



PORT QASIM AUTHORITY

Bin Qasim Karachi 75020

REQUEST FOR PROPOSAL FOR ENGINEERING CONSULTANCY SERVICES FOR PLANING, DESIGNING & SUPERVISION OF COMMITTED INFRASTRUCTURE FACILITIES IN PACKAGE-I, II & II- A (AL-WATAN) IN EASTERN INDUSTRIAL ZONE, PORT QASIM, KARACHI


1. Port Qasim Authority (PQA) intends to acquire Engineering Consultancy Services from reputable Consultants for Planning, Designing & Supervision of Committed Infrastructure Facilities in Package-I, II & II-A (Al-Watan) in Eastern Industrial Zone, Port Qasim, Karachi. Request for Proposal (RFP), inter alia, specifying the Scope of Services, procedure and format for submission of proposals can be downloaded from PQA and PPRA websites: www.pqa.gov.pk and www.ppra.org.pk respectively.
2. The Consultants must have valid registration with Pakistan Engineering Council (PEC) in the Major Discipline under relevant categories and submit duly valid certificate from PEC having relevant Project Profile Codes at the time of proposal submission. Further, the Firm must also be registered as active tax-payer with Federal Board of Revenue (FBR), Sindh Revenue Board (SRB) at the time of submission of bid and registered on E-PAD Portal of PPRA.
3. Pre-bid meeting will be held on **25th May, 2026 at 1430 hours** in the 2nd Floor Conference Room, Main Admin Building at Port Qasim Authority, Karachi, Pakistan.
4. Interested firms are requested to submit their Technical & Financial proposals complete in all respects as per format provided in the RFP on E-PAD Portal/website of PPRA.
5. Interested bidders shall furnish proposal security of **Rs. 2,000,000/- (Rupees Two Million)** in shape of bank guarantee in favor of Port Qasim Authority issued by minimum + /- AA rating commercial bank having branch located at Karachi along with original technical & financial proposal uploaded on E-PAD in office of Director (Planning & Development), First Floor, Main Admin Building, Port Qasim Authority, Karachi, Pakistan on **25th June, 2026 at 1130 hours** physically. Scanned copy of original pay-order/bank guarantee must be uploaded on E-PAD.
6. Technical Proposals shall be opened on E-PAD in presence of bidders who may like to be present on **same day at 1200 hours** in 2nd Floor Conference Room, Main Admin Building, Port Qasim Authority, Karachi, Pakistan. Financial Proposal of only technically qualified firms shall be opened on a date and time to be communicated later or as per E-PAD. Financial Proposals of technically disqualified/non-responsive firms shall be returned unopened. Evaluation shall be carried out as per specified criteria/procedure as given in the RFP.
7. Consultant firms are advised to ensure complete consistency between Proposals uploaded on E-PAD system and hard copies submitted physically to the office. The contents of both submissions, including all forms, annexures, supporting documents and financial figures must be identical in all respects. In case any discrepancy, variation, omission or inconsistency is found between electronic and physical submissions, the Proposal shall be treated as non-responsive and shall be liable to rejection without further evaluation at both stage (Technical & Financial).



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8. All the applicable Taxes, Sales Tax, Fees, Cess, etc. by Federal, Provincial governments including but not limited to the Sindh Revenue Board (SRB) and Local government will be payable by the consultants and must be considered while preparing the Financial Proposals.
9. The Authority reserves the right to accept or reject any or all proposals as per Public Procurement Regulatory Authority Ordinance and Public Procurement Rules made there under.


(Shahnawaz Mangrio)
Secretary



Gateway to National Prosperity

**GOVERNMENT OF PAKISTAN
MINISTRY OF MARITIME AFFAIRS
PORT QASIM AUTHORITY**

**REQUEST FOR PROPOSAL (RFP)
FOR ENGINEERING CONSULTANCY SERVICES FOR
PLANNING, DESIGNING & SUPERVISION OF
COMMITTED INFRASTRUCTURE FACILITIES IN
PACKAGE-I, II & II-A (AI-WATAN)
IN EASTERN INDUSTRIAL ZONE,
PORT QASIM, KARACHI**

May 2026

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Section 0. Preamble

1. Port Qasim Authority (PQA), a premier maritime and industrial development authority of Pakistan, is undertaking the development of essential infrastructure facilities in the Eastern Industrial Zone (EIZ) to support committed industrial investments in Package-I, Package-II, Package-IIA areas within its jurisdiction.
2. The Eastern Industrial Zone has been strategically planned to promote sustainable industrial growth, enhance logistics capabilities, and strengthen investor confidence through the timely provision of reliable and resilient infrastructure. The proposed development requires comprehensive planning, detailed engineering design and robust construction supervision based on sound geotechnical, hydraulic and environmental assessments.
3. PQA intends to engage a qualified and experienced Engineering Consultancy Firm to provide comprehensive professional services for planning, detailed design, preparation of tender documents, procurement support, construction supervision and contract administration of the committed infrastructure facilities. The assignment shall ensure incorporation of sustainable engineering practices suitable for industrial environments.
4. Through this Request for Proposals, PQA invites proposals from reputable Engineering Consultancy Firms with demonstrated expertise in similar large-scale infrastructure projects. The selected Consultant will be responsible for delivering technically sound, cost-effective, durable and fully operational infrastructure facilities in accordance with applicable national standards, environmental regulations and health and safety requirements, thereby contributing to the long-term functionality and competitiveness of the Eastern Industrial Zone.

Section I. Request for Proposal

PORT QASIM AUTHORITY



REQUEST FOR PROPOSAL FOR ENGINEERING CONSULTANCY SERVICES FOR PLANING, DESIGNING & SUPERVISION OF COMMITTED INFRASTRUCTURE FACILITIES IN PACKAGE-I, II, II-A (AL-WATAN) IN EASTERN INDUSTRIAL ZONE

Date:

1. This Invitation for submission of Proposals follows the Procurement Notice for this Project which appeared in [*insert media*] Issue No. [*insert the issue No*] dated [*insert dates of issue of PPN*]
2. The Port Qasim Authority now invites proposals to provide Engineering Consultancy Services for Planning, Designing & Supervision of Committed Infrastructure Facilities in Package-I,II,II-A Area in Eastern Industrial Zone, Port Qasim, Karachi. More details on the services are provided in the Terms of Reference.
3. This Request for Proposal (RFP) addresses to all the eligible consultants and determining the capacity and capability of the consultants shall be the part of the technical proposal.
4. A firm will be selected under Quality cum Cost Selection Method and procedures described in this RFP.
5. The RFP includes the following documents:
 - Section 1 – Letter of Invitation (LOI)
 - Section 2 - Instructions to Consultants and Data Sheet
 - Section 3 - Technical Proposal (FTP) - Standard Forms
 - Section 4 - Financial Proposal - Standard Forms
 - Section 5 – Eligible Countries
 - Section 6 - Terms of Reference
 - Section 7 - Standard Forms of Contract (Time Based)
6. Please submit your proposal on the following address:
(P&D Department)
First Floor, Administration Building Office,
Port Qasim Authority, Karachi.

Section II. Instructions to Consultants

A. General Provisions

1. Definitions	<p>1.1 Definition</p> <ul style="list-style-type: none">a) “Affiliate(s)” means an individual or an entity that directly or indirectly controls, is controlled by, or is under common control with the Consultant.b) “Applicable Law” means the laws and any other instruments having the force of law in Pakistan, or in such other country as may be specified in the Data Sheet, as they may be issued and in force from time to time.c) “Consultant” means a legally-established professional consulting firm or an entity that may provide or provides the Services to the Procuring Agency under the Contract.d) “Contract” means a legally binding written agreement signed between the Procuring Agency and the Consultant and includes all the attached documents listed in its Clause 1 (the General Conditions of Contract (GCC), the Special Conditions of Contract (SCC), and the Appendices).e) “Data Sheet” means an integral part of the Instructions to Consultants (ITC) Section 2 that is used to reflect specific country and assignment conditions to supplement, but not to over-write, the provisions of the ITC.f) “Day” means a calendar day.g) “Experts” means, collectively, Key Experts, Non-Key Experts, or any other personnel of the Consultant, Sub-consultant or Joint Venture member(s).h) “Joint Venture (JV)” means an association with or without a legal personality distinct from that of its members, of more than one Consultant where one member has the authority to conduct all business for and on behalf of any and all the members of the JV, and where the members of the JV are jointly and severally liable to the Procuring Agency for the performance of the Contract.i) “Key Expert(s)” means an individual professional whose skills, qualifications, knowledge and experience are critical to the performance of the Services under the Contract and whose CV is taken into account in the technical evaluation of the Consultant’s proposal.j) “ITC” (this Section 2 of the RFP) means the Instructions to Consultants that provides the Consultants with all information needed to prepare their Proposals.k) “LOI” (this Section 1 of the RFP) means the Letter of Invitation being sent by the Procuring Agency to the Consultants.l) “Non-Key Expert(s)” means an individual professional
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	<p>provided by the Consultant or its Sub-consultant and who is assigned to perform the Services or any part thereof under the Contract and whose CVs are not evaluated individually.</p> <p>m) “Proposal” means the Technical Proposal and the Financial Proposal of the Consultant.</p> <p>n) “RFP” means the Request for Proposals to be prepared by the Procuring Agency for the selection of Consultants, based on the SRFP.</p> <p>o) “Services” means the work to be performed by the Consultant pursuant to the Contract.</p> <p>p) “SRFP” means the Standard Request for Proposals, which must be used by the Procuring Agency as the basis for the preparation of the RFP.</p> <p>q) “Sub-consultant” means an entity to whom the Consultant intends to subcontract any part of the Services while remaining responsible to the Procuring Agency during the performance of the Contract.</p> <p>r) “TORs” (this Section 7 of the RFP) means the Terms of Reference that explain the objectives, scope of work, activities, and tasks to be performed, respective responsibilities of the Procuring Agency and the Consultant, and expected results and deliverables of the assignment.</p>
<p>2. Introduction</p>	<p>2.1 The Procuring Agency named in the Data Sheet intends to select a Consultant from those listed in the Letter of Invitation, in accordance with the method of selection specified in the Data Sheet. The eligible Consultants are invited to submit a Technical Proposal and a Financial Proposal, or a Technical Proposal only, as specified in the Data Sheet, for consulting services required for the assignment named in the Data Sheet. The Proposal will be the basis for negotiating and ultimately signing the Contract with the selected Consultant.</p> <p>2.2 The Consultants should familiarize themselves with the local conditions and take them into account in preparing their Proposals, including attending a pre-proposal conference if one is specified in the Data Sheet. Attending any such pre-proposal conference is optional and is at the Consultants’ expense.</p> <p>2.3 The Procuring Agency will timely provide, at no cost to the Consultants, the inputs, relevant project data, and reports required for the preparation of the Consultant’s Proposal as specified in the Data Sheet.</p>
<p>3. Conflict of Interest</p>	<p>3.1 The Consultant is required to provide professional, objective, and impartial advice, at all times holding the Procuring</p>

	<p>Agency’s interests paramount, strictly avoiding conflicts with other assignments or its own corporate interests, and acting without any consideration for future work.</p> <p>3.2 The Consultant has an obligation to disclose to the Procuring Agency any situation of actual or potential conflict that impacts its capacity to serve the best interest of its Procuring Agency. Failure to disclose such situations may lead to the disqualification of the Consultant or the termination of its Contract and/or sanctions by the Authority.</p> <p>3.3 Without limitation on the generality of the foregoing, the Consultant shall not be hired under the circumstances set forth below:</p>
<p>a. Conflicting activities</p>	<p>(i) <u>Conflict between consulting activities and procurement of goods, works or non-consulting services:</u> a firm that has been engaged by the Procuring Agency to provide goods, works, or non-consulting services for a project, or any of its Affiliates, shall be disqualified from providing consulting services resulting from or directly related to those goods, works, or non-consulting services. Conversely, a firm hired to provide consulting services for the preparation or implementation of a project, or any of its Affiliates, shall be disqualified from subsequently providing goods or works or non-consulting services resulting from or directly related to the consulting services for such preparation or implementation.</p>
<p>b. Conflicting assignments</p>	<p>(ii) <u>Conflict among consulting assignments:</u> a Consultant (including its Experts 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 for the same or for another Procuring Agency.</p>
<p>c. Conflicting relationships</p>	<p>(iii) <u>Relationship with the Procuring Agency’s staff:</u> a Consultant (including its Experts and Sub-consultants) that has a close business or family relationship with a professional staff of the Procuring Agency, or of a recipient of a part of the financing in case the project is financed by some financing institution) who are directly or indirectly involved in any part of (i) the preparation of the Terms of Reference for the assignment, (ii) the selection process for the Contract, or (iii) the supervision of the Contract, may not be awarded a</p>

	<p>Contract, unless the conflict stemming from this relationship has been resolved in a manner acceptable to the Authority throughout the selection process and the execution of the Contract.</p>
<p>4. Unfair Competitive Advantage</p>	<p>4.1 Fairness and transparency in the selection process require that the Consultants or their Affiliates competing for a specific assignment do not derive a competitive advantage from having provided consulting services related to the assignment in question. To that end, the Procuring Agency shall indicate in the Data Sheet and make available to all eligible Consultants together with this RFP all information that would in that respect give such Consultant any unfair competitive advantage over competing Consultants.</p>
<p>5. Corrupt and Fraudulent Practices</p>	<p>5.1 The Authority requires compliance with its Regulatory Framework in regard to corrupt and fraudulent practices as set forth in Section 6.</p> <p>5.2 In further pursuance of this Regulatory Framework, Consultants shall permit and shall cause their agents (where declared or not), sub-contractors, sub-consultants, service providers, suppliers, and personnel, to permit the Procuring Agency to inspect all accounts, records and other documents relating to any shortlisting process, Proposal submission, and contract performance (in the case of award), and to have them audited by auditors appointed by the Procuring Agency.</p>
<p>6.</p>	<p>6.1 The Procuring Agency permits consultants (individuals and firms, including Joint Ventures and their individual members) from all countries to offer consulting services for the project.</p> <p>6.2 Furthermore, it is the Consultant's responsibility to ensure that its Experts, joint venture members, Sub-consultants, agents (declared or not), sub-contractors, service providers, suppliers and/or their employees meet the eligibility requirements.</p> <p>As an exception to the foregoing Clauses 6.1 and 6.2 above:</p>
<p>a. Sanctions</p>	<p>6.3 A firm or an individual declared blacklisted by the Authority in accordance with the above Clause 5.1 shall be ineligible to participate in the procurement process or to be awarded a contract, during such period of time as the Authority shall determine. The list of debarred firms and individuals is available at the electronic address specified in the Data Sheet.</p>
<p>b. Prohibitions</p>	<p>6.4 Firms and individuals of a country or goods manufactured in a country may be ineligible if so indicated in Section 5</p>

	(Eligible Countries).
c. Restrictions for public employees	<p>6.5 Government officials and civil servants of Pakistan are not eligible to be included as Experts in the Consultant’s Proposal unless such engagement does not conflict with any employment or other laws, regulations, or policies of the Government of Pakistan, and they</p> <p>(i) are on leave of absence without pay, or have resigned or retired;</p> <p>(ii) are not being hired by the same agency they were working for before going on leave of absence without pay, resigning, or retiring (in case of resignation or retirement, for a period of at least two years, or the period established by statutory provisions applying to civil servants or government employees whichever is longer. Experts who are employed by the government-owned universities, educational or research institutions are not eligible unless they have been full time employees of their institutions for a year or more prior to being included in Consultant’s Proposal.; and</p> <p>(iii) their hiring would not create a conflict of interest.</p>
B. Preparation of Proposals	
7. General Considerations	7.1 In preparing the Proposal, the Consultant is expected to examine the RFP in detail. Material deficiencies in providing the information requested in the RFP may result in rejection of the Proposal.
8. Cost of Preparation of Proposal	8.1The Consultant shall bear all costs associated with the preparation and submission of its Proposal, and the Procuring Agency shall not be responsible or liable for those costs, regardless of the conduct or outcome of the selection process. The Procuring Agency is not bound to accept any proposal, and reserves the right to annul the selection process in accordance with the procurement regulatory framework at any time prior to Contract award, without thereby incurring any liability to the Consultant.
9. Language	9.1The Proposal, as well as all correspondence and documents relating to the Proposal exchanged between the Consultant and the Procuring Agency, shall be written in the language(s) specified in the Data Sheet.
10. Documents	10.1 The Proposal shall comprise the documents and forms listed in

<p>Comprising the Proposal</p>	<p>the Data Sheet.</p> <p>If specified in the Data Sheet, the Consultant shall include a statement of an undertaking of the Consultant to observe, in competing for and executing a contract, the Procuring Regulatory Framework regarding corrupt and fraudulent practices.</p>
<p>11. Only One Proposal</p>	<p>11.1 The Consultant (including the individual members of any Joint Venture) shall submit only one Proposal, either in its own name or as part of a Joint Venture in another Proposal. If a Consultant, including any Joint Venture member, submits or participates in more than one proposal, all such proposals shall be disqualified and rejected. This does not, however, preclude a Sub-consultant, or the Consultant’s staff from participating as Key Experts and Non-Key Experts in more than one Proposal when circumstances justify and if stated in the Data Sheet and subject to regulatory instructions, if any.</p>
<p>12. Proposal Validity</p>	<p>12.1 Proposals shall remain valid for the period specified in the Data Sheet after the Proposal submission deadline prescribed by the Procuring Agency. To ensure the validity of proposal, it shall contain bid/proposal security or bid/proposal securing declaration as a complementary bid/proposal securing instrument having the validity twenty-eight days more than the bid/proposal validity period.</p> <p>12.2 During this period, the Consultant shall maintain its original Proposal without any change, including the availability of the Key Experts, the proposed rates and the total price.</p> <p>12.3 If it is established that any Key Expert nominated in the Consultant’s Proposal was not available at the time of Proposal submission or was included in the Proposal without his/her confirmation, such Proposal shall be disqualified and rejected for further evaluation, and may be subject to blacklisting and debarment in accordance with Clause 5 of this ITC.</p>
<p>a. Extension of Validity Period</p>	<p>12.4 If considered necessary, an extension can be made in case of exceptional circumstances (beyond the control of the procuring agency) after recording the reason(s) in writing. Such extension shall be only once, and the period of the extension should be determined keeping in view of the circumstances under which such extension is deemed to be necessary, however, the same shall not be more than the original bid validity period. The request and the responses shall be made in writing. Moreover, any such extension shall</p>

