



TRADE DEVELOPMENT AUTHORITY OF PAKISTAN

***Consultancy Services for Installation of On-Grid
Solar System at Karachi Expo Centre***

REQUEST FOR PROPOSALS

November, 2021

Trade Development Authority of Pakistan, Government of Pakistan
3rd Floor, Block-A, FTC Building Shahre-e-Faisal, Karachi-Pakistan
Tel: 021 - 111-444-111

TABLE OF CONTENTS

<u>SECTIONS</u>	<u>PAGE NOs.</u>
Section 1 Letter of Invitation	Page # 3
Section 2 [Instruction to the Consultants]	Page # 4
Data Sheet	Page # 10
Section 3 [Terms of Reference/Scope of Work]	Page # 12
Section 4 [Technical Proposal – Standard Forms]	Page # 14
Section 5 [Financial Proposal – Standard Form]	Page # 19
Section 6 [Integrity Pact]	Page # 20

Section 1

LETTER OF INVITATION

Karachi: ___ November 2021

M/s _____

Trade Development Authority of Pakistan (TDAP) invites applications from well reputed Consultancy Firms registered with Income Tax and Sales Tax Departments and who are on Active Taxpayers List of the Federal Board of Revenue and qualified in all respects for consultancy services for installation of a 300KW On-Grid Solar System at the Karachi Expo Center (KEC)

The firm will be selected based on Fixed Budget under procedures described in this Request for Proposals document ("RFP"), in accordance with the policies of TDAP, PPRA Rules 2004 and regulations of Procurement of Consultancy Services Regulation 2010 (PCSR 2010) which can be found at www.ppra.org.pk

Consultants will be required to submit a report on the existing electricity system of KEC, prepare required documents for hiring of an electrical engineering firm for installation of the solar system, and implementation and monitoring of the installation of the solar system. The available budget for the consultancy services is PKR 500,000 (including all taxes). Proposals that exceed the indicative budget shall be rejected.

This RFP document includes the following documents:

- | | |
|------------|---------------------------------------|
| Section 1: | Letter of Invitation |
| Section 2: | Instructions to the Consultants |
| Section 3: | Terms of Reference/Scope of Services |
| Section 4: | Technical Proposal- Standard Forms |
| Section 5: | Standard Format of Financial Proposal |
| Section 6: | Format of Integrity Pact |
| Section 7: | Evaluation Criteria |

Proposals must be delivered to the address below by not later than 14:30 hrs on November 30th, 2021.

DR. MOHSAN ALI
Deputy Director
Trade Development Authority of Pakistan, Government of Pakistan
3rd Floor, Block-A, FTC Building Shahre-e-Faisal, Karachi-Pakistan
Tel: 021 - 111-444-111

SECTION 2

INSTRUCTIONS TO THE CONSULTANTS

1. **Definitions:**

- a) "Client" means the TDAP or designated Department / Division or person within TDAP with which the selected Consultant signs the Contract for the Services.
- b) "Consultant" means any entity or person that may provide or provides the Services to the Client under the Contract. Term "Bidder" or "Service Provider" may also be used interchangeably to make an allowance for its usage in Procurement of Consultancy Services Regulation 2010 (PCSR 2010).
- c) "Contract" means the Contract to be signed by the Parties and all the attached documents listed therein
- d) "Data Sheet" means such part of the Instructions to Consultants used to reflect specific country and assignment conditions.
- e) "Day" means calendar day.
- f) "Government" means the Federal Government of Islamic Republic of Pakistan.
- g) "Instructions to Consultants" (Section 2 of the RFP) means the document which provides Consultants with all information needed to prepare their Proposals.
- h) "LOI" (Section 1 of the RFP) means the Letter of Invitation being sent by the Client to the interested Consultants.
- i) "Personnel" means professionals and support staff provided by the Consultant and assigned to perform the Services or any part thereof;
- j) "Foreign Personnel" means such professionals and support staff who at the time of being so provided had their domicile outside the country (Pakistan);
- k) "Local Personnel" means such professionals and support staff who at the time of being so provided had their domicile inside the country.
- l) Shortlist would be interchangeably referred to as pre-qualification list.
- m) "Proposal" means the Technical Proposal.
- n) "RFPD" means the Request for Proposals Document.
- o) "Services" means the work to be performed by the Consultant pursuant to the

Contract.

