

## Questions & Clarifications for Provision of Services to Manage “Ignite National Incubation Center-Islamabad”

No.: IGNITE/NIC-ISB/2022-23/0016/Proc

1. Please clarify what does company considers and qualifies as “deeptech” in Section 24.2 of RFP?

Deep tech startups are characterized by their focus on developing and commercializing advanced technologies that involve technological focus scientific or engineering solutions.

2. While measures should be taken to encourage the representation of women and other marginalised communities among the incubated founders, creating quotas of at least 25% women led startup might hurt the quality of startups. Is there any flexibility in situations where bidder do not get enough applications from female founders?

No, as mentioned in 24.2 and 25.4.3 (viii), at least 25% of startups inducted every year should be women led startups. It means one of the founders/cofounders should be a woman.

3. There is a confusion in section 24.5 and section 25.4.10. In section 24.5 it states 50% of accelerated startups from all NICs will be promoted to the acceleration program. (which makes it 5 startups from NIC Islamabad) and in Section 25.4.10 table point number 2 states that promotion of startups to acceleration program is up to 10 yearly. Please clarify on the criteria in detail.

As mentioned in section 24.5 that “The established setup would be an Incubator and Accelerator for startups, up to **10** out of the NICs incubated startups being promoted to the acceleration program. At least 50% of accelerated startups will be from NIC Islamabad.” The requirement states that you need to promote a total of 10 startups from all National Incubation Centers (NICs), with a minimum of 5 startups coming specifically from NIC

Islamabad. This criterion is also mentioned in section 25.4.10 (2), which states, "Promotion of startups to acceleration program: Up to 10 startups yearly."

4. In section 25.4.3 and point iv, it is stated that during the last year, all 50 startups for incubation and 10 startups for acceleration would all be inducted at the same time. This would stretch the management team beyond its capacity and may lead to decline in attention and therefore quality of startups. Can the contract allow the startups to be incubated in two cohorts like the previous years?

In the last year, which is Year5, the bidder is required to incubate a total of 50 startups within a single cohort. This is based on section 25.4.13, which specifies that each startup has a recommended duration of twelve (12) months for incubation. If you will induct 50 startups across two cohorts, the final cohort would only have six months left for incubation. As a result, it is necessary for the successful bidder to incubate all 50 startups within a single cohort specifically in Year5.

5. Article 11 of the Constitution of Pakistan prohibits "forced labour". The RFP document states that the bidder will have to retain the staff for at least one year in. This is in direct contradiction to the law of the land which states that no employer can force any employee to stay at the company against their will, provided that they give a reasonable notice. This clause should be struck down as it is in direct contravention with the constitution and labour laws.

We acknowledge your perspective on this matter. However, Ignite emphasizes the requirement for you to retain the allocated resources, as outlined in your bid, for a minimum period of one year. These resources will be evaluated and graded as part of the "Proposed Project Team" section in Form B7.

6. There is a contradiction in the RFP where 25.4.1 requires the team to be retained for at least one year and Form B7-3 requires the team to sign for at least 3 years. Please clarify.

The requirements in Form B7-3 be treated as 'at least one year'. Please consider it the same i.e 'one year' as mentioned in section 25.4.1

7. Section 25.4.3 part (ii) states that the successful bidder will have to: "Engage existing incubation resources of Ignite NIC-Islamabad e.g., curriculum, mentors/trainers' network, investors' network, startups' alumni network etc. In this regard, the Company will facilitate the successful bidder in provision of mentioned resources".

Whereas in the Evaluation Criteria of the Technical Bid, serial # 5f suggests that we will be awarded points for curriculum that is adopted from outside and is being implemented in other incubators. Please clarify this contradiction and state if the successful bidder will be required to buy the curriculum from an external party. In that case, how will the bidder ensure that the curriculum aligned with the local needs?

Since all the resources of current NIC Islamabad, including the curriculum, mentors/trainers' network, investors' network, and startups' alumni network, belong to Ignite, therefore, the incubator management of the successful bidder will have the opportunity to utilize these resources whenever necessary.

