



**KARACHI WATER & SEWERAGE CORPORATION**

**REQUEST FOR PROPOSALS TO SELECT  
CONSULTANT FIRM**

**REQUIRED FOR SCRUTINY AND SUPERVISION OF THE  
ENGINEERING WORKS (REPAIR & MAINTENANCE) RELATED  
TO WATER SUPPLY & DISTRIBUTION INCLUDING PUMPING  
STATION WITH SEWERAGE SERVICES, (CIVIL ELECTRICAL  
& MECHANICAL WORKS) IN KW&SC.**

## CONTENTS

<u>Section</u>	<u>Description</u>	<u>Page No.</u>
Section 1	Advertisement	3
Section 2	Instruction to Consultant (Including Data Sheet)	5
Section 3	Technical Proposal - Standard Forms	16
Section 4	Financial Proposal - Standard Forms	26
Section 5	Term of References	38
Section 6	General Condition of Contract	51
Section 7	Special Condition of Contract	58
Section 8	Integrity Pact	60
Section 9	Contract Agreement	61
Section 10	Evaluation Criteria	64



# KARACHI WATER & SEWERAGE CORPORATION

**ACCOUNT OFFICER / SECRETARY CONSULTANT SELECTION COMMITTEE**

**BLOCK-D 9<sup>TH</sup> MILE, KARSAZ, SHAHA-E-FAISAL, KARACHI**

## **REQUEST FOR PROPOSAL**

**Subject: SELECTION OF CONSULTANT FIRM REQUIRED FOR SCRUTINY AND SUPERVISION OF THE ENGINEERING WORKS (R&M) RELATED TO WATER SUPPLY, DISTRIBUTION & PUMPING STATIONS WITH SEWERAGE SERVICES, (CIVIL ELECT. & MECH.) IN KW&SC.**

The Karachi Water & Sewerage Corporation (KW&SC) intends to engage a consultant (firm) for consultancy services to monitor / supervision of proposed engineering (Repair & Maintenance) works required for maintenance of existing infrastructure related to Sewerage Services, Water Distribution Network, Water Pumping Station (Bulk Water Supply & Distribution), Bulk Water Supply transmission inventories and Water Trunk Main, and other allied O&M works under Annual Maintenance Program of KW&SC / Annual Development Plan sponsored by GoS or any other sponsored work. The consultant will also be responsible to carry out the third party monitoring of work in CFY & works done during last three years.

Proposals are invited as per rule 72 (5) of SPPRA Rules 2010 (Amended) fixed budget method with estimated cost of Rs.150 million for 12 Months. The Contract Period shall be extendable. Proposal are invited from reputed National Consultant Firm having valid PEC registration certificate in relevant field, registration with Federal Board Revenue (FBR), Sindh Board Revenue (SRB) & be at Active Taxpayer list. Familiarity with KW&SC inventories & key personnel must having experience of water sewerage works.

The detailed Terms of References (TORs) & Scope of Services is mentioned in the Request for Proposal Documents uploaded on EPAD System of SPPRA. Interested firms shall go through the contain in detail from it. However, the applicant should have minimum 20 years experience of designing, estimation and work supervision of water supply & sewerage services.

Interested firms fulfilling the following mandatory requirement may be download **"RFP Document"** from the EPAD system of SPPRA.

- a) Valid License from Pakistan Engineering Council (PEC) and having 1204 & 1206 project profile code.
- b) Valid registration with Income Tax Department & be on active tax payer list of the Federal Board of Revenue (FBR).
- c) Registration Certificate with Sindh revenue Board (SRB).
- d) Affidavit on stamp paper (Rs.100) that the consultancy firm is not involved in any litigation against any organization / department or agency and nor be black listed by Authority.

Documents can be downloaded from date of publication & will be submitted / uploaded till 02.00 PM Tuesday the 2<sup>nd</sup> June 2026 along with image of pay order.

The Technical Proposal shall be opened on same date & day at 02.30 PM in the presence of Representative of applicant firm who which to be present. Bid Security amounting to Rs.5 million in shape of Pay Order / Bank guarantee issued by any scheduled bank operated in Pakistan in favor of Karachi Water & Sewerage Corporation, must submitted in the office of the Secretary (Consultant Selection Committee), address mentioned below before the RFP submission / opening deadline.

Address: Room No.06 Ground Floor Block D 9<sup>th</sup> Mile  
Shahra-e-Faisal Karsaz Karachi.

Date and Time of the Opening of Financial Proposals of Technically qualify firms shall be informed accordingly at a later stage.

KW&SC may cancel the bidding process any time as per SPPRA Rule 2010 (Amended).

**AO / Secretary Consultant  
Selection Committee  
KW&SC**

## **SECTION- 2**

### **Instruction to Consultants (Including Data Sheet)**

#### **1. Definitions**

- a) "Procuring Agency (PA)" means the department with which the selected Consultant signs the Contract for the Services.
- b) "Consultant" means a professional who can study, design, organize, evaluate and manage projects or assess, evaluate and provide specialist advice or give technical assistance for making or drafting policies, institutional reforms and includes private entities, consulting firms, legal advisors, engineering firms, construction managers, management firms, procurement agents, inspection agents, auditors, international and multinational organizations, investment and merchant banks, universities, research institutions, government agencies, nongovernmental organizations, and individuals.
- c) "Contract" means an agreement enforceable by law and includes General and Special Conditions of the contract.
- d) "Data Sheet" means such part of the Instructions to Consultants that is used to reflect specific assignment conditions.
- e) "Day" means calendar day including holiday.
- f) "Government" means the Government of Sindh.
- g) "Instructions to Consultants" means the document which provides the Consultants with all information needed to prepare their Proposals.
- h) "LOI" means the letter of invitation sent by the procuring agency to the shortlisted Consultants.
- i) "Proposal" means the Technical Proposal and the Financial Proposal.
- j) "RFP" means the Request for Proposal prepared by the procuring Agency for the selection of Consultants.
- k) "Sub-Consultant" means any person or entity to which the Consultant subcontracts any part of the Services.
- l) "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 procuring agency and the Consultant, and expected results and deliverables of the assignment.

#### **2. Introduction**

2.1 The Karachi Water & Sewerage Board, herein after called as The Procuring Agency (PA) will be selected Engineering Consulting Firm as per criteria mentioned in the RFP, in accordance with the method of selection specified in the Data Sheet.

2.2 The eligible Consultants are - Invited to submit a Technical Proposal and a Financial Proposal, as specified in the Data Sheet. The Proposal will be the basis for contract negotiations and ultimately for a signed Contract with the selected Consultant.

## Request for Proposal

- 2.3 Consultants should familiarize themselves with rules / conditions and take them into account while preparing their Proposals. Consultants may liaise with procuring agency's representative named in the Data Sheet for gaining better insight into the assignment.
- 2.4 Consultants shall bear all costs associated with the preparation and submission of their proposals and contract negotiation. The Procuring Agency reserves the right to annul the selection process at any time prior to Contract award, without thereby incurring any liability to the Consultants.
- 2.5 Procuring Agency may provide facilities and inputs as specified in Data Sheet.

### **3. Conflict of Interest**

- 3.1.1 Consultants are required to provide professional, objective, and impartial advice and holding the Procuring Agency interest paramount. They shall strictly avoid conflict with other assignments or their own corporate interest. Consultants have an obligation to disclose any situation of actual or potential conflict that impacts their capacity to serve the best interest of the Procuring Agency, or that may reasonably be perceived as having such effect. Failure to disclose said situations may lead to the disqualification of the Consultant or the termination of its Contract.
- 3.1.2 Without limitation on the generality of the foregoing, Consultants, and any of their affiliates, shall be considered to have a conflict of interest and shall not be recruited, under any of the circumstances set forth below:
  - (i) Consultant that has been engaged by the procuring agency to provide goods, works or services other than consulting services\* for a project, any of its affiliates, shall be disqualified from providing consulting services related to those goods, works or services. Conversely, a firm hired to provide consulting services for the preparation or implementation of a project, any of its affiliates, shall be disqualified from subsequently providing goods or works or services other than consulting services resulting from or directly related to the firm's consulting services for such preparation or implementation.
  - (ii) Consultant (including its Personnel and Sub- Consultants) or any of its affiliates shall not be hired for any assignment that, by its nature, may be in conflict with another assignment of the Consultant to be executed for the same or for another Procuring Agency.
  - (iii) A Consultant (including its Personnel and Sub- Consultants) that has a business or family relationship with a member of the Procuring Agency's staff who is directly or indirectly involved in any part of (i) the preparation of the Terms of Reference of the assignment, (ii) the selection process for such assignment, or (iii) supervision of the Contract, may not be awarded a Contract, unless the conflict stemming from this relationship has been resolved.

### **Confecting Relationship**

- 3.2 Government officials and civil servants may be hired as consultants only if:
- i) They are on leave of absence without pay;
  - ii) They are not being hired by the agency they were working for, Six months prior to going on leave; and
  - iii) Their employment would not give rise to any conflict of interest.