	<p>be solicited and procured in advance prior to the expiry of original (or initial) bid validity period. Bid/Proposal Securing Instrument shall also be extended in conformity with the period of extension.</p> <p>12.5 If the Consultant agrees to extend the validity of its Proposal, it shall be done without any change in the original Proposal and with the confirmation of the availability of the Key Experts.</p> <p>12.6 The Consultant has the right to refuse to extend the validity of its Proposal in which case such Proposal will not be further evaluated.</p>
<p>b. Substitution of Key Experts at Validity Extension</p>	<p>12.7 If any of the Key Experts become unavailable for the extended validity period, the Consultant shall provide a written adequate justification and evidence satisfactory to the Procuring Agency together with the substitution request. In such case, a replacement Key Expert shall have equal or better qualifications and experience than those of the originally proposed Key Expert. The technical evaluation score, however, will remain to be based on the evaluation of the CV of the original Key Expert.</p> <p>12.8 If the Consultant fails to provide a replacement Key Expert with equal or better qualifications, or if the provided reasons for the replacement or justification are unacceptable to the Procuring Agency, such Proposal will be rejected.</p>
<p>c. Sub-Contracting</p>	<p>12.9 The Consultant shall not subcontract the whole of the Services.</p>
	<p>12.10 The Proposal Securing Declaration is required to protect the Procuring Agency against the risk of Consultant's conduct which would warrant the consultant to face the blacklisting or debarment proceedings in accordance with regulatory framework.</p>
	<p>12.11 Any Proposal not accompanied by a Proposal Securing Declaration shall be rejected by the Procuring Agency as non-responsive.</p>
	<p>12.12 The Proposal Securing Declaration of a joint venture must be in the name of the joint venture submitting the Proposal.</p>
	<p>12.13 The successful Consultant's Proposal Securing Declaration will be discharged upon the signing the contract with the Successful Consultant, and furnishing the performance</p>

	security.
	<p>12.14 A Consultant shall be suspended from being eligible for tendering in any contract with the Procuring Agency for the period of time indicated in the Proposal Securing Declaration:</p> <ul style="list-style-type: none"> (a) if the Consultant withdraws its Proposal, except as provided in ITC 12.6 or (b) in the case of a successful Consultant, if the Consultant fails within the specified time limit to: <ul style="list-style-type: none"> (i) sign the contract, or (ii) furnish the required performance security
<p>13. Clarification and Amendment of RFP</p>	<p>13.1 The Consultant may request a clarification of any part of the RFP during the period indicated in the Data Sheet before the Proposals' submission deadline. Any request for clarification must be sent in writing, or by standard electronic means, to the Procuring Agency's address indicated in the Data Sheet. The Procuring Agency 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 its source) to all eligible Consultants. Should the Procuring Agency deem it necessary to amend the RFP as a result of a clarification or at its own initiative, it shall do so following the procedure described below:</p> <ul style="list-style-type: none"> i. At any time before the proposal submission deadline, the Procuring Agency may amend the RFP by issuing an amendment in writing or by standard electronic means. The amendment shall be sent to all shortlisted Consultants and will be binding on them. The shortlisted Consultants shall acknowledge receipt of all amendments in writing. ii. If the amendment is substantial, the Procuring Agency may extend the proposal submission deadline to give the shortlisted Consultants reasonable time to take an amendment into account in their Proposals. <p>13.12 The Consultant who has already submitted the proposal prior to any amendments in the RFP, may submit a modified Proposal or a modification to any part of it based on the respective amendment in the RFP at any time prior to the proposal submission deadline. No modifications to the Technical or Financial Proposal shall be accepted after</p>

	the deadline.
14.Preparation of Proposals – Specific Considerations	<p>14.1 While preparing the Proposal, the Consultant must give particular attention to the following:</p> <ul style="list-style-type: none"> i. The Procuring Agency may indicate in the Data Sheet the estimated Key Experts’ time input (expressed in person-month) or the Procuring Agency’s estimated total cost of the assignment, but not both. This estimate is indicative and the Proposal shall be based on the Consultant’s own estimates for the same. ii. If stated in the Data Sheet, the Consultant shall include in its Proposal at least the same time input (in the same unit as indicated in the Data Sheet) of Key Experts, failing which the Financial Proposal will be adjusted for the purpose of comparison of proposals and decision for award in accordance with the procedure in the Data Sheet. iii. For assignments under the Fixed-Budget selection method, the estimated Key Experts’ time input is not disclosed. Total available budget, with an indication whether it is inclusive or exclusive of taxes, is given in the Data Sheet, and the Financial Proposal shall not exceed this budget.
15.Technical Proposal Format and Content	<p>15.1 The Technical Proposal shall not include any information regarding Financial Proposal. A Technical Proposal containing material financial information shall be declared non-responsive.</p> <p>15.2 Depending on the nature of the assignment, the Consultant is required to submit a Full Technical Proposal (FTP), or a Simplified Technical Proposal (STP) as indicated in the Data Sheet and using the Standard Forms provided in Section 3 of the RFP.</p>
16.Financial Proposal	<p>16.1 The Financial Proposal shall be prepared using the Standard Forms provided in Section 4 of the RFP. It shall list all costs associated with the assignment, including (a) remuneration for Key Experts and Non-Key Experts, (b) reimbursable expenses indicated in the Data Sheet.</p>
a. Taxes	<p>16.2 The Consultant and its Sub-consultants and Experts are responsible for meeting all tax liabilities arising out of the Contract unless stated otherwise in the Data Sheet. Information on taxes in the Procuring Agency’s country is provided in the Data Sheet.</p>
b. Currency of Proposal	<p>16.3 The Consultant may express the price for its Services in the currency or currencies as stated in the Data Sheet. If</p>

	indicated in the Data Sheet, the portion of the price representing local cost shall be stated in the national currency.
c. Currency of Payment	16.4 Payment under the Contract shall be made in the currency or currencies in which the payment is requested in the Proposal.

C. Submission, Opening and Evaluation

17.Submission, Sealing, and Marking of Proposals	<p>17.1 The Consultant shall submit a signed and complete Proposal comprising the documents and forms in accordance with Clause 10 (Documents Comprising Proposal). The submission can be done by mail or by hand. If specified in the Data Sheet, the Consultant has the option of submitting its Proposals electronically.</p> <p>17.2 An authorized representative of the Consultant shall sign the original submission letters in the required format for both the Technical Proposal and, if applicable, the Financial Proposal and shall initial all pages of both. The authorization shall be in the form of a written power of attorney attached to the Technical Proposal.</p> <p style="padding-left: 40px;">17.2.1 A Proposal submitted by a Joint Venture shall be signed by all members so as to be legally binding on all members, or by an authorized representative who has a written power of attorney signed by each member’s authorized representative.</p> <p>17.3 Any modifications, revisions, interlineations, erasures, or overwriting shall be valid only if they are signed or initialed by the person signing the Proposal.</p> <p>17.4 The signed Proposal shall be marked “ORIGINAL”, and its copies marked “COPY” as appropriate. The number of copies is indicated in the Data Sheet. All copies shall be made from the signed original. If there are discrepancies between the original and the copies, the original shall prevail.</p> <p>17.5 The original and all the copies of the Technical Proposal shall be placed inside of a sealed envelope clearly marked “TECHNICAL PROPOSAL”, “[Name of the Assignment]“, reference number, name and address of the Consultant, and with a warning “DO NOT OPEN UNTIL [INSERT THE DATE AND THE TIME OF THE TECHNICAL PROPOSAL SUBMISSION DEADLINE].”</p>
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<p>Withdrawal of bids</p>	<p>17.6 Similarly, the original Financial Proposal (if required for the applicable selection method) shall be placed inside of a sealed envelope clearly marked “FINANCIAL PROPOSAL” followed by the name of the assignment, reference number, name and address of the Consultant, and with a warning “DO NOT OPEN WITH THE TECHNICAL PROPOSAL.”</p> <p>17.7 The sealed envelopes containing the Technical and Financial Proposals shall be placed into one outer envelope and sealed. This outer envelope shall bear the submission address, RFP reference number, the name of the assignment, Consultant’s name and the address, and shall be clearly marked “DO NOT OPEN BEFORE [insert the time and date of the submission deadline indicated in the Data Sheet]”.</p> <p>17.8 If the envelopes and packages with the Proposal are not sealed and marked as required, the Procuring Agency will assume no responsibility for the misplacement, loss, or premature opening of the Proposal.</p> <p>17.9 The Proposal or its modifications must be sent to the address indicated in the Data Sheet and received by the Procuring Agency no later than the deadline indicated in the Data Sheet, or any extension to this deadline. Any Proposal or its modification received by the Procuring Agency after the deadline shall be declared late and rejected, and promptly returned unopened.</p> <p>17.10 A Consultant may withdraw its Proposal after it has been submitted, provided that written notice of the withdrawal of the Proposal, is received by the Procuring Agency prior to the deadline for submission of Proposal.</p> <p>17.11 Revised Proposal may be submitted after the withdrawal of the original Proposal.</p> <p>17.12 First, envelopes marked “WITHDRAWAL” shall be opened and read out and the envelope with the corresponding bid shall not be opened, but returned to the Bidder. No bid withdrawal shall be permitted unless the corresponding Withdrawal Notice contains a valid authorization to request the withdrawal and is read out at bid opening.</p>
<p>18. Confidentiality</p>	<p>18.1 From the time the Proposals are opened to the time the Evaluation Report is published, the Consultant should not contact the Procurement Evaluation Committee of the Procuring Agency on any matter related to its Technical and/or Financial Proposal. Information relating to the evaluation of</p>

	<p>Proposals shall not be disclosed to the Consultants who submitted the Proposals or to any other party not officially concerned with the process, until the publication of the Evaluation Report.</p> <p>18.2 Any attempt by Consultants or anyone on behalf of the Consultant to influence improperly the Procuring Agency in the evaluation of the Proposals may result in the rejection of its Proposal, and may be subject to the application of prevailing blacklisting procedures.</p> <p>18.3 Notwithstanding the above provisions, from the time of the Proposals' opening to the time of publication of evaluation report, if a Consultant wishes to contact the Procurement Evaluation Committee or the Procuring Agency on any matter related to the selection process, it should do so only in writing.</p>
<p>19. Opening of Proposal (Technical Proposals)</p>	<p>19.1 The Procuring Agency will open all Proposal, in public, in the presence of Consultant's or their representatives who choose to attend, and other parties with a legitimate interest in the Proposal proceedings at the place, on the date and at the time, specified in the BDS. The Consultant' representatives present shall sign a register as proof of their attendance.</p> <p>19.2 First, envelopes marked "WITHDRAWAL" shall be opened and read out and the envelope with the corresponding Proposal shall not be opened, but returned to the Consultant. No Proposal withdrawal shall be permitted unless the corresponding Withdrawal Notice contains a valid authorization to request the withdrawal and is read out at bid opening.</p> <p>19.3 Second, outer envelopes marked "SUBSTITUTION" shall be opened. The inner envelopes containing the Substitution Proposal shall be exchanged for the corresponding Original Proposal being substituted, which is to be returned to the Consultant unopened. No envelope shall be substituted unless the corresponding Substitution Notice contains a valid authorization to request the substitution and is read out and recorded at bid opening.</p> <p>19.4 Next, outer envelopes marked "MODIFICATION" shall be opened. No Technical Proposal and/or Financial Proposal shall be modified unless the corresponding Modification Notice contains a valid authorization to request the modification and is read out and recorded at the opening of the Proposal. Any Modification shall be read out along with the Original Proposal except in case of Single Stage Two Envelope Procedure where</p>

	<p>only the Technical Proposal, both Original as well as Modification, are to be opened, read out, and recorded at the opening. Financial Proposal, both Original and Modification, will remain unopened till the prescribed financial Proposal opening date.</p> <p>19.5 The Procuring Agency’s evaluation committee shall conduct the opening of the Technical Proposals in the presence of the Proposer Consultants’ authorized representatives who choose to attend (in person, or online if this option is offered in the Data Sheet). The opening date, time and the address are stated in the Data Sheet. The envelopes with the Financial Proposal shall remain sealed until they are opened in accordance with Clause 23 of the ITC.</p> <p>19.6 At the opening of the Technical Proposals the following shall be read out: (i) the name and the country of the Consultant or, in case of a Joint Venture, the name of the Joint Venture, the name of the lead member and the names and the countries of all members; (ii) the presence or absence of a duly sealed envelope with the Financial Proposal; (iii) any modifications to the Proposal submitted prior to proposal submission deadline; and (iv) any other information deemed appropriate or as indicated in the Data Sheet.</p>
<p>20.Proposals Evaluation</p>	<p>20.1 Subject to provision of Clause 15.1 of the ITC, the evaluators of the Technical Proposals shall have no access to the Financial Proposals until the technical evaluation is concluded.</p> <p>20.2 The Consultant is not permitted to alter or modify its Proposal in any way after the proposal submission deadline. While evaluating the Proposals, the Procuring Agency will conduct the evaluation solely on the basis of the submitted Technical and Financial Proposals.</p>
<p>21.Evaluation of Technical Proposals</p>	<p>21.1 The Procuring Agency’s evaluation committee shall evaluate the Technical Proposals on the basis of their responsiveness to the Terms of Reference and the RFP, applying the evaluation criteria, sub-criteria, and point system specified in the Data Sheet. Each responsive Proposal will be given a technical score. A Proposal shall be rejected at this stage if it does not respond to important aspects of the RFP or if it fails to achieve the minimum technical score indicated in the Data Sheet.</p>
<p>22.Financial</p>	<p>22.1 Following the ranking of the Technical Proposals, when the selection is based on quality only (QBS), the top-ranked</p>

<p>Proposals for QBS</p>	<p>Consultant is invited to negotiate the Contract.</p> <p>22.2 Only the Financial Proposal of the technically top-ranked Consultant (as predefined in the Evaluation Criteria) is opened by the Procuring Agency’s evaluation committee. All other Financial Proposals are returned unopened after the Contract negotiations are successfully concluded and the Contract is signed.</p>
<p>23.Public Opening of Financial Proposals (for QCBS, FBS, and LCS methods)</p>	<p>23.1 After the technical evaluation is completed, the Procuring Agency shall issue the Technical Evaluation Report containing all the information regarding responsiveness or non-responsiveness of the consultant along with the technical scores. The Financial Proposals of non-responsive consultants will be returned unopened after completing the selection process and Contract signing. The Procuring shall notify in writing those Consultants that have achieved the minimum overall technical score and inform them of the date, time and location for the opening of the Financial Proposals. The opening date should allow the Consultants sufficient time to make arrangements for attending the opening. The Consultant’s attendance at the opening of the Financial Proposals (in person, or online if such option is indicated in the Data Sheet) is optional and is at the Consultant’s choice.</p> <p>23.2 The Financial Proposals shall be opened by the Procuring Agency’s evaluation committee in the presence of the representatives of those Consultants whose proposals have passed the minimum technical score. At the opening, the names of the Consultants, and the overall technical scores, including the break-down by criterion, shall be read aloud. The Financial Proposals 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. Copies of the record shall be sent to all Consultants who submitted Proposals.</p>
<p>24.Correction of Errors</p>	<p>24.1 Activities and items described in the Technical Proposal but not priced in the Financial Proposal, shall be assumed to be included in the prices of other activities or items, and no corrections are made to the Financial Proposal.</p>
<p>a. Time-Based Contracts</p>	<p>24.1.1 If a Time-Based contract form is included in the RFP, the Procuring Agency’s evaluation committee will</p> <ul style="list-style-type: none"> (a) correct any computational or arithmetical errors, and (b) adjust the prices if they fail to reflect all inputs included for the respective activities or items in the

	<p>Technical Proposal. In case of discrepancy between (i) a partial amount (sub-total) and the total amount, or (ii) between the amount derived by multiplication of unit price with quantity and the total price, or (iii) between words and figures, the former will prevail. In case of discrepancy between the Technical and Financial Proposals in indicating quantities of input, the Technical Proposal prevails and the Procuring Agency’s evaluation committee shall correct the quantification indicated in the Financial Proposal so as to make it consistent with that indicated in the Technical Proposal, apply the relevant unit price included in the Financial Proposal to the corrected quantity, and correct the total Proposal cost.</p>
25. Taxes	<p>25.1 The Procuring Agency’s evaluation of the Consultant’s Financial Proposal shall exclude taxes and duties in accordance with the instructions in the Data Sheet.</p>
26. Conversion to Single Currency	<p>26.1 For the evaluation purposes, prices shall be converted to a single currency using the selling rates of exchange, source and date indicated in the Data Sheet.</p>
27. Combined Quality and Cost Evaluation	
a. Quality- and Cost-Based Selection (QCBS)	<p>27.1 In the case of QCBS, the total score is calculated by weighting the technical and financial scores and adding them as per the formula and instructions in the Data Sheet. The Consultant achieving the highest combined technical and financial score will be invited for negotiations.</p>
b. Fixed-Budget Selection (FBS)	<p>27.2 In the case of FBS, those Proposals that exceed the budget indicated in Clause 14.1.4 of the Data Sheet shall be rejected.</p> <p>27.3 The Procuring Agency will select the Consultant that submitted the highest-ranked Technical Proposal that does not exceed the budget indicated in the RFP, and invite such Consultant to negotiate the Contract.</p>
c. Least-Cost Selection	<p>27.4 In the case of Least-Cost Selection (LCS), the Procuring Agency will select the Consultant with the lowest evaluated total price among those consultants that achieved the minimum technical score, and invite such Consultant to negotiate the Contract.</p>