8. There are 50 points kept for international partner under Section 3e of the evaluation criteria, but it does not provide any details on the criteria. Please explain what the bidder will need to do in order to score 50 points. E.g if international partners need to be present in Pakistan etc

Details is available in Form B4-5.

9. What should be the nature of partnership with the international partner? Do we need to bring the international partner as JV / Consortium or in any other agreement?

As mentioned in Form B4-5, The bidder must include **proof of its partnership** with an International Startup Ecosystem organization (incubator/accelerator/Institutional Investor etc) and the support it will be providing to the bidder for Ignite National Incubation Center Islamabad over five years.

10. There are facilities which are provided by PMCL in NIC for e.g Lift to make the space inclusive, Mobile and data coverage with micro site because the NIC is close to sensitive security organizations and there are very weak or no mobile signals and Jazz is providing usability study lab facility to the startups. These facilities are not mentioned in the section 22 and 25.1 of the RFP. How is it ensured that the other bidders consider the cost of these in their financial proposals?

Ignite has provided the list of current fixed assets to the bidders upon request. It is now the decision of the bidders whether they wish to incorporate the cost of additional equipment or not.

11. Point number 16.3 under the section 16 is blank in the RFP. Please clarify on this.

Yes, 16.3 is blank, it's a typo, please ignore it.

12. Can international partners invest in incubated startups and get equity also?

Yes, the successful bidder or its partners may take equity in startups against their own investment only.

13. Detailed List of Assets at NIC Islamabad (With current condition mentioning if they are in good condition, need refurbishment or need to be replaced)

The attached document contains a list of fixed assets. Bidders are required to visit the site and assume responsibility for assessing the condition of the available assets.

14. Current Map of facility with detailed measurements (condition of furnishing, paint, plumbing, HVAC, electrical connections, backup power etc)

Map and measurements of the NIC Islamabad building is attached.

15. Any un-utilised space or possibility of taking over additional space at NITB

No additional space available

16. It is our understanding that the rental agreement is between NITB and IGNITE and we do not need to incorporate Rental expense in our working?

Yes

17. For the 10 selected startups for Acceleration, a grant money of Rs. 5 million will be given. Does this amount need to be built in our budget or will IGNITE Fund pay this directly?

You don't have to incorporate the grant amount into your bid since Ignite will directly pay startups the exact amount after completion of selection process and approval

18. In Mandatory Eligibility criteria it is mentioned that "Bidders currently running/managing two or more NIC Programs as Lead Bidders or three or more as JV/Consortium partners are not eligible to participate in this RFP." Our understanding is that this restriction will be applicable on consortium partners who are actually signatories to the contract with IGNITE Fund and will not be applicable to support partners? This is because even in our proposal for NIC Faisalabad we had 30 plus support partners but only 5 Consortium partners (signatories) in the contract with IGNITE. Please clarify

In this case, support partners are not part of the JV/Consortium.

19. In the financial proposal can we give detailed first year salaries and utilities but in following years have these heads on lumps basis to accommodate changing rates and especially in the case of salaries have different increment levels to acknowledge actual performance? So not everyone gets an equal increment. We believe some flexibility under these heads is required. In the case of very abnormal devaluation or increase in energy charges, the Center management may need the option to reach out to IGNITE beyond the established budgets. Please clarify?

Yes, you are required to provide a comprehensive breakdown of first-year salaries, including both full-time and part-time employees, along with any associated benefits. However, starting from the second year, the increments for employees will be based on the successful bidder's policy approved by Ignite. Regarding utilities, please provide a detailed account of the expenses that will be allocated to this category. Ensure that your budget accounts for all aspects of fluctuations, such as depreciation or increases, related to utilities.

20. Kindly provide the date of procurement of the assets so we can assess their health

The attached document contains a list of fixed assets with date of purchase.

