REQUEST FOR PROPOSAL

Title of Service:
Bangladesh Japan ICT Engineers Training (B-JET) Program

Date: 11 November, 2020

Bangladesh Computer Council
Information and Communication Technology Division

Section 1. Letter of Invitation

Subject: Request for Proposal
Reference Number: 56.00.0000.000.25.001.20-497; Date: 11 November 2020
Reference Title: Bangladesh Japan ICT Engineers Training (B-JET) program

Bangladesh Computer Council (BCC) is inviting proposal to provide the following services: B-JET program. More details of the services are provided in the Terms of Reference.

The RFP includes the following documents
    Section 1 - Letter of Invitation (LOI)
    Section 2 - Summary Sheet of the Instruction to companies/universities.
    Section 3 - Instruction to companies/universities.
    Section 4 - Technical Proposal Forms
    Section 5 - Terms of Reference (TOR)
    Section 6 - Draft MoU
    Section 7 - Brief on B-JET Program

Sincerely,

_____
Md. Golam Sarwar
Project Director
The Project for Skilled Development of IT Engineers Targeting Japanese Market
Bangladesh Computer Council

Section 2. Summary Sheet of the Instruction to Companies and Universities

1.	**Name of the assignment**	Bangladesh Japan ICT Engineers Training (B-JET) program
2.	**Officer in charge**	Md. Golam Sarwar Project Director The Project for Skilled Development of IT Engineers Targeting Japanese Market Bangladesh Computer Council Telephone: 55006847 Facsimile: 55006791 E-mail: engr.sarwar@bcc.gov.bd
3.	**Pre-proposal conference**	A pre-proposal conference will be held: Yes___ No ✔
4.	**Proposal submission deadline**	**Date:** 02 December 2020 **Time:** 12:30 PM (Dhaka Time)
5.	**Proposal submission address by hand**	Ground Floor Bangladesh Computer Council ICT Tower Agargaon, Dhaka
6.	**Proposal submission address by mail**	Md. Golam Sarwar Project Director The Project for Skilled Development of IT Engineers Targeting Japanese Market Bangladesh Computer Council ICT Tower (2nd Floor) Agargaon, Dhaka

Section 3. Instructions to Companies and Universities

A. General Provisions

1. Introduction

Private companies and/or govt. approved universities are invited to submit a Technical Proposal for the services required for the assignment (hereinafter called the "Proposal"). The Proposal will be the basis for negotiating and ultimately signing Memorandum of Understanding with one certified organization. Joint Venture of a private company, university and public sector in Japan is preferable.

B. Preparation of Proposal

2. **General Considerations**

In preparing the Proposal, the company or university is expected to examine the Request for Proposal (hereinafter called the "RFP") in detail. Material deficiencies in providing the information requested in the RFP may result in rejection of the Proposal.

3. **Cost of Preparation of Proposal**

The company or university shall bear all costs associated with the preparation and submission of its Proposal and BCC shall not be responsible or liable for those costs, regardless of the conduct or outcome of the selection process. BCC is not bound to accept any proposal, and reserves the right to annul the selection process at any time prior to Contract award, without thereby incurring any liability to the Frim.

4. **Language**

The Proposal, as well as all correspondence and documents relating to the Proposal exchanged between the company or university and BCC, shall be written in English.

5. **Documents Comprising the Proposal**

The Proposal shall comprise the documents and forms listed below;
  Inner Envelope with the Technical Proposal:
  (1) TECH-1
  (2) TECH-2
  (3) TECH-3
  (4) TECH-4
  (5) TECH-5
  (6) TECH-6
  (7) Updated Trade License for company
  (8) UGC Approval Documents for University
  (9) TIN Certificate
  (10) VAT Registration Certificate
  (11) Joint Venture Agreement Document if applicable
  (12) Manpower Export License if available
  (13) Brochure/catalogue

6. **No. of Proposals**

The company or university shall submit only one Proposal, either in its own name or as part of a Joint Venture in another Proposal.