- p) “Terms of Reference” (ToR) means the document included in the RFP as Section 5 which explains the objectives, scope of work, activities, tasks to be performed, respective responsibilities of the Client and the Consultant, and expected results and deliverables of the assignment.

2. Introduction

- 2.1 The Trade Development Authority of Pakistan (“TDAP”) will select a consulting Partner (firm/organization/company) from those that may submit their proposals in response to the RFP and are short listed by TDAP in accordance with the evaluation criteria as given in this RFP (the “Evaluation Criteria”).
- 2.2 All the interested firms/organizations/companies (the “Consultant(s)”) are invited to submit their proposals (the “Proposal(s)”) containing a technical proposal (the “Technical Proposal(s)”) and a financial proposal (the “Financial Proposal(s)”) on the formats provided in this RFP respectively for providing consultancy services for installation of 300 KW On-Grid Solar System at the Karachi Expo Center.
- 2.3 The TDAP will provide necessary assistance/ support to the selected consultant and satisfactory access for performance of services. Proposals submitted by the Consultants along with financial proposal under the indicative budget will be the basis for selection and ultimately awarding of the contract.
- 2.4 TDAP reserves the right to accept or reject any Proposal any time prior to the acceptance of the bid or proposal. TDAP shall, upon request, communicate to the consultant who submitted the bid/proposal, the ground for its rejection but is not required to justify those grounds.
- 2.5 The Rule 3(E) of the Procurement of Consultancy Services Regulation 2010 relating to Fixed Budget shall be used by TDAP whereby the Proposals of the Consultants shall submit a single package containing two different envelopes with each envelope containing the Technical Proposal and Financial Proposal separately.
- 2.6 Consultants should familiarize themselves with relevant conditions and take them into account in preparing their Proposals. TDAP may conduct pre-proposal conference the attendance of consultant shall be optional.

3. Eligible Consultants:

- 3.1 All the Consultants duly incorporated and based in Pakistan governed by rules, laws and statutes of Government of Pakistan shall be eligible.

4. Proposal:

- 4.1 Each Consultant may only submit one Proposal failing which all the Proposals submitted by it shall be disqualified.

- 4.2 The Proposal as well all related correspondence exchanged between the Consultant and the TDAP shall be in English language only.
- 4.3 The Consultant shall be expected to examine in detail the documents comprising the RFP since any material deficiency in providing the information requested may result in rejection of the Proposal.

Technical Proposals:

- 4.4 The Consultants are required to submit the Technical Proposal stating a brief description of the Consultant's organization, outlining their recent experience, Professional Staff who participated during the assignment, the technical approach, sample templates/prototypes of deliverables, methodology, work plan, organization and staff, comments and suggestions on the TOR including workable suggestions that could improve the quality and effectiveness of the assignment. The Technical proposal shall be duly initialed by the authorized representative of the Consultant and should not include any financial information otherwise it will be declared as non responsive.

Financial Proposals:

- 4.5 The Financial Proposal shall be prepared using the standard form attached in section 4, duly initialed by the authorized representative of the Consultant. It should include all costs associated with the assignment including remuneration for staff and reimbursable expenses. The financial proposal should be separately sealed, as financial proposals of only the technically qualified bidders will be opened.
- 4.6 The financial proposals should not be over the indicative budget of PKR 500,000/- (including all taxes), Any proposal that exceeds the indicated budget shall be rejected.