21. let us know about the condition of the assets

Bidders are required to visit the site and assume responsibility for assessing the condition of the available assets

22. What is the KW of the generator

Generator installed at NIC Islamabad is 400 KVA

**National Incubation Center  
Fixed Asset Register**

<b>Catogary</b>	<b>Item Description</b>	<b>Date of Purchase</b>
<b>Renovation</b>		
Civil Workls	All type of civil works	Various
Civil Workls	Paper glass, wall sheet, wem board lamination	27-Aug-19
Civil Workls	Stainless steel with glass material inc fitting	27-Aug-19
Civil Workls	Paper glass, wall sheet, wem board lamination	27-Aug-19
<b>Shared Resources</b>		
Printer	HP Laser jet 1102	28-Mar-17
Printer	LJ MFP Printer	24-Apr-18
Laptop	One Touch PC Elite Pro 400, Core I-5 6th Gen.	25-Dec-16
Photo copier	Toshiba E-Studio 2309	08-Oct-18
Laptop	Mackbook	11-Aug-17
Oven	MW Oven	17-Apr-18
Hard drive	HDD data storage	26-Oct-17
Juicer	Juicer, Blunder & Grill	29-Dec-17
Camera	Camera Canon, 77D, lens	06-Jul-18
Laptop	HP Probook 450 G5	17-Oct-18
Laptop	HP Probook 450 G5	17-Oct-18
Laptop	HP Probook 450 G5	17-Oct-18
Laptop	HP Probook 450 G5	17-Oct-18
Laptop	HP Probook 450 G5	17-Oct-18
Laptop	HP Probook 450 G5	17-Oct-18
Tablet	Huawei Tablet T3	20-Dec-18
Tablet	Huawei Tablet T3	20-Dec-18
Tablet	Huawei Tablet T3	20-Dec-18
Tablet	Huawei Tablet T3	20-Dec-18
Tablet	Huawei Tablet T3	20-Dec-18
Tablet	Huawei Tablet T3	20-Dec-18
Tablet	Huawei Media Pad T310	16-Jan-19
Tablet	Huawei Media Pad T310	16-Jan-19
Sound System	Scnnheiser G3 Head Gear Mics	18-Dec-18
Sound System	Scnnheiser G3 Head Gear Mics	18-Dec-18
Sound System	Scnnheiser G3 Head Gear Mics	18-Dec-18
Sound System	Scnnheiser G3 Head Gear Mics	18-Dec-18
Sound system	Sennheiser G3 Hand Held Mics	18-Dec-18
Sound system	Sennheiser G3 Hand Held Mics	18-Dec-18

Catogary	Item Description	Date of Purchase
Sound system	Sennheiser G3 Hand Held Mics	18-Dec-18
Sound system	Sound mixer	18-Dec-18
Projector	Panasonic PT-LB 353	26-Dec-18
Projector Screen	Motorized projector screen	26-Dec-18
Oven	MW Oven	17-Apr-18
Installation and services Chareges etc		
Toners Charged		
Adata \$GB Ram DDR 4 DDR4-2400 SDRAM for HP ProBoo		25-Sep-19
White board	Whiteboard with Stand	30-Nov-19
White board	Whiteboard with Stand	30-Nov-19
White board	Whiteboard with Stand	30-Nov-19
HP laser jet printer		30-Nov-19
Led screen	led monitor 24" dell	04-Mar-20
Led screen	led monitor 24" dell	04-Mar-20
Led screen	led monitor 23.8" HP	27-Nov-20
Led screen	led monitor 23.8" HP	27-Nov-20
Led screen	led monitor 23.8" HP	27-Nov-20
Led screen	led monitor 23.8" HP	27-Nov-20
Led screen	led monitor 23.8" HP	27-Nov-20
Matress	Matress	
Condenser Mic	Condenser Mic	05-Aug-20
Studio Light	Studio Light	05-Aug-20
Web Cam	Web Cam	05-Aug-20
Soft Box	Soft Box	05-Aug-20
Condenser podcast microphon	Condenser podcast microphon	16-Oct-20
Cameras	Security Cameras	30-Nov-20
Ring Light	Ring Light	30-Nov-20
Audionic Speaker	Audionic Speaker	30-Nov-20
Hard Disk	Hard Disk	30-Nov-20
Prestige deep pryer		
LED TV	TV	30-May-22
Padestal fans	Padestal fans	31-Aug-22
Padestal fans	Padestal fans	31-Aug-22
Padestal fans	Padestal fans	31-Aug-22
Padestal fans	Padestal fans	31-Aug-22
Sound System	Mixer, Two speakers, 3 wireless mics	30-Nov-22
<b>Laptop</b>		
Laptop	HP Pavilion 15-CC 120TX Ci5 8250	30-Oct-18
Laptop	HP Pavilion 15-CC 120TX Ci5 8250	30-Oct-18



