Asst. Mgr.	SMART Technologies BD. LTD	01709642404 imtiaz@uslbd.com	
14.	MD. Mohibullah Mohian	Jervity Systems Ltd.	01676188616 mohian@jervity systems.com	



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SL	Name and Designation	Name of the Firm	Contract Cell no and e-mail	Signature
15.	Delowar Hossain Faruk Chairman	Radisson Digital Technologies Ltd.	01711666999 radissonmedia2021 @gmail.com.	
16.	Souvik Chaki Technical Consultant	Euro Bangla IT	+91 9830860028 souvik@ chaki.in	
17.	Dr. Farouk Iqbal Managing Director	Euro Bangla IT	018 11445555	
18.	Md Manik Molla	Euro Bangla IT	01228910810 manik-duet@ yahoo.com	
19.	ATM Mahbub Alam Sec. Gen.	ICT ISC	01711598528 mahbub@wintel.bd.com	



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20.	md. Shohjil Alam	Hyper tag Solutions Ltd.	ceo@balancer .com 0194444866	
21.	Nayeen Ashraki	Hyper tag Solutions	nayeen.ashraki @balancer .com	
22.	SHAH SOHAIL KAMAL	ICT-ISC	SHAH.KSOHAIL @GMAIL.COM	
23.	BIRENDR NATH ADHIKARY	ICT-ICS	BN.ADHICARY@GMAIL.COM 01730444782	 09/07/17
24.	Md. A MDHAMMAD MOFIQUL ALAM	BDJOBS.COM LTD.	Szikat.alam @gmail.com	 9/1/17



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25.	Mahmudun Rehman Polash	SS Solutions (Pvt.) Ltd.	mahmudun.polash @ssolutionsbd. com	
26.	RAKIB AHMED	SERVICE SOLUTIONS Pvt. Ltd. (SSL)	01755677005 rakib@sscbd.net	
27.	Md. Shisul Hasan Riad.	NEW HORIZONS CLE of Dhaka.	0173460126 shisulhasanriad @gmail.com.	
28.	Md. Sayfuldin	eGeneration Ltd.	01833228673 sayfuldinshikder @egeneration .com.bd	
29.	Engr. ILIAS AHMED ICT ADVISOR.	Engineering Staff College, Bangladesh	01711227332 iLias.ahmed @gmail.com.	



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30.	Md. Rizon Uddin Business Development- officer	Euro Bangla IT Ltd (EBIT)	01718 341494	
31.	Md Mahfuza Rahman Manager - operation	Protocol Infosys Ltd	01936595403 mahfuza@ protocolinfosys .net	
32.				
33.				
34.				

**Response of queries for Delivery of Online Outsourcing Training and Employment Services for IT and IT Enabled Services Industry
(Contract Package # AF-NS1)**

This is for information of all concerned bidders that Instructions to Bidders (ITB) and General Conditions of Contract (GCC) clauses cannot be modified in any manner. Where an ITB or GCC clause contains reference to the Bidding Data Sheet (BDS) or Special Conditions of Contract (SCC) respectively, additional or specific information is written into the corresponding BDS or SCC clause to amplify or clarify the main BDS or SCC clause. Some of the BDS or SCC clauses may be subsequently modified as a result of suggestions received from bidders. However the BDS and SCC can never be used to circumvent in any way the intent of the parent ITB or GCC clause.