5. Payment Criteria

- 5.1 Consultant is expected to work in sequential stages and payment (in PKR) will be made to the Consultant in installments as per completion of predefined stages.
- 5.2 **Taxes:** The Consultant will be subject to all admissible duties and taxes except Provincial Sales Tax on Services which will be payable in accordance with relevant rules and regulations as applicable.

6. Submission, Receipt & Opening of Proposals:

- 6.1 The original and all copies made from the original of the Technical Proposal shall be placed in a sealed envelope clearly marked as Technical Proposal. If there are any discrepancies between the original and copy, the original will prevail. Similarly, the Financial Proposal shall be placed in a sealed envelope clearly marked as Financial Proposal followed by the name of the assignment with a warning "do not open with the Technical Proposal". The above if not complied with, shall constitute grounds for rejection.

- 6.2 All the Proposals in response to this RFP must be delivered to TDAP on or before the dates mentioned in Invitation for RFP.
- 6.3 Financial Bids of only qualified bidders shall be opened. The date, time and venue shall be conveyed to the bidders accordingly.

7. Evaluation:

- 7.1 The Proposal shall be evaluated by TDAP in a fair and transparent manner in accordance with the Evaluation Criteria and no Consultant should contact or influence TDAP in the evaluation of the Proposal. If any such effort is made, it shall result in the rejection of the Consultant's Proposal.

Evaluation of Technical Proposals:

- 7.2) Notwithstanding any method used pursuant to Rule 3(E) of PCSR 2010, the Evaluation Committee, a committee to be appointed by TDAP, shall evaluate the Technical Proposals on the basis of their responsiveness to this RFP giving each proposal a technical score. Proposals shall be rejected if they do not respond to the important aspects of this RFP.
- 7.3) The Evaluation Committee shall have no access to the Financial Proposal until the technical evaluation is completed, after which TDAP will notify in writing Consultants that have secured minimum qualifying mark plus the date, time and location for the opening of the Financial Proposals.

Evaluation of Financial Proposals:

- 7.4) The Financial Proposals shall be opened publicly with the total prices read aloud and recorded in the presence of the Consultant's representatives who choose to attend. The Financial Proposals of the Consultants that have met the minimum qualifying mark will be inspected to confirm that they have remained sealed and unopened.
- 7.5 Any computational errors shall be corrected by the Evaluation Committee. When correcting a discrepancy between a partial amount and total amount or amount in words and figures the former shall prevail.
- 7.6) The lowest evaluated Financial Proposal shall be given the maximum financial score of 100 points.
- 7.7 Proposals will be ranked according to their technical scores in the evaluation criteria.

8. Clarification & Corrigendum:

- 8.1 Consultants may, before submitting the Proposals, within 7 days of receipt of RFP and not later than 4 days before the submission date of Proposals, request in writing or by standard electronic means, a clarification of any term or condition of the RFP. TDAP will respond in writing or by standard electronic means, and will send written copies of the response (including an explanation of the query but without identifying the source of inquiry) to all Consultants. Should the TDAP deem it necessary to issue any corrigendum or supplemental to this RFP as a result of a clarification, it shall do so.

9. Discussions/Negotiations:

- 9.1 If required, prior to evaluation of the Technical Proposal and Financial Proposal, TDAP may, within 6-7 days of receipt of the Technical and Financial Proposals, call upon any of the Consultants to discuss or to ask for clarification about anything contained in the Technical Proposal submitted by that Consultant. The invited Consultant will, as a pre-requisite for attendance at such discussions, confirm availability of its professional staff relevant to this assignment, failing which TDAP may proceed to discuss with another invited Consultant. Representatives conducting negotiations on behalf of a Consultant must have written authority to do so. Minutes of such discussions shall be sent to all the Consultants.

10. Revised Technical Proposals:

- 10.1 If after such discussions, the need arises; TDAP shall allow all the Consultants further time to submit a revised Technical Proposal within a period of 7 days from the date of the discussions. In the above case, all the references to the Technical Proposal in this RFP shall mean the revised Technical Proposal.