### **4. Fraud and Corruption**

It is Government's policy that Consultants under the contract(s) observe the highest standard of ethics during the procurement and execution of such contracts. In pursuit of this policy, the Procuring Agency follows the instructions contained in Sindh Public procurement Rules 2010 which defines:

"corrupt and fraudulent practices" includes the offering, giving, receiving, or soliciting, directly or indirectly of anything of value to influence the act of another party for wrongful gain or any act or omission .including misrepresentation, that knowingly or recklessly misleads or attempt mislead a party to obtain a financial or other benefit or to avoid an obligation;

Under Rule 35 of SPPR Rules 2010, "The PA can interalia blacklist Bidders found to be indulging in corrupt or fraudulent practices. Such barring action shall be duly publicized and communicated to the SPPRA. Provided that any supplier or contractor who is to be blacklisted shall be accorded adequate opportunity of being heard".

### **5. Integrity Pact**

Pursuant to Rule 89 of SPPR 2010 Consultant undertakes to sign an Integrity pact in accordance with prescribed format attached hereto for all the procurements estimated to exceed Rs. 2.5 million. (Annex- A)

### **6. Eligible Consultants**

6.1 If short listing process has been undertaken through REOI, as outlined under Rule 73 and 74 of SPPR2010 for the Contract(s) for which these RFP documents are being issued, those firms - in case of Joint Ventures with the same partner(s) and Joint Venture structure - that had been p.re- qualified are eligible.

6.2 Short listed Consultants emerging from request for expression of interest are eligible.

### **7. Eligibility of Sub-Consultants**

A shortlisted Consultant would not be allowed to associate with Consultants who have failed to qualify the short listing process.

### **8. Only one proposal**

Short listed Consultants may only submit one proposal. If a Consultant submits or participates in more than one proposal, such proposals shall be disqualified. Participation of the same Sub- Consultant, including individual experts, to more than one proposal is not allowed.

**9. Proposal Validity**

**9.1** The Data Sheet indicates Proposals validity that shall not be more than 90 days in case of National Competitive Bidding (NCB) and 120 days in case of International competitive Bidding (ICB). During this period, Consultants shall maintain the availability of Professional staff nominated in the Proposal. The Procuring Agency will make its best effort to complete negotiations within this period. Should the need arise; however, the Procuring Agency may request Consultants to extend the validity period of their proposals. Consultants who agree to such extension shall confirm that they maintain the availability of the Professional staff nominated in the Proposal, or in their confirmation of extension of validity of the Proposal, Consultants may submit new staff in replacement, which would be considered in the final evaluation for contract award Consultants who do not agree have the right to refuse to extend the validity of their Proposals.

**9.2** Consultants shall submit required bid security along with financial proposal defined in the data sheet (2% of the total cost the project)

**10. Clarification and Amendment in RFP Documents**

**10.1** Consultants may request for a clarification of contents of the bidding document in writing, and procuring agency shall respond to such queries in writing within three calendar days, provided they are received at least five calendar days prior to the date of submission of proposal. The procuring agency shall communicate such response to all parties who have obtained RFP document without identifying the source of inquiry. Should the PA deem it necessary to amend the RFP as a result of a clarification, it shall do so.

**10.2** At any time before the submission of Proposals, the Procuring Agency may amend the RFP by issuing an addendum/ corrigendum in writing. The addendum shall be sent to all Consultants and will be binding on them. Consultants shall acknowledge receipt of all amendments. To give Consultants reasonable time in which to take an amendment into account in their Proposals the Procuring Agency may, if the amendment is substantial, extend the deadline for the submission of Proposals.

**11. Preparation of Proposals**

**11.1** In preparing their Proposal, Consultants are expected to examine in detail the documents comprising the RFP. Material deficiencies (deviation from scope, experience and qualification of personnel) in providing the information requested may result in rejection of a Proposal.

**11.2** The estimate number of professional staff months or the budget required for executing the assignment should be shown in the data sheet, but not both. However, proposal shall be based on the professional staff month or budget estimated by the consultant.

**12. Language**

The Proposal as well as all related correspondence exchanged by the Consultants and the Procuring Agency shall be written in English. However it is desirable that the firm's Personnel have a working knowledge of the national and regional languages of Islamic Republic of Pakistan.

### **13. Technical Proposal Format and Content**

13.1 While preparing the Technical Proposal, consultants must give particular attention to the following:

- i) If a consultant considers that it does not have all the expertise for the assignment, it may obtain a full range of expertise by associating with individual consultant(s) and/or other firms or entities in a joint venture or sub consultancy, as appropriate. The international consultants are encouraged to seek the participation of local consultants by entering into a joint venture with, or subcontracting part of the assignment to. National consultants.
- ii) For assignments on a staff-time basis, the estimated number of professional staff-months is given in the Data Sheet. The proposal shall, however, be based on the number of professional staff-months estimated by the firm. For fixed-budget-based assignments, the available budget is given in the Data Sheet, and the Financial Proposal shall not exceed this budget.
- iii) It is desirable that the majority of the key professional staff proposed be permanent employees of the firm or has an extended and stable working relationship with it.
- iv) Proposed professional staff must, at a minimum, have the experience indicated in the Data Sheet, preferably working under similar geographical condition.
- v) Alternative professional staff shall not be proposed, and only one curriculum vita (CV) shall submit for each position.

13.2 The Technical Proposal shall provide the following information using the attached Standard Forms (Section 3):

- i) A brief description of the consultant organization and an outline of recent experience on assignments (Section 3B) of a similar nature. For each assignment, the outline should indicate, inter alia, the profiles of the staff, duration of the assignment, contract amount, and firm's involvement.
- ii) Any comments or suggestions on the Terms of Reference and on the data, a list of services, and facilities to be provided by the PA (Section 3C).
- iii) The list of the proposed staff team by specialty, the tasks that would be assigned to each staff team member, and their timing (Section 3E).
- iv) CVs recently signed by the proposed professional staff or the authorized representative submitting the proposal (Section 3F). Key information should include number of years working for the consultant and degree of responsibility held in various assignments during last 15 years.

## **Request for Proposal**

- v) Estimates of the total staff input (professional and support staff; staff time) needed to carry out the assignment, supported by bar chart diagrams showing the time proposed for each professional staff team member (Section 3E & 3G).
- vi) A detailed description of the proposed methodology, work 'plan for performing the assignment, staffing, and monitoring of training, if the Data Sheet specifies training as a major component of the assignment (Section 3D).
- vii) Any additional information requested in the Data Sheet.

13.3 The Technical Proposal shall not include any financial information.

### **14. Financial Proposal**

14.1 The Financial Proposal shall be prepared using the attached Standard Forms (Section 4) it shall list all costs associated with the assignment, including (a) remuneration for staff (in the field and at the Consultants' office), and (b) reimbursable expenses indicated in the Data Sheet (if applicable). Alternatively, Consultant may provide their own list of cost. If appropriate, these costs should be broken down by activity. All activities and items described in the Technical Proposal must be priced separately; activities and items described in -the Technical Proposal but not priced, shall be assumed to be included in the prices of other activities or items.

### **15. Taxes**

15.1 The Consultant will be subject to all admissible taxes including stamp duty and service charges at a rate prevailing on the date of contract agreement unless exempted by relevant tax authority.

### **16 Submission Receipt, and Opening of Proposals**

16.1 Proposal shall contain no interlineations or overwriting. Submission letters for both Technical and Financial Proposals should respectively be in the format of TECH-1 of Section 3, and FIN-1 of Section 4. All pages of the original Technical and Financial Proposals will be initialed by an authorized representative of the Consultants (Individual Consultant). The authorization shall be in the form of a written power of attorney accompanying the Proposal

16.2 All required copies of the Technical Proposal are to be made from the original. If there are discrepancies between the original and the copies of the Technical Proposal, the original governs.

16.3 The original and all copies of the Technical Proposal shall be placed in a sealed envelope clearly marked "TECHNICAL PROPOSAL" Similarly, the original Financial Proposal (if required under the selection method indicated in the Data Sheet) shall be placed in a sealed envelope clearly marked "FINANCIAL PROPOSAL" followed by name of the assignment, and with a warning "DO NOT OPEN WITH THE TECHNICAL PROPOSAL." If the Financial Proposal is not submitted in a separate sealed envelope duly marked as indicated above, this will constitute grounds for declaring the Proposal non-responsive.

## Request for Proposal

- 16.4 The Proposals must be sent to the address indicated in the Data Sheet and received by the PA no later than the time and the date indicated in the Data Sheet, or any extension to this date. Any proposal received by the PA after the deadline for submission shall be returned unopened. In order to avoid any delay arising from the postal or PA's internal dispatch workings, Consultants should ensure that proposals to be sent through couriers should reach a day before the deadline for submission.

## **17 Proposal Evaluation**

- 17.1 From the time the Proposals are opened to the time the Contract is awarded, the Consultants should not contact the PA on any matter related to its Technical and/or Financial Proposal. Any effort by Consultants to influence the PA in the examination, evaluation, ranking of Proposals, and recommendation for award of Contract may result in the rejection of the Consultants' Proposal. Evaluators of Technical Proposals shall have no access to the Financial Proposals until the technical evaluation is concluded.

## **18 Evaluation of Technical Proposal**

- 18.1 The evaluation committee shall evaluate the Technical Proposals on the basis of their responsiveness to the Terms of Reference, applying the evaluation criteria, sub criteria, and point system specified in the Data Sheet. Each responsive Proposal will be given a technical score (St). A Proposal shall be rejected at this stage if it fails to achieve the minimum technical score indicated in the Data Sheet.
- 18.2 After the technical evaluation is completed, the PA shall notify in writing Consultants that have secured the minimum qualifying marks, the date, time and location, allowing a reasonable time, for opening the Financial Proposals. Consultants' attendance at the opening of Financial Proposals is optional.