Catogary	Item Description	Date of Purchase
Laptop	HP Pavilion 15-CC 120TX Ci5 8250	30-Oct-18
Laptop	HP Pavilion 15-CC 120TX Ci5 8250	30-Oct-18
Laptop	HP Pavilion 15-CC 120TX Ci5 8250	30-Oct-18
Laptop	HP Pavilion 15-CC 120TX Ci5 8250	30-Oct-18
Laptop	HP Pavilion 15-CC 120TX Ci5 8250	30-Oct-18
Laptop	HP ENVY AD111TX 8250U	31-Oct-18
Laptop	HP Omen Core i7 8th Gen.	07-Jan-19
Laptop	HP Probook 440 G7	04-Dec-20
Laptop	HP Probook 440 G7	04-Dec-20
Laptop	HP Probook 440 G7	04-Dec-20
Laptop	Microsoft surface pro7	04-Dec-20
Laptop	Apple Macbook Air M1	04-Dec-20
LED Monitors		
Laptop Kady		
laptop	HP Pavilion Cu1019TX	25-Oct-19
laptop	HP Pavilion Cu1019TX	25-Oct-19
laptop	HP Pavilion Cu1019TX	25-Oct-19
laptop	HP Elitebook 840 G5 8th Gen	25-Oct-19
<b>Lab Equipment</b>		
Lab Equipment	3D Printer	09-Dec-20
Lab Equipment	Drill Press	09-Dec-20
Lab Equipment	Hand Drill	09-Dec-20
Lab Equipment	Drill Bit Kit	09-Dec-20
Lab Equipment	Design Pc	09-Dec-20
Lab Equipment	Laser Printer	09-Dec-20
Lab Equipment	Heat Press Kit	09-Dec-20
Lab Equipment	Solder Station	09-Dec-20
Lab Equipment	Solder Wire Set	09-Dec-20
Lab Equipment	Oscilloscope	09-Dec-20
Lab Equipment	Power Supply	09-Dec-20
Lab Equipment	Hammer Set	09-Dec-20
Lab Equipment	Spanner Set	09-Dec-20
Lab Equipment	Rachet Set	09-Dec-20
Lab Equipment	Hand File Set	09-Dec-20
Lab Equipment	Screw driver set	09-Dec-20
Lab Equipment	Speed Tightener	09-Dec-20
Lab Equipment	Wood Hand Router	09-Dec-20
Lab Equipment	Hand Planner	09-Dec-20
Lab Equipment	Miter saw	09-Dec-20



























Category	Item Description	Date of Purchase
Chair	Conference Wooden Stool	13-Dec-16
Chair	Café Chair	01-Dec-16
Chair	Café Chair	01-Dec-16
Chair	Café Chair	01-Dec-16
Chair	Café Chair	01-Dec-16
Chair	Café Chair	01-Dec-16
Chair	Café Chair	01-Dec-16
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Chair	Café Chair	01-Dec-16
Chair	Café Chair	01-Dec-16
Chair	Café Chair	01-Dec-16
Chair	Café Chair	01-Dec-16
Chair	Work Station Chair	15-Dec-16