11. Supplemental Financial Proposals:

Supplemental Financial Proposal is not allowed

12. Availability of Professional Staff/Experts:

- 12.1 Having selected the Consultant on the basis of, among other things, an evaluation of proposed Professional staff, the TDAP expects to negotiate a Contract on the basis of the Professional staff named in the Proposal. Before contract negotiations, the TDAP will require assurances that the Professional staff will be actually available. TDAP will not consider substitutions during contract negotiations unless both parties agree that undue delay in the selection process makes such substitution unavoidable or for reasons such as death or medical incapacity. If this is not the case and if it is established that Professional staff were offered in the proposal without confirming their availability, the Consultant may be disqualified along with forfeiture of his security deposit. Any proposed substitute shall have equivalent or better qualifications and experience than the original candidate and his name be submitted by the Consultant within the period of time specified in the letter of invitation to negotiate. The TDAP shall have the right to accept the substitution proposal if submitted in such cases or otherwise.

13. Award of Contract:

- 13.1 After completion of the technical evaluation, TDAP shall return the unopened Financial Proposals to the unsuccessful Consultants. Upon completion of the evaluation, TDAP shall announce the result of evaluation 5 to 10 days prior to the award of Contract.
- 13.2 The successful Consultant is expected to commence the assignment on the date and at the location as communicated to them by TDAP.

14. Integrity Pact:

- 14.1 The successful Consultant shall upon the award of the Contract execute an integrity pact with TDAP on the format given in section 5 of this RFP.

15. Fraud & Corruption:

- 15.1 It is TDAP's policy to require the bidders, suppliers, contractors and consultants to observe the highest standard of ethics during the procurement and execution of the contract.

INSTRUCTIONS TO CONSULTANT

DATA SHEET

Paragraph Reference.	
2.1	Name of the Client: Trade Development Authority of Pakistan, Head Office Karachi. Method of selection: Rule 3 (E) of Procurement of Consultancy Services.
2.2	Technical and Financial Proposals to be submitted: Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> <ul style="list-style-type: none"> • Name of the assignment: Consultancy Services for installation of 300 KW On-Grid Solar System at the Karachi Expo Centre • Consultant must submit the original and 1 copy of the Technical Proposal and the original of the Financial Proposal.
2.3	The TDAP will provide the following inputs and facilities: i. The TDAP will be responsible for providing adequate support for conducting services. ii. Reasonable assistance in obtaining access to data, reports and all other relevant information available with TDAP or with agencies other than TDAP. iii. Provide satisfactory access to the facilities for performing the services and obtain wherever necessary such formats which may be required.
4.0	Proposals must remain valid for 60 days after the submission date The Proposal submission address is: Dr. Mohsan Ali Deputy Director Trade Development Authority of Pakistan 3 rd Floor, Block-A, FTC Building, Shahre-e-Faisal, Karachi-Pakistan Tel: 021-111-444-111: email: drmohsan.ali@tdap.gov.pk email: ali.imdad@tdap.gov.pk Proposals must be submitted no later than date and time mentioned in Invitation for RFP published in News Papers.
8.1	Clarifications may be requested not later than 4 days before the submission date. The address for requesting clarifications is: Dr. Mohsan Ali Deputy Director Trade Development Authority of Pakistan Karachi Expo Centre, Gulshan-e-Iqbal Block-15, Karachi-Pakistan Tel: 021-111-444-111: email: drmohsan.ali@tdap.gov.pk email: ali.imdad@tdap.gov.pk