7. Proposal Validity		Proposal must remain valid for 60 calendar days after the Proposal submission deadline.

8. Clarification and Amendment of RFP

The company or university may request a clarification of any part of the RFP no later than 19 November 2020. Any request for clarification must be sent by email, to BCC's address indicated in **Section 2. Summary Sheet of the Instruction to** companies or universities. BCC will respond by email, and will publish the clarification at BCC's web site (including an explanation of the query but without identifying its source) by 23 November 2020. Should BCC deem it necessary to amend the RFP as a result of a clarification, it shall do so following the procedure described below;

(1) At any time before the proposal submission deadline, BCC may amend the RFP by issuing an amendment in writing or by standard electronic means. **The amendment shall be published at BCC's web site (www.bcc.gov.bd).**

(2) If the amendment is substantial, BCC may extend the proposal submission deadline with reasonable time to take an amendment into account in their Proposal.

9. Technical Proposal Format and Content

9.1 The Technical Proposal shall not include any financial information. A Technical Proposal containing financial details shall be declared non-responsive.

9.2 The companies or universities is required to submit a Technical Proposal using the standard forms provided in **Section 4. Technical Proposal Forms**.

C. Submission, Opening and Evaluation

10. Submission, Sealing, and Marking of Proposal

10.1 The companies or universities shall submit a signed and complete Proposal comprising the documents and forms in accordance with Clause 5 (Documents Comprising Proposal). The submission can be done by courier/ postal service or by hand.

10.2 Any modifications, revisions, interlineations, erasures, or overwriting shall be valid only if they are signed or initiated by the person signing the Proposal.

10.3 The signed Proposal shall be marked "ORIGINAL", and its copies marked "COPY" as appropriate. The number of copies is as stated below;

(1) **Technical Proposal:** one (1) original and 3 copies;

10.4 The original and all the copies of the Technical Proposal shall be placed inside of a sealed envelope clearly marked "**TECHNICAL PROPOSAL**", "Bangladesh Japan ICT Engineers Training (B-JET) program", name and address

of the company or university, and with a warning "**DO NOT OPEN UNTIL 12:30 P.M., 02 DECEMBER 2020**."

10.5 The sealed envelopes containing the Technical Proposal shall be placed into one outer envelope and sealed. This outer envelope shall bear the submission address, the name of the assignment, company's or university's name and the address, and shall be clearly marked "**DO NOT OPEN BEFORE 12:30 P.M., 02 DECEMBER 2020**".

10.6 If the envelopes and packages with the Proposal are not sealed and marked as required, BCC will assume no responsibility for the misplacement, loss, or premature opening of the Proposal.

10.7 The Proposal must be sent to the address and received by BCC no later than the deadline indicated in **Section 2. Summary Sheet of the Instruction to Consultants**, or any extension to this deadline. Any Proposal received by BCC after the deadline may be declared late and rejected, and promptly returned unopened.

11. Confidentiality

From the time the Proposal are opened to the time the Contract is awarded, the company or university should not contact BCC on any matter related to its Technical Proposal. Information relating to the evaluation of Proposal and award recommendations shall not be disclosed to the Firms which submitted the Proposal or to any other party not officially concerned with the process, until the publication of the Contract award information.

12. Proposal Evaluation

The companies or universities are not permitted to alter or modify its Proposal in any way after the proposal submission deadline. While evaluating the Proposal, BCC will conduct the evaluation solely on the basis of the submitted Technical Proposal.

13. Evaluation of Technical Proposal

13.1 BCC shall evaluate the Technical Proposal on the basis of their responsiveness to the TOR and the RFP, applying the evaluation criteria, sub-criteria, and point system described below;

I company's or university's general experience and competence in the field covered by the TOR: 20 points

II Adequacy of the proposed approach, methodology and work plan in responding to the TOR: 30 points

III Experience and records of the staff members to be assigned to the work: 30 points
   a) Program Manager: 10 points
   b) Experts for Administration: 10 points
   c) Experts for Japanese Language: 10 points

IV Additional Points: 20 points

Total Points for Four Criteria: 100

13.2 Each responsive Proposal will be given a technical score. A Proposal shall be rejected at this stage if it does not respond to important aspects of the RFP or if it fails to achieve the minimum technical score (St) required to pass: 60

14. Quality-based Evaluation

14.1 The total score is calculated by weighting the technical scores and adding them. Proposal are ranked according to their scores given to the Technical Proposal.