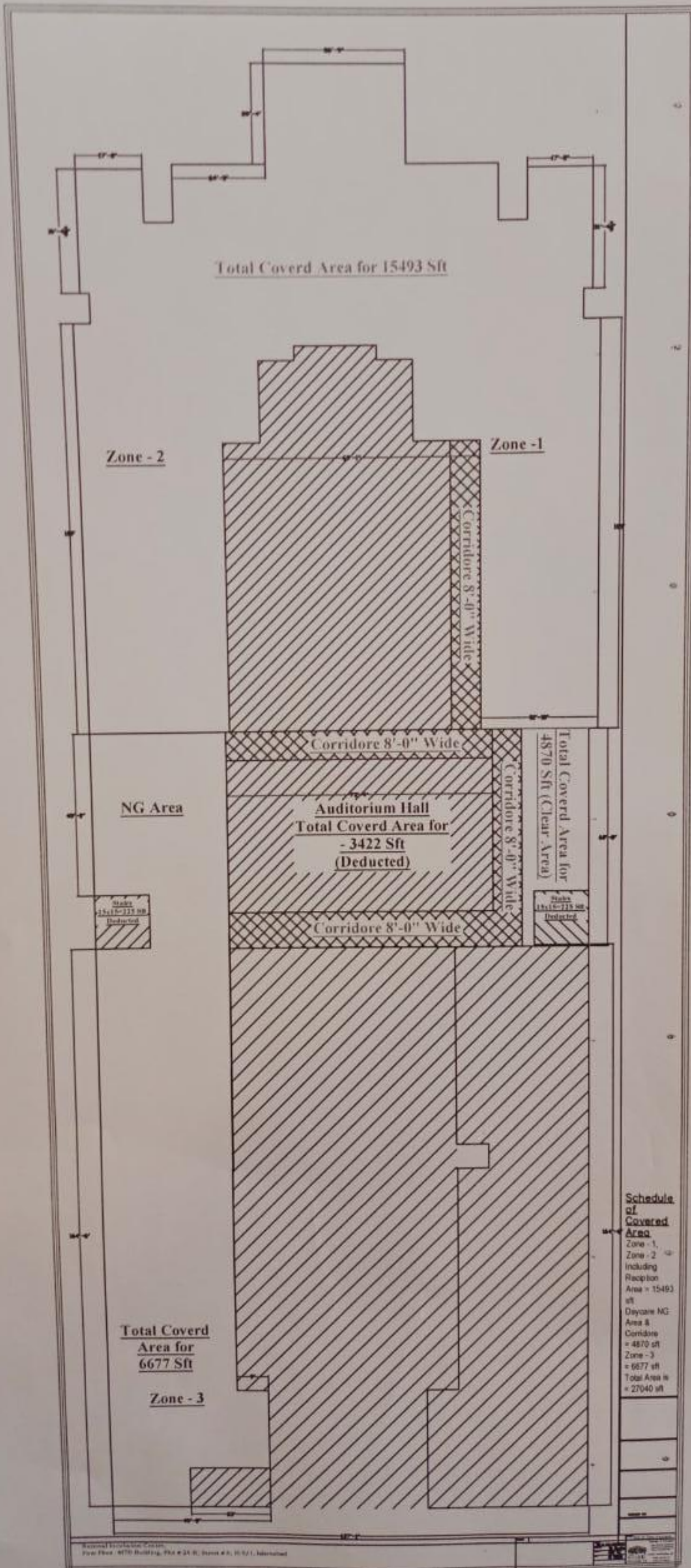






Catogary	Item Description	Date of Purchase
Bean Bags	Bean Bags	13-Dec-18
Bean Bags	Bean Bags	13-Dec-18
Bean Bags	Bean Bags	13-Dec-18
Bean Bags	Bean Bags	13-Dec-18
Bean Bags	Bean Bags	13-Dec-18
Fun Slide	Slide	11-Jun-19
Mobile Charging Hub	Charging Dock	30-Nov-22
Wooden cabinet	Cabinet	28-Nov-22
<b>Fixtures</b>		
TV	LED	17-Jan-17
TV	LED	17-Jan-17
TV	LED	17-Jan-17
TV	LED	17-Jan-17
TV	LED	17-Jan-17
TV	LED	17-Jan-17
TV	LED	17-Jan-17
TV	LED	17-Jan-17
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TV	LED	17-Jan-17
TV	LED	17-Jan-17
TV	LED	17-Jan-17
TV	LED	17-Jan-17
TV	LED	17-Jan-17
Gyser	Gyser, Wire , plumbing	16-Mar-18
Freezer	Vertical Freezer	14-Jun-18
Emergency Exit Slides	Fiber Slides	11-Oct-18
Emergency Exit Slides	Fiber Slides	11-Oct-18
Sound System	Audio speaker Amplifier	23-Jan-18
Fixture work by IDI		
Cables and Labour charges		
CCTV Camera with installation	CCTV	07-Jan-19
Supply and Installation of s.s sheets sliding		
Partition Wall fabric, Steel, Carpeting, Wall Mounteo Fan, paper Glass, Electical equi...		31-Oct-19
<b>Backup</b>		
UPS	UPS-20kva	28-Dec-17
UPS	UPS-30kva	28-Dec-17
Electric Generator	Electric Generator	02-Jan-17