7.3	Criteria, sub-criteria, and point system for the evaluation of Technical and Financial Proposals are as follows:															
1.	<p>Qualification Requirements for Single Stage - Two envelope Procedure:</p> <p>The technical proposal of the firm shall be evaluated against the following criteria. A minimum score of 60 shall be required to technically qualify for further participation</p>															
2.	<table><tr><th colspan="2">Company Profile</th><th colspan="2">Relevant Experience</th><th>Financial strength</th></tr><tr><td>Years of Establishment</td><td>No. of employees, Relevant experience of team</td><td>Preparation of BOQs and other documents of similar job of Rs. 10 Million and above</td><td>Monitoring and execution of similar job of Rs. 10 Million and bellow</td><td>Financial strength justifying strength to undertake the job</td></tr><tr><td>20</td><td>30</td><td>15</td><td>15</td><td>20</td></tr></table>	Company Profile		Relevant Experience		Financial strength	Years of Establishment	No. of employees, Relevant experience of team	Preparation of BOQs and other documents of similar job of Rs. 10 Million and above	Monitoring and execution of similar job of Rs. 10 Million and bellow	Financial strength justifying strength to undertake the job	20	30	15	15	20
Company Profile		Relevant Experience		Financial strength												
Years of Establishment	No. of employees, Relevant experience of team	Preparation of BOQs and other documents of similar job of Rs. 10 Million and above	Monitoring and execution of similar job of Rs. 10 Million and bellow	Financial strength justifying strength to undertake the job												
20	30	15	15	20												
3.	<p>For details on how the technical proposals shall be scored/ evaluated against above parameters, please see Annexure – I to Part One</p> <p>Note: In case of a joint bid, the technical proposal shall clearly specify as to who shall be the lead Exhibition Manager, his credentials based on above criteria and then each of other associates in a similar manner.</p> <p>The joint bid shall also accompany an undertaking on the stamp paper of Rs. 1,000/- that such partnership shall not be dissolved till the completion of job otherwise TDAP shall exercise its right to reject the bid and in case of dissolution after award of contract then terminate the contract.</p> <p>The minimum technical score, for passing is [60 out of 100]</p>															

SECTION 3

TERMS OF REFERENCE

Background Information

The Trade Development Authority of Pakistan (TDAP) is mandated for export development of Pakistan through formulating and implementing trade promotion strategies, conducting market/commercial intelligence reports and creating linkages between exports based manufacturing and potential markets by participation in exhibitions, composing exporters' delegation and handling trade facilitating measures. In addition, close interaction is established with respective public and private-sector stakeholders to extend facilitation for value-addition, market expansion, efficient supply-chain management and encouraging export oriented foreign investment and joint ventures. TDAP is also helping to improve market access through policy recommendations to the concerned government forums on matters of trade diplomacy and promoting the "business" image of Pakistan in the key export markets for Pakistani products and services. One important aspect is to facilitate setting up of projects for improving the export infrastructure and assist in development of the export enabling environment towards which establishment and upgradation of the Expo Center, Karachi facilities is a significant step.

SCOPE OF WORK

I. SCOPE OF THE KARACHI EXPO CENTER (KEC) SOLAR PROJECT:

TDAP is planning to formulate and implement a 300 KW On-Grid Solar System, to fulfill the electricity requirements of the Karachi Expo Centre and export the excess electricity generated to K-Electric under net metering. The project is to be financed through the State Bank of Pakistan Renewable Energy Financing Scheme. In order to meet the procedural requirements for formulation, implementation, financing and monitoring of this public sector project that is of national importance in achieving the Sustainable Development Goals, the TDAP requires the services of a consultancy firm for the earlier mentioned service.

II. SCOPE OF WORK FOR THE CONSULTANCY SERVICES FOR AN ON-GRID 300 KW SOLAR SYSTEM:

The work under this section of the Specification consists of furnishing all labor, equipment, appliances and materials and performing all operations in any floor and at any height in connection with the and by one in adherence to the schedule of events with allied fittings and fixtures. Before quoting bidder must inspect the existing arrangement layout and technical aspect and prepare maps, designs and BOQ.

Shop submittals drawings and submittal data shall be provided for review by the successful vendor within seven (07) calendar days of the notice of the award. Submit two copies of the drawings and data in English Language.