14.2 The company or university achieving the highest technical score will be invited for negotiation.

D. Negotiation and Award

15. Negotiation

The negotiation will be held after evaluating the proposal with the successful company's or university's representative(s).
[Technical negotiation]
15.1 The negotiation include discussion of the Terms of Reference (TOR), the proposed methodology, BCC's inputs, and the Content of MOU. These discussion shall not substantially alter the original scope of services under the TOR, in order that the quality of the service of the initial evaluation may not be affected.

16. Conclusion of Negotiation

16.1 The negotiation will be concluded with a review of the finalized draft MOU, which then shall be initiated by BCC and the company's or university's authorized representative.

16.2 If the negotiation fail, BCC shall terminate the negotiation informing the company or university of the reasons for doing so and will invite the next-ranked company or university for negotiation.

17. Award of Contract

17.1 After completing the negotiation BCC shall select and sign the MOU with the best suitable company or university, and promptly notify the decision to the other companies or universities.

17.2 The company or university is expected to commence the assignment on the date of MOU singing**.**

Section 4. Technical Proposal Forms

{Notes to company or university shown in brackets { } throughout Section 4 provide guidance to the company or university to prepare the Technical Proposal; they should not appear on the Proposal to be submitted.}

Checklist of Required Forms

Form	Description	Page Limit
TECH-1	Technical Proposal Submission Form	1

TECH-2	Company's or University's Organization and Experience
	    A. Company's or University's Organization
	    B. Company's or University's Experience
		3

TECH-3	Description of the Approach, Methodology, and Work Plan for Performing the Assignment	3
TECH-4	Work Schedule and Planning for Deliverables	4
TECH-5	Personnel Schedule	4
TECH-6	Curriculum Vitae (CV) for Experts (Program Manager, Experts for Administration, Experts for Japanese Language)	9

Form TECH-1

TECHNICAL PROPOSAL SUBMISSION FORM

{Location, Date}

To:

Project Director
The Project for Skills Development of IT Engineers Targeting Japanese Market
Bangladesh Computer Council
ICT Tower, Agaragon, Dhaka

Dear Sir:

We, the undersigned, offer to provide the services for Bangladesh Japan ICT Engineers Training (B-JET) program in accordance with your Request for Proposal dated 11.11.2020. We are hereby submitting our Proposal which includes this Technical Proposal in a sealed envelope.

We hereby declare that:
  (a)   All the information and statements made in this Proposal are true and we accept that any misinterpretation or misrepresentation contained in this Proposal may lead to our disqualification by BCC.
  (b)   Our Proposal shall be valid and remain binding upon us for the period of time specified in the Instructions to companies and universities.
  (c)   Our Proposal is binding upon us and subject to any modifications resulting from the Contract negotiation.

We undertake, if our Proposal is accepted and MOU is signed, to initiate the Services related to the assignment no later than the expected date for the commencement of the Services indicated in the Summary Sheet of the Instruction to companies and universities.

We understand that you are not bound to accept any Proposal that you receive.

We remain,

Yours sincerely,

Authorized Signature {In full and initials}: _____

Name and Title of Signatory: _____

Name of Company or University: _____

Address: _____

Contact information (phone and e-mail): _____

Form TECH-2

COMPANY'S OR UNIVERSITY'S ORGANIZATION AND EXPERIENCE

{Form TECH-2: a brief description of the company's or university's organization and an outline of the recent experience of the company or university that is most relevant to the assignment. In the case of a joint venture, information on similar assignments shall be provided for each partner. For each assignment, the outline should indicate the duration of the assignment, and the company's or university's role/involvement.}

A - Company's or University's Organization

{Provide here a brief description of the background and organization of your company or university, and - in case of a joint venture - of each member for this assignment, including organizational chart, a list of Board of Directors, and beneficial ownership. Please attach a Brochure or report of your company or university.}

B - Company's or University's Experience

{List only those experiences of which the company or university provided training program in the last 5 years. Experiences completed by the company's or university's individual experts working privately or through other firms cannot be claimed as the relevant experience of the company or university, or that of the company's or university's partners or sub-consultants, but can be claimed by the experts themselves in their CVs. The companies or universities should be prepared to substantiate the claimed experience by presenting copies of relevant documents and references if so requested by BCC.}