Transformer 400KVA	Transformer 400KVA	23-Aug-17

Catogary	Item Description	Date of Purchase
Cables and other installation charges		
12V-7AH Dry batteries for UPS 20KVA	UPS Batteries	31-May-22
12V-7AH Dry batteries for UPS 20KVA	UPS Batteries	28/11/2022
<b>Design and Branding</b>		
Design and Branding	Allocation of Design and Branding Cost - IDI	
Design and Branding	NIC App (Android & Iphone) &LMS	
Design and Branding	NIC Wordpress Website development	
Reversal		
Design and Branding	Website development & maintenance	
Design and Branding	Transparent Sticker,vinyl with pasting and logo p	20-Aug-19
Design and Branding	Sign board, search lights, weather sheets etc	31-Oct-19
Design and Branding	LED Board for makerspace with logo and fitting	31-Dec-21
Design and Branding	Startup Cafe Sign for Startup Cafe wall	30-May-22



**Schedule of Covered Area**

- Zone - 1
- Zone - 2
- Including Reception Area = 15493 sqft
- Daycare NG Area & Corridore = 4870 sqft
- Zone - 3 = 6677 sqft
- Total Area is = 27040 sqft



# Al Sami Associates

Engineers, Contractors & General Order Suppliers

GST No. 2600424248619

MOFA VENDER # 30322153



NTN No. 4242486-7

TO.  
Manager Admin  
National Incubation Centre, Islamabad.