A: Following will be the responsibilities of the firm:

- i. The firm will prepare the designs for a 300 KW On-Grid Solar System to be installed at KEC as required in the BOQ. The designs and the BoQ for an On-Grid Solar System (with complete synchronization with the existing electric system) and BoQ for any auxiliary supporting structure will also be provided by the consultancy firm.
- ii. The firm will also suggest a comprehensive bill of quantity (BoQ), terms of references (TORs), and technical evaluation criteria etc. for preparation of the tender documents for hiring of a firm for an On-Grid Solar System with any auxiliary supporting structure for the Solar System Equipment.
- iii. The firm will also be responsible for monitoring the firm hired for the said purpose and verification (with regard to qualities and quantities) of the bills / vouchers / invoices submitted by the firm. The firm will also submit a final verification / job completion report with regard to completion of the job assigned to the firm hired for the purpose of installation of On-Grid Solar System. The final payment of such firm will be released after recommendation / verification report by the consultancy firm.

B: Since the Karachi Expo Centre is an exhibition centre and remains functional through-out the year, the consultancy firm will be required to carry out the work in phases for facilitation of the expo centre management and also to finalize the work in due period of time i.e latest in one month after the award of the contract.

Note: Before quoting the rates, the firms / bidders are advised to make a visit of the site in order to have a proper cost estimate of the requirements for the job. The bids of the firms must include all the expenses for the said job and TDAP will not entertain any claim for any extra amount. The firm will be required to carry out the job on the quoted rates failure to which may lead to blacklisting of the firm.

SECTION 4

Section 4 - Technical Proposal - Standard Forms

TECH-1	Technical Proposal Submission Form
TECH-2	Consultant's Organization and Experience A. Consultant's Organization B. Consultant's Experience
TECH-3	Current Professional/ Consulting Staff of Firm
TECH-4	Team Composition and Task Assignments
TECH-5	Curriculum Vitae (CV) of Professional Consulting Team Proposed

Section 4 - Technical Proposal - Standard Forms

FORM TECH-1 Technical Proposal Submission Form

Dr. Mohsan Ali
Deputy Director
Trade Development Authority of Pakistan
Karachi Expo Centre, Gulshan-e-Iqbal Block-15, Karachi-Pakistan
UAN: 111-444-111
email: drmohsan.ali@tdap.gov.pk

Dear Sirs:

We, the undersigned, offer to provide consulting services for “Installation of On-Grid Solar System At the Karachi Expo Centre” in accordance with your Request for Proposal dated _____ and our Proposal. We are hereby submitting our Proposal, which includes this Technical Proposal, and a Financial Proposal sealed under a separate envelope.

We hereby declare that all the information and statements made in this Proposal are true and accept that any misinterpretation contained in it may lead to our disqualification.

If negotiations are held during the period of validity of the Proposal, i.e., before the date indicated in Paragraph Reference 4 of the Data Sheet, we undertake to negotiate on the basis of the proposed staff. Our Proposal is binding upon us and subject to the modifications resulting from Contract negotiations.

We further undertake, if our Proposal is accepted, to initiate the consulting services related to the assignment not later than the date indicated in Paragraph 13.2 of the RFP document.

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

We remain,

Yours sincerely,
Authorized Signature
[In full and initials]:
Name and Title of Signatory:
Name of Firm:
Address:

FORM TECH-2 Consultant's Organization and Experience

A - Consultant's Organization

[Provide here a brief (up to two pages) description of the background and organization of your firm/entity and each associate for this assignment, firms retention ratio in terms of employees, international affiliations (if any), ratings , years in related business etc.]

B - Consultant's Experience

[Using the format below, provide information on each assignment for which your firm, and each associate for this assignment, was legally contracted either individually as a corporate entity or as one of the major companies within an association, for carrying out consulting services similar to the ones requested under this assignment.]