Duration	Outline of the Training Program (Contents, number of the trainees, etc.)	How to select the trainee	Number of the trainees sent to Japan out of the Program	How to send the trainee
{e.g., Jul.-Dec, 2016}	{e.g., "Give Japanese Language class and Japanese Business Manner class to 10 trainees}	{e.g., Selected by public offering}	{e.g., 5 trainees}	{e.g., in collaboration with XX company which has official license of sending manpower to overseas.(Photocopy of the license is attached}
{e.g., Jan-May 2015}	{e.g., "Give ICT Skill class and Japanese Language class to 3 trainees. }	{e.g., Employees of the company}	{e.g., 3 trainees}	{e.g., dispatched from the company as a representative in Tokyo}

Form TECH-3

DESCRIPTION OF APPROACH, METHODOLOGY, AND WORK PLAN FOR PERFORMING THE ASSIGNMENT

{Form TECH-3: a description of the approach, methodology, and work plan for performing the assignment}

{Suggested structure of your Technical Proposal}
a) ***Technical Approach, Methodology, and Organization of the Consultant's team***.
{Please explain your understanding of the objectives of the assignment as outlined in the Terms of Reference (TOR), the technical approach, and the methodology you would adopt for implementing the tasks to deliver the expected output(s); the degree of detail of such output; and describe the structure and composition of your team. Please do not repeat/copy the TOR in here.}

b) ***Work Plan and Staffing***.
{Please outline the plan for the implementation of the main activities/tasks of the assignment, their content and duration, and so on. The proposed work plan should be consistent with the technical approach and methodology, showing understanding of the TOR and ability to translate them into a feasible working plan and work schedule showing the assigned tasks for each expert. A list of the final documents (including reports) to be delivered as final output(s) should be included here. The work plan should be consistent with the FORM Tech-4 (Work Schedule).}

c) ***Comments (on the TOR and on counterpart staff and facilities)***
{Your suggestions should be concise and to the point, and incorporated in your Proposal. Please also include comments, if any, on counterpart staff and facilities to be provided by BCC. For example, administrative support, office space, equipment, data, background reports, etc.}

Form TECH-4: WORK SCHEDULE

N°	Activity	Months										
		1	2	3	4	5	6	7	8	9	.....	n

{1. List the deliverables with the breakdown for activities required to produce them and other benchmarks such as BCC's approvals. For phased assignments, indicate the activities, delivery of reports, and benchmarks separately for each phase.
2. Duration of activities shall be indicated in a form of a bar chart.
3. Include a legend, if necessary, to help read the chart.}

Form TECH-5: PERSONNEL SCHEDULE

N°	Name of Expert / Position	Input of the Personnel													Total person-month input
		1	2	3	4	5	6	7	8	9	10	11	12	n	
EXPERT(S)															
1															
2															
3															
4															
n															
												Sub-Total			
Other Personnel															
1															
2															
n															
												Sub-Total			

{1. For experts the input should be indicated individually; for other personnel it should be indicated individually, or, if appropriate, by category (e.g. economists, financial analysts, etc.).

2. Months are counted from the start of the assignment.

 ▬ Full time input

 ▨ Part time input}

FORM TECH-6

CURRICULUM VITAE (CV) FOR EXPERTS

Position Title	{e.g., TEAM LEADER}
Name of Expert:	{Insert full name}
Date of Birth:	{Insert day/month/year}
Country of Citizenship / Residence	{Insert name of country}

Education: {List college/university or other specialized education, giving names of educational institutions, dates attended, degree(s)/diploma(s) obtained}

_____

_____

_____

Training & Certification: {List other specialized training, giving names of educational institutions, dates attended, certificate(s) obtained}

_____

_____

_____

Employment record relevant to the assignment:
{Starting with present position. Please provide dates, name of employing organization, titles of positions held, types of activities performed and location of the assignment, and contact information of previous clients and employing organization(s) who can be contacted for references. Please do not include past employment record which is not relevant to the assignment.}

Period	Employing organization and your title/position. Contact info for references	Country	Summary of activities performed relevant to the Assignment

{e.g., May 2018-present}	Title/Position:
	Organization:
	Contact details of the organization:
	  (i) Phone:
	  (ii) Fax:
	  (ii) e-mail:
	  (iii) website:		

Membership of Professional Associations:

_____

_____

Publications:

_____

_____

Language Skills (indicate only languages in which you can work):

_____

Expert's contact information (e-mail, phone) :

_____

Declaration:

I, the undersigned, certify that to the best of my knowledge and belief, this CV correctly describes myself, my qualifications, and my experience, and I am available to undertake the assignment in case of an award. I understand that any misstatement or misrepresentation described herein may lead to my disqualification or dismissal by BCC.