SL No.	Page No	Clause Number/ Item Name	Clause / Requirement	Question/Clarification Sought	Project Response
1	2	3	4	5	6
1	49	2.1 (a) & (d), of 2.2	<p>2.1(a) The bidder must have experience in designing, customizing and successfully implementing online outsourcing (OO) training solutions for five years;</p> <p>2.1(d) The bidder must have comprehensive online platform with functions relevant to the online outsourcing (OO) including certification, job portal, payment, comprehensive reporting, learning content management system etc. The bidder shall include doc.....</p> <p>2.2 shows requirement for JV:</p> <p>Summation: Not applicable Lead partner: Must meet Others partners: Same as Lead</p>	<p>A joint venture (JV) is meant to leverage each partner's comparative advantage to deliver the best possible service. In this case, why is it a requirement that all parties in the JV have (a) 5 years of training experience and (b) a comprehensive online Platform? Why can the requirement not be met as a combination of experiences of all parties in the JV?</p>	<p>Please see SL-3 and SL-4 of the 2nd addenda of bidding document.</p> <p>Regarding 2.1(a) of 2.2: Please see SL-3</p> <p>Regarding 2.1(d) of 2.2: Please see SL-4</p>
2	49	2.1 (g) & (h), of 2.2	<p>2.1(g) The bidder must have capacity of minimum US\$1 million or eq. amount as liquid assets and/or line of credit from a reputable Bank and eligible country (in</p>	<p>Each partner in the JV needs to have at least 20% of US\$1 million or equivalent as liquid assets and/or line of credit from a reputable bank and eligible country. Also, each partner in the JV needs to</p>	<p>Please see SL-5 and SL-6 of the 2nd addenda of bidding document.</p> <p>Regarding 2.1(g) of 2.2: Please see SL-5</p>

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			<p>case.....);</p> <p>2.1(h) The bidder must demonstrate Average Annual Volume of Services of US\$2 million or eq. amount within best three years out of the last five years;</p> <p>2.2 shows requirement for JV:</p> <p>Summation: 100%</p> <p>Lead partner: 20%</p> <p>Others partners: 20%</p>	demonstrate at least 20% of US\$2 million or equivalent amount in Average Annual Volume of Services with best three years out of last five years. Can this requirement be fulfilled by one of the parties in the JV?	Regarding 2.1(h) of 2.2: Please see SL-6
3	93	Terms of Reference (TOR)		Please define what you mean by (a) online outsourcing training solutions and (b) skills dictionary.	(a) There is no such sentence in Bidding document "online outsourcing training solutions". (b) A brief dictionary of skills required for the OO industry.
4				<p>The current Request for Bid has taken out the following requirements which were in the original Expression of Interest posted on January 9, 2015:</p> <p>1. <u>Experience in providing such services in rural areas</u></p> <p>2. Experience working with government or donors on similar OO activities' for all partners</p> <p>Why have these requirements been taken out? The project will target rural areas and secondary cities and hence experience here will be required for successful implementation. Furthermore, given the timeline, amount of stakeholders and project size previous experience working with government and donors is required to ensure a successful implementation.</p>	Expression of Interest posted in January 9, 2016 has been cancelled on July 25, 2016 and a fresh request for bids bid has invited under Non-Consulting Services Category.

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5	49	2.1 (d) of 2.2	2.1(d) The bidder must have comprehensive online platform with functions relevant to the online outsourcing (OO) including certification, job portal, payment, comprehensive reporting, learning content management system etc. The bidder shall include doc.....	Each partner in the JV needs to have a comprehensive online platform. Can this requirement be fulfilled by one of the parties in the JV? In any case, only one platform will be used in the consortium for the implementation.	Please see SL-4 of the 2nd addenda of bidding document.
6	47	2.1 (b) & (d)	<p>2.1(b) The bidder must have capability in delivery of online outsourcing (OO) training and mentorship for the OO sector. The bidder shall include documentary evidence of the proven systems, applications, processes with their Bids;</p> <p>2.1(d) The bidder must have comprehensive online platform with functions relevant to the online outsourcing (OO) including certification, job portal, payment, comprehensive reporting, learning content management system etc. The bidder shall include documentary evidence of the comprehensive online platform with their Bids;</p>	Need clarification on the documentary evidence. What are the credentials would be applicable to show the relevant credential? Nothing is mentioned as such. (It will better if we can know specifically about the capability we should have)	<ul style="list-style-type: none"> • Accreditation/ Registration/affiliation • Infrastructure, Type of building/ Training unit (Hired, owned) • No. of class rooms/ Training unit • Management (Governance, Curricula, Linkage, Enrollment) • Financial sustainability • Training offered in institute • Teaching & non-teaching staff / Trainer • Employability record of trainees • Qualification of trainers/Mentors • Annual Pass-outs report • Links of Website & online platform, etc. <p>The documentary evidences submitted against the Bidder's qualification criterion specified in Section III, Evaluation and Qualification Criteria may be subjected to verification exercises from the source. Any claim for Bidder's qualification not supported by such verification exercise will not be considered during evaluation and will be treated as per provision of the Bidding document.</p>
7	93-94	Terms of Reference		Need further inputs on learning management solution. The feature & functionalities have to cascade by BCC to	Please refer Page 93 Section V: The features & functions has clearly identified.