Assignment Name:	Approximate value of the contract (in current PKR)
Country/Province: Location within the Country:	Duration of Assignment (Months):
Name of Client	Total No. of Staff Months of the Assignment
Address:	Approximate value of the services provided by associated Consultants:
Start Date (Date/Month/Year): Completion Date (Month/Year): Scope (%age)of the Project Completed:	No. of Professional Staff months provided by associated Consultants.
Name of Associated Consultants, if any:	Name of Senior Professional Staff of your involved and functions performed (indicate most significant profiles such as Project Director/Coordinator, Team Leader):
Narrative Description of the Project	
Description of Actual Services provided by your staff within the assignment:	

Firm's Name: _____

FORM TECH-3- Current Professional/ Consulting Staff of Firm

In this section, you are required to provide information regarding your current Professional/ Consulting Staff on Payroll of the Firm

Form TECH-4 Team Composition and Task Assignments

Name of Staff	Position Assigned	Task Assigned

FORM TECH-5 Curriculum Vitae (CV) for Proposed Professional Staff

1. **Proposed Position** [only one candidate shall be nominated for each position]:

2. **Name of Firm** [Insert name of firm proposing the staff]:

3. **Name of Staff** [Insert full name]:

4. **Date of Birth:** _____ **Nationality:** _____

5. **Education** [Indicate college/university and other specialized education of staff member, giving names of institutions, degrees obtained, and dates when obtained]:

6. **Membership of Professional Associations:**

7. **Countries of Work Experience:** [List countries where staff has worked in the last ten years]: _____

8. **Languages** [For each language indicate proficiency: good, fair, or poor in speaking, reading, and writing]: _____

9. **Employment Record** [Starting with present position, list in reverse order every employment held by staff member since graduation, giving for each employment (see format here below): dates of employment, name of employing organization, positions held.]:

From [Year]: _____ To [Year]: _____

Employer: _____

Positions held: _____

10. Detailed Tasks Assigned

[List all tasks to be performed under this assignment]

11. Work Undertaken that Best Illustrates Capability to Handle the Tasks Assigned

[Among the assignments in which the staff has been involved, indicate for those assignments that best illustrate staff capability to handle this task]

Name of assignment or project:

Year: _____

Location: _____

TDAP: _____

Main project features: _____

Positions held: _____

Activities performed: _____

14. Certification:

I, the undersigned, certify that to the best of my knowledge and belief, this CV correctly describes myself, my qualifications, and my experience. I understand that any willful misstatement described herein may lead to my disqualification or dismissal, if engaged.

[Signature of authorized staff member or representative]

Dated: _____
[Day/Month/Year]

Full name of authorized representative:

SECTION 5

Price Schedule in Pak. Rupees/Financial Bid

Consultancy Services for Installation of On-Grid Solar System at Karachi Expo Centre

Name of Bidder _____ IB Number _____ Page _____ of _____

S. #.	Description	Qty.	Unit	Rate	Total amount
1.	<u>Inspection of Existing Electricity & Power System and preparation of designs for a 300 KW On-Grid Solar System:</u> The job under this heading includes all necessary labor, equipment etc. or use of any other technology for the said purpose (whatsoever deemed necessary for accomplishment of the assignment).	One	Job		
2.	<u>Preparation of the required documents:</u> Preparation of all related documents i.e. B.O.Q., TORs, and technical evaluation criteria for preparation of the tender documents for hiring a firm for this purpose.	One	Job		
3.	<u>Monitoring of the job after assignment of some firm and verification of payments etc.</u> The job under this heading includes monitoring of the job assigned to some firm by TDAP and verification of the bills etc. with relation to the quantities and qualities and submitting a job completion report whenever the job is finalized. (The amount under this heading will be withheld till the job is finalized by the firm hired for the same purpose).	One	Job		
Total:					

SECTION 6
INTEGRITY PACT

Declaration of Fees, Commissions and Brokerage etc. Payable by the Suppliers of Goods, Services & Works Pursuant To Rule 7 Public Procurement Rules 2004

_____ [the Seller/Supplier] hereby declares that it has not obtained or induced the procurement of any contract, right, interest, privilege or other obligation or benefit from Government of Pakistan (GoP) or any administrative subdivision or agency thereof or any other entity owned or controlled by it (GoP) through any corrupt business practice.