_____

Name of Expert   Signature   Date {day/month/year}

_____

Name of authorized   Signature   Date {day/month/year}
Representative of the Consultant
(the same who signs the Proposal)

Section 5. Terms of Reference (TOR)

1. Background

Government of Japan (JICA) and Bangladesh Computer Council (BCC) jointly organized the B-JET Program. The B-JET Program is a Human resource skill development program for Bangladeshi ICT Engineers who would like to start career opportunity in Japan. Through this B-JET program ICT engineers get 3 months training. They get training on 3 domains:

1. Japanese Language- As in Japan if any foreign engineers want to start their career, they will have to be able to communicate in Japanese. As communication is one of the most important factors that is why B-JET Program teaches them Japanese language for 3 months total 260 hours. The target is to achieve the basic conversation level in Japanese and can complete the interview with the Japanese company in Japanese language.
2. ICT – Focuses on Information Technology Engineers Examination (ITEE) FE exam. So that trainees can pass the ITEE FE exam which is important to work with the Japanese IT company.
3. Business Manner – Business manner classes help trainees to prepare themselves to face the interview with the Japanese company as well as they get to know the culture of Japanese company which helps them to adjust with Japanese corporate culture.

After the successful completion of B-JET Program pilot phase, BCC and JICA want to continue this training program under the supervision of Bangladeshi organization.

As for reference, more details information on B-JET can be found in Section 7.

2. Objective(s) of the Assignment
To operate this program by following all the criteria mentioned below.

3. Duration of the Agreement
  2 years

4. Scope of Services, Tasks (Components) and Expected Deliverables
Specifically, carry out following criteria.

<u>Criteria to be full filled by the interested organization:</u>

1. Interested organization should be a private company or university in Bangladesh.
2. Interested organization should provide human resource skill development program for Bangladeshi ICT Engineers who would like to start career opportunity in Japan.
3. Interested organization should prepare the qualified professional teachers and appropriate system to teach Japanese language and Japanese business manner.
4. Interested organization should provide Japanese language class more than 300 hours per batch in Bangladesh.
5. Interested organization should prepare all budget, logistics and human resources, which are necessary for training.
6. Interested organization should submit the report of the training to BCC and attend monitoring meeting organized by BCC every batch.

7. Interested organization will have to bear all the related expenses of this program. BCC or JICA will not bear any expenses.

Criteria to be considered as additional point by the interested organization:

1. Have collaboration with private company, university and public sector in Japan.
2. Provide training more than 80 Bangladeshi ICT engineers in a year.
3. Plan to teach not only Japanese language and Japanese business manner but also ICT.
4. Provide employment support in abroad.
5. Add ITEE FE certification as a requirement in the candidate screening.

5.   Team Composition &Qualification Requirements for the Experts (and any other requirements which will be used for evaluating the Experts)

 (a) Program Manager
  Have a wealth of experience in training management.
  Have experience in managing training program for ICT Engineers Targeting Japan, recruiting ICT Engineers and sending them to Japan.

 (b) Experts for Administration
  Have experience in recruiting ICT Engineers to send them Japan

 (c) Experts for Japanese Language
  Have a wealth of experience in teaching Japanese language.