Financial proposals of those consultants who failed to secure minimum qualifying marks shall be returned UN opened.

## **19. Evaluation of Financial Proposal**

- 19.1 Financial Proposals shall be opened publicly in the presence of the Consultants' representatives who choose to attend. The name of the Consultants and the technical scores of the Consultants shall be read aloud. The Financial Proposal of the Consultants who met the minimum qualifying mark will then be inspected to confirm that they have remained sealed and unopened. These Financial Proposals shall be then opened, and the total prices read aloud and recorded.
- 19.2 The Evaluation Committee will correct any computational errors. When correcting computational errors, in case of discrepancy between a partial amount and the total amount, or between word and figures the formers will prevail. In addition to the above corrections, activities and items described in the Technical Proposal but not priced, shall be assumed to be included in the prices of other activities or items.
- 19.3 In Least Cost Selection LCS Method, the bid found to be the lowest evaluated bid shall be accepted.

## **19.4 IN CASE OF QUALITY AND COST BASED SELECTION QCBS METHOD.**

The lowest evaluated financial proposal (FM) will be given the maximum financial score (SF) of 100 points. The financial scores (SF) of the other financial proposal will be computed as indicated in the data sheet. Proposal will be ranked according to their combined technical (ST) and financial (SF)

scores using the wrights ( $T =$  the weight given to the Technical Proposal;  $P =$  the weight given to the Financial Proposal;  $T+P =1$ ) indicated in the Data sheet:  $S =S_t \times T\% + S_f \times P\%$ . the firm achieving the highest combined technical and financial score will be invited for negotiations.

- 19.5 In the case of Fixed-Budget and quality Based Selection, the Procuring Agency will select the firm that submitted the highest ranked Technical Proposal

## **20 Negotiations**

20.1 Negotiations will be held at the date and address indicated in the Data Sheet. The invited Consultant will, as a pre-requisite for attendance at the negotiations, confirm availability of all Professional staff. Failure in satisfying such requirements may result in the PA proceeding to negotiate with the next-ranked Consultant. Representatives conducting negotiations on behalf of the Consultant must have written authority to negotiate and conclude a Contract"

## **21 Technical Negotiations**

21.1 Technical Negotiations will include a discussion of the Technical Proposal, the proposed technical approach and methodology, work plan, organization and staffing, and any suggestions made by the Consultant to improve the Terms of Reference. The PA and the Consultants will finalize the Terms of Reference, staffing schedule, work schedule, logistics, and reporting. These documents will then be incorporated in the Contract as "Description of Services". Minutes of negotiations, which will be signed by the PA and the Consultant, will become part of Contract Agreement.

## **22 Financial Negotiations**

22.1 If applicable, it is the responsibility of the Consultant before starting financial negotiations, to contact the local tax authorities to determine the tax amount to be paid by the Consultant under the Contract. The financial negotiations will include a clarification (if any) of the firm's tax liability, and the manner in which it will be reflected in the Contract; and will reflect the agreed technical modifications in the cost of the services. Consultants will provide the PA with the information on remuneration rates described in the Appendix attached to Section 4 (i.e. Financial Proposal - Standard Forms of this RFP.

## **23 Availability of Professional staff/ experts**

23.1 Having selected the Consultant on the basis of, among other things, an evaluation of proposed Professional staff, the PA expects to negotiate a Contract on the basis of the Professional staff named in the Proposal. Before contract negotiations, the PA will require assurances that the Professional staff will be actually available. The PA 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. Any proposed substitute shall have equivalent or better qualifications and experience than the original candidate and be submitted by the Consultant within the period of time specified in the letter of invitation to negotiate.

**24 Award of Contract**

24.1 After completing negotiations, the Procuring Agency shall award the Contract to the selected Consultant and within seven days of the award of contract, Procuring Agency shall publish on the website of the Authority and on its own website, if such a website exists, the result of the bidding process, identifying the bid through procuring identifying number, if any and the following information, evaluation report, form of contract and letter of award, bill of quantify or schedule of requirement, as the case may be.

24.2 After publishing of award to contract consultant required submitting a performance security at the rate indicated in date sheet.

24.3 The Consultant is expected to commence the assignment on the date and at the location specified in the Data Sheet.

**25 Confidentiality**

25.1 Information relating to evaluation of Proposals and recommendations concerning awards shall not be disclosed to the Consultants who submitted the Proposals or to other persons not officially concerned with the process, until the publication of the award of Contract. The undue use by any Consultant of confidential information related to the process may result in the rejection of its Proposal.

## DATA SHEET

1.1	Name of the Assignment	<b><u>SELECTION OF CONSULTANT FIRM REQUIRED FOR SCRUTINY AND SUPERVISION OF THE ENGINEERING WORKS (R&amp;M) RELATED TO WATER SUPPLY, DISTRIBUTION &amp; PUMPING STATIONS WITH SEWERAGE SERVICES, (CIVIL ELECT. &amp; MECH.) IN KW&amp;SC</u></b>
	The Name of the PA's Official (s)	<b>Chief Executive Officer, Karachi Water &amp; Sewerage Corporation Block-D 9<sup>th</sup> Mile Office Sharah-e-Faisal Karachi</b>
1.2	Method of Selection is :	<b>Fixed Budget Method ( Rule No. 72.5)</b>
	The Edition of the Guidelines is :	<b>SPPRA Rules 2010 (Amended)</b>
1.3	Financial Proposal to be submitted together with Technical Proposal :	Yes
1.4	The PA will provide the following inputs and facilities :	To assist and help in better insite in to the assignment.
1.5	The proposal submission address is:	<b>Account Officer / Secretary (CSC) Karachi Water &amp; Sewerage Corporation Block-D 9<sup>th</sup> Mile Office Sharah-e-Faisal Karachi</b>
1.6.	Expected date for commencement of consulting services _____ [Insert date] at: [Insert location]	After issuance of Letter of Commencement.
5.1	Consultant undertake to sign Integrity Pact for the procurement estimated to exceed Pak Rs.2.5 million.	<b>Yes</b>
6.1	Shortlisted Consultants may be associated with other shortlisted Consultants:	<b>N/A</b>
6.3	Consultants to state local cost in the national currency (in case of ICB only):	<b>N/A</b>
9.1	Proposals validity that shall not be more than 90 days in case of National Competitive Bidding (NCB).	<b>Proposal validity is 90 Days W.e.f from submission / opening Date of Proposal.</b>
9.2	The Consultant shall submit required Bid Security alongwith Financial Proposal.	<b>Rs.05 million as Bid Security in the shape of Pay Order or Bank Guarantee in favor of Addressee and shall be placed with Proposal Envelop</b>
10.1	Clarifications may be requested not later than five days before the submission date.  The address for requesting clarifications is: Facsimile : Email :	<b>05 Days</b>  Superintending Engineer (E&M)

		KW&SC, Block-D 9 <sup>th</sup> Mile Karsaz Office Sharah-e-Faisal, Karachi
11.2	<p>[Select one of the following two sentences] The estimated number of professional staff-months required for the assignment is: Or The available budget is :</p> <p>[In the case of Selection under a Fixed Budget (FBS), select the following sentence] The Financial Proposal shall not exceed the available budget of:</p>	<p>The estimated number of professional staff required for the assignment is: - <b>Construction Supervision / Review / Vetting / Scrutiny Phase</b></p> <p>Under Fixed Budget Contract, sufficient funds are available in relevant H/A</p>
12.	The Proposal as well as all related correspondence exchanged by the Consultants and the Procuring Agency shall be written in English. However it is desirable that the firm's Personnel have a working knowledge of the national and regional languages of Islamic Republic of Pakistan.	Correspondence exchanged by the Consultants and the Procuring Agency shall be written in English
13.1	The format of the Technical Proposal to be submitted is: FTP _____ , or STP _____ [check the applicable format]	<b>Standard Technical Proposal (S.T.P )</b>
13.2 (vii)	Training is a specific component of this assignment: : If yes, provide appropriate information	<b>No</b>
14.1	List the applicable Reimbursable Expenses.	<b>Reimbursable expenses are to be included by the Consultant in Consultancy Services Cost (Fixed Budget Contract).</b>
15.1	Amounts payable by the PA to the Consultant under the contract to be subject to local taxation, stamp duty and service charges.	<b>Yes, The Client will deduct amount from the Gross Bill payable under such Taxes on behalf of the Consultant, except stamp duty etc.</b>
16.2	Consultant must submit the original and [Insert number] copies of the Technical Proposal, and the original of the Financial Proposal.	<b>Consultant must upload the Technical Proposal, and the Financial Proposal on EPAD System of SPPRA.</b>
20.1	Expected date and address for contract negotiations:	N/A
24.2	Successful consultant is required to submit performance security in form of pay order, demand draft or bank	<b>5% of the Consultancy Services Cost in form of Bank Guarantee.</b>

guarantee.