D. Negotiations and Award

<p>28. Negotiations</p>	<p>28.1 The negotiations will be held at the date and address indicated in the Data Sheet with the Consultant’s representative(s) who must have written power of attorney to negotiate and sign a Contract on behalf of the Consultant.</p> <p>28.2 The Procuring Agency shall prepare minutes of negotiations that are signed by the Procuring Agency and the Consultant’s authorized representative.</p>
<p>a. Availability of Key Experts</p>	<p>28.3 The invited Consultant shall confirm the availability of all Key Experts included in the Proposal as a pre-requisite to the negotiations, or, if applicable, a replacement in accordance with Clause 12 of the ITC. Failure to confirm the Key Experts’ availability may result in the rejection of the Consultant’s Proposal and the Procuring Agency proceeding to negotiate the Contract with the next-ranked Consultant.</p> <p>28.4 Notwithstanding the above, the substitution of Key Experts at the negotiations may be considered if due solely to circumstances outside the reasonable control of and not foreseeable by the Consultant, including but not limited to death or medical incapacity. In such case, the Consultant shall offer a substitute Key Expert within the period of time specified in the letter of invitation to negotiate the Contract, who shall have equivalent or better qualifications and experience than the original candidate.</p>
<p>b. Technical negotiations</p>	<p>28.5 The negotiations include discussions of the Terms of Reference (TORs), the proposed methodology, the Procuring Agency’s inputs, the special conditions of the Contract, and finalizing the “Description of Services” part of the Contract. These discussions shall not alter the original scope of services under the TORs or the terms of the contract, lest the quality of the final product, its price, or the relevance of the initial evaluation be affected.</p>
<p>c. Financial Negotiations</p>	<p>28.6 There shall be no financial negotiations, however, it may include only the clarification of the Consultant’s tax liability and how it should be reflected in the Contract.</p>
<p>29. Conclusion of Negotiations</p>	<p>29.1 The negotiations are concluded with a review of the finalized draft Contract, which then shall be initialed by the Procuring Agency and the Consultant’s authorized</p>

	<p>representative.</p> <p>29.2 If the negotiations fail, the Procuring Agency shall inform the Consultant in writing of all pending issues and disagreements and provide a final opportunity to the Consultant to respond. If disagreement persists, the Procuring Agency shall terminate the negotiations informing the Consultant of the reasons for doing so; and the Procuring Agency will invite the next-ranked Consultant to negotiate a Contract. Once the Procuring Agency commences negotiations with the next-ranked Consultant, the Procuring Agency shall not reopen the earlier negotiations.</p>
<p>30. Award of Contract</p>	<p>30. Subject to ITC 29, the Procuring Agency will award the Contract to the Consultant whose Proposal has been determined to be substantially responsive to the RFP Documents and who has been declared as Most Advantageous Consultant, provided that such Consultant has been determined to be:</p> <ul style="list-style-type: none"> a) eligible in accordance with the provisions of ITC 6; b) is determined to be qualified to perform the Contract satisfactorily; and c) Successful negotiations have been concluded, if any.
<p>31. Grievance Redressal Mechanism</p>	<p>31.1 Procuring agency shall constitute a Grievance Redressal Committee (GRC) comprising of odd number of person with proper power and authorization to address the complaint. The GRC shall not have any of the members of Procurement Evaluation Committee. The committee must have one subject specialist depending the nature of the procurement.</p> <p>31.2 Any party can file its written complaint against the eligibility parameters or any other terms and conditions prescribed in the prequalification or bidding documents found contrary to provision of Procurement Regulatory Framework, and the same shall be addressed by the GRC well before the bid submission deadline.</p> <p>31.3 Any Bidder feeling aggrieved by any act of the procuring agency after the submission of his bid may lodge a written complaint concerning his grievances not later than seven days of the announcement of technical evaluation report and five days after issuance of final evaluation report.</p>

	<p>31.4 In case, the complaint is filed against the technical evaluation report, the GRC shall suspend the procurement proceedings.</p> <p>31.5 In case, the complaint is filed after the issuance of the final evaluation report, the complainant cannot raise any objection on technical evaluation of the report: Provided that the complainant may raise the objection on any part of the final evaluation report in case where single stage one envelop bidding procedure is adopted.</p> <p>31.6 The GRC, in both the cases shall investigate and decide upon the complaint within ten days of its receipt.</p> <p>31.7 Any bidder or the procuring agency not satisfied with the decision of the GRC may file Appeal before the Appellate Committee of the Authority on prescribed format after depositing the fee as prescribed in “Redressal of Grievance Regulations, 2021”.</p> <p>31.8 The Committee, upon receipt of the Appeal against the decision of the GRC complete in all respect shall serve notices in writing upon all the parties to Appeal.</p> <p>31.9 The committee shall call the record from the concerned procuring agency or the GRC as the case may be, and the same shall be provided within prescribed time.</p> <p>31.10 The committee may after examination of the relevant record and hearing all the concerned parties, shall decide the complaint within fifteen (15) days of receipt of the Appeal.</p> <p>31.11 The decision of the Committee shall be in writing and shall be signed by the Head and each Member of the Committee. The decision of the committee shall be final.</p>
<p>32.Mechanism of Blacklisting</p>	<p>32.1 The Procuring Agency shall bar for not more than the time prescribed in Rule-19 of the Public Procurement Rules, 2004, from participating in their respective procurement proceedings, bidder or contractor who either:</p> <ul style="list-style-type: none"> i. Involved in corrupt and fraudulent practices as defined in Rule-2 of Public Procurement Rules; ii. Fails to perform his contractual obligations; and

	<p>iii. Fails to abide by the bid securing declaration;</p> <p>32.2 The show cause notice shall contain: (a) precise allegation, against the bidder or contractor; (b) the maximum period for which the Procuring Agency proposes to debar the bidder or contractor from participating in any public procurement of the Procuring Agency; and (c) the statement, if needed, about the intention of the Procuring Agency to make a request to the Authority for debarring the bidder or contractor from participating in public procurements of all the procuring agencies.</p> <p>32.3 The procuring agency shall give minimum of seven days to the bidder or contractor for submission of written reply of the show cause notice</p> <p>32.4 In case, the bidder or contractor fails to submit written reply within the requisite time, the Procuring Agency may issue notice for personal hearing to the bidder or contractor/ authorize representative of the bidder or contractor and the procuring agency shall decide the matter on the basis of available record and personal hearing, if availed.</p> <p>32.5 In case the bidder or contractor submits written reply of the show cause notice, the Procuring Agency may decide to file the matter or direct issuance of a notice to the bidder or contractor for personal hearing.</p> <p>32.6 The Procuring Agency shall give minimum of seven days to the bidder or contractor for appearance before the specified officer of the Procuring Agency for personal hearing. The specified officer shall decide the matter on the basis of the available record and personal hearing of the bidder or contractor, if availed.</p> <p>32.7 The procuring Agency shall decide the matter within fifteen days from the date of personal hearing unless the personal hearing is adjourned to a next date and in such an eventuality, the period of personal hearing shall be reckoned from the last date of personal hearing.</p> <p>32.8 The Procuring Agency shall communicate to the bidder or contractor the order of debarring the bidder or</p>
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contractor from participating in any public procurement with a statement that the bidder or contractor may, within thirty days, prefer a representation against the order before the Authority.

32.9 Such blacklisting or barring action shall be communicated by the procuring agency to the Authority and respective bidder or bidders in the form of decision containing the grounds for such action. The same shall be publicized by the Authority after examining the record whether the procedure defined in blacklisting and debarment mechanism has been adhered to by the procuring agency.

32.10 The bidder may file the review petition before the Review Petition Committee Authority within thirty days of communication of such blacklisting or barring action after depositing the prescribed fee and in accordance with “Procedure of filing and disposal of review petition under Rule-19(3) Regulations, 2021”. The Committee shall evaluate the case and decide within ninety days of filing of review petition.

32.11 The committee shall serve a notice in writing upon all respondent of the review petition. The notices shall be accompanied by the copies of review petition and all attached documents of the review petition including the decision of the procuring agency. The parties may file written statements along with essential documents in support of their contentions. The Committee may pass such order on the representation may deem fit.

32.12 The Authority on the basis of decision made by the committee either may debar a bidder or contractor from participating in any public procurement process of all or some of the procuring agencies for such period as deemed appropriate or acquit the bidder from the allegations. The decision of the Authority shall be final.

Section III. Proposal Data Sheet

A. General	
ITC Clause Reference	
2.1	<p>Name of the Procuring Agency: Port Qasim Authority Method of selection: Quality cum Cost Based Selection.</p>
2.1	<p>Technical Proposal & Financial Proposal to be submitted as per Single Stage Two Envelope Bidding Procedure</p> <p>The name of the assignment is: Engineering Consultancy Services for Planning, Designing & Supervision of Committed Infrastructure Facilities in Package-I,II,II-A (Al-Watan) in Eastern Industrial Zone, Port Qasim, Karachi.</p>
2.2	<p>A pre-proposal conference/meeting will be held: Yes</p> <p>The name(s) and address(es) of the Official(s) is (are):</p> <p>Director (P&D) First Floor , Administration Building Office, Port Qasim Authority, Karachi. Tel # (021) 99274267 E-mail: dir.p&d@pqa.gov.pk</p> <p>Date, Time and Venue for Pre-Proposal Conference:</p> <p>Date: 25th May, 2026 Time: 1430 hours Venue: 2nd Floor, Conference Room, Administration Building Office, Port Qasim Authority, Karachi.</p>
2.3	PQA will provide the Consultants all the existing data, information, studies and reports available with PQA.
4.1	Not Applicable
6.3	<p>A list of debarred firms and individuals is available at the PPRA website: https://ppra.org.pk/</p>
B. Preparation of Proposals	

9.1	The language of the Bid: English
10.1	<p>The Proposal shall comprise the following:</p> <p><u>For FULL TECHNICAL PROPOSAL (FTP):</u> 1st Inner Envelope with the Technical Proposal:</p> <ol style="list-style-type: none"> (1) Power of Attorney to sign the Proposal (2) TECH-1(Technical proposal submission form) (3) TECH-2 (Consultants organization & Experience) (4) TECH-3 (Comments & suggestions on the terms of reference, counterpart staff, and facilities to be provided by the procuring agency) (5) TECH-4 (Description of approach, methodology, and work plan in responding to the terms of reference) (6) TECH-5 (Work Schedule and planning for deliverables) (7) TECH-6 (Team Composition, assignment, and Key Experts inputs) (8) TECH-7 Proposal Security Rs. Two Million (Form is available in the RFP) (9) TECH-8 Summarized position of Financial Information (Form is available in the RFP) (10) TECH-9 Declaration of Beneficial Ownership <p>Financial Proposal (if applicable):</p> <ol style="list-style-type: none"> (1) FIN-1 (Financial Proposal submission form) (2) FIN-2 (Summary of Costs) (3) FIN-3 (Breakdown of Remuneration) (4) FIN-4 (Breakdown of Reimbursable expenses) (5) Statement of Undertaking (Integrity Pact)
10.1	<p>Statement of Undertaking is required: Yes, refer Serial no. (5) of Financial Proposal (Integrity Pact).</p>
11.1	Participation of Sub-consultants, Key Experts and Non-Key Experts in more than one Proposal is not permissible.
12.1	<p>Proposals shall be valid until: 270 days. The Consultant shall provide a Proposal Security amounting to Rs.2,000,000/- (Two Million) in favor of Port Qasim Authority, issued by minimum + /- AA rating commercial bank having branch located at Karachi, as per Proposal Security Form given in this RFP. The proposal securing instrument shall have the validity twenty-eight days more than the proposal validity period. Same shall be uploaded on E-PAD Portal.</p>
12.9	The Consultant shall not sub-contract the whole of the Services. Sub-Consultants will not be considered for evaluation criteria purpose.
12.13	The successful Consultant shall furnish Performance Security equal to 10% of consultancy cost (inclusive of all applicable duties/taxes) in name of Port Qasim

	<p>Authority, issued by minimum + /- AA rating commercial bank having branch located at Karachi as per Performance Security Form given in this RFP upon signing of the contract.</p> <p>The successful Consultant's Proposal Security will be discharged upon furnishing performance security and signing the contract with Successful Consultant.</p>
13.1	<p>Clarifications may be requested no later than twenty (20) days prior to the submission deadline.</p> <p>The contact information for requesting clarifications is: Director (P&D) 1st Floor , Administration Building Office, Port Qasim Authority, Karachi. Tel # (021) 99274267 E-mail: dir.p&d@pqa.gov.pk</p>
14.1.1 for time-based contracts only	<p>Estimated input of Key Experts' time-input: 35 person-months (Part-I Services) and 150 person-months (Part-II Services) as per this RFP. This estimate is indicative and the proposal shall be based on consultant's own estimate for the same. The consultant shall include in its Proposal at least the same time input (in the same unit as indicated above) of Key-Experts, failing which the financial proposal will be adjusted for the purpose of comparison of Proposals and decision of award in accordance with procedure in the RFP.</p> <p><u>Notes:-</u></p> <p>The consultant is required to work out the actual time input in person month of each Key Expert to perform the services mentioned under title Scope of Services (Refer Section-VI) complete in all respect and produce reports as given in the Section-VI.</p> <p>For the evaluation and comparison of Proposals only: The Proposal contains minimum time-input if a Proposal includes less than the required minimum time-input, the missing time-input (expressed in person-month) is calculated as follows:</p> <p>The missing time-input is multiplied by the highest remuneration rate for a Key Expert in the Consultant's Proposal and added to the total remuneration amount. Proposals that quoted higher than the required minimum of time-input will not be adjusted.</p>
14.1.3 (do not use for Fixed Budget method)	Not applicable
15.2	<p>The format of the Technical Proposal to be submitted is: Full Technical Proposal (FTP)</p>

	Submission of the Technical Proposal in a wrong format may lead to the Proposal being deemed non-responsive to the RFP requirements.																
16.1	<p>The Consultant is required to work out financial implication of providing the services of non-Key Experts and following items separately and make lump sum provision in the Financial Forms as part of the total financial remunerations of the consultants including Key Experts as given in the 14.1.1. However, no reimbursable cost shall be made in this regard including but not limited to the following:</p> <ol style="list-style-type: none"> (1) a per diem allowance, including hotel, for experts for every day of absence from the home office for the purposes of the Services; (2) cost of travel by the most appropriate means of transport and the most direct practicable route; (3) cost of office accommodation, including overheads and back-stop support; (4) communications costs; (5) cost of purchase or rent or freight of any equipment required to be provided by the Consultants; (6) cost of reports production (including printing) and delivering to the Procuring Agency; (7) other allowances where applicable and provisional or fixed sums (if any)] <p>Note: - The Consultant payment shall be made as per the payment schedule presented in the below mentioned: -</p> <p>Payment Schedule of Services.</p> <p>PART-I SERVICES (Planning, Designing & Bidding Stage: 08 months)</p> <table border="1"> <thead> <tr> <th>S. No</th> <th>Description</th> <th>%</th> <th>Amount (Rs.)</th> </tr> </thead> <tbody> <tr> <td>0.</td> <td>Advance payment against Bank Guarantee i.e., 10% of Consultancy cost.</td> <td>—</td> <td>—</td> </tr> <tr> <td>1.</td> <td>On submission of Topographic Survey & Material Investigation Reports of all packages</td> <td>15%</td> <td></td> </tr> <tr> <td>2.</td> <td>On submission of Final Design Report of all packages</td> <td>15%</td> <td></td> </tr> </tbody> </table>	S. No	Description	%	Amount (Rs.)	0.	Advance payment against Bank Guarantee i.e., 10% of Consultancy cost.	—	—	1.	On submission of Topographic Survey & Material Investigation Reports of all packages	15%		2.	On submission of Final Design Report of all packages	15%	
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16.1.1																	

3.	On Submission of Final Tendering Documents, Condition of Contracts, Technical Specifications and Engineer's Cost Estimates of all packages	20%	
4.	On Floating of Bids, Evaluation Reports and works awarded to the Contractors	20%	
5.	On Submission/Issuance of Final Detailed Construction Drawings	20%	
6.	On Submission of As-Built Drawing submitted by Contractors & verified by consultants	10%	
Total Percentage		100%	

Note #1: No extra payment shall be made for any repeat activity/report.

Note #2: Advance payment of 10% of consultancy cost against Bank Guarantee shall be deducted in equal five (05) installments from consultant invoices from the first five milestone payments. The last payment shall be as per schedule of payment.

Note #3: The Procuring Agency shall pay Consultant's invoices within sixty (60) days after receipt by the Procuring Agency of such itemized invoices with supporting documents. Only such portion of an invoice that is not satisfactorily supported may be withheld from payment. Should any discrepancy be found to exist between actual payment and costs authorized to be incurred by Consultant, the Procuring Agency may add or subtract the difference from any subsequent payments.