The selected organization/institution will get the following benefits:

1. B-JET curriculum and know-how including all the training materials;
2. B-JET Facebook page which has more than 70 thousand members;
3. BCC will publish B-JET advertisement in BCC's website and BCC's facebook page;
4. Selected organization/institution will leverage the B-JET brand in broadening its horizon;
5. The institution will have market presence in the Japanese market through B-JET program and its graduates;
6. Certified organization will have the privilege to use the logo of BCC for B-JET program;
7. BCC will jointly sign the B-JET certificates of the trainees with the certified organization;
8. Representative(s) of BCC will attend the Course Inauguration Ceremony & Certificate Awarding Ceremony of B-JET Program;

6. Reporting Requirements and Time Schedule for Deliverables

The company or university should submit the report of the training to BCC and attend monitoring meeting organized by BCC every batch or as and when requested.

Section 6. Draft MoU
Draft
MEMORANDUM OF UNDERSTANDING
Regarding Bangladesh Japan ICT Engineers Training (B-JET) Program

This Memorandum of Understanding (hereinafter referred to as the "MOU") is made on ------ --- 2020 (hereinafter referred to as the "Effective date") between

Bangladesh Computer Council (BCC) with a registered address at BCC Bhaban, Agargaon, Sher-e-Bangla Nagar, Dhaka 1207, Bangladesh.

And

Certified Organization with a registered address at ----------------------- -------------- ----- ------ ---------- ----------------- ------------------ --------------- -------------- ---

BCC and Certified Organization shall be hereinafter collectively referred to as the "Parties" and individually as a "Party".

WHEREAS
    (A)   The Parties recognize MEMORANDUM OF UNDERSTANDING BETWEEN PARTIES AT THE ICT TOWER, dated -----------, 2020 regarding the Bangladesh Japan ICT Engineers Training (B-JET) Program.

NOW, THEREFORE, the Parties hereby agree to conclude the MOU as follows:

1   Goals

1.1 The goals of B-JET are:

    a) To develop competent and skilled IT human resource capable to work in Japan and Japan-based Bangladeshi ICT companies.
    b) To promote the mobility of IT human resources in home and abroad.

2   Roles and Responsibilities

2.1 Roles and Responsibilities of the Certified Organization are:

    a) To advertise for B-JET training Program;
    b) To conduct written exam and viva-voce for selecting participants;

c) To conduct B-JET training program following the curriculum handed over by BCC;
d) To engage necessary faculty members/trainers for B-JET program;
e) To provide training to at least 80 Bangladeshi ICT engineers in a calendar year;
f) To provide job placement support in home and abroad for the B-JET graduates;
g) To hold the Course Inauguration Ceremony and Certificate Awarding Ceremony;
h) To inform BCC about advertisement of new training circular;
i) To bear the training expenses of B-JET training program;
j) To invite BCC in the Course Inauguration Ceremony and Certificate Awarding Ceremony;
k) To report BCC about the job placement status of the B-JET graduates;
l) To attend the discussion meetings invited by BCC.

2.2 Roles and Responsibilities of BCC are:

a) To share B-JET curriculum and know-how including all the training materials;
b) To share administrative role of B-JET Facebook page;
c) To publish B-JET advertisement in BCC's website and BCC's facebook page;
d) To jointly sign the B-JET certificates of the trainees with the certified organization.
e) To attend the Course Inauguration Ceremony & Certificate Awarding Ceremony of B-JET Program.
f) To arrange review meeting with the certified organization and JICA.

2.3 Roles and Responsibilities of the Parties are:

a) To uphold the brand image of B-JET Program;
b) To uphold the brand image of Bangladeshi ICT graduates.

3 Confidentiality

3.1 The Parties shall not disclose to a third party any confidential information of the other Parties and/or the examinee(s) without receiving the written consent from the owner. For the purpose of this MOU, confidential information shall mean personal information of examinee(s), technical or business information in writing, oral, and/or in any form useful for business activities, that is kept secret and not known publicly. The confidentiality obligations set forth herein shall survive the expiration or termination of the MOU.

4 Intellectual Property

4.1 Intellectual property developed or created exclusively by one Party shall be the intellectual property of that Party, and intellectual property developed or created by collaboration among the Parties shall be the joint intellectual property of the Parties unless otherwise agreed by the Parties. Access to the joint intellectual property in any form of writing, publication or presentation is available to the Parties.

4.2 Nothing in this MOU alters or affects the ownership of any intellectual property unless otherwise agreed by the Parties.