## SECTION- 3

# TECHNICAL PROPOSAL – STANDARD FORM

### CONTENTS OF TECHNICAL PROPOSAL

Form Tech-1	Technical proposal submission form
Form Tech-2	Consultant's Organization and Experience. A. Consultant's Organization B. Consultant's Experience
Form Tech-3	Comments or Suggestions on the Terms of Reference and on Counterpart Staff and Facilities to be provided by the Client. A. On the Terms of Reference B. On the Counterpart Staff and Facilities
Form Tech-4	Description of the Approach, Methodology, and Work Plan for Performing the Assignment
Form Tech-5	Team Composition & Task Assignments
Form Tech-6	CV for Proposed Professional Staff
Form Tech-7	Staffing Schedule
Form Tech-8	Work Schedule

**FORM TECH-1: TECHNICAL PROPOSAL SUBMISSION FORM**

(On Consulting Firm's letter head, in case of JV on Lead Firm's letter head)

To,

**Superintending Engineer (\_\_\_\_\_),  
Karachi Water & Sewerage Corporation,  
First Floor, Block-C, 9th Mile Office,  
Sharah-e-Faisal,  
Karachi**

We, the undersigned, offer to provide the consulting services for [Insert title of assignment) in accordance with your Request for Proposal dated [Insert Date] and our Proposal We are hereby submitting our Proposal, which includes this Technical Proposal, a Financial Proposal sealed under a separate envelope.

We are submitting our Proposal in association with: [Insert a list with full name and address of each associated Consultant]

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

We undertake, if our Proposal is accepted, to initiate the consulting services related to assignment not later than the date indicated in the Data Sheet.

We understand 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 two pages description of the background and organization of your firm/entity and each associate for this assignment)

**Request for Proposal**

**B- Consultant's Experience**

Using in the format below, provide information on each reference assignment for which your firm, either individually as a corporate entity or as one of the major companies within a consortium, was largely contracted.

Assignment Name:		Country:
Location within Country:		Professional Staff Provided by Your Firm:
Name of Client:		No of Staff:
Address:		No of Staff Months:
Start Date (Month/Year):	Completion Date (Month/Year):	Approx. Value of Services (in Current USD/Rs.)
Name of Associated Firm (s), if any:		No. of Months of Professional Staff Provided by Associated Firm(s)
Name of Senior Staff (Project Director/Co-ordinator, Team Leader) involved and functions performed:		
Narrative Description of Project		
Description of Actual Services Provided by Your Staff		

Consultants' Name: \_\_\_\_\_

**FORM TECH-3: COMMENTS AND SUGGESTIONS ON THE TERMS OF REFERENCE AND ON COUNTERPART STAFF AND FACILITIES TO BE PROVIDED BY THE PA**

**A-** On the Terms of Reference

**B-** On Counterpart Staff and Facilities

## FORM TECH-4

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

Technical approach, methodology and work plan are key components of the technical proposal. You are suggested to present your technical proposal (at most hundred pages, inclusive of charts and diagrams)

- a) Technical Approach and Methodology
- b) Work Plan
- c) Organization and Staffing

- a) **Technical Approach and Methodology.** {Please explain your understanding of the objectives of the assignment as outlined in the Terms of Reference (TORs), the technical approach, and the methodology you would adopt for implementing the tasks to deliver the expected output(s), and the degree of detail of such output.}
- b) **Work Plan.** {Please outline the plan for the implementation of the main activities/tasks of the assignment, their content and duration, phasing and interrelations, milestones (including interim approvals by the Client), and tentative delivery dates of the reports. The proposed work plan should be consistent with the technical approach and methodology, showing your understanding of the TOR and ability to translate them into a feasible working plan. 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 Work Schedule Form.}
- c) **Organization and Staffing.** {Please describe the structure and composition of your team, including the list of the Key Experts, Non-Key Experts and relevant technical and administrative support staff.}



**FORM TECH-6.**  
**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 of obtainment]:*
6. **Membership of Professional Associations:**
7. **Other Training** *[Indicate significant training since degrees under 5 - Education were obtained]:*
8. **Countries of Work Experience:***[List countries where staff has worked in the last ten years]:*
9. **Languages** *[For each language indicate proficiency: good, fair, or poor in speaking, reading, & writing]:*
10. **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: \_\_\_\_\_

11. **Detailed Tasks Assigned** *[List all tasks to be performed under this assignment]*

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

*[Among the assignments in which the staff has been involved, indicate the following information for those assignments that best illustrate staff capability to handle the tasks listed under point 11.]*

Name of assignment or project	:	_____
Year	:	_____
Location	:	_____
PA	:	_____
Main project features	:	_____
Positions held	:	_____
Activities performed	:	_____

13. **Certification:**

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

Date : \_\_\_\_\_  
*Day/Month/Year*

\_\_\_\_\_  
*[Signature of staff member or authorized representative of the staff]*

Full name of authorized representative: \_\_\_\_\_

**FORM TECH-7  
STAFFING SCHEDULE**

Sr. No.	Name	Nos		Staff Input (in the form of bar chart)						Total Staff-month Input		
				1	2	3	4	5	6	Home	Field	Total
1			Home									
			Field									
2			Home									
			Field									
3			Home									
			Field									
4			Home									
			Field									
5			Home									
			Field									
6			Home									
			Field									
7			Home									
			Field									
8			Home									
			Field									
9			Home									
			Field									
10			Home									
			Field									
11			Home									
			Field									
12			Home									
			Field									



## **SECTION – 4**

### **FINANCIAL PROPOSAL – Standard Forms**

Financial Proposal Standard Forms shall be used for the preparation of the Financial Proposal according to the instructions provided under para 3.6 of Section 2. Such forms are to be used whichever is the selection method indicated in the letter of invitation.

FIN-1 : Financial Proposal Submission Form

FIN-2 : Summary of Costs

FIN-3 : Breakdown of Costs by Activity

FIN-4 : Breakdown of Remuneration at Review / Vetting Phase

FIN-5 : Breakdown of Remuneration at Supervision Phase

FIN-6 : Breakdown of Reimbursable Expenses (Review / Vetting Phase)

FIN-7 : Breakdown of Reimbursable Expenses (Construction Supervision Phase)

**Appendix.** Financial Negotiations – Breakdown of Remuneration Rates

**FORM FIN-1 FINANCIAL PROPOSAL SUBMISSION FORM**

[ \_\_\_\_\_ ]

To,  
Superintending Engineer (E&M),  
Karachi Water & Sewerage Corporation  
Block-D 9th Mile Office  
Sharah-e-Faisal,  
Karachi

Dear Sir:

We, the undersigned, offer to provide the consulting services for [Insert title of assignment] in accordance with your Request for Proposal, under Fixed Budget Method of selection, dated [Insert Date] and our technical Proposal. Our attached Financial Proposal is for the sum of [Insert amount(s) in words and figures]

Our Financial Proposal shall be binding upon us subject to the modifications resulting from Contract negotiations, up to expiration of the validity period of the Proposal, i.e. before the date indicated in Paragraph Reference 1.12 of the Data Sheet.

Commissions and gratuities paid or to be paid by us to agents relating to this proposal and Contract execution, if we are awarded the Contract, are listed below:

Name and Address of Agent	Amount of Currency	Purpose of Commission or Gratuity
_____	_____	
_____	_____	
_____	_____	

We understand 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 and Firm: \_\_\_\_\_

Address; \_\_\_\_\_

1. Amounts must coincide with the ones indicated under Total Cost of Financial proposal in Form FIN 2.
2. If applicable, replace this paragraph with: "No commissions or gratuities have been or are to paid by us to

**FORM FIN-2 SUMMARY OF COSTS**

Item	Costs (Local Currency)
<b>Total Costs of Financial Proposal</b>	

General Conditions

- 1) In performance of the Professional Services, the conduct of normal duties, the Consultants shall be governed by the Code of Professional conduct and the Bye-Laws as laid down by the Pakistan Council of Architects and Town Planners (PCATP) and the Pakistan Engineering Council (PEC).
- 2) All fees required by Local Authorities for approval of Maps / plans and drawings (if any) shall be borne by the Client and are not included in Consultancy Fee.
- 3) Above fee includes Income Tax that shall be deducted by the Client from each bill of the Consultants and deposited in the Government treasury on behalf of the Consultants as per income tax rules. The paid tax Challan shall be provided to the Consultants.
- 4) The General Sales Tax (GST) / Sindh Services Tax, etc, if applicable on the consultants at the time of submission of bid, shall have to be included by the Consultants in their fees and shall be paid by the consultants.

Stamp / Seal

Signatures : \_\_\_\_\_  
Name :  
Title :  
Company:  
Dated:

**Form Fin-3 Breakdown of Costs by Activity**

Review / Vetting of Bidding Documents	Description Cost Pak Rs.
<b>Remuneration</b>	
<b>Reimbursable Expenses</b>	
Sub - Totals	

Construction Supervision	Description Cost Pak Rs.
<b>Remuneration</b>	
<b>Reimbursable Expenses</b>	
Sub - Totals	

1. Form FIN-3 shall be filled at least for the whole assignment. In case some of the activities require different modes of billing and payment (e.g.: the assignment is phased, and each phase has a different payment schedule), the Consultant shall fill a separate Form FIN-3 for each group of activities. For each currency, the sum of the relevant Subtotals of all Forms FIN-3 provided must coincide with the Total Costs of Financial Proposal indicated in Form FIN-2.
2. Names of activities (phase) should be the same as, or correspond to the ones indicated in the second column of Form TECH-8.
3. Short description of the activities whose cost breakdown is provided in this Form.
4. Indicate between brackets the name of the foreign currency. Use the same columns and currencies of Form FIN-2.
5. For each currency, Remuneration and Reimbursable Expenses must respectively coincide with relevant Total Costs indicated in Forms FIN-4, and FIN-5.

