



MEMORANDUM OF UNDERSTANDING

BETWEEN

PUNJAB INFORMATION TECHNOLOGY BOARD (PITB)

AND

GUJRANWALA CHAMBER OF COMMERCE & INDUSTRY

FOR PROJECT

ESTABLISHMENT OF JOB CENTER IN PUNJAB PROVINCE



MEMORANDUM OF UNDERSTANDING

THIS MEMORANDUM OF UNDERSTANDING (the "MOU") is made on 27th October, 2022.

BETWEEN

Punjab Information Technology Board, Lahore, having its Office at 11th Floor, Arfa Software Technology Park, 346-B, Ferozpur Road, Lahore, through its Chairman, (hereinafter referred to as the "**PITB**" which expression shall, where the context so admits, mean and include its successors-in-interest, nominee, legal representatives, administrators, and permitted assigns) of the **First Part**;

AND

The Gujranwala Chamber of Commerce and Industry "GCCCI" located as Chamber Plaza, Aiwan-e-Tijarat Rd, Model Town Rd, Model Town, Gujranwala, Punjab 52250, Pakistan." which expression shall, where the context so admits, mean and include its successors-in-interest, nominee, legal representatives, administrators, and permitted assigns) of the **Second Part**.

(PITB, GCCCI may hereinafter collectively be referred to as the "**Parties**" and singly as a "**Party**").

WHEREAS

- A. Punjab Information Technology Board (PITB) was set up by the Government of Punjab as an autonomous body to use synergies of the IT industry, academic institutions, and the government representatives on the PITB board to develop and implement consequential strategies, to enable our province to achieve its IT potential. PITB mission is to develop Information Technology as a major sphere of economic activity for sustainable development and promote its use in the public and private sectors for increasing efficiency and competitiveness.



B. The Gujranwala Chamber of Commerce & Industry (GCCI) is a corporate body licensed by the Government of Pakistan under the Trade Organization Ordinance 1961 (Revised 2007). It was established in 1978 and is working under the Directorate of Trade Organization, Ministry of Commerce, Government of Pakistan. The Gujranwala Chamber of Commerce & Industry is affiliated with the Federation of Pakistan Chamber of Commerce & Industry (FPCCI).

The Gujranwala Chamber of Commerce & Industry (GCCI), which enjoys the status of the apex body of trade and industry, has a significant and most distinguished role in the economic development of the city in particular and the country at large.

Now, Therefore, for good and valuable consideration the adequacy whereof is hereby confirmed and the mutual benefits to be derived therefrom, the representations and warranties, covenants, conditions, and promises contained herein below and intending to be legally bound, the Parties hereby agree as follows:

1. MILESTONES/ SCOPE

- i. Registration of working Human Capital
- ii. Registration of Employer Establishments
- iii. Creating a bridge between potential employer and employee through an IT system
- iv. Facilitation for Job Search to working Human Capital
- v. Placement of Kiosk Computer Machine with UPS & CCTV Camera at Gujranwala Chamber of Commerce & Industry
- vi. Consolidated database of Human Capital of Punjab

2. RESPONSIBILITIES OF GCCI

- i. Shall ensure the availability of main/backup power supply in Job Center location
- ii. Shall ensure the availability of backup internet connection
- iii. Shall appoint a secondary focal person for project operations.
- iv. Shall provide the security of the incoming flow of the general public and for the security purpose of the equipment & hardware delivered.



- v. Shall support PITB for integration of database with available data of registered members.
- vi. Shall be responsible for the security of IT equipment deployed by PITB
- vii. Secondary focal person from GCCI shall shadow the Office Assistants to hold a grip on routine operations of the project
- viii. Secondary focal person from GCCI shall Liaison with Office Assistants for facilitation to execute project operations
- ix. Secondary focal person from GCCI shall perform all the responsibilities of Office Assistant in his absence

3. RESPONSIBILITIES OF PITB

- i. Shall depute office Assistant at GCCI from handling routine job center operations.
- ii. His salary and other expenses will be catered to by PITB.
- iii. Shall deploy Kiosk computer machine with UPS & CCTV Security camera at GCCI
- iv. Responsible for the maintenance of Kiosk computer machine
- v. Shall deployed Signboards (Indoor signboards, Outdoor signboards) at GCCI
- vi. Shall be responsible for the training of IT System
- vii. Shall be responsible to ensure successful execution of the project
- viii. Shall oversee and ensure timely execution of project activities
- ix. Shall ensure the timely completion of project operations
- x. Shall be responsible for maintaining project reports and record keeping of project activities

4. COMPENSATION AGAINST SERVICES RENDERED

N/A

5. AMENDMENTS

This MOU shall be modified or amended only through signed documentation mutually agreed upon by the Parties.



6. CORRESPONDANCE/ NOTICES

All correspondence/notices to be given by any of the Parties hereto to the other pursuant to the provisions of this MOU shall be in writing and shall be sent by registered post, hand delivery or facsimile to the address of the Parties set out below or to such other address, or fax number as may from time to time be notified in writing by either of the Parties to the other.

If to PITB

Address:

Level 11, Arfa Software Technology Park, 346-B, Ferozpur Road, Lahore.

ATTN: Director (IT Ops), PITB

If to GCCI

Address:

The Gujranwala Chamber of Commerce and Industry GCCI, Chamber Plaza, Aiwane-Tijarat Rd, Model Town Rd, Model Town, Gujranwala, Punjab 52250, Pakistan.

ATTN: President, GCCI

7. ENTIRETY OF THE AGREEMENT

This MOU, consists of 06 pages, represents the entire and broader parameters of the agreement between the parties.

8. DATA SECURITY

Each party shall maintain physical, administrative, and technological safeguards as reasonably necessary and sufficient to protect the data and confidential information and shall also maintain in confidence and not disclose to any third party.

9. DURATION

The MOU shall be effective from 27th October, 2022 by the Parties mentioned in this document and may remain in force till 30th June 2024. Thereafter it shall be renewed on mutual consent if required.



IN WITNESS WHEREOF, the Parties hereby execute this MOU and This MOU shall become effective till project life.

FOR AND ON BEHALF OF PITB

FOR AND ON BEHALF OF GCCI

Mr./Ms. Arslan Manzoor

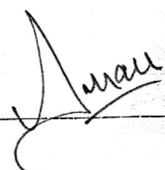
Mr./Ms. Zia ul Haq

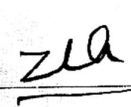
Joint Director

President,

Punjab Information Technology Board
Government of Punjab

The GUJRANWALA Chamber of Commerce
and Industry "GCCCI"

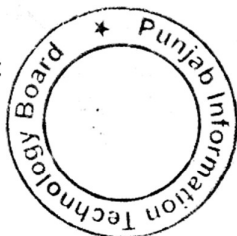
Signature: 

Signature: 

Date: 27-10-2022

Date: 27-10-2022

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