Without limiting the generality of the foregoing, [the Seller/Supplier] represents and warrants that it has fully declared the brokerage, commission, fees etc. paid or payable to anyone and not given or agreed to give and shall not give or agree to give to anyone within or outside Pakistan either directly or indirectly through any natural or juridical person, including its affiliate, agent, associate, broker, consultant, director, promoter, shareholder, sponsor or subsidiary, any commission, gratification, bribe, finder's fee or kickback, whether described as consultation fee or otherwise, with the object of obtaining or inducing the procurement of a contract, right, interest, privilege or other obligation or benefit in whatsoever form from GoP, except that which has been expressly declared pursuant hereto.

[The Seller/Supplier] certifies that it has made and will make full disclosure of all agreements and arrangements with all persons in respect of or related to the transaction with GoP and has not taken any action or will not take any action to circumvent the above declaration, representation or warranty.

[The Seller/Supplier] accepts full responsibility and strict liability for making any false declaration, not making full disclosure, misrepresenting facts or taking any action likely to defeat the purpose of this declaration, representation and warranty. It agrees that any contract, right, interest, privilege or other obligation or benefit obtained or procured as aforesaid shall, without prejudice to any other right and remedies available to GoP under any law, contract or other instrument, be voidable at the option of GoP.

Notwithstanding any rights and remedies exercised by GoP in this regard, [the Seller/Supplier] agrees to indemnify GoP for any loss or damage incurred by it on account of its corrupt business practices and further pay compensation to GoP in an amount equivalent to ten times the sum of any commission, gratification, bribe, finder's fee or kickback given by [the Seller/Supplier] as aforesaid for the purpose of

obtaining or inducing the procurement of any contract, right, interest, privilege or other obligation or benefit in whatsoever form from GoP.

FOR AND ON BEHALF OF

Signature: _____

Name: _____

NIC No: _____

WITNESSES:

Signature: _____

Name: - _____

NIC NO: - _____

Signature: _____

Name: - _____

NIC NO:- _____

Annexure I

S.No	Parameters against which technical evaluation shall be done	Scoring brackets	Total points allocated
1	<u>Company Profile</u>		<u>50</u>
1.1	<u>Years of Establishment</u>		<u>15</u>
	< 3 years	0	
	≥ 3 < 5 years	10	
	≥ 5 years	15	
1.2	<u>No. of employees, Relevant experience of team</u>		<u>35</u>
1.2.1	Number of permanent employees		15
	Number of employees ≤ 10	10	
	Number of employees > 11	15	
1.2.2	Relevant experience of team		20
	On average less than 2 year experience of team assigned for the relevant job	5	
	On average more than 2 and less than 4 year experience of team assigned for the job in production and installation of such venue branding and décor, installations	10	
	On average more than 4 year experience of team assigned for the job in production and installation of such venue branding and décor, installations	20	
2	<u>Relevant Experience</u>		<u>30</u>
2.1	Preparation of BOQs and other documents of similar job of Rs. 10 Million and above		<u>15</u>
	≤ 3	1	
	≥ 4 ≤ 10	5	
	≥ 11 ≤ 14	10	
	≥ 15	15	
2.2	Monitoring and execution of similar job below Rs. 10 Million		<u>15</u>
	≤ 2	1	
	≥ 3 ≤ 5	5	
	≥ 6 ≤ 9	10	
	≥ 10	15	
3	<u>Financial Strength of the Firm</u>		<u>20</u>
	Statements showing cash balances of less than Rs. 1 million in the relevant year but supported with evidence and justification that the bidder will be able to meet urgent requirements of the contract through other means possible	10	
	Statements showing cash balances of more than Rs. 1 million in the relevant year	20	
	TOTAL		100

Minimum Passing Marks are 60