**Signature :** \_\_\_\_\_

**Name :** \_\_\_\_\_

**Title:** \_\_\_\_\_

**Dated:** \_\_\_\_\_

**Appendix "D"****FORM FIN-4 BREAKDOWN OF REMUNERATION (REVIEW / VETTING / Scrutiny)****Review / Vetting / Scrutiny Team****A. (Foreign Experts)**

No.	Name	Position	Qty.	Staff Input MM		Total MM	Monthly Rate (PKR)		Total Amount (PKR)
				HOME	FIELD		Home	Field	
1		-	-	-		-			
2		-	-	-		-			
<b>Sub Total (A)</b>			-	-		-			

**B. (Local Experts)**

No.	Name	Position	Qty.	Staff Input MM		Total MM	Monthly Rate (PKR)		Total Amount (PKR)
				HOME	FIELD		Home	Field	
1		Team Leader	-	-					
2		Civil Engineer	01	-					
3		Mechanical Engineer	01	-					
4		Electrical Engineer	-	-					
5		Jr. Engineers (Civil, Electrical, Mechanical)	04	-					
<b>Sub Total (B)</b>			06						

**C. (Support Staff)**

No.	Name	Position	Qty.	Staff Input MM		Total MM	Monthly Rate (PKR)		Total Amount (PKR)
				HOME	FIELD		Home	Field	
1		Surveyor		-					
2		Quantity Surveyor	02	-					
3		Estimator	01	-					
4		CAD Operator	-	-					
5		Computer Operator	01	-					
6		Office Support Staff	02	-					
<b>Sub Total (C)</b>			06	-					

**SUMMARY OF REMUNERATION, REVIEW / VETTING PHASE**

	<b>Foreign Experts</b>	-	-						
	<b>Local Experts</b>	10	-						
	<b>Support Staff</b>	02	-						
<b>Grand Total (A + B + C)</b>		12							

**Appendix "E"**  
**FORM FIN-5 BREAKDOWN OF REMUNERATION**  
**SUPERVISION PHASE**

**A. Construction Supervision (Local Experts)**

No.	Name	Position	Qty.	Staff Input MM		Total MM	Monthly Rate (PKR)		Total Amount (PKR)
				HOME	FIELD		Home	Field	
1		Chief Resident Engineer (Civil)	01		FIELD				
2		Resident Engineer (Civil)	02						
2		Resident Engineer (Electrical)	01						
3		Resident Engineer (Mechanical)	01						
4		Assistant Resident Engineer (Civil)	06						
5		Assistant Resident Engineer (Electrical)	01						
6		Assistant Resident Engineer (Mechanical)	03						
Sub Total (A)			15						

**B. Construction Supervision Phase (Support Staff)**

No.	Name	Position	Qty.	Staff Input MM		Total MM	Monthly Rate (PKR)		Total Amount (PKR)
				HOME	FIELD		Home	Field	
1		Surveyors	01						
2		Quantity Surveyor	02						
3		Site Inspector	4		-	-			
4		CAD Operator	01						
5		Computer Operator	03						
6		Office Support Staff	02						
Sub Total (B)			13						

**SUMMARY OF REMUNERATION, CONSTRUCTION SUPERVISION PHASE**

	Local Experts	27						
	Support Staff	02						
Grand Total (A + B)		29						

**FORM FIN-6 BREAKDOWN OF REIMBURSABLE EXPENSES**

**REVIEW / VETTING / & SCRUTINY PHASE**

No.	DESCRIPTION	Unit	Unit Cost	Qty.	Total Amount
1	Communication cost between Consultants and Client	Months			
2	Drafting, reproduction of reports, etc.	L.S			
3	Physical Surveys (includes Equipment, Vehicles and Survey Assistants / Labour)	Months			
4	Rental vehicle to Engineers for Field Investigation	Months			
	<b>Total : Reimbursable Expenses</b>				

**Request for Proposal**

**FORM FIN-7 BREAKDOWN OF REIMBURSABLE EXPENSES  
CONSTRUCTION SUPERVISION PHASE**

No.	DESCRIPTION	Unit	Unit Cost	Qty.	Total Amount
1	Communication cost between Consultants and Client	Months		12	
2	Drafting, reproduction of reports, etc.	L.S		01	
3	Physical Surveys (includes Equipment, Vehicles and Survey Assistants / Labour)	Months		12	
4	Rental vehicle with fuel, Driver, etc. to Engineers for Field Investigation	Months		12	
5	Rental Office Accommodation	Months		12	
6.	Rental Motor Cycle with Fuel for AREs for field work	Months		12	
	<b>Total : Reimbursable Expenses</b>				

**Note:**

All facilities during Construction Phase to be provided by the Contractor in respective contracts.



## APPENDIX. FINANCIAL NEGOTIATIONS – BREAKDOWN OF REMUNERATION RATES

(Not to be used when cost is a factor in the evaluation of Proposals)

### 1. Review of Remuneration Rates

- 1.1 The remuneration rates for staff are made up of salary, social costs, overheads, fee that is profit, and any premium or allowance paid for assignments away from headquarters. To assist the firm in preparing financial negotiations, a Sample Form giving a breakdown of rates is attached (no financial information should be included in the Technical Proposal). Agreed breakdown sheets shall form part of the negotiated contract.
- 1.2 The PA is charged with the custody of funds from Government of Sindh and is expected to exercise prudence in the expenditure of these funds. The PA is, therefore, concerned with the reasonableness of the firm's Financial Proposal, and, during negotiations, it expects to be able to review audited financial statements backing up the firm's remuneration rates, certified by an independent auditor. The firm shall be prepared to disclose such audited financial statements for the last three years, to substantiate its rates, and accept that its proposed rates and other financial matters are subject to scrutiny. Rate details are discussed below.

#### (i) Salary

This is the gross regular cash salary paid to the individual in the firm's home office. It shall not contain any premium for work away from headquarters or bonus.

#### (ii) Social Costs

Social costs are the costs to the firm of staff's non-monetary benefits. These items include, inter alia, social security including pension, medical and life insurance costs, and the cost of a staff member being sick or on vacation. In this regard, the cost of leave for public holidays is not an acceptable social cost nor is the cost of leave taken during an assignment if no additional staff replacement has been provided. Additional leave taken at the end of an assignment in accordance with the firm's leave policy is acceptable as a social cost.

#### (iii) Cost of Leave

The principles of calculating the cost of total days leave per annum as a percentage of basic salary shall normally be as follows:

$$\text{Leave cost as percentage of salary}^1 = \frac{\text{total days leave} \times 100}{365-w-ph-v-s}$$

1

Where w = weekends, ph. = public holidays, v = vacation, and s = sick leave. It is important to note that leave can be considered a social cost only if the PA is not charged for the leave taken.

## **Request for Proposal**

### **(iv) Overheads**

Overhead expenses are the firm's business costs that are not directly related to the execution of the assignment and shall not be reimbursed as separate items under the contract. Typical items are home office costs (partner's time, no billable time, time of senior staff monitoring the project, rent, support staff, research, staff training, marketing, etc.), the cost of staff not currently employed on revenue earning projects, taxes on business activities and business promotion costs.

During negotiations, audited financial statements, certified as correct by an independent auditor and supporting the last-three years' overheads, shall be available for discussion, together with detailed lists of items making up the overheads and the percentage by which each relates to basic salary. The PA does not accept an add-on margin for social charges, overhead expenses, etc., for staff who are not permanent employees of the firm. In such case, the firm shall be entitled only to administrative costs and fee on the monthly payments charged for subcontracted staff.

### **(v) Fee or Profit**

The fee or profit shall be based on the sum of the salary, social costs, and overhead. If any bonuses paid on a regular basis are listed, a corresponding reduction in the profit element shall be expected. Fee or profit shall not be allowed on travel or other reimbursable expenses, unless in the latter case an unusually large amount of procurement of equipment is required. The firm shall note that payments shall be made against an agreed estimated payment schedule as described in the draft form of the contract.

### **(vi) Away from Headquarters Allowance or Premium**

Some Consultants pay allowances to staff working away from headquarters. Such allowances are calculated as a percentage of salary and shall not draw overheads for profit.

### **(vii) Subsistence Allowances**

Subsistence allowances are not included in the rates, but are paid separately and in local currency. No additional subsistence is payable for dependents the subsistence rate shall be the same for married and single team members. Standard rates for the particular country may be used as reference to determine subsistence allowances.

## **2. Reimbursable expenses**

- 2.1 The financial negotiations shall further focus on such items as out-of-pocket expenses and other reimbursable expenses. These costs may include, but are not restricted to, cost of surveys, equipment, office rent, supplies, international and local travel, ^compute rental, mobilization and demobilization, insurance, and printing. These costs "may be either unit rates or reimbursable on the presentation of invoices, in foreign of local currency.

## **3. PA Guarantee**

- 3.1 Payments to the firm, including payment of any advance based on cash flow | projections covered by a PA guarantee, shall be made according to an agreed ' estimated schedule ensuring the consultant regular payments in local and foreign currency, as long as the services proceed as planned.

**Sample Form**

Consulting Firm:  
Assignment:

Country:  
Date:

**Consultant's Representations Regarding Costs and Charges**

We hereby confirm that:

- (a) the basic salaries indicated in the attached table are taken from the firm's payroll records and reflect the current salaries of the staff members listed which have not been raised other than within the normal annual salary increase policy as applied to all the firm's staff;
- (b) Attached are true copies of the latest salary slips of the staff members listed;
- (c) The away from headquarters allowances indicated below are those that the Consultants ve agreed to pay for this assignment to the staff members listed;
- (d) the factors listed in the attached table for social charges and overhead are based on the 's average cost experiences for the latest three years as represented by the firm's financial statements; and
- (e) Said factors for overhead and social charges do not include any bonuses or other means of profit-sharing.

\_\_\_\_\_  
Name of Consulting Firm]

\_\_\_\_\_  
Signature of Authorized Representative

\_\_\_\_\_  
Date

Name: \_\_\_\_\_

Title: \_\_\_\_\_

**Consultant's Representation Regarding Costs and Charges**

(Expressed in [insert name of currency])

Personnel		1	2	3	4	5	6	7	8
Name	Position	Basic Salary per working Month	Social Charges <sup>1</sup>	Overhead <sup>1</sup>	Subtotal	Fee <sup>2</sup>	Away from Headquarter	Proposed Fixed Rate per Working Months	Proposed Fixed Rate per Working Months <sup>1</sup>
Name Office									
Field									

1. Expressed as Percentage of 1
2. Expressed as Percentage of 4

## **Appendix "A"**

### **SECTION – 5**

### **TERMS OF REFERENCE**

#### **1. Objectives:-**

Construction Supervision, Monitoring and control of proposed works under AMW & ADP in KW&SC, Verification / certification of payments of works executed during FY 2026-27.

In addition, scrutiny of the O&M works executed under KW&SC funds, in last three years.

#### **2. Scopes of Work**

##### **Supervision Stage.**

- The firms should have minimum Ten (10) years' experience with 3<sup>rd</sup> Party Monitoring works done during last five years comprise of construction supervision, monitoring & evaluation & certification of payments for works (Civil, Electrical & Mechanical). Cost and time management, incl. resource leveling, to improve the quality of work with proper reporting mechanism. Record maintenance and financial control be taken as cardinal principal with an integrated team of experienced and qualified engineers of relevant field & having 3<sup>rd</sup> Party monitoring works in hand or completed.
- The consultant shall conduct a thorough analysis of the proposed works to identify that all risk mitigation measures are addressed for the safety and quality control, testing & specification, documentation & stakeholder engagement are in place. Any shortfall or missing measures shall be identified and incorporated.
- Check and review as built drawings for KW&SC / ADP work using computerized tools and techniques.
- The consultant should devise and recommend methodology for laying / replacement / repairing proposed works, under ANNUAL DEVELOPMENT PROGRAMME / ANNUAL MAINTENANCE WORKS and the nominated key personnel by the firm for the task must have experience of water supply and sewerage network's O&M.
- Based on its own surveys the consultant may identify allied work for immediate implementation optimizes the target in view of road damages, water losses, etc.
- Financial close the project with preparation of snag list, if required.
- The consultant shall ensure best use of the IT technology through contractor for record keeping the site condition before and after the works and make it public for awareness and transparency through social media.
- The total services shall also include any other assignment relating to the works or any varied works as directed by the competent authority in writing should be carried out on mutually agreed term & conditions.

- The period of completion of supervision work is 12 months, however the Contract Period is extendable.

### **Verification of selected work's executed in last three years.**

- Consultant to verify the work done in last three years, at location mentioned in estimates / books. In the case of supply item, stock verification is done by record available.
- Assessment of work done & its cost, or supply item or magnitude of services, as per contract & quantum.
- Prepare & submit report of task assigned by the office.

### **Activities.**

- The Consultant team will visit work alongwith KW&SC team at site, for construction supervision of proposed works under ANNUAL DEVELOPMENT PROGRAM & ANNUAL MAINTENANCE WORKS, KW&SC.
- Upload / hoisting of provided videos of work done on social media by contractor.
- Scrutiny of the work files including verification of work done at location recorded in Book.
- Preparation of B.O.Q / PC-I of any scheme, as extra work, if assigned.

### **Reporting Schedule.**

- Monthly Progress Report.
- Quarterly Progress Report.
- Completion Report.
- Work Plan (water quality control measures / methodology).
- Presentation (on demand).
- Financial Report.

## **SECTION – 6**

### **GENERAL CONDITIONS OF CONTRACT**

#### **GENERAL PROVISIONS**

##### **Definitions**

Unless the context otherwise requires, the following terms whenever used in this Contract have the following meanings:

- a. "Applicable Law" means the Sindh Public Procurement Act, there-under Rules 2010.
- b. "Procuring Agency PA" means the implementing department which signs the contract.
- c. "Consultant" means a professional who can study, design, organize, evaluate and manage projects or assess, evaluate and provide specialist advice or give technical assistance for making or drafting policies, institutional reforms and includes private entities, consulting firms, legal advisors, engineering firms, construction managers, management firms, procurement agents, inspection agents, auditors, international and multinational organizations, investment and merchant banks, universities, research institutions, government agencies, nongovernmental organizations, and individuals.
- d. "Contract" means the Contract signed by the Parties and all the attached documents listed in its Clause 1 that is General Conditions (GC), the Special Conditions (SC), and the Appendices.
- e. "Contract Price" means the price to be paid for the performance of the Services, in accordance with Clause 6;
- f. "Effective Date" means the date on which this Contract comes into force and effect pursuant to Clause GC 2.1.
- g. "Foreign Currency" means any currency other than the currency of the PA's country.
- h. "GC" mean these General Conditions of Contract.
- i. "Government" means the Government of Sindh.
- j. "Local Currency" means Pak Rupees.
- k. "Member" means any of the entities that make up the joint venture/consortium/association, and "Members" means all these entities.
- l. "Party" means the PA or the Consultant, as the case may be, and "Parties" means both of them.
- m. "Personnel" means persons hired by the Consultant or by any Sub - Consultants and assigned to the performance of the Services or any part thereof.
- n. "SC" means the Special Conditions of Contract by which the GC may be amended or supplemented.
- o. "Services" means the consulting services to be performed by the Consultant pursuant to this Contract, as described in the Terms of References.
- p. "Sub-Consultants" means any person or entity to whom/which the Consultant subcontracts any part of the Services.
- q. "In writing" means communicated in written form with proof of receipt.

## **1.2 Law Governing Contract**

This Contract, its meaning and interpretation, and the Relation between the Parties shall be governed by the applicable law:

## **1.3 Language**

This Contract is executed in the language specified in the SC, which shall be the binding and controlling language for all matters relating to the meaning or interpretation of this Contract.

## **1.4 Notices**

**1.4.1** Any notice, request or consent required or permitted to be given or made pursuant to this Contract shall be in writing. Any such notice, request or consent shall be deemed to have been given or made when delivered in person to an authorized representative of the Party to whom the communication is addressed, or when sent to such Party at the address specified in the SC.

**1.4.2** A Party may change its address for notice hereunder by giving the other Party notice in writing of such change to the address specified in the SC.

## **1.5 Location**

The Services shall be performed at such locations as are specified in special condition of contract and, where the location of a particular task is not so specified, at such locations, whether in the Government's country or elsewhere, as the PA may approve.

## **1.6 Authority of Member in Charge**

In case the Consultant consists of a joint venture/ consortium/ association of more than one individual firm, the Members hereby authorize the individual firms or specified in the SC to act on their behalf in exercising all the Consultant's rights and obligations towards the PA under this Contract, including without limitation the receiving of instructions and payments from the PA.

## **1.7 Authority Representatives**

Any action required or permitted to be taken, and any document required or permitted to be executed under this Contract by the PA or the Consultant may be taken or executed by the officials specified in the SC.

## **1.8 Tax and Duties**

The Consultant, Sub-Consultants, and their Personnel shall pay such direct or indirect taxes, duties, fees, and other impositions levied under the Applicable Law as specified in the SC, the amount of which is deemed to have been included in the Contract Price.

## **1.9 Fraud and Corruption**

If the PA determines that the Consultant and/or its Personnel, subcontractors, sub-consultants, services providers and suppliers has engaged in corrupt, fraudulent, collusive, coercive, or obstructive practices, in competing for or in executing the Contract, then the PA may, after giving 14 days' notice to the Consultant, terminate the Consultant's employment under the Contract, and may resort to other remedies including blacklisting/disqualification as provided in SPPR 2010.

## Request for Proposal

Any personnel of the Consultant, who engages in corrupt, fraudulent, collusive, coercive obstructive practice during the execution of the Contract, shall be removed in accordance with Sub-Clause 4.2.

### **Integrity Pact**

- B.** If the Consultant or any of his Sub-consultants, agents or servants is found to have violated or involved in violation of the Integrity Pact signed by the Consultant as Appendix-G to this Form of Contract, then the Client shall be entitled to:
- a) recover from the Consultant an amount equivalent to ten times the sum of any commission, gratification, bribe, finder's fee or kickback given by the Consultant or any of his Sub-consultant, agents or servants;
  - b) Terminate the Contract; and
  - c) Recover from the Consultant any loss or damage to the Client as a result of such termination or of any other corrupt business practices of the Consultant or any of his Sub-consultant, agents or servants.

On termination of the Contract under Sub-Para (b) of this Sub- Clause, the Consultant shall proceed in accordance with Sub- Clause 1.9 A. Payment upon such termination shall be made under Sub-Clause 1.9 A after having deducted the amounts due to the Client under 19 B Sub- Para (a) and (c).

## **2. COMMENCEMENT, COMPLETION, MODIFICATION AND TERMINATION OF CONTRACT**

### **2.1 Effectiveness of Contract**

This Contract shall come into effect on the date the Contract is signed by both Parties and such other later date as may be stated in the SC. The date the Contract comes into effect is defined as the Effective Date.

### **2.2 Commencement of Services**

The Consultant shall begin carrying out the Services not later than the number of days after the Effective Date specified in the SC.

### **2.3 Expiration of Contract**

Unless terminated earlier pursuant to Clause GC 2.6 hereof, this Contract shall expire at the end of such time period after the Effective Date as specified in the SC.

### **2.4 Modification or Variations**

Any modification or variation of the terms and conditions of this Contract, including any modification or variation of the scope of the Services, may only be made by written agreement between the Parties. However, each Party shall give due consideration to any proposals for modification or variation made by the other Party.

## **2.5 Force Majeure**

The failure on the part of the parties to perform their obligation under the contract will not be considered a default if such failure is the result of natural calamities, disasters and circumstances beyond the control of the parties.

### **2.5.2 No Breach of Contract**

The failure of a Party to fulfill any of its obligations under the contract shall not be considered to be a breach of, or default under, this Contract insofar as such inability arises from an event of Force Majeure, provided that the Party affected by such an event (a) has taken all reasonable precautions, due care and reasonable alternative measures in order to carry out

The terms and conditions of this Contract, and (b) has informed the other Party as soon as possible about the occurrence of such an event.

### **2.5.3 Extension of Time**

Any period within which a Party shall, pursuant to this Contract, complete any action or task, shall be extended for a period equal to the time during which such Party was unable to perform such action as a result of Force Majeure.

### **2.5.4 Payments**

During the period of their inability to perform the Services as a result of an event of Force Majeure, the Consultant shall be entitled to continue to be paid under the terms of this Contract, as well as to be reimbursed for additional costs reasonably and necessarily incurred by them during such period for the purposes of the Services and in reactivating the Service after the end of such period.

## **2.6 Termination**

### **2.6.1 By the PA**

The PA may terminate this Contract in case of the occurrence of any of the events specified in paragraphs (a) through (f) of this Clause GC 2.6.1. In such an occurrence the PA shall give a not less than thirty (30) days' written notice of termination to the Consultant, and sixty (60) days' in the case of the event referred to in (e).

- (a) If the Consultant does not remedy the failure in the performance of their obligations under the Contract, within thirty (30) days after being notified or within any further period as the PA may have subsequently approved in writing.
- (b) If the Consultant becomes insolvent or bankrupt.
- (c) If the Consultant, in the judgment of the PA has engaged in corrupt or fraudulent practices in competing for or in executing the Contract.
- (d) If, as the result of Force Majeure, the Consultant(s) are unable to perform a material portion of the Services for a period of not less than sixty (60) days.
- (e) If the PA, in its sole discretion and for any reason whatsoever, decides to terminate this Contract.
- (f) If the Consultant fails to comply with any final decision reached as a result of arbitration proceedings pursuant to Clause GC 8 hereof.

## **2.6.2 By the Consultant**

The Consultants may terminate this Contract, by not less than thirty (30) days' written notice to the PA, such notice to be given after the occurrence of any of the events specified in paragraphs (a) through (c) of this Clause GC 2.6.2:

- a) If the PA fails to pay any money due to the Consultant pursuant to this Contract without consultants fault.
- b) Pursuant to Clause GC 7 hereof within forty-five (45) days after receiving written notice from the Consultant that such payment overdue.
- c) If, as the result of Force Majeure, the Consultant is unable perform a material portion of the Services for a period of not less than sixty (60) days.
- d) if the PA fails to comply with any final decision reached as result of arbitration pursuant to Clause GC 8 hereof.

## **2.6.3 Payment upon Termination**

Upon termination of this Contract pursuant to Clauses GC 2.6.1 or GC 2.6.2, the PA shall make the following payments to the Consultant:

- (a) Payment pursuant to Clause GC 6 for Services satisfactorily performed prior to the effective date of termination;
- (b) Except in the case of termination pursuant to paragraphs (a) through and (f) of Clause GC 2.6.1, reimbursement of any reasonable cost incident to the prompt and orderly termination of the Contract, including the cost of the return

## **3. OBLIGATIONS OF THE CONSULTANT**

### **3.1 General**

#### **3.1.1 Stand of Performance**

The Consultant shall perform the Services and carry out their obligations hereunder with all due diligence, efficiency and economy, in accordance with generally accepted professional standards and practices, and shall observe sound management practices, and employ appropriate technology and safe and effective equipment, machinery, materials and methods. The Consultant shall always act, in respect of any matter relating to this Contract or to the Services, as faithful advisers to the PA, and shall at all times support and safeguard the PA's legitimate interests in any dealings with Sub- Consultants or third Parties.

#### **3.2 Conflict of Interests**

The Consultant shall hold the PA's interests paramount, without any consideration for future work, and strictly avoid conflict with other assignments or their own corporate interests.

**3.2.1 Consultants not to Benefit from Commissions, Discounts, etc.**

The payment of the Consultant pursuant to Clause GC 6 shall constitute the Consultant's only payment in connection with this Contract or the Services, and the Consultant shall not accept for their own benefit any trade commission, discount, or similar payment in connection with activities pursuant to this Contract or to the Services or in the discharge of their obligations under the Contract, and the Consultant shall use their best efforts to ensure that the Personnel, any Sub-Consultants, and agents of either of them similarly shall not receive any such additional payment.

**3.2.2 Consultant and Affiliates not to be Otherwise Interested in Project**

The Consultant agrees that, during the term of this Contract and after its termination, the Consultant and any entity affiliated with the Consultant, as well as any Sub-Consultants and any entity affiliated with such Sub-Consultants, shall be disqualified from providing goods, works or services (other than consulting services) resulting from or directly related to the Consultant's Services for the preparation or implementation of the project.

**3.2.3 Prohibition of Conflicting Activities**

The Consultant shall not engage, and shall cause their Personnel as well as their Sub-Consultants and their Personnel not to engage, either directly or indirectly, in any business or professional activities which would conflict with the activities drawn to Clause 1.9.1 which provides, inter alia, that acts intended to materially impede the exercise of the PA's inspection and audit rights provided for under Clause 3.8 constitute a prohibited practice subject to contract termination (as well as to a determination of ineligibility pursuant to the PA's prevailing sanctions procedures.).

**4. CONSULTANTS' PERSONNEL**

**4.1 Description of Personnel**

The Consultant shall employ and provide such qualified and experienced Personnel and Sub-Consultants as are required to carry out the Services. The titles, agreed job descriptions, minimum qualifications, and estimated periods of engagement in the carrying out of the Services of the Consultant's Key Personnel are described in Appendix C. The Key Personnel and Sub-Consultants listed by title as well as by name in Appendix C are hereby approved by the PA.

**4.2 Removal and/or Replacement of Personnel**

- (a) Except as the PA may otherwise agree, no changes shall be made in the Key Personnel. If, for any reason beyond the reasonable control of the Consultant, such as retirement, death, medical incapacity, among others, it becomes necessary to replace any of the Key Personnel, the Consultant shall provide as a replacement a person of equivalent or better qualifications.

**Request for Proposal**

- (b) If the PA finds that any of the Personnel have (i) committed serious misconduct or have been charged with having committed a criminal action, or (ii) have reasonable cause to be dissatisfied with the performance of any of the Personnel, then the Consultant shall, at the PA's written request specifying the grounds thereof, provide as a replacement a person with qualifications and experience acceptable to the PA.
- (c) The Consultant shall have no claim for additional costs arising out of or incidental to any removal and/or replacement of Personnel.

**5. OBLIGATIONS OF THE PA**

**5.1 Assistance and Exemptions**

The PA shall use its best efforts to ensure that the Government shall provide the Consultant such assistance and exemptions as specified in the SC.

**5.2 Changes in the Applicable Law Related to Taxes and Duties**

If, after the date of this Contract, there is any change in the Applicable Law with respect to taxes and duties which increases or decreases the cost incurred by the Consultant in performing the Services, then the remuneration and reimbursable expenses otherwise payable to the Consultant under this Contract shall be increased or decreased accordingly by agreement between the Parties, and corresponding adjustments shall be made to the amounts referred to in Clauses GC 6.2 (a) or (b), as the case may be.

**5.3 Services and Facilities**

The PA shall make available free of charge to the Consultant the Services and Facilities listed under Appendix F.

**6. PAYMENTS TO THE CONSULTANT**

**6.1 Security**

The consultant has to submit bid security and the performance Security at the rate mention in SC.

## SECTION – 7 SPECIAL CONDITION OF CONTRACT by KW&SC

(Clauses in brackets { } are optional; all notes should be deleted in final text)

No. of GC Clause	Amendments and supplements to Clauses in the General Conditions of Contract
1.1	Sindh Public Procurement Rules 2010 (Amended) through EPAD System.
1.3	The language is English
1.4	The addresses are:  <b><u>For the Client :</u></b> Superintending Engineer (E&M) Karachi Water & Sewerage Corporation Block-D, 9th Mile Karsaz Office, Shahrah-e-Faisal, Karachi  Procuring Agency: Karachi Water & Sewerage Corporation Attention: Superintending Engineer (E&M) Phone:  <b><u>For the Consultant:</u></b>  Resident Engineer during Construction Phase {The Member in-charge is [insert name of member]}
1.5	<ul style="list-style-type: none"><li>• existing inventory of KW&amp;SC in all Seven District Karachi</li><li>• Existing Inventory of Bulk Water Supply and Water Pumping &amp; Filtration Station.</li></ul>
{1.6}	Note: If the Consultant consists of a joint venture / consortium / association of more than one entity, the name of the entity whose address is specified in Clause SC 1.6 should be inserted here. If the Consultant consists only of one entity, this Clause SC 1.8 should be deleted from the SC.
1.7	The authorized Representatives are:  For the KW&SC : Superintending Engineer (E&M) For the Consultant : T.B.N by Firm
1.8	As per RFP
2.2	The date for the commencement of Services is: Date of signing of Agreement
2.3	The time period shall be =  Twelve (12) Months for Supervision & Scrutiny, extendable.

**Request for Proposal**

<b>3.4</b>	The risks and the coverage shall be as follows:- a. Third Party liability insurance, with a minimum coverage of ([insert amount and currency]); b. Professional liability insurance, with a minimum coverage of ([insert amount and currency]); c. Employer's liability and workers' compensation insurance in respect of the Personnel of the Consultant and of any Sub-Consultants, in accordance with the relevant provisions of the Applicable Law, as well as, with respect to such Personnel, any such life, health, accident, travel or other insurance as may be appropriate; and d. insurance against loss of or damage to (i) equipment purchased in whole or in part with funds provided under this Contract, (ii) the Consultant's property used in the performance of the Services, and (iii) any documents prepared by the Consultant in the performance of the Services.
<b>3.7 (b)</b>	Note: If there is to be no restriction on the future use of these Documents by either Party, this Clause SC 3.7 should be deleted. If the Parties wish to restrict such use, any of the following options, or any other option agreed to by the Parties, may be used:  The Consultant shall not use these documents and software for purposes unrelated to this Contract without the prior written Approval of the PA.
<b>6.1</b>	Bid Security Amounting to Rs.05 Million shall be submitted with Bid (Technical Proposal).  Performance security shall be 5% of the Contract amount.
<b>6.3</b>	All payments shall be in Pak Rupees without any Foreign Currency implication [insert account].
<b>6.5</b>	The accounts are:  For Local currency : [insert account] Payments shall be made according to the following schedule:  a) For Construction Supervision & Scrutiny Phase on monthly Basis.
<b>8.2</b>	Disputes shall be settled by Complaint Redressal Committee define in SPPR 2010 (Amended) or through arbitration Act in accordance with the following provisions:  The Arbitration shall take place in Karachi.

## SECTION – 8 INTEGRITY PACT

### Appendix "G (Integrity Pact)

**DECLARATION OF FEES, COMMISSIONS AND BROKERAGE CHARGES, ETC PAYABLE BY  
THE SUPPLIERS OF GOODS, SERVICES & WORKS IN CONTRACTS WORTH RS. 10.00  
MILLION OR MORE**

Contract Number: \_\_\_\_\_ Date: \_\_\_\_\_  
Contract Value : \_\_\_\_\_  
Contract Title: \_\_\_\_\_

.....[name of 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 Sindh (GOS) or any administrative subdivision or agency thereof or any other entity owned or controlled by it (GOS) through any corrupt business practice.

Without limiting the generality of the foregoing, [name of 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 as consultation fee or otherwise, with the objective of obtaining or inducing the procurement of a contract, right, interest, privilege or other obligation or benefit, in whatsoever form, from GOS, except that which has been expressly declared pursuant hereto.

[name of 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 GOS and has not taken any action or will not take any action to circumvent the above declaration, representation or warranty.

[name of 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 foresaid shall, without prejudice to any other right and remedies available to GOS under any law, contract or other instrument, be voidable at the option of GOS.

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

Name of Buyer:..... Name of Seller / Supplier:.....

Signature:..... Signature:.....

## **SECTION – 9 CONTRACT AGREEMENT**

THIS CONTRACT ("Contract") is entered into this [insert starting date of assignment], by and between [insert PA"s name] ("the PA") having its principal place of business at [insert PA"s address], and [insert Consultant"s name] ("the Consultant") having its principal office located at [insert Consultant"s address],

WHEREAS, the PA wishes to have the Consultant performing the services hereinafter referred to, and

WHEREAS, the Consultant is willing to perform these services.

NOW THEREFORE THE PARTIES hereby agree

## **SECTION – 10 EVALUATION CRITERIA**

### **Mandatory Requirement :**

The Firms not fulfilling / submitting the below requirements shall be considered as non-responsive and be declared technically non-qualified and their Financial Bid shall be returned unopened.

- a. Valid license from Pakistan Engineering Council (PEC) with specialized field in Water (PEC Specialization Field Code)
- b. Valid Registration with Income Tax Department & listed in active Tax Payer list.
- c. Audited Balance Sheet for Last 3 three years.
- d. Certificate of Registration with Sindh Revenue Board showing Sindh Sales Tax number (SNTN).
- e. Affidavit on stamp paper of Rs. 100/- (duly notarized), stated that the firm not involved in litigation, with any Organization, Govt. Deptt., or private concern, if Yes litigation, affidavit should mention the same.
- f. The undertaking / certificate should be submitted by the Consultancy Firms for not blacklisting.
- g. Original RFP Document can be downloaded from the EPAD System of SPPRA as per scheduled advertised.
- h. Minimum Annual Turn over (Rs. 80.00 Million) for last three years.

**SELECTION OF CONSULTANT FIRM REQUIRED FOR SCRUTINY AND SUPERVISION OF THE ENGINEERING WORKS RELATED TO WATER SUPPLY & DISTRIBUTION INCLUDING PUMPING STATION WITH SEWERAGE SERVICES, (CIVIL ELECTRICAL & MECHANICAL WORKS) IN KW&SC.**

**TECHNICAL QUALIFICATION CRITERIA**

**100 Marks**

<b>1.</b>	<b>Firm's Specific Experience</b>	<b>(Max. Marks. 30)</b>
	1. Experience in the Consultancy Services for Construction Supervision and assessment of works during last ten (10) years with 3 <sup>rd</sup> Party monitoring experience of 05 Years.	<b>30 Marks</b>
	2. Experience in the Consultancy Services for Construction Supervision and assessment of works during Five Year (05) years with 3 <sup>rd</sup> Party monitoring experience of 03 Years	<b>20 Marks</b>
<b>2.</b>	<b>Understanding of Objectives and Consulting Firm's Approach</b>	<b>(20 Marks)</b>
i)	Understanding of the Scope of work	20 Marks
<b>3.</b>	<b>Quality of Methodology &amp; Work Plan</b>	<b>20 Marks</b>
i)	Approach of work implementation (Supervision & Scrutiny), Construction & commissioning).	05 Marks
ii)	Methodology for Quality Assurance during construction.	05 Marks
iii)	Methodology for scrutiny of works.	10 Marks
<b>4.</b>	<b>Qualification and Competence of the Key "Staff proposed</b>	<b>30 Marks</b>
	<b>Experts</b>	
i)	Team Leader (Utility Expert)	16 Marks
ii)	Plant & Equipment Expert (Elect-Mechanical)	5 Marks
iii)	Resident Engineer – (Civil)	3 Point
iv)	Resident Engineer – (Electrical)	3 Point
v)	Resident Engineer – (Mechanical)	3 Point

Request for Proposal

**Requirements**

- 1) Each Firm must secure at-least 50% points in each Section to qualify.
- 2) Firms obtaining 70% or above score on aggregate shall pass the Technical Proposal Evaluation.

**"Important Notes"**

1. For each of the above positions (Expert or Engineer), a permanent employment certificate with the firm for at least 12 months shall have to be submitted by the firm to obtain full marks. In case of non submission of permanent employment certificate, only 50% of scored marks shall be awarded.
2. Weightage for evaluation of CV of each professional shall be as following: -

➤ **General Qualifications** **30% weightage**

Construction	Masters	=	Full marks
Supervision Stage:	Bachelors	=	80% marks
	B-TECH/ DAE	=	50% marks

➤ **Experience in Region and Language = 10% weightage**

20 Years + = Full marks	15 to 20 years = 80% marks, and
	10 to 14 years = 50% marks

➤ **Adequacy for the assignment** **60% weightage**  
**No adequacy** **30% weightage**

Adequacy and Experience All Years = Full marks otherwise pro-rata marks

- \* Expert are required to have completed Masters Degree in relevant field from recognized Universities and with minimum 15 years of experience.

**Important Note**

Non-responsiveness or non-compliance of the Technical Proposal to the information required by the TOR and Scope of Work may result in the rejection of the Technical Proposal and return of the financial proposal unopened to the Consulting Firm (s). Furthermore, the minimum passing marks for the technically qualified is 70 Points, any applicant scoring less than 70 technical points shall be rejected and will also not be entertained for Financial Bid opening.