5   Publication

5.1 Without the other Party's consent, each Party may publish and/or advertise and/or use any statistical data of the B-JET program, and the other Party's logo, and any information in relation to the cooperative activities under the MOU, provided that such publication and/or advertisement and/or use do not cause damage to the other Parties.

6   Term and Termination

6.1 This MOU shall be valid for a period of two (2) years from the Effective date and shall be automatically renewed thereafter on a year-to-year basis, unless the Parties agree in writing to terminate the MOU and give written notice to other Party at least sixty (60) days before the expiration of the original term or any such extension of this MOU.

6.2 In case that either Party desires to terminate its Roles and Responsibilities under the MOU, such party shall give written notice to other Party at least sixty (60) days before the termination of its Roles and Responsibilities.

7   Miscellaneous

7.1 The provisions in this MOU shall be amended at any time with agreement by the Parties.

In witness whereof, the Parties affix their signatures below.

Signed for and on behalf of certified organization by:

_____

Date: ------------, 2020

Witnesses:

_____
Representative of Certified Organization

Date: ---------------, 2020

Signed for and on behalf of BCC by:

_____
Mr. Mohammad Enamul Kabir
Director (Training and Development)

_____
Md. Golam Sarwar
Project Director
The Project for Skills Development of IT
Engineers Targeting Japanese Market
Bangladesh Computer Council

Section 7. Brief on B-JET Program

ICT Sector has been given the highest priority by the Government of Bangladesh (hereinafter referred to as GOB) in its socio-economic agenda in line with its vision of "Digital Bangladesh". GOB has listed the ICT software industry as one of the seven High Priority Industries in the National Industrial Policy 2016. The growth of ICT and ITES market warrants the need for highly skilled engineers with globally acceptable qualities. Demand for ICT engineers who can work for Japanese Market is increasing because Japan is positioned as an important market after the US and the European market. However, the Bangladeshi companies are facing difficulties to overcome the barriers of Japanese language and its unique business.

Based on the policy to promote the use of ICT for social and economic development in Bangladesh, Bangladesh Computer Council (BCC) implements activities such as developing ICT infrastructure and related facilities, providing training courses on ICT skills, operating qualification system (IT Engineers Examination), and so on. With respect to IT Engineers Examination (ITEE), JICA completed a project with BCC "Capacity Building on Information Technology Engineers Examination (ITEE) Management Project" in 2016 in order to standardize the ICT Engineers' qualification system.

After introduction of ITEE exam in Bangladesh, JICA has started the Bangladesh Japan ICT Engineers Training (B-JET) program with Bangladesh Computer Council (BCC) under "The Project for Skilled Development of IT Engineers Training Japanese Market" to develop soft skills such as Japanese Language, business manner and ICT subject such as ITEE to enhance their skillset to successfully venture in the Japan IT market.

The B-JET Program is a Human resource skill development program for Bangladeshi ICT Engineers who would like to start career opportunity in Japan as well as in Japan-based Bangladeshi ICT companies. Through this training program, ICT graduates and professionals get 3 months training. They get training mainly on 3 domains. The areas are –

1. Japanese Language- As communication is one of the most important factors to secure job in Japan and Japan-based Bangladeshi ICT companies, B-JET Program provide training on Japanese language for 3 months, total duration 260 hours. The target is to achieve the basic conversation level in Japanese and can complete the interview with the Japanese company in Japanese language.

2. ICT – Focuses on ITEE FE exam. So that trainees can pass the ITEE FE exam which is important to work with the Japanese IT companies.

3. Business Manner – Business manner classes help trainees to prepare themselves to face the interview with the Japanese company as well as they get to know the culture of Japanese company which helps them to adjust with Japanese corporate culture.

JICA and BCC have successfully completed B-JET pilot program and this program becomes very attractive for ICT graduates and professionals. 75% B-JET graduates got job offer in Japan and almost rest of the trainees are working in Bangladesh mostly with local Japanese company. Job placement rate is almost 100%. Job placement history of this program is very satisfactory due to very efficient selection procedure and maintaining the quality of the training.

JICA and BCC would like to handover this exclusive flagship training program to the local Bangladeshi organization who will operate this program by following all the criteria of B-JET Program. JICA and BCC will select the best suitable local organization through this RFP.

--------------x--------------