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		(TOR)		come up with suitable solution approach.	
8	89	Terms of Reference (TOR)		Can we reduce this threshold limit to 250 – 300 instead of 500 job placement?	Not acceptable.
9	89	Terms of Reference (TOR)		What are the evaluation criteria for bidders from “Job Placement” perspective?	Please refer Scope of Services, page Page 91 Paragraph 2.
10	89	Terms of Reference (TOR)		Can “Job Placement” be done outside Bangladesh?	Please refer Scope of Services, page Page 91 Paragraph 2.
11	92 & 97	Terms of Reference (TOR)		Can bidder choose place & type of sensitization program?	Please refer Section III “OO sensitization Program” page 92-93. Bidder can propose place & type of sensitization program following the Section III guideline.
12		96 & 100	Terms of Reference (TOR)	Can bidder Monitor & Evaluate on their own plan?	No. Have to follow the Section IX guideline.
13	3	3 (d)	The bidder must have comprehensive online platform with functions relevant to the online outsourcing (OO) including certification.	Is the required certificate “Certified Outsourcing Professional (COP) by IAOP”?	No.
14	3	3 (e)	The bidder must have tested and proven online outsourcing (OO) job placement experience.	a. Is experience for both Local and International job placement relevant in this regard? b. Will the bidder experience in job placement in its other projects, i.e. call center, using OO acceptable in this regard?	(a)Yes. (b) No.

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15	94	vi	Develop a digital scoring system:	<p>a. What are scopes/ parameters of the digital scoring system?</p> <p>b. What is the acceptable time frame for development of the scoring system?</p>	<p>(a) Please refer Section VI Develop a digital scoring system. The bidder will propose based on proven or real-life experiences in similar digital score program.</p> <p>(b) Please refer Reporting and Time Schedule as mentioned in page-101& 102.</p>
16	92	A-II	This activity will also provide OO work facilities in a centralized location in each city that is openly accessible to the trainees for a period of at least 6 months for practicing under supervision of a mentor. The facilities should have sufficient work space for 20 to 40 trainees at each time, and provide sufficient infrastructure for OO work such as broadband/wifi Internet access.	Is there any target for required number of OO work facilities in each city?	Please refer Section II. Identified locations in Bangladesh.
17	92	v	Payment System: Provides trainees with a payment and money transfer solution accepted by the vast majority of OO platforms. Such system should act as efficient and cost effective solution for client to worker payment transfers, and providing workers with a universal solution to access funds.	In absence of international payment gateway in Bangladesh, i.e. Paypal, will there be any support form Govt. for developing such payment system?	No.
18				Do the international experience of online outsourcing training and employment for and International Company will count for this tender.	Yes.
19	92 & 97	Terms of Reference (TOR)		Where will be the Location of Training?	Please refer Section II. Identified locations in Bangladesh.

SL No.	Page No	Clause Number/ Item Name	Clause / Requirement	Question/Clarification Sought	Project Response
1	2	3	4	5	6
20				<p>Do the Hardware costing (Laptop/Desktop) for the women and young trainee is included in this tender? Is there any fund available to provide Laptop/ Desktop to the trainee in this tender?</p> <p>As after the completion of the training the trainee need a laptop/ desktop computer to work. And it may not possible for every woman and young trainee to buy a Laptop/ Desktop.</p>	No.

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