Note #4: Serial No. 4, 5 & 6 shall be made as per following mechanism:

Package	Payment #4 (20%)	Payment #5 (20%)	Payment #6 (10%)	Remarks
Package-I	6.66%	6.66%	3.33%	The bifurcated payments shall be made as per completion of services package-wise.
Package-II	6.66%	6.66%	3.33%	
Package-IIA (Al-Watan)	6.68%	6.68%	3.34%	

PART-II SERVICES

(Supervision & Contract Administration Stage: 24 months)

Consultant shall act as the Engineer for all packages and shall deploy supervision teams to complete the project in all respects within stipulated timeline. The payments for each package (I,II&II-A) shall be made separately on man-months basis.

	<p>@5% retention money shall be deducted from each payment invoice and 50% of total retention money shall be paid upon completion of respective packages and 50% on successful completion of DLP and issuance of certificate thereupon.</p> <p>Note: Part-II Services of Consultant shall be commenced subject to issuance of notice of commence by consultant and successful mobilization of contractors at sites respectively for each package (I,II&II-A).</p> <p>In case of EOT beyond 14.1 of SCC or otherwise, consultancy remuneration fee for Part-II Services shall be paid on pro rata basis.</p>
16.2	<p>“Information on the Consultant’s tax obligations: The Consultant is responsible for all tax liabilities (Federal and Provincial) taxes / levies / duties etc. as per prevalent laws of Pakistan. It is for the consultant to ascertain the applicable taxes/duties in Pakistan.</p>
16.3	<p>The Financial Proposal shall be stated in the following currencies: Consultant shall express the price for their Services in Pak Rupees. It is for the Consultant to ascertain the applicable taxes and duties in Pakistan.</p>
16.4	<p>Currency of Payment : Pakistani Rupees</p>
<p>C. Submission, Opening and Evaluation</p>	
17.1	<p>The Consultants shall submit their scanned original proposals on E-PAD Portal of PPRA. Same original proposals must be submitted to the P&D Office before or on submission date & time of advertisement.</p>
17.1.1	<ol style="list-style-type: none"> 1. The Consultants must have valid registration with Pakistan Engineering Council (PEC) in the Major Discipline under relevant categories and submit duly valid certificate from PEC having relevant Project Profile Codes at the time of proposal submission. 2. The Firm must also be registered as active tax-payer with Federal Board of Revenue (FBR) and Sindh Revenue Board (SRB) at the time of submission of bid. 3. Firms must be registered on E-PAD Portal of PPRA. 4. Joint Venture Agreement as per clause 17.2.2 below. 5. Last three years audited financial statement must be provided.

<p>17.2.2</p>	<p>The consultant firm registered with Pakistan Engineering Council (PEC) as firm may enter into a Joint Venture Agreement. The Joint Venture Agreement will be submitted with bid. The members of Joint Venture Agreement will jointly and severally responsible for execution of this assignment. The JV may authorize any person to sign the Proposal/ Consultancy Agreement. All members of Joint Venture Agreement will be taken into consideration for evaluation criteria purposes. Sub-Consultants will not be considered for evaluation criteria purpose. A participating firm may not associate with another participating firm.</p>
<p>17.4</p>	<p>The Consultant must submit: Technical Proposal: Upload Original scanned copy in PDF on E-PAD and physical submission of same to P&D Office. Financial Proposal: Upload Original scanned copy in PDF on E-PAD and physical submission of same to P&D Office (as well as MS Word/ Excel Forms) in sealed envelope.</p>
<p>17.7</p>	<p>The Proposals must be submitted no later than: Date: 25th June, 2026 Time: 1130 hours The Proposal submission address is: P&D Department 1st Floor, Administration Building Office, Port Qasim Authority, Karachi.</p>
<p>19.4</p>	<p>An online option of the opening of the Technical Proposals is offered: The Consultants shall submit their scanned original proposals on E-PAD Portal of PPRA. Same original proposals must be submitted to the P&D Office before or on submission date & time of advertisement.</p>
<p>19.5</p>	<p>In addition, the following information will be read aloud at the opening of the Technical Proposals: Not applicable</p>
<p>21.1 (for FTP)</p>	<p>Sample Criteria, sub-criteria, and point system for the evaluation of the Full Technical Proposals (if not already prequalified):</p> <p><u>Category-A</u> <u>Experience</u> <u>Max. Point 25</u></p> <p>(1) <u>General Experience of the Consultant/JV</u> (i.e., Length of Incorporation as Company/firm Registration/Licensing, General Assignments etc.): <u>10 Points</u></p>

a. 15 or more years of Company /Firm incorporated & registration with PEC or Engineering body of International Home Points 7.5

b. 05 or less than 10 years of Company /Firm incorporated & registration with PEC or Engineering body of International Home Points 2.5

General Experience of Consultant 05 Points

Planning, Designing and Implementation of infrastructure works (excluding Industrial Zones facilities) completed:

a) Experience on similar at least one (01) project of (Minimum Consultancy Contract cost of Rs. 150 million) Points 2.5

b) For additional project(s) of the same nature & cost Points 2.5

(2) Specific experience of the Consultant (as a firm) relevant to the Assignment:

Industrial Zone Infrastructure Facilities by Consultant/JV 10 points

Industrial Zone Infrastructure Facilities projects in all respects (completed):

1. Experience in planning, designing & supervision of industrial zones along with infrastructure facilities (Minimum Consultancy Project cost of Rs. 300 million) 7.5 points

2. For additional project of the same nature and cost 2.5 points

Note: The Consultant has to provide the documentary evidences of the completed project containing the services rendered. These services should match with the required services under this RFP.

Category-B

Financial Soundness Points 10

a) Average Paid-up Capital for latest three Years as per audited financial statement: Points 7.5
- Rs.50 million Points 05

- For each additional Rs. 10 million up to Max. 50 million Point 0.5

b) Average Annual Turnover for last three years as per audited financial statement: Points 2.5
- Rs.250 million Points 1.5

- For each additional Rs. 50 million up to Max. 100 million Point 0.5

Note: The above information of Category-B should be based on last three years audited financial statement and provide the same data per TECH-8.

Category-C

Adequacy and quality of the proposed methodology, work plan, management approach etc. in responding to the Terms of Reference (TORs): Points 15

- a) Understanding of assignment & project context Points 3
- b) Adequacy & soundness of methodology Points 3
- c) Design approach and QA/QC plan Points 5
- d) Work plan, staffing schedule & deliverables timeline Points 5

Notes to Consultant: The Procuring Agency will assess whether the proposed methodology is clear, responds to the TORs, work plan is realistic and implementable; overall team composition is balanced and has an appropriate skills mix; and the work plan has right input of Experts.

Category-D

Key Experts qualifications and competence for the Assignment:

Notes to Consultant/JV: Each position number corresponds to the same for the Key Experts in Form TECH-6 to be prepared by the Consultant.

Key Expert

Max 45 Points

S.#	Key Expert	Qualification & Experience	Points
i.	Team Leader / Project Manager	BE/Master's in Civil Engineering with 20 years post qualification experience and completed 06 large scale infrastructure facilities and 02 industrial zones projects	03 points
		Additional marks for PhD in Project Management, Civil Engineering & Management	02 points
ii.	Infrastructure Planner/Utility Designer	BE in Civil Engineering with 15 years post qualification experience in planning & designing of 10 large scale infrastructure facilities including 02 industrial zones projects	02 points
		Additional marks for Masters in Civil Engineering Field	01 point

	iii.	Geotechnical Engineer	BE in Civil/ Geotechnical Engineering with 15 years post qualification experience in 10 large scale infrastructure projects Additional marks for Masters in Civil Engineering Field	02 points 01 point
	iv.	Structure Engineer	Master's in Structural Engineering with 15 years post qualification experience in 10 large scale infrastructure projects Additional marks for PhD in Civil Engineering Field	02 points 01 point
	v.	E&M Engineer	BE in Electrical or Mechanical with 12 years post qualification experience of 05 large infrastructure projects and 01 industrial zone Additional marks for Masters in E&M Engineering Field	01 point 01 point
	vi.	Resident Engineer (02) posts	BE in Civil Engineering with 15 years post qualification experience in large infrastructure facilities including 01 industrial zone Additional marks for Masters in Civil Engineering Field	T=06 points (02 each) 01 point
	vii.	Assistant Resident Engineers (Structure/Highway) 02 posts	BE in Civil Engineering with 08 years post qualification experience in large infrastructure structure & highway projects Additional marks for Masters in Civil Engineering Field	T=04 points (01 each) 01 point
	viii.	Assistant Resident Engineers (Utility) 02 posts	BE in Civil Engineering with 08 years post qualification experience in large infrastructure facilities projects Additional marks for Masters in Civil Engineering Field	T=04 points (01 each) 01 point

ix.	Material Engineer (02) posts	BE in Civil Engineering/Geology with 15 years post qualification experience in large infrastructure facilities Additional marks for Masters in Civil Engineering Field or Geology	T=04 points (01 each) 01 point
x.	Material Inspectors (02) posts	BE in Civil Engineering /Geology with 10 years post qualification experience in large infrastructure facilities projects Additional marks for Masters in Civil Engineering Field or Geology	T=03 points (1 each) 0.5 point
xi.	Structure/Highway/ Utility Inspectors (04) posts	BE in Civil Engineering with 08 years post qualification experience in large infrastructure facilities including highway & structure projects Additional marks for Masters in Civil Engineering Field	T=04 points (0.5 each) 0.5 point
xii.	Surveyors (04) posts	BE in Civil Engineering with 07 years or diploma/B-tech with 12 years post qualification experience in large infrastructure facilities including highway & structure projects as Surveyor.	T= 02 points (0.5 each)
xiii.	Quantity Surveyors (02) posts	BE in Civil Engineering with 07 years or diploma/B-tech with 12 years post qualification experience in large infrastructure facilities including highway & structure projects as QS.	T=02 points (1 each)

Personnel Resumes/ Cv's Scoring criteria:

Fifty percent (50%) points will be awarded against qualification and fifty percent (50%) will be awarded against experience of each individual in Category D above.

NOTE # 1 All above mentioned Key Expert should be employees of firm for at least six months prior to submission of tender.

NOTE# 2 The Sub-Consultants will not be considered for evaluation criteria purposes.

Note # 3 The Consultants are advised to submit updated CV's strictly in compliance with the format of CVs given in Technical Proposal Form.

Category-E

Max Points 05

Transfer of Knowledge & Capacity Building Plan (relevance of approach and methodology):

Training workshops at PQA and digital GIS map for utilities shall be handed over to PQA official through proper training.

Total points for the five category: 100

.....

The minimum technical score (St) required to pass is: Aggregate 70 points.

After the initial screening of all applicants, a detailed evaluation of the consultants shall be undertaken using the following criteria based on the scoring system as follows:

Category	Points	
	Maximum	Minimum Acceptable
A. Experience	25	17.5
B. Financial Soundness	10	05
C. Adequacy and quality of the proposed methodology, work plan, management approach etc. in responding to TORs	15	8
D. Key Experts	45	35
E. Transfer of knowledge & Capacity Building Plan	05	2.5

Note: In order to technically qualify, applicants must receive not less than the specified minimum acceptable points for each category and overall aggregate 70 points.

23.1 An online option of the opening of the Financial Proposals is offered: The Consultants shall submit their scanned original proposals on E-PAD Portal of PPRA. Same original proposals must be submitted to the P&D Office before or on submission date & time of advertisement.

25.1 The Consultant is responsible for all tax liabilities (Federal and Provincial) taxes / levies / duties etc. as per prevalent laws of Pakistan. However, in the financial proposal consultant shall keep the consultancy cost and duties/taxes separately. The

	evaluation of the Consultant's Financial Proposal shall be made inclusive of duties/taxes.
27.1 (QCBS only)	<p>The lowest evaluated Financial Proposal (Fm) is given the maximum financial score (Sf) of 100.</p> <p>The formula for determining the financial scores (Sf) of all other Proposals is calculated as following:</p> <p>$Sf = 100 \times Fm / F$, in which "Sf" is the financial score, "Fm" is the lowest price, and "F" the price of the proposal under consideration.</p> <p>The weights given to the Technical (T) and Financial (P) Proposals are:</p> <p>T = 80% P = 20%</p> <p>Proposals are ranked according to their combined technical (St) and financial (Sf) scores using the weights (T = the weight given to the Technical Proposal; P = the weight given to the Financial Proposal; T + P = 1) as following: $S = St \times T\% + Sf \times P\%$.</p>
27.2 use for Fixed Budget method	Not applicable
D. Negotiations and Award	
28.1	Expected date and address for contract negotiations: To be informed.
28.4.1	Substitution of Key Experts during the period of consultancy services due solely to circumstances outside the reasonable control of and not foreseeable by Consultant may be considered at discretion of Procuring Agency subject, however to provision of Key Expert(s) having equivalent or better qualifications and experience than the original Key Expert.
30.1	<p>The publication of the contract award information following the completion of the contract negotiations and contract signing will be done as following: Website Address: https://www.pqa.gov.pk/</p> <p>The publication will be done within 21 (Twenty-one) days after the contract signing.</p>
30.2	Expected date for the commencement of the Services To be informed.

Section III. Technical Proposal – Standard Forms

{Notes to Consultant shown in brackets { } throughout Section 3 provide guidance to the Consultant to prepare the Technical Proposal; they should not appear on the Proposals to be submitted.}

CHECKLIST OF REQUIRED FORMS

Required for FTP (√)	FORM	DESCRIPTION	<i>Page Limit</i>
FTP			
√	TECH-1	Technical Proposal Submission Form.	As per format
“√” If applicable	TECH-1 Attachment	If the Proposal is submitted by a joint venture, attach a letter of intent or a copy of an existing agreement.	
“√” If applicable	Power of Attorney	No pre-set format/form. In the case of a Joint Venture, several are required: a power of attorney for the authorized representative of each JV member, and a power of attorney for the representative of the lead member to represent all JV members	
√	TECH-2	Consultant’s Organization and Experience.	
√	TECH-2A	A. Consultant’s Organization	5
√	TECH-2B	B. Consultant’s Experience	3
√	TECH-3	Comments or Suggestions on the Terms of Reference and on Counterpart Staff and Facilities to be provided by the Procuring Agency.	
√	TECH-3A	A. On the Terms of Reference	3
√	TECH-3B	B. On the Counterpart Staff and Facilities	1
√	TECH-4	Description of the Approach, Methodology, and Work Plan for Performing the Assignment	Upto 50
√	TECH-5	Work Schedule and Planning for Deliverables	As given below
√	TECH-6	Team Composition, Key Experts Inputs, and attached Curriculum Vitae (CV)	max 10 pages each Cv.

All pages of the original Technical and Financial Proposal shall be initialed by the same authorized representative of the Consultant who signs the Proposal.

NOTE:- The page limit given here is indicative and consultant may add further sheets to demonstrate the requisite proposal duly supported with documentary evidence as per convenience.

Form TECH-1

Technical Proposal Submission Form

{Location, Date}

To: *[Name and address of Procuring Agency]*

Dear Sirs:

We, the undersigned, offer to provide the consulting services for *[Insert title of assignment]* in accordance with your Request for Proposals dated *[Insert Date]* and our Proposal. *[Select appropriate wording depending on the selection method stated in the RFP: “We are hereby submitting our Proposal, which includes this Technical Proposal and a Financial Proposal sealed in a separate envelope” or, if only a Technical Proposal is invited “We hereby are submitting our Proposal, which includes this Technical Proposal only in a sealed envelope.”]*

{If the Consultant is a joint venture, insert the following: We are submitting our Proposal a joint venture with: {Insert a list with full name and the legal address of each member, and indicate the lead member}. We have attached a copy {insert: “of our letter of intent to form a joint venture” or, if a JV is already formed, “of the JV agreement”} signed by every participating member, which details the likely legal structure of and the confirmation of joint and severable liability of the members of the said joint venture.

{OR

If the Consultant’s Proposal includes Sub-consultants, insert the following: We are submitting our Proposal with the following firms as Sub-consultants: {Insert a list with full name and address of each Sub-consultant.}

We hereby declare that:

- (a) All the information and statements made in this Proposal are true and we accept that any misinterpretation or misrepresentation contained in this Proposal may lead to our disqualification by the Procuring Agency.
- (b) Our Proposal shall be valid and remain binding upon us until *[insert day, month and year in accordance with ITC 12.1]*.
- (c) We have no conflict of interest in accordance with ITC 3.

-
- (d) *[Note to Procuring Agency: Only if required in ITC10.2 (Data Sheet 10.2), include the following: In competing for (and, if the award is made to us, in executing) the Contract, we undertake to observe the laws against fraud and corruption, including bribery, in force in the country of the Procuring Agency.]*
- (e) Except as stated in the Data Sheet, Clause 12.7, we undertake to negotiate a Contract on the basis of the proposed Key Experts. We accept that the substitution of Key Experts for reasons other than those stated in ITC Clause 12 and ITC Clause 28.4 may lead to the termination of Contract negotiations.
- (f) Our Proposal is binding upon us and subject to any modifications resulting from the Contract negotiations.

We undertake, if our Proposal is accepted and the Contract is signed, to initiate the Services related to the assignment no later than the date indicated in Clause 30.2 of the Data Sheet.

We understand that the Procuring Agency is not bound to accept any Proposal that the Procuring Agency receives.

We remain,

Yours sincerely,

Authorized Signature {In full and initials}: _____

Name and Title of Signatory: _____

Name of Consultant (company's name or JV's name): _____

In the capacity of: _____

Address: _____

Contact information (phone and e-mail): _____

{For a joint venture, either all members shall sign or only the lead member, in which case the power of attorney to sign on behalf of all members shall be attached}

Form TECH-2 (FOR FULL TECHNICAL PROPOSAL ONLY)

CONSULTANT'S ORGANIZATION AND EXPERIENCE

Form TECH-2: a brief description of the Consultant's organization and an outline of the recent experience of the Consultant that is most relevant to the assignment. In the case of a joint venture, information on similar assignments shall be provided for each partner. For each assignment, the outline should indicate the names of the Consultant's Key Experts and Sub-consultants who participated, the duration of the assignment, the contract amount (total and, if it was done in a form of a joint venture or a sub-consultancy, the amount paid to the Consultant), and the Consultant's role/involvement.

A - Consultant's Organization

1. Provide here a brief description of the background and organization of your company, and – in case of a joint venture – of each member for this assignment.
2. Include organizational chart, a list of Board of Directors, and beneficial ownership

B - Consultant's Experience

1. List only previous similar assignments successfully completed in the last **20** years.
2. List only those assignments for which the Consultant was legally contracted by the Procuring Agency as a company or was one of the joint venture partners. Assignments completed by the Consultant's individual experts working privately or through other consulting firms cannot be claimed as the relevant experience of the Consultant, or that of the Consultant's partners or sub-consultants, but can be claimed by the Experts themselves in their CVs. The Consultant should be prepared to substantiate the claimed experience by presenting copies of relevant documents and references if so requested by the Procuring Agency.

Duration	Assignment name/& brief description of main deliverables/outputs	Name of Procuring Agency & Country of Assignment	Approx. Contract value (in US\$ equivalent)/ Amount paid to your firm	Role on the Assignment
{e.g., Jan.2009–Apr.2010}	{e.g., “Improvement quality of.....”: designed master plan for rationalization of; }	{e.g., Ministry of, country}	{e.g., PKR 1 mill/PKR 0.5 mill}	{e.g., Lead partner in a JV A&B&C}
{e.g., Jan-May 2008}	{e.g., “Support to sub-national government.....” : drafted secondary level regulations on.....}	{e.g., municipality of....., country}	{e.g., PKR0.2 mil/PKR 0.2 mil}	{e.g., sole Consultant}

Form TECH-3

COMMENTS AND SUGGESTIONS ON THE TERMS OF REFERENCE, COUNTERPART STAFF, AND FACILITIES TO BE PROVIDED BY THE PROCURING AGENCY

Form TECH-3: comments and suggestions on the Terms of Reference that could improve the quality/effectiveness of the assignment; and on requirements for counterpart staff and facilities, which are provided by the Procuring Agency, including: administrative support, office space, local transportation, equipment, data, etc.

A - On the Terms of Reference

{Improvements to the Terms of Reference, if any }

B - On Counterpart Staff and Facilities

The Client shall make available the following Services and Facilities:

Services and Facilities of the Client

The Client shall make available to the Consultants, and the Personnel, for the purposes of the Services and free of any charge, the services, facilities and property, at the times and in the manner specified hereunder:

- (a) The Client shall provide all required draft reports / studies available / or facilitate in getting such reports.
- (b) Any other areas where Client shall be needed to provide required facilities and coordination of staff and also facilitate in getting permission/ entry passes etc.

Form TECH-4

DESCRIPTION OF APPROACH, METHODOLOGY, AND WORK PLAN IN RESPONDING TO THE TERMS OF REFERENCE

Form TECH-4: a description of the approach, methodology and work plan for performing the assignment, including a detailed description of the proposed methodology and staffing for training, if the Terms of Reference specify training as a specific component of the assignment.

{Suggested structure of your Technical Proposal (in FTP format):

- 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 *Note to Procuring Agency: add the following for supervision of infrastructure contracts such as Plant or Works and for other consulting services where the social risks are substantial or high*: “(including on the [environmental and] social aspects)” to deliver the expected output(s), and the degree of detail of such output. Please do not repeat/copy the TORs in here.}

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 Procuring Agency), 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-5

WORK SCHEDULE AND PLANNING FOR DELIVERABLES

N°	Deliverables ¹ (D-..)	Months											
		1	2	3	4	5	6	7	8	9	n	TOTAL
D-1	{e.g., Deliverable #1: Report A												
	1) data collection												
	2) drafting												
	3) inception report												
	4) incorporating comments												
	5)												
	6) delivery of final report to Procuring Agency}												
D-2	{e.g., Deliverable #2:.....}												
n													

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

Form TECH-6

TEAM COMPOSITION, ASSIGNMENT, AND KEY EXPERTS' INPUTS

N°	Name	Expert's input (in person/month) per each Deliverable (listed in TECH-5)										Total time-input (in Months)		
		Position	D-1	D-2	D-3	D-...					Home	Field	Total
KEY EXPERTS														
K-1	{e.g., Mr. Abbbb}	[Team Leader]	[Home] [Field]	[2 month] [0.5 m]	[1.0] [2.5]	[1.0] [0]								
K-2														
K-3														
n														
Subtotal														
NON-KEY EXPERTS														
N-1			[Home] [Field]											
N-2														
n														
Subtotal														
Total														

1 For Key Experts, the input should be indicated individually for the same positions as required under the Data Sheet ITC21.1.

-
- 2 Months are counted from the start of the assignment/mobilization. One (1) month equals twenty two (22) working (billable) days. One working (billable) day shall be not less than eight (8) working (billable) hours.
 - 3 "Home" means work in the office in the expert's country of residence. "Field" work means work carried out in the Procuring Agency's country or any other country outside the expert's country of residence.

■ Full time input

■ Part time input

**FORM TECH-6
(CONTINUED)**

CURRICULUM VITAE (CV)

Position Title and No.	{e.g., K-1, TEAM LEADER}
Name of Expert:	{Insert full name}
Date of Birth:	{day/month/year}
Country of Citizenship/Residence	
Years with firm	

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

Employment record relevant to the assignment: {Starting with present position, list in reverse order. Please provide dates, name of employing organization, titles of positions held, types of activities performed and location of the assignment, and contact information of previous Procuring Agency's and employing organization(s) who can be contacted for references. Past employment that is not relevant to the assignment does not need to be included.}

Period	Employing organization and your title/position. Contact info for references	Country	Summary of activities performed relevant to the Assignment
[e.g., May 2005-present]	[e.g., Ministry of, advisor/consultant to... For references: Tel...../e-mail.....; Mr. Hbbbb, deputy minister]		

Membership in Professional Associations and Publications:

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

FORM TECH-7

Proposal Security Form

To:

Whereas *[name of the Consultant]* (hereinafter called “the Consultant/Service Provider”) has submitted its proposal dated *[date of submission of Proposal]* for the provision of *[name and/or description of the consultancy services]* (hereinafter called “the proposal”).

KNOW ALL PEOPLE by these presents that WE *[name of Financial Institution]* of *[name of country]*, having our registered office at *[address of Financial Institution]* (hereinafter called “the Bank”), are bound unto *[name of PA]* (hereinafter called “the Procuring Agency”) in the sum of Rs.1,000,000/- (*One million*) for which payment well and truly to be made to the said Procuring Agency, the Bank binds itself, its successors, and assigns by these presents.

Sealed with the Common Seal of the said Bank this ____ day of _____ 20____.

THE CONDITIONS of this obligation are:

1. If the Proposal
 - (a) have withdrawn or modified our Proposal during the period of Proposal Validity specified in the Form of Proposal;
 - (b) Disagreement to arithmetical correction made to the Proposal price; or
 - (c) having been notified of the acceptance of our Proposal by the Procuring Agency during the period of Proposal Validity, (i) failure to sign the contract if required by Procuring Agency to do so or (ii) fail or refuse to furnish the Performance Security or to comply with any other condition precedent to signing the contract specified in the SRF Documents.
2. We undertake to pay to the Procuring Agency up to the above amount upon receipt of its first written demand, without the Procuring Agency having to substantiate its demand, provided that in its demand the Procuring Agency states the amount claimed by it is due to it, owing to the occurrence of one or both of the conditions, specifying the occurred condition or conditions.

This guarantee shall remain in force up to and including twenty-eight (28) days after the period of Proposal Validity, and any demand in respect thereof should reach the Bank not later than the above date.

Name: in the capacity of

signed

[Signature of the Bank]

Dated on day of 20

**FORM
TECH-8**

Summarized position of Financial Information

PKR in
Millions

Sr.#	Item	Year 1	Year 2	Year 3	Total	Average
1	Turnover					
2	Current Assets					
3	Fixed Assets					
4	Total Assets					
5	Current Liabilities					
6	Non-Current Liabilities					
7	Total Liabilities					
8	Working Capital					
9	Net Worth					
10	Paid up capital					

ix. Information about the Board of Directors (details shall be provided regarding number of shares in the capital of the company as set opposite respective names).

1	2	3	4	5	6	7	8
Name and surname (In Block Letters)	CNIC No. (in case of foreigner, Passport No)	Father's/ Husband's Name in full	Current Nationality	Any other Nationality (ies)	Occupation	Residential address in full or the registered/ principal office address for a subscriber other than natural person	Number of shares taken by each subscriber (in figures and words)
			Total number of shares taken (in figures and words)				

x. Any other information incidental to or relevant to Beneficial Owner(s).

Name & signature

(Person authorized to issue notice on behalf of the company)

Section IV. Financial Proposal - Standard Forms

{*Notes to Consultant* shown in brackets { } provide guidance to the Consultant to prepare the Financial Proposals; they should not appear on the Financial Proposals to be submitted.}

Financial Proposal Standard Forms shall be used for the preparation of the Financial Proposal according to the instructions provided in Section 2.

- FIN-1 Financial Proposal Submission Form
- FIN-2 Summary of Costs
- FIN-3 Breakdown of Remuneration, including Appendix A “Financial Negotiations - Breakdown of Remuneration Rates” in the case of QCBS method
- FIN-4 Reimbursable expenses

The Consultant must quote remunerations (inclusive of all taxes and duties) for:-

Part-I Services Remuneration: Rs. _____/-

Part-II Services Remuneration: Rs. _____/-

Part-I + Part-II Services Remuneration: Rs. _____/-

(Rupees _____ only)
(in words)

Note#1: It is for the consultant to conduct due diligence for the purposes of applicable taxes/duties as per prevalent laws.

Note#2: The Consultant is responsible for all tax liabilities (Federal and Provincial) taxes / levies / duties etc. as per prevalent laws of Pakistan. However, in the financial proposal consultant shall keep the consultancy cost and duties/taxes separately. The evaluation of the Consultant’s Financial Proposal shall be made inclusive of duties/taxes.

Note#3: Currency of Payment shall be in Pakistan Rupees.

FORM FIN-1
Financial Proposal Submission Form

{Location, Date}

To: [Name and address of Procuring Agency]

Dear Sirs:

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 Technical Proposal.

Our attached Financial Proposal is for the amount of {Indicate the corresponding to the amount(s) currency (ies)} {Insert amount(s) in words and figures}, [*Insert “including” or “excluding”*] of all indirect local taxes in accordance with Clause 25.1 in the Data Sheet. The estimated amount of local indirect taxes is {Insert currency} {Insert amount in words and figures} which shall be confirmed or adjusted, if needed, during negotiations. {Please note that all amounts shall be the same as in Form FIN-2}.

Our Financial Proposal shall be valid and remain binding upon us, subject to the modifications resulting from Contract negotiations until [*insert day, month and year in accordance with ITC 12.1*].

Commissions and gratuities paid or to be paid by us to an agent or any third party relating to preparation or submission of this Proposal and Contract execution, paid if we are awarded the Contract, are listed below:

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

{If no payments are made or promised, add the following statement: “No commissions or gratuities have been or are to be paid by us to agents or any third party relating to this Proposal and Contract execution.”}

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: _____
In the capacity of: _____
Address: _____
E-mail: _____

{For a joint venture, either all members shall sign or only the lead member/consultant, in which case the power of attorney to sign on behalf of all members shall be attached}

The Consultant must quote remunerations (inclusive of all taxes and duties) for:-

Part-I Services Renumeration: Rs. _____/-

Part-II Services Renumeration: Rs. _____/-

Part-I + Part-II Services Renumeration: Rs. _____/-

(Rupees _____ only)
(in words)

Note#1: It is for the consultant to conduct due diligence for the purposes of applicable taxes/duties as per prevalent laws.

Note#2: The Consultant is responsible for all tax liabilities (Federal and Provincial) taxes / levies / duties etc. as per prevalent laws of Pakistan. However, in the financial proposal consultant shall keep the consultancy cost and duties/taxes separately. The evaluation of the Consultant's Financial Proposal shall be made inclusive of duties/taxes.

Note#3: Currency of Payment shall be in Pakistan Rupees.

Form FIN-2 Summary of Costs

Item	Cost			
	{Consultant must state the proposed Costs in accordance with Clause 16.4 of the Data Sheet; delete columns which are not used}			
	<i>{Insert Foreign Currency # 1}</i>	<i>{Insert Foreign Currency # 2, if used}</i>	<i>{Insert Foreign Currency # 3, if used}</i>	<i>{Insert Local Currency, if used and/or required (16.4 Data Sheet)}</i>
Cost of the Financial Proposal				
Including:				
(1) Remuneration				
(2) Reimbursable				
<u>Total Cost of the Financial Proposal:</u> {Should match the amount in Form FIN-1}				
Indirect Local Tax Estimates – to be discussed and finalized at the negotiations if the Contract is awarded				
(i) {insert type of tax: e.g., VAT or sales tax}				
(ii) {e.g., income tax on non-resident experts}				
(iii) {insert type of tax}				
<u>Total Estimate for Indirect Local Tax:</u>				

Footnote: Payments will be made in the currency (ies) expressed above (Reference to ITC 16.4).

FORM FIN-3 BREAKDOWN of Remuneration

A. Remuneration _____								
No.	Name	Position (as in TECH-6)	Person-month Remuneration Rate	Time Input in Person/Month (from TECH-6)	{Currency # 1- as in FIN-2}	{Currency # 2- as in FIN-2}	{Currency# 3- as in FIN-2}	{Local Currency- as in FIN-2}
Key Experts								
K-1			[Home]					
			[Field]					
K-2								
Non-Key Experts								
N-1			[Home]					
N-2			[Field]					
Total Costs								

Sample Form

Consultant:
Assignment:

Country:
Date:

Consultant's Representations Regarding Costs and Charges

We hereby confirm that:

- (a) the basic fees indicated in the attached table are taken from the firm's payroll records and reflect the current rates of the Experts listed which have not been raised other than within the normal annual pay increase policy as applied to all the Consultant's Experts;
- (b) attached are true copies of the latest pay slips of the Experts listed;
- (c) the away- from- home office allowances indicated below are those that the Consultant has agreed to pay for this assignment to the Experts listed;
- (d) the factors listed in the attached table for social charges and overhead are based on the firm'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 Consultant]

Signature of Authorized Representative

Date

Name: _____

Title: _____

Consultant's Representations Regarding Costs and Charges (Model Form I)

(Expressed in Pakistani Rupee)

Personnel		1	2	3	4	5	6	7	8
Name	Position	Basic Remuneration Rate per Working Month/Day/Year	Social Charges ¹	Overhead ₁	Subtotal	Profit ²	Away from Home Office Allowance	Proposed Fixed Rate per Working Month/Day/Hour	Proposed Fixed Rate per Working Month/Day/Hour ¹
Home Office									
Procuring Agency's Country									

{* If more than one currency is used, use additional table(s), one for each currency}

1. Expressed as percentage of 1
2. Expressed as percentage of 4

FORM FIN-4 BREAKDOWN of Reimbursable Expenses

B. Reimbursable Expenses								
N°	Type of Reimbursable Expenses	Unit	Unit Cost	Quantity	{Currency # 1- as in FIN-2}	{Currency # 2- as in FIN-2}	{Currency# 3- as in FIN-2}	{Local Currency- as in FIN-2}
	{e.g., Per diem allowances**}	{Day}						
—	{e.g., International flights}	{Ticket}						
—	{e.g., In/out airport transportation}	{Trip}						
	{e.g., Communication costs between Insert place and Insert place}							
	{ e.g., reproduction of reports}							
	{e.g., Office rent}							
							
	{Training of the Procuring Agency's personnel – if required in TOR}							
Total Costs								

Legend:

“Per diem allowance” is paid for each night the expert is required by the Contract to be away from his/her usual place of residence. Procuring Agency can set up a ceiling.

Statement of Undertaking (Integrity Pact)

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

Contract No. _____ Dated _____

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 Pakistan (GoP) or any administrative subdivision or agency thereof or any other entity owned or controlled by GoP 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 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.

[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 GoP 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 aforesaid shall, without prejudice to any other rights 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, [name of 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 [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 GoP.

Name of Buyer:
Signature:
[Seal]

Name of Seller/Supplier:
Signature:
[Seal]

Section V. Eligible Countries

All the consultants are allowed to participate in the subject procurement without regard to nationality, except consultants of some nationality, prohibited in accordance with policy of the Federal Government.

Following countries are ineligible to participate in the procurement process:

1. India
2. Israel

Ministry of Interior, Government of Pakistan has notified List of Business Friendly Countries (BVL), information can be accessed through following link:

<http://www.dgip.gov.pk/Files/Visa%20Categories.aspx#L>

1. *state "none"*

Section VI. Terms of Reference

1. Background

- 1.1 Port Qasim Authority (PQA) is a major maritime and industrial authority responsible for development, management of port operations and industrial zones within its jurisdiction. The Eastern Industrial Zone (EIZ) has been planned to promote industrial growth, logistics activities and investment in the region.
- 1.2 In order to facilitate committed industrial investments in Package-I, II & II-A areas, PQA intends to develop essential infrastructure facilities including roads, stormwater drainage systems, water supply networks, sewerage systems and associated structural works.
- 1.3 The project area is susceptible to stormwater accumulation and potential flooding during heavy rainfall. These site conditions require comprehensive geotechnical investigations, hydraulic assessments and resilient engineering solutions.
- 1.4 Timely provision of infrastructure is critical to ensure operational readiness of industrial units, maintain investor confidence and enhance the overall functionality and competitiveness of Eastern Industrial Zone.
- 1.5 PQA, therefore, intends to engage a qualified Engineering Consultancy Firm to provide comprehensive services covering planning, detailed design, preparation of tender documents, construction supervision and contract administration for the committed infrastructure facilities.

2. Objectives of the Assignment

- 2.1 The primary objective of this assignment is to provide professional engineering consultancy services for planning, detailed design, procurement support, construction supervision and contract administration of infrastructure facilities in designated packages of Eastern Industrial Zone.
- 2.2 The specific objectives are to undertake necessary surveys and investigations and to prepare technically sound, cost-effective and sustainable engineering designs suitable for industrial environments.
- 2.3 The Consultant shall ensure incorporation of appropriate flood mitigation measures, ground improvement techniques, and corrosion-resistant design standards to enhance durability and long-term performance of infrastructure assets.
- 2.4 The Consultant shall prepare complete tender documentation and assist PQA in transparent and technically responsive procurement of construction contractors.

-
- 2.5 During construction, Consultant shall provide full-time supervision and contract administration services to ensure that works are executed in accordance with approved drawings, specifications, and contractual provisions.
- 2.6 The Consultant shall ensure compliance with applicable national standards, environmental regulations, and health and safety requirements throughout the project lifecycle.
- 2.7 The expected outcome of the assignment is the successful delivery of reliable, resilient, and fully operational infrastructure facilities that support sustainable industrial development within the Eastern Industrial Zone.

3. Scope of Services, Tasks (Components) and Expected Deliverables

The scope of services for providing Engineering Consultancy Services for Planning, Designing & Supervision of Committed Infrastructure Facilities in Package-I,II&II-A Area in Eastern Industrial Zone shall comprises of all necessary services as per the best industry practices including but not limited to the following:

5.1 Part–I: Services – Planning, Designing & Bidding Stage

- 3.1.1 The Consultant shall undertake and complete all necessary surveys, field investigations, technical studies, engineering analyses and detailed engineering designs required for the implementation of committed infrastructure facilities within designated project packages. The services shall be comprehensive and sufficient to enable construction without the need for material revisions.
- 3.1.2 All proposed designs shall be technically sound, economically viable, environmentally sustainable and compatible with functional requirements of an industrial development. The Consultant shall ensure resilience against flooding and potential climate-related impacts for low laying area.

3.2 Review of Existing Data & Master Planning

- 3.2.1 The Consultant shall review all available master plans, approved layout plans, previous feasibility studies, soil investigation reports, hydrological data and existing infrastructure drawings relevant to the project area.
- 3.2.2 The Consultant shall verify site constraints including right-of-way (ROW) availability as per wayleaves, existing utility corridors and planned development phasing to ensure compatibility with proposed designs.
- 3.2.3 Based on the review and field verification, the Consultant shall identify gaps, inconsistencies, or outdated information and propose technically justified modifications or improvements.

3.3 Surveys & Investigations

3.3.1 Topographic Survey

The Consultant shall conduct a detailed topographic survey of the entire project area using modern surveying techniques. The scope shall include:

- i. Establishment of horizontal and vertical control points tied to approved benchmarks.
- ii. Preparation of contour maps at appropriate intervals.
- iii. Development of Digital Terrain Models (DTM) for design purposes.

3.3.2 Utility Mapping/Way leave Planning

The Consultant shall identify, locate and map all existing underground and overhead utilities including water supply, sewerage, drainage, power, telecom and gas lines. A coordinated utility corridor plan shall be developed to minimize future conflicts and ensure maintainability in future.

3.3.3 Geotechnical Investigation

A comprehensive geotechnical investigation program shall be carried out including borehole drilling, in-situ field testing and laboratory testing. The investigation shall:

- i. Determine soil stratification and engineering properties.
- ii. Assess safe bearing capacity and settlement characteristics.
- iii. Evaluate liquefaction potential and slope stability (if any).
- iv. Recommend appropriate foundation systems and ground improvement techniques suitable for respective area conditions and all facilities structures design.

3.3.4 Hydrological & Hydraulic Studies

The Consultant shall undertake hydrological and hydraulic studies considering rainfall data, tidal variations, storm surge levels and climate change projections. The scope shall include:

- i. Flood modeling and drainage capacity assessment.
- ii. Determination of design storm return periods.
- iii. Establishment of minimum platform levels and flood protection criteria.
- iv. Development of a gravity-based stormwater disposal strategy wherever feasible.
- v. Recommendation of appropriate structures for drainage assessment.

3.4 Detailed Engineering Design

The Consultant shall prepare complete and coordinated detailed engineering designs for all infrastructure components, including but not limited to the following:

3.4.1 Roads & Pavement Infrastructure

- i. Geometric design and horizontal/vertical alignment.
- ii. Pavement design (flexible and/or rigid) based on traffic projections.
- iii. Structural design suitable for heavy industrial and containerized traffic.
- iv. Incorporation of road safety features, signage, markings and traffic management measures.

3.4.2 Stormwater Drainage System

- i. Design of surface and subsurface drainage networks.
- ii. Hydraulic design of culverts and cross-drainage structures.
- iii. Outfall structures, energy dissipation arrangements and erosion protection measures.

3.4.3 Water Supply System

- a. Water demand assessment for industrial and domestic use.
- b. Design of transmission mains and distribution networks.
- c. Design of storage reservoirs, overhead tanks and pumping stations.

3.4.4 Sewerage & Effluent Disposal

- a. Design of sewerage collection network and manholes.
- b. Provision of lift stations where required.
- c. Integration with existing or proposed treatment and disposal facilities.

3.4.5 Electrical & Utility Infrastructure

1. Street lighting design in accordance with relevant standards.
2. Power distribution network planning.
3. Substations, duct banks, and cable routing.
4. Utility corridor coordination to avoid conflicts among services.

3.4.6 Structural Works

- a. Structural design of culverts, bridges, retaining walls and utility structures.
- b. Design of utility crossing structure at appropriate locations.

3.4.7 Environmental & Social Compliance

The Consultant shall prepare or update the Initial Environmental Examination (IEE) and/or Environmental Impact Assessment (EIA), as required under applicable

regulations. Appropriate mitigation measures shall be proposed for both construction and operational phases, including environmental management and monitoring plans.

3.5 Preparation of Tender Documents

Consultant shall prepare the following documents for each package separately but not limited to:

- Preparation of detailed Engineer's Cost Estimates based on approved designs and prevailing market rates/CSRs.
- Preparation of itemized Bills of Quantities (BOQs) with clear measurement and payment descriptions.
- Preparation of Technical Specifications, Special Conditions of Contract, and Particular Specifications aligned with applicable standards.
- Preparation of complete bidding documents including drawings, instructions to bidders, contract data, and evaluation criteria.
- Assistance to PQA during pre-bid meetings and preparation of clarifications/addenda/minutes.
- Technical and financial evaluation of bids and preparation of the Bid Evaluation Report.
- Assistance in presentations to the PQA Board and participation in contract negotiations and agreements.

3.5.1 Planning & Designing of Fire Station in EIZ

Consultant shall prepare tender documents, Engineer's Estimate and drawings of Fire Station along with allied facilities in EIZ. The services costs are included in Part-I Services of the project.

3.6 Deliverables under Part-I

The Consultant shall submit the following deliverables in both hard and soft copies:

- a. Inception/Conceptual Design Report
- b. Survey & Investigation Report
- c. Geotechnical Report
- d. Hydrology & Drainage Study Report
- e. Detailed Design Report
- f. Design Calculations
- g. Tender Documents & Drawings
- h. Cost Estimates & BOQs
- i. Tender Documents
- j. Bid Evaluation Reports and Draft LOAs & Contract Agreements

4. Part–II: Services – Supervision & Contract Administration Stage

Upon award of construction contracts, the Consultant shall provide full-time construction supervision services for each package and act as the “Engineer” under respective Contracts. The Consultant shall ensure that the works are executed strictly in accordance with approved drawings, technical specifications, contract conditions and applicable standards.

4.1 Construction Supervision

The Consultant shall render the services during supervision but not limited to:

4.1.1 Site Mobilization & Monitoring

- a. Shall issue detailed construction drawings of respective packages.
- b. Handover the possession of respective sites to the Contractor.
- c. Deployment of Resident Engineer and qualified site supervision staff for respective packages as per appropriate arrangement & given strength of supervisory staffs.
- d. Establishment of a fully functional site supervision & camp offices.
- e. Review and approval of the Contractor’s work program and resource deployment.

4.1.2 Quality Assurance & Quality Control

- a. Approval of material sources and suppliers.
- b. Witnessing and verification of material testing.
- c. Ensuring compliance with approved specifications.
- d. Approval of mix designs and construction methodologies.

4.1.3 Review & Approval

- a. Review and approval of shop drawings.
- b. Approval of method statements.
- c. Review and monitoring of construction schedules.

4.1.4 Contract Administration

- a. Act as the Engineer under the Contracts.
- b. Issue instructions and site directives to the Contractors.
- c. Certify Interim Payment Certificates (IPCs).
- d. Evaluate variation orders and cost implications.
- e. Assess and recommend decisions on extension of time (EOT) claims.
- f. Maintain complete and organized contract documentation.

4.1.5 HSE & Environmental Monitoring

1. Enforce compliance with Health, Safety and Environmental (HSE) standards.

-
2. Monitor Contractor's adherence to Environmental Management Plan (EMP).
 3. Ensure safe working practices within an industrial environment.

4.2 Progress Monitoring & Reporting

Preparation of comprehensive monthly progress reports including:

- Physical and financial progress status
 - Quality control summary
 - Material & Manpower Strength
 - HSE performance indicators
 - Project bottlenecks and delays (if any)
 - Risk assessment and mitigation measures
- 4.2.1 Conduct regular progress review meetings with stakeholders.
 - 4.2.2 Monitor the project schedule, critical path activities and recommend corrective measures where required.

4.3 Testing, Commissioning & Completion

- Witness testing and commissioning of all systems.
- Prepare and monitor punch lists.
- Issue Taking-Over Certificates upon satisfactory completion.
- Review and verify As-Built Drawings.
- Prepare and submit Final Completion Report.

4.4 Defect Liability Period (DLP) Services

- Conduct periodic inspections during DLP.
- Verify rectification of defects by the Contractors.
- Issue Defect Liability Certificate upon satisfactory completion.
- Prepare Project Operation and Performance Report.

4.5 Duration of Services

- Part-I (Planning, Design & Bidding Stage): 08 Months
- Part-II (Supervision Stage): 24 Months
- Defect Liability Period: 12 Months (or as specified in Contract)

4.6 Applicable Standards

All designs and works shall comply with:

- Pakistan Engineering Council (PEC) Guidelines
- Pakistan Building Code
- AASHTO / ASTM Standards

- SEPA Environmental Regulations
- International best practices for industrial infrastructure development

4.7 Addition of Scope of Services beyond Part-I & II Services

4.7.1 In case of any addition services beyond Part-I & II Services Scope instructed to Consultant by Employer or any other requirements arises/ any directives from Competent Authority, shall be carried out as additional services on mutually agreed prior rendering at bid quoted rates.

4.7.2 It is relevant to note that any repetitive/alteration/modification services on directives of Employer within Part-I & II Services Scope of this assignment shall not be considered as additional service and consultant will not entitle for such payment.

5. Team Composition & Qualification Requirements for the Key Experts (and any other requirements which will be used for evaluating the Key Experts under Data Sheet 21.1 of the ITC)

S.#	Key Expert	Qualification & Experience
i.	Team Leader / Project Manager	BE/Master's in Civil Engineering with 20 years post qualification experience and completed 06 large scale infrastructure facilities and 02 industrial zones projects
ii.	Infrastructure Planner/Utility Designer	BE/Master's in Civil/ Urban Engineering with 15 years post qualification experience in planning & designing of 10 large scale infrastructure facilities including 02 industrial zones projects
iii.	Geotechnical Engineer	BE/Master's in Civil/ Geotechnical Engineering with 15 years post qualification experience in 10 large scale infrastructure projects
iv.	Structure Engineer	Master's in Structural Engineering with 15 years post qualification experience in 10 large scale infrastructure projects
v.	E&M Engineer	BE/Master's in Electrical or Mechanical with 12 years post qualification experience of 05 large infrastructure projects and 01 industrial zone
vi.	Resident Engineer (02) posts	BE/Master's in Civil Engineering with 15 years post qualification experience in large infrastructure facilities including 01 industrial zone
vii.	Assistant Resident Engineers (Structure/Highway) 02 posts	BE/Master's in Civil Engineering with 08 years post qualification experience in large infrastructure structure & highway projects
viii.	Assistant Resident Engineers (Utility) 02 posts	BE/Master's in Civil Engineering with 08 years post qualification experience in large infrastructure facilities projects

ix.	Material Engineer (02) posts	BE/Master's in Civil Engineering/Geology with 15 years post qualification experience in large infrastructure facilities
x.	Material Inspectors (02) posts	BE/Master's in Civil Engineering /Geology with 10 years post qualification experience in large infrastructure facilities projects
xi.	Structure/Highway/ Utility Inspectors (04) posts	BE/Master's in Civil Engineering with 08 years post qualification experience in large infrastructure facilities including highway & structure projects
xii.	Surveyors (04) posts	BE in Civil Engineering with 07 years or diploma/B-tech with 12 years post qualification experience in large infrastructure facilities including highway & structure projects as Surveyor.
xiii.	Quantity Surveyors (02) posts	BE in Civil Engineering with 07 years or diploma/B-tech with 12 years post qualification experience in large infrastructure facilities including highway & structure projects as QS.

7. Time Schedule for Deliverables & Reporting Requirements

Part-I Services

Following requirements of the reports to be submitted by the Consultants/JV including but not limited to:

S.#	Deliverables	Timeframe from signing of contract	Submission of documents
a.	Inception Report including design criteria & review as per relevant or applicable codes & standards	20 days	03 sets
b.	Preliminary Survey & Conceptual Design Report	30 days	03 sets
c.	Detailed Survey Material Investigation, Geotechnical Report, Hydrology & Drainage Study Report	50 days	03 sets
d.	Detailed Design Report & Design Calculations	90 days	03 sets
e.	Tender/bidding Documents including specifications, cost estimates, BOQs, drawings etc.	160 days	03 sets
f.	Technical & Financial Evaluation Reports	220 days	10 sets
g.	Draft LOAs & Contract Agreements	240 days	01 sets
h.	Detailed Final Construction Drawings	Upon mobilization of	05 sets

		Contractors sites	
i.	Verified/Certified Drawings and Wayleave respective packages	As-Built Planning of	Upon Completion of Projects
			05 sets

Note:

- i. All submitted reports/plans listed above have to be based upon & supported by credible methodology, approach, analysis & assessment.
- ii. The consultant shall give presentation of each report/ deliverable for review & consent to PQA representative before under taking a subsequent reports/ deliverable.
- iii. All reports shall be submitted in both hard and soft formats with stamped & signed.
- iv. Consultant shall present the award of works before P&IDC/ PQA Board for approvals, as required.

7.2 Part-II Services

The Consultants shall submit three (03) copies of monthly progress report to PQA within a fortnight of the following month and other reports required against the Scope of Part-II Services.

The progress report will be prepared by the Consultants and submitted in bound form. The report will include:

- Progress as the cumulative progress made till the end of the month and during the month.
- Bar chart showing the target and the achievement of different items of work during this period.
- Material status and test reports.
- Equipment status.
- Financial status, actual physical progress.
- Contractor's manpower during the month
- Over all progress of the Project.
- Any problem(s) encountered during the execution and assistance given by the Consultants to solve the problems and make recommendations to the Client.

7. Project Closing

On completion of project, Consultant shall submit (05) five copies of Project closing report, which will include among other thing.

- i. **Project Details** – Title, client, consultant, duration, contract reference.
- ii. **Objectives & Scope** – Agreed scope of work and project objectives.

-
- iii. **Deliverables Status** – List of deliverables with completion and approval status.
 - iv. **Schedule Performance** – Planned vs. actual timeline; delays if any.
 - v. **Financial Summary** – Contract value, variations, final invoicing, payment status.
 - vi. **Key Activities Conducted** – Major tasks, workshops, reports, trainings.
 - vii. **Risk & Issue Management** – Key challenges and mitigation actions.
 - viii. **Outcomes & Impact** – Results achieved and benefits delivered.
 - ix. **Lessons Learned** – Success factors and improvement areas.
 - x. **Closure & Handover** – Knowledge transfer, final submissions, formal contract closure.

Note: The Consultants shall also submit all complete detailed documents in soft version as well.

PART II

**Section VII. Conditions of Contract and
Contract Forms**

**Section VIII
STANDARD FORM OF CONTRACT**

Contract for Consultant's Services

Project Name _____

[Loan/Credit/Grant] No. _____

Contract No. _____

between

[Name of the Procuring Agency]

and

[Name of the Consultant]

Dated: _____

1. Form of Contract

(Text in brackets [] is optional; all notes should be deleted in the final text)

This CONTRACT (hereinafter called the “Contract”) is made the *[number]* day of the month of *[month]*, *[year]*, between, on the one hand, *[name of Procuring Agency or Recipient]* (hereinafter called the “Procuring Agency”) and, on the other hand, *[name of Consultant]* (hereinafter called the “Consultant”).

[If the Consultant consist of more than one entity, the above should be partially amended to read as follows: “...(hereinafter called the “Procuring Agency”) and, on the other hand, a Joint Venture (name of the JV) consisting of the following entities, each member of which will be jointly and severally liable to the Procuring Agency for all the Consultant’s obligations under this Contract, namely, [name of member] and [name of member] (hereinafter called the “Consultant”).]

WHEREAS

- (a) the Procuring Agency has requested the Consultant to provide certain consulting services as defined in this Contract (hereinafter called the “Services”);
- (b) the Consultant, having represented to the Procuring Agency that it has the required professional skills, expertise and technical resources, has agreed to provide the Services on the terms and conditions set forth in this Contract;

NOW THEREFORE the parties hereto hereby agree as follows:

- 1. The following documents attached hereto shall be deemed to form an integral part of this Contract:
 - (a) The General Conditions of Contract
 - (b) The Special Conditions of Contract;
 - (c) Appendices:
 - Appendix A: Terms of Reference
 - Appendix B: Key Experts
 - Appendix C: Remuneration Cost Estimates
 - Appendix D: Reimbursable Cost Estimates
 - Appendix E: Form of Advance Payments Guarantee

In the event of any inconsistency between the documents, the following order of precedence shall prevail: the Special Conditions of Contract; the General Conditions of Contract, including Attachment 1; Appendix A; Appendix B; Appendix C and

Appendix D; and Appendix E. Any reference to this Contract shall include, where the context permits, a reference to its Appendices.

2. The mutual rights and obligations of the Procuring Agency and the Consultant shall be as set forth in the Contract, in particular:
- (a) the Consultant shall carry out the Services in accordance with the provisions of the Contract; and
 - (b) the Procuring Agency shall make payments to the Consultant in accordance with the provisions of the Contract.

IN WITNESS WHEREOF, the Parties hereto have caused this Contract to be signed in their respective names as of the day and year first above written.

For and on behalf of *[Name of Procuring Agency]*

[Authorized Representative of the Procuring Agency – name, title and signature]

For and on behalf of *[Name of Consultant or Name of a Joint Venture]*

[Authorized Representative of the Consultant – name and signature]

[For a joint venture, either all members shall sign or only the lead member, in which case the power of attorney to sign on behalf of all members shall be attached.]

For and on behalf of each of the members of the Consultant [insert the name of the Joint Venture]

[Name of the lead member]

[Authorized Representative on behalf of a Joint Venture]

[add signature blocks for each member if all are signing]

General Conditions of the Contract

A. General Provisions

1. Definitions

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

- (a) **“Applicable Law”** means the laws and any other instruments having the force of law in Pakistan or as may be specified in the **Special Conditions of Contract (SCC)**, as they may be issued and in force from time to time.
- (b) **“Procuring Agency”** means:-
- (c) any Ministry, Division, Department or any Office of the Federal Government;
- (d) any authority, corporation, body or organization established by or under a Federal Law or which is owned or controlled by the Federal Government;.
- (e) **“Procuring Agency’s Personnel”** refers to the staff, labor and other employees (if any) of the Procuring Agency engaged in fulfilling the Procuring Agency’s obligations under the Contract; and any other personnel identified as Procuring Agency’s Personnel, by a notice from the Procuring Agency to the Consultant.
- (f) **“Consultant”** means an individual consultant or a consulting firm as the case may be;
- (g) **“Contract”** means an agreement enforceable by law;
- (h) **“Contractor”** means a person, consultant, firm, company or an organization who undertake to supply goods, services or works;
- (i) **“Contractor’s Personnel”** means personnel whom the Contractor utilizes in the execution of its contract, including the staff, labor and other employees of the Contractor and each subcontractor; and any other personnel assisting the Contractor in the execution of the contract to be supervised by the Consultant (if applicable).
- (j) **“Day”** means calendar day unless indicated otherwise.
- (k) **“Effective Date”** means the date on which this Contract comes into force and effect pursuant to Clause GCC 11.
- (l) **“Experts”** means, collectively, Key Experts, Non-Key Experts, or any other personnel of the Consultant, Sub-consultant or JV member(s) assigned by the Consultant to perform the Services or

any part thereof under the Contract.

- (m) **“Foreign Currency”** means any currency other than the Pakistani Rupees.
- (n) **“GCC”** means these General Conditions of Contract.
- (o) **“Government”** means the Government of Pakistan.
- (p) **“Joint Venture (JV)”** means an association with or without a legal personality distinct from that of its members, of more than one entity where one member has the authority to conduct all businesses for and on behalf of any and all the members of the JV, and where the members of the JV are jointly and severally liable to the Procuring Agency for the performance of the Contract.
- (q) **“Key Expert(s)”** means an individual professional whose skills, qualifications, knowledge and experience are critical to the performance of the Services under the Contract and whose Curricula Vitae (CV) was taken into account in the technical evaluation of the Consultant’s proposal.
- (r) **“Local Currency”** means the currency of Pakistan
- (s) **“Non-Key Expert(s)”** means an individual professional provided by the Consultant or its Sub-consultant to perform the Services or any part thereof under the Contract.
- (t) **“Party”** means the Procuring Agency or the Consultant, as the case may be, and **“Parties”** means both of them.
- (u) **“SCC”** means the Special Conditions of Contract by which the GCC may be amended or supplemented but not over-written.
- (v) **“Services”** means any object of procurement other than goods or works; the work to be performed by the Consultant pursuant to this Contract, as described in Appendix A hereto.
- (w) **“Site”** (if applicable) means the land and other places where Works are to be executed or facilities to be installed, and such other land or places as may be specified in the Contractor’s Contract as forming part of the Site.
- (x) **“Sub-consultants”** means an entity to whom/which the Consultant subcontracts any part of the Services while remaining solely liable for the execution of the Contract.
- (y) **“Third Party”** means any person or entity other than the Government, the Procuring Agency, the Consultant or a Sub-consultant.

2. Relationship between the

2.1. Nothing contained herein shall be construed as establishing a relationship of master and servant or of principal and agent as

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- Parties** between the Procuring Agency and the Consultant. The Consultant, subject to this Contract, has complete charge of the Experts and Sub-consultants, if any, performing the Services and shall be fully responsible for the Services performed by them or on their behalf hereunder.
- 3. Law Governing Contract** 3.1. The contract shall be governed and interpreted in accordance with the laws of Pakistan, unless otherwise specified in **SCC**.
- 4. Language** 4.1. The Contract as well as all correspondence and documents relating to the Contract exchanged between the Consultant and the Procuring Agency, shall be written in the English language unless otherwise stated in the **SCC**. Supporting documents and printed literature that are part of the Contract may be in another language provided these are accompanied by an accurate translation of the relevant passages in English, in which case, for purposes of interpretation of the Contract, this translation shall govern.
- 5. Headings** 5.1. The headings shall not limit, alter or affect the meaning of this Contract.
- 6. Communications** 6.1. Any communication required or permitted to be given or made pursuant to this Contract shall be in writing in the language specified in Clause GCC 4. 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 **SCC**.
- 6.2. A Party may change its address for notice hereunder by giving the other Party any communication of such change to the address specified in the **SCC**.
- 7. Location** 7.1. The Services shall be performed at such locations as are specified in **Appendix A** hereto 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 Procuring Agency may approve.
- 8. Authority of Member in Charge** 8.1. In case the Consultant is a Joint Venture, the members hereby authorize the member specified in the **SCC** to act on their behalf in exercising all the Consultant's rights and obligations towards the Procuring Agency under this Contract, including without limitation the receiving of instructions and payments from the Procuring

Agency.

9. Authorized Representatives

9.1. Any action required or permitted to be taken, and any document required or permitted to be executed under this Contract by the Procuring Agency or the Consultant may be taken or executed by the officials specified in the **SCC**.

10. Fraud and Corruption

1 Public Procurement Regulatory Authority requires that Procuring Agencies (including beneficiaries of Government funded projects) as well as Applicants/Bidders/Suppliers/Contractors under Government financed contracts, observe the highest standard of ethics during the procurement and execution of such contracts.

10.2 The Consultant/Applicant/ Bidders shall permit and shall cause their agents (whether declared or not), sub-contractors, sub-consultants, service providers, suppliers, and their personnel, to permit the Procuring Agency to inspect all accounts, records and other documents relating to any, Bid submission, Primary Procurement process, Framework Agreement performance, Secondary Procurement process, and/or Call-off Contract performance (in the case of award of a Call-off Contract), and to have them audited by auditors appointed by the Procuring Agency.

10.3 Any communications between the Bidder and the Procuring Agency related to matters of alleged corrupt and fraudulent practices must be made in writing or in electronic forms that provide record of the content of communication.

10.4 Procuring Agency will reject proposal, if it is established that the Bidder was engaged in corrupt and fraudulent practices in competing for the contract.

10.5 Procuring Agency will also declare the bidder/Firm as blacklisted in accordance with the regulatory provisions PP Rule 19 and predefined standard mechanism.

B. Commencement, Completion, Modification and Termination of Contract

11. Effectiveness of Contract

11.1. This Contract shall come into force and effect on the date (the "Effective Date") of the Procuring Agency's notice to the Consultant instructing the Consultant to begin carrying out the Services. This notice shall confirm that the effectiveness conditions, if any, listed in the **SCC** have been met.

12. Termination

12.1. If this Contract has not become effective within such time

of Contract for Failure to Become Effective	period after the date of Contract signature as specified in the SCC , either Party may, by not less than twenty two (22) days written notice to the other Party, declare this Contract to be null and void, and in the event of such a declaration by either Party, neither Party shall have any claim against the other Party with respect hereto.
13. Commencement of Services	13.1. The Consultant shall confirm availability of Key Experts and begin carrying out the Services not later than the number of days after the Effective Date specified in the SCC .
14. Expiration of Contract	14.1. Unless terminated earlier pursuant to Clause GCC 19 hereof, this Contract shall expire at the end of such time period after the Effective Date as specified in the SCC .
15. Entire Agreement	15.1. This Contract contains all covenants, stipulations and provisions agreed by the Parties. No agent or representative of either Party has authority to make, and the Parties shall not be bound by or be liable for, any statement, representation, promise or agreement not set forth herein.
16. Modifications or Variations	16.1. 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. 16.2. In cases of any modifications or variations, the prior written consent of the Procuring Agency is required.
17. Force Majeure	
a. Definition	17.1. For the purposes of this Contract, "Force Majeure" means an event which is beyond the reasonable control of a Party, is not foreseeable, is unavoidable, and makes a Party's performance of its obligations hereunder impossible or so impractical as reasonably to be considered impossible under the circumstances, and subject to those requirements, includes, but is not limited to, war, riots, civil disorder, earthquake, fire, explosion, storm, flood or other adverse weather conditions, strikes, lockouts or other industrial action confiscation or any other action by Government agencies. 17.2. Force Majeure shall not include (i) any event which is caused by the negligence or intentional action of a Party or such Party's Experts, Sub-consultants or agents or employees, nor (ii) any event which a diligent Party could reasonably have been expected to both take into account at the time of the conclusion of this Contract, and avoid or overcome in the carrying out of its obligations hereunder. 17.3. Force Majeure shall not include insufficiency of funds or

failure to make any payment required hereunder.

b. No Breach of Contract 17.4. The failure of a Party to fulfill any of its obligations hereunder 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 has taken all reasonable precautions, due care and reasonable alternative measures, all with the objective of carrying out the terms and conditions of this Contract.

c. Measures to be Taken 17.5. A Party affected by an event of Force Majeure shall continue to perform its obligations under the Contract as far as is reasonably practical, and shall take all reasonable measures to minimize the consequences of any event of Force Majeure.

17.6. A Party affected by an event of Force Majeure shall notify the other Party of such event as soon as possible, and in any case not later than fourteen (14) calendar days following the occurrence of such event, providing evidence of the nature and cause of such event, and shall similarly give written notice of the restoration of normal conditions as soon as possible.

17.7. 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.

17.8. During the period of their inability to perform the Services as a result of an event of Force Majeure, the Consultant, upon instructions by the Procuring Agency, shall either:

- (a) demobilize, in which case the Consultant shall be reimbursed for additional costs they reasonably and necessarily incurred, and, if required by the Procuring Agency, in reactivating the Services; or
- (b) continue with the Services to the extent reasonably possible, in which case the Consultant shall continue to be paid under the terms of this Contract and be reimbursed for additional costs reasonably and necessarily incurred.

17.9. In the case of disagreement between the Parties as to the existence or extent of Force Majeure, the matter shall be settled according to Clauses GCC 49& 50.

18. Suspension 18.1. The Procuring Agency may, by written notice of suspension to the Consultant, suspend all payments to the Consultant hereunder if the Consultant fails to perform any of its obligations under this

Contract, including the carrying out of the Services, provided that such notice of suspension (i) shall specify the nature of the failure, and (ii) shall request the Consultant to remedy such failure within a period not exceeding thirty (30) calendar days after receipt by the Consultant of such notice of suspension.

19. Termination

19.1 This Contract may be terminated by either Party as per provisions set up below:

a. By the Procuring Agency

19.1.1 The Procuring Agency may terminate this Contract in case of the occurrence of any of the events specified in paragraphs (a) through (f) of this Clause. In such an occurrence the Procuring Agency shall give at least thirty (30) calendar days' written notice of termination to the Consultant in case of the events referred to in (a) through (d); at least sixty (60) calendar days' written notice in case of the event referred to in (e); and at least five (5) calendar days' written notice in case of the event referred to in (f):

- (a) If the Consultant fails to remedy a failure in the performance of its obligations hereunder, as specified in a notice of suspension pursuant to Clause GCC 18;
- (b) If the Consultant becomes (or, if the Consultant consists of more than one entity, if any of its members becomes) insolvent or bankrupt or enter into any agreements with their creditors for relief of debt or take advantage of any law for the benefit of debtors or go into liquidation or receivership whether compulsory or voluntary;
- (c) If the Consultant fails to comply with any final decision reached as a result of arbitration proceedings pursuant to Clause GCC 49
- (d) If, as the result of Force Majeure, the Consultant is unable to perform a material portion of the Services for a period of not less than sixty (60) calendar days;
- (e) If the Procuring Agency, in its sole discretion and for any reason whatsoever, decides to terminate this Contract;
- (f) If the Consultant fails to confirm availability of Key Experts as required in Clause GCC 13.

19.1.2 if the Consultant, in the judgment of the Procuring Agency has engaged in Fraud and Corruption, as defined in paragraph 1.23 of Attachment 1 to the GCC, in competing for or in executing the Contract, then the Procuring Agency may, after giving fourteen (14) calendar days written notice to the

Consultant, terminate the Consultant's employment under the Contract.

b. By the Consultant

19.1.3 The Consultant may terminate this Contract, by not less than thirty (30) calendar days' written notice to the Procuring Agency, in case of the occurrence of any of the events specified in paragraphs (a) through (d) of this Clause.

- (a) If the Procuring Agency fails to pay any money due to the Consultant pursuant to this Contract and not subject to dispute pursuant to Clauses GCC 50.1 within forty-five (45) calendar days after receiving written notice from the Consultant that such payment is overdue.
- (b) If, as the result of Force Majeure, the Consultant is unable to perform a material portion of the Services for a period of not less than sixty (60) calendar days.
- (c) If the Procuring Agency fails to comply with any final decision reached as a result of arbitration pursuant to Clause GCC 50.1.
- (d) If the Procuring Agency is in material breach of its obligations pursuant to this Contract and has not remedied the same within forty-five (45) days (or such longer period as the Consultant may have subsequently approved in writing) following the receipt by the Procuring Agency of the Consultant's notice specifying such breach.

c. Cessation of Rights and Obligations

19.1.4 Upon termination of this Contract pursuant to Clauses GCC 12 or GCC 19 hereof, or upon expiration of this Contract pursuant to Clause GCC 14, all rights and obligations of the Parties hereunder shall cease, except (i) such rights and obligations as may have accrued on the date of termination or expiration, (ii) the obligation of confidentiality set forth in Clause GCC 22, (iii) the Consultant's obligation to permit inspection, copying and auditing of their accounts and records set forth in Clause GCC 25 and to cooperate and assist in any inspection or investigation, and (iv) any right which a Party may have under the Applicable Law.

d. Cessation of Services

19.1.5 Upon termination of this Contract by notice of either Party to the other pursuant to Clauses GCC 19a or GCC 19b, the Consultant shall, immediately upon dispatch or receipt of such notice, take all necessary steps to bring the Services to a close in a prompt and orderly manner and shall make every reasonable effort to keep expenditures for this purpose to a minimum. With respect to documents prepared by the

Consultant and equipment and materials furnished by the Procuring Agency, the Consultant shall proceed as provided, respectively, by Clauses GCC 27 or GCC 28.

e. Payment upon Termination

19.1.6 Upon termination of this Contract, the Procuring Agency shall make the following payments to the Consultant:

- (a) remuneration for Services satisfactorily performed prior to the effective date of termination, and reimbursable expenditures for expenditures actually incurred prior to the effective date of termination; and pursuant to Clause 43;
- (b) in the case of termination pursuant to paragraphs (d) and (e) of Clause GCC 19.1.1, reimbursement of any reasonable cost incidental to the prompt and orderly termination of this Contract, including the cost of the return travel of the Experts.

C. Obligations of the Consultant

20. General

a. Standard of Performance

20.1 The Consultant shall perform the Services and carry out the Services 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 a faithful adviser to the Procuring Agency, and shall at all times support and safeguard the Procuring Agency's legitimate interests in any dealings with the third parties.

20.2 The Consultant shall employ and provide such qualified and experienced Experts and Sub-consultants as are required to carry out the Services.

20.3 The Consultant may subcontract part of the Services to an extent and with such Key Experts and Sub-consultants as may be approved in advance by the Procuring Agency.

b. Law Applicable to Services

20.4 The Consultant shall perform the Services in accordance with the Contract and in accordance with the Law of Pakistan and shall take all practicable steps to ensure that any of its Experts and Sub-consultants, comply with the Applicable Law.

21. Conflict of Interests

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

**a. Consultant
Not to Benefit
from
Commissions,
Discounts, etc.**

21.1.1 The payment of the Consultant pursuant to GCC F (Clauses GCC 42 through 47) shall constitute the Consultant's only payment in connection with this Contract and, subject to Clause GCC 21.1.3, the Consultant shall not accept for its own benefit any trade commission, discount or similar payment in connection with activities pursuant to this Contract or in the discharge of its obligations hereunder, and the Consultant shall use its best efforts to ensure that any Sub-consultants, as well as the Experts and agents of either of them, similarly shall not receive any such additional payment.

21.1.2 Furthermore, if the Consultant, as part of the Services, has the responsibility of advising the Procuring Agency on the procurement of goods, works or services. Any discounts or commissions obtained by the Consultant in the exercise of such procurement responsibility shall be for the account of the Procuring Agency.

**b. Consultant
and Affiliates
Not to Engage
in Certain
Activities**

21.1.3 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 non-consulting services resulting from or directly related to the Consultant's Services for the preparation or implementation of the project, unless otherwise indicated in the SCC.

**c. Prohibition of
Conflicting
Activities**

21.1.4 The Consultant shall not engage, and shall cause its Experts as well as its Sub-consultants not to engage, either directly or indirectly, in any business or professional activities that would conflict with the activities assigned to them under this Contract.

**d. Strict Duty to
Disclose
Conflicting
Activities**

21.1.5 The Consultant has an obligation and shall ensure that its Experts and Sub-consultants shall have an obligation to disclose any situation of actual or potential conflict that impacts their capacity to serve the best interest of their Procuring Agency, or that may reasonably be perceived as having this effect. Failure to disclose said situations may lead to the disqualification of the Consultant or the termination of its Contract.

22. Confidentiality

22.1 Except with the prior written consent of the Procuring Agency, the Consultant and the Experts shall not at any time communicate to any person or entity any confidential information acquired in the course of the Services, nor shall the Consultant and the Experts make public the recommendations

formulated in the course of, or as a result of, the Services.

- 23. Liability of the Consultant** 23.1 Subject to additional provisions, if any, set forth in the **SCC**, the Consultant's liability under this Contract shall be as determined under the Applicable Law.
- 24. Insurance to be Taken out by the Consultant** 24.1 The Consultant (i) shall take out and maintain, and shall cause any Sub-consultants to take out and maintain, at its (or the Sub-consultants', as the case may be) own cost but on terms and conditions approved by the Procuring Agency, insurance against the risks, and for the coverage specified in the **SCC**, and (ii) at the Procuring Agency's request, shall provide evidence to the Procuring Agency showing that such insurance has been taken out and maintained and that the current premiums therefore have been paid. The Consultant shall ensure that such insurance is in place prior to commencing the Services as stated in Clause GCC 13.
- 25. Accounting, Inspection and Auditing** 25.1 The Consultant shall keep, and shall make all reasonable efforts to cause its Sub-consultants to keep, accurate and systematic accounts and records in respect of the Services in such form and detail as will clearly identify relevant time changes and costs.
- 25.2. Pursuant to paragraph 1.23 (e) of Attachment 1 to the General Conditions, the Consultant shall permit and shall cause its agents (where declared or not), subcontractors, sub-consultants, service providers, suppliers, and personnel, to permit, the procuring agency to inspect the site and/or the accounts, records and other documents relating to the procurement process, selection and/or contract execution, and to have such accounts, records and other documents. The Consultant's and its Subcontractors' and sub-consultants' attention is drawn to Sub-Clause 10.1 (Fraud and Corruption) which provides, inter alia, that acts intended to materially impede the exercise of the Procuring Agency's inspection and audit rights constitute a prohibited practice subject to contract termination.
- 26. Reporting Obligations** 26.1 The Consultant shall submit to the Procuring Agency the reports and documents specified in **Appendix A**, in the form, in the numbers and within the time periods set forth in the said Appendix.
- 27. Proprietary Rights of the Procuring Agency in Reports and Records** 27.1 Unless otherwise indicated in the **SCC**, all reports and relevant data and information such as maps, diagrams, plans, databases, other documents and software, supporting records or material compiled or prepared by the Consultant for the Procuring Agency in the course of the Services shall be confidential and become and remain the absolute property of the Procuring Agency. The Consultant shall, not later than upon termination or expiration of this Contract, deliver all such documents to the Procuring Agency, together with a detailed inventory thereof. The Consultant may retain

a copy of such documents, data and/or software but shall not use the same for purposes unrelated to this Contract without prior written approval of the Procuring Agency.

27.2 If license agreements are necessary or appropriate between the Consultant and third parties for purposes of development of the plans, drawings, specifications, designs, databases, other documents and software, the Consultant shall obtain the Procuring Agency's prior written approval to such agreements, and the Procuring Agency shall be entitled at its discretion to require recovering the expenses related to the development of the program(s) concerned. Other restrictions about the future use of these documents and software, if any, shall be specified in the **SCC**.

28. Equipment, Vehicles and Materials

28.1 Equipment, vehicles and materials made available to the Consultant by the Procuring Agency, or purchased by the Consultant wholly or partly with funds provided by the Procuring Agency, shall be the property of the Procuring Agency and shall be marked accordingly. Upon termination or expiration of this Contract, the Consultant shall make available to the Procuring Agency an inventory of such equipment, vehicles and materials and shall dispose of such equipment, vehicles and materials in accordance with the Procuring Agency's instructions. While in possession of such equipment, vehicles and materials, the Consultant, unless otherwise instructed by the Procuring Agency in writing, shall insure them at the expense of the Procuring Agency in an amount equal to their full replacement value.

28.2 Any equipment or materials brought by the Consultant or its Experts into the Procuring Agency's country for the use either for the project or personal use shall remain the property of the Consultant or the Experts concerned, as applicable.

29. Code of Conduct

29.1 The Procuring Agencies and the Consultant are bound to follow the Code of Ethics issued by the Authority.

D. Consultant's Experts and Sub-Consultants

30. Description of Key Experts

30.1 The title, agreed job description, minimum qualification and time-input estimates to carry out the Services of each of the Consultant's Key Experts are described in **Appendix B**.

30.2 If required to comply with the provisions of Clause GCC 20a, adjustments with respect to the estimated time-input of Key Experts set forth in **Appendix B** may be made by the Consultant by a written notice to the Procuring Agency, provided (i) that such adjustments shall not alter the original time-input estimates for any individual by more than 10% or one week, whichever is larger; and (ii) that the aggregate of such adjustments shall not cause payments under this

Contract to exceed the ceilings set forth in Clause GCC 42.2.

30.3 If additional work is required beyond the scope of the Services specified in **Appendix A**, the estimated time-input for the Key Experts may be increased by agreement in writing between the Procuring Agency and the Consultant. In case where payments under this Contract exceed the ceilings set forth in Clause GCC 42.2, the Parties shall sign a Contract amendment.

31. Replacement of Key Experts

31.1 Except as the Procuring Agency may otherwise agree in writing, no changes shall be made in the Key Experts.

31.2 Notwithstanding the above, the substitution of Key Experts during Contract execution may be considered only based on the Consultant's written request and due to circumstances outside the reasonable control of the Consultant, including but not limited to death or medical incapacity. In such case, the Consultant shall forthwith provide as a replacement, a person of equivalent or better qualifications and experience, and at the same rate of remuneration.

32. Approval of Additional Key Experts

32.1 If during execution of the Contract, additional Key Experts are required to carry out the Services, the Consultant shall submit to the Procuring Agency for review and approval a copy of their Curricula Vitae (CVs). If the Procuring Agency does not object in writing (stating the reasons for the objection) within twenty two (22) days from the date of receipt of such CVs, such additional Key Experts shall be deemed to have been approved by the Procuring Agency.

The rate of remuneration payable to such new additional Key Experts shall be based on the rates for other Key Experts position which require similar qualifications and experience.

33. Removal of Experts or Sub-consultants

33.1 If the Procuring Agency finds that any of the Experts or Sub-consultant has committed serious misconduct or has been charged with having committed a criminal action, or shall the Procuring Agency determine that a Consultant's Expert or Sub-consultant has engaged in Fraud and Corruption while performing the Services, the Consultant shall, at the Procuring Agency's written request, provide a replacement.

33.2 In the event that any of Key Experts, Non-Key Experts or Sub-consultants is found by the Procuring Agency to be incompetent or incapable in discharging assigned duties, the Procuring Agency, specifying the grounds therefore, may request the Consultant to provide a replacement.

33.3 Any replacement of the removed Experts or Sub-consultants shall possess better qualifications and experience and shall be

acceptable to the Procuring Agency.

**34. Replacement/
Removal of
Experts –
Impact on
Payments**

34.1 Except as the Procuring Agency may otherwise agree, (i) the Consultant shall bear all additional travel and other costs arising out of or incidental to any removal and/or replacement, and (ii) the remuneration to be paid for any of the Experts provided as a replacement shall not exceed the remuneration which would have been payable to the Experts replaced or removed.

**35. Working Hours,
Overtime,
Leave, etc.**

35.1 Working hours and holidays for Experts are set forth in **Appendix B**. To account for travel time to/from the Procuring Agency's country, experts carrying out Services inside the Procuring Agency's country shall be deemed to have commenced or finished work in respect of the Services such number of days before their arrival in, or after their departure from, the Procuring Agency's country as is specified in **Appendix B**.

35.2 The Experts shall not be entitled to be paid for overtime nor to take paid sick leave or vacation leave except as specified in **Appendix B**, and the Consultant's remuneration shall be deemed to cover these items.

35.3 Any taking of leave by Key Experts shall be subject to the prior approval by the Consultant who shall ensure that absence for leave purposes will not delay the progress and or impact adequate supervision of the Services.

E. Obligations of the Procuring Agency

**36. Assistance and
Exemptions**

36.1 Unless otherwise specified in the **SCC**, the Procuring Agency shall use its best efforts to:

- (a) Assist the Consultant with obtaining work permits and such other documents as shall be necessary to enable the Consultant to perform the Services.
- (b) Assist the Consultant with promptly obtaining, for the Experts and, if appropriate, their eligible dependents, all necessary entry and exit visas, residence permits, exchange permits and any other documents required for their stay in the Procuring Agency's country while carrying out the Services under the Contract.
- (c) Facilitate prompt clearance through customs of any property required for the Services and of the personal effects of the Experts and their eligible dependents.
- (d) Issue to officials, agents and representatives of the Government all such instructions and information as may be necessary or appropriate for the prompt and effective implementation of the

Services.

- (e) Assist the Consultant and the Experts and any Sub-consultants employed by the Consultant for the Services with obtaining exemption from any requirement to register or obtain any permit to practice their profession or to establish themselves either individually or as a corporate entity in the Procuring Agency's country according to the applicable law in the Procuring Agency's country.
- (f) Assist the Consultant, any Sub-consultants and the Experts of either of them with obtaining the privilege, pursuant to the applicable law in the Procuring Agency's country, of bringing into the Procuring Agency's country reasonable amounts of foreign currency for the purposes of the Services or for the personal use of the Experts and of withdrawing any such amounts as may be earned therein by the Experts in the execution of the Services.
- (g) Provide to the Consultant any such other assistance as may be specified in the **SCC**.

**37. Access to
Project Site**

37.1 The Procuring Agency warrants that the Consultant shall have, free of charge, unimpeded access to the project site in respect of which access is required for the performance of the Services. The Procuring Agency will be responsible for any damage to the project site or any property thereon resulting from such access and will indemnify the Consultant and each of the experts in respect of liability for any such damage, unless such damage is caused by the willful default or negligence of the Consultant or any Sub-consultants or the Experts of either of them.

**38. Change in the
Applicable Law
Related to Taxes
and Duties**

38.1 If, after the date of this Contract, there is any change in the applicable law in the Procuring Agency's country 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 hereto, and corresponding adjustments shall be made to the ceiling amounts specified in Clause GCC 42.2.

**39. Services,
Facilities and
Property of the
Procuring
Agency**

39.1 The Procuring Agency shall make available to the Consultant and the Experts, for the purposes of the Services and free of any charge, the services, facilities and property described in the Terms of Reference (**Appendix A**) at the times and in the manner specified in said **Appendix A**.

39.2 In case that such services, facilities and property shall not be

made available to the Consultant as and when specified in **Appendix A**, the Parties shall agree on (i) any time extension that it may be appropriate to grant to the Consultant for the performance of the Services, (ii) the manner in which the Consultant shall procure any such services, facilities and property from other sources, and (iii) the additional payments, if any, to be made to the Consultant as a result thereof pursuant to Clause GCC 42.3.

40. Counterpart Personnel

40.1 The Procuring Agency shall make available to the Consultant free of charge such professional and support counterpart personnel, to be nominated by the Procuring Agency with the Consultant's advice, if specified in **Appendix A**.

40.2 If counterpart personnel are not provided by the Procuring Agency to the Consultant as and when specified in **Appendix A**, the Procuring Agency and the Consultant shall agree on (i) how the affected part of the Services shall be carried out, and (ii) the additional payments, if any, to be made by the Procuring Agency to the Consultant as a result thereof pursuant to Clause GCC 42.3.

40.3 Professional and support counterpart personnel, excluding Procuring Agency's liaison personnel, shall work under the exclusive direction of the Consultant. If any member of the counterpart personnel fails to perform adequately any work assigned to such member by the Consultant that is consistent with the position occupied by such member, the Consultant may request the replacement of such member, and the Procuring Agency shall not unreasonably refuse to act upon such request.

41. Payment Obligation

41.1 In consideration of the Services performed by the Consultant under this Contract, the Procuring Agency shall make such payments to the Consultant and in such manner as is provided by GCC F below.

F. Payments to the Consultant

42. Ceiling Amount

42.1 An estimate of the cost of the Services is set forth in **Appendix C** (Remuneration) and **Appendix D** (Reimbursable expenses).

42.2 Payments under this Contract shall not exceed the ceilings in foreign currency and in local currency specified in the **SCC**.

42.3 For any payments in excess of the ceilings specified in GCC42.2, an amendment to the Contract shall be signed by the Parties referring to the provision of this Contract that evokes such amendment.

43. Remuneration and

43.1 The Procuring Agency shall pay to the Consultant (i) remuneration that shall be determined on the basis of time actually

Reimbursable Expenses

spent by each Expert in the performance of the Services after the date of commencing of Services or such other date as the Parties shall agree in writing; and (ii) reimbursable expenses that are actually and reasonably incurred by the Consultant in the performance of the Services.

43.2 All payments shall be at the rates set forth in **Appendix C** and **Appendix D**.

43.3 Unless the **SCC** provides for the price adjustment of the remuneration rates, said remuneration shall be fixed for the duration of the Contract.

43.4 The remuneration rates shall cover: (i) such salaries and allowances as the Consultant shall have agreed to pay to the Experts as well as factors for social charges and overheads (bonuses or other means of profit-sharing shall not be allowed as an element of overheads), (ii) the cost of backstopping by home office staff not included in the Experts' list in **Appendix B**, (iii) the Consultant's profit, and (iv) any other items as specified in the **SCC**.

43.5 Any rates specified for Experts not yet appointed shall be provisional and shall be subject to revision, with the written approval of the Procuring Agency, once the applicable remuneration rates and allowances are known.

44. Taxes and Duties

44.1 The Consultant, Sub-consultants and Experts are responsible for meeting any and all tax liabilities arising out of the Contract unless it is stated otherwise in the **SCC**.

44.2 As an exception to the above and as stated in the **SCC**, all local identifiable indirect taxes (itemized and finalized at Contract negotiations) are reimbursed to the Consultant or are paid by the Procuring Agency on behalf of the Consultant.

45. Currency of Payment

45.1 Any payment under this Contract shall be made in the currency(ies) specified in the **SCC**.

46. Mode of Billing and Payment

46.1 Billings and payments in respect of the Services shall be made as follows:

- (a) *Advance payment.* Within the number of days after the Effective Date, the Procuring Agency shall pay to the Consultant an advance payment as specified in the **SCC**. Unless otherwise indicated in the **SCC**, an advance payment shall be made against an advance payment bank guarantee acceptable to the Procuring Agency in an amount (or amounts) and in a currency (or currencies) specified in the **SCC**. Such guarantee (i) is to

remain effective until the advance payment has been fully set off, and (ii) is to be in the form set forth in **Appendix E**, or in such other form as the Procuring Agency shall have approved in writing. The advance payments will be set off by the Procuring Agency in equal installments against the statements for the number of months of the Services specified in the **SCC** until said advance payments have been fully set off.

- (b) *The Itemized Invoices.* As soon as practicable and not later than fifteen (15) days after the end of each calendar month during the period of the Services, or after the end of each time interval otherwise indicated in the **SCC**, the Consultant shall submit to the Procuring Agency, in duplicate, itemized invoices, accompanied by the receipts or other appropriate supporting documents, of the amounts payable pursuant to Clauses GCC 45 and GCC 46 for such interval, or any other period indicated in the **SCC**. Separate invoices shall be submitted for expenses incurred in foreign currency and in local currency. Each invoice shall show remuneration and reimbursable expenses separately.
- (c) The Procuring Agency shall pay the Consultant's invoices within sixty (60) days after the receipt by the Procuring Agency of such itemized invoices with supporting documents. Only such portion of an invoice that is not satisfactorily supported may be withheld from payment. Should any discrepancy be found to exist between actual payment and costs authorized to be incurred by the Consultant, the Procuring Agency may add or subtract the difference from any subsequent payments.
- (d) *The Final Payment.* The final payment under this Clause shall be made only after the final report and a final invoice, identified as such, shall have been submitted by the Consultant and approved as satisfactory by the Procuring Agency. The Services shall be deemed completed and finally accepted by the Procuring Agency