## Office Measurement/Covered Area

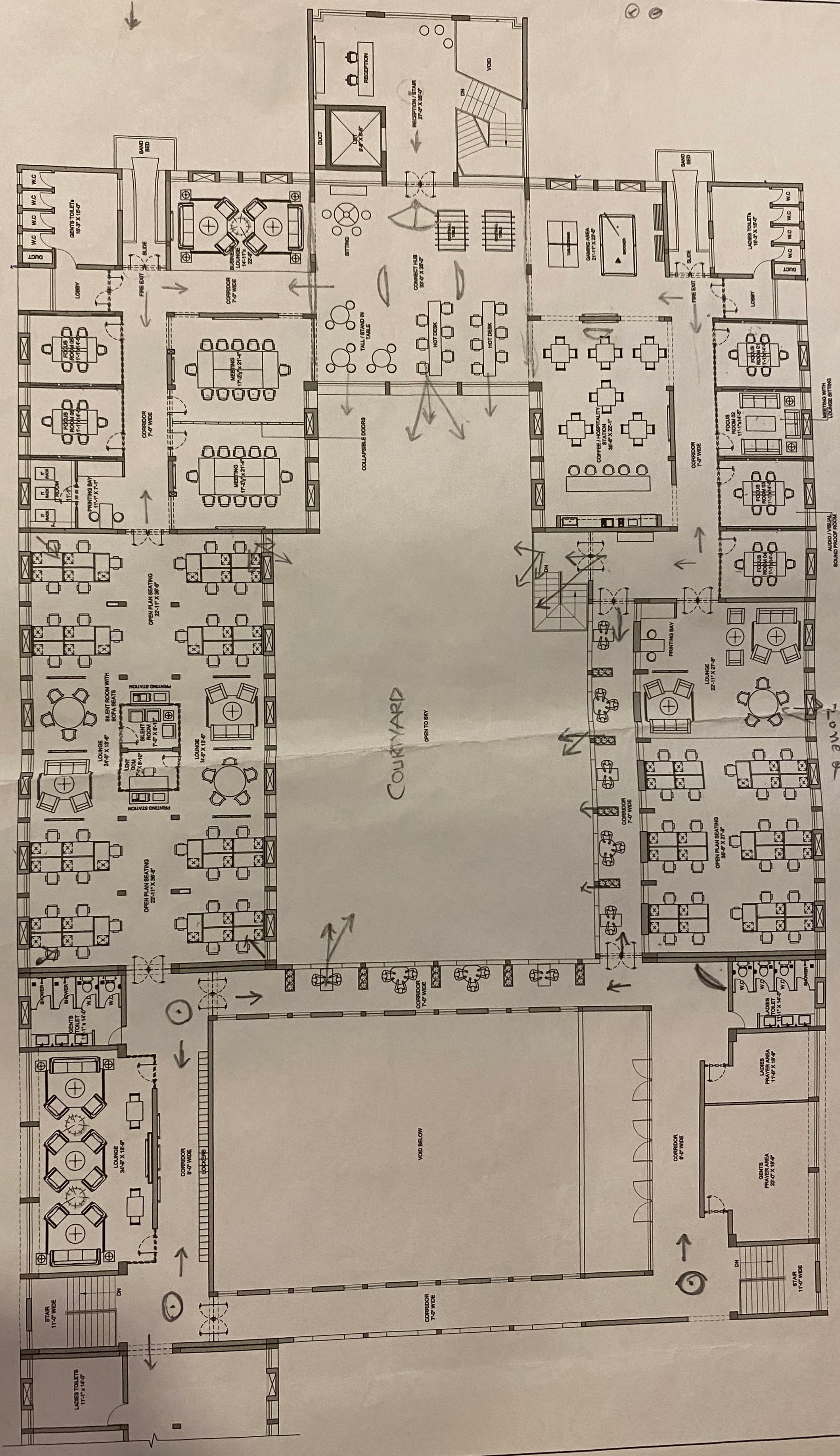
National Incubation Centre, Islamabad.

DATED-01/03/2022

## Office Measurement/Covered Area

S #	DESCRIPTION	QTY	UNIT	Toatal Sft
1	Zone - 1, Zone - 2 Includin Reception Area	14869	Sft	23987.0
2	Daycare NG Area & Corridore	2441	Sft	
3	Zone - 3	6677.0	Sft	





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No.	DATE:	REVISIONS:

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APPROV BY:	
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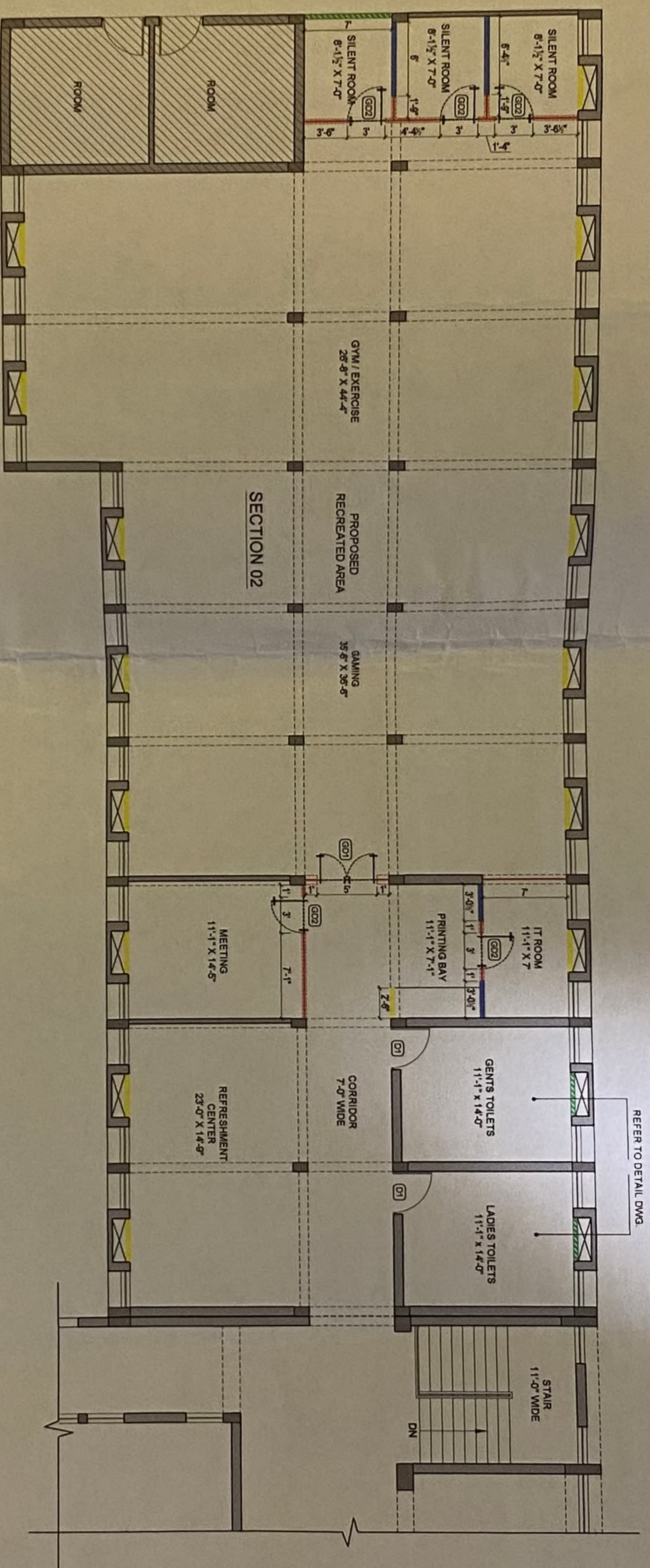
PROJECT:	JAZZ XLR8 NATIONAL INCUBATION CENTRE, ISLAMABAD.
TITLE:	ARRANGEMENT PLAN - FIRST FLOOR SECTION 01
DRG. NO.	000 / ID / 100

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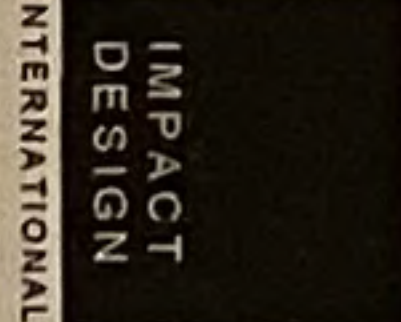
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[Pattern]	PROPOSED R.C.C STRUCTURE
[Pattern]	PROPOSED GYPSUM PARTITIONS
[Pattern]	PROPOSED GLASS PARTITIONS
[Pattern]	PROPOSED M.I.D.F PARTITIONS



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STATUS: CONSTRUCTION		PROJECT: JAZZ XLRB NATIONAL INCUBATION CENTRE, ISLAMABAD..	
TITLE: WORKING PLAN - FIRST FLOOR SECTION 02		DRG NO 000 \ I D \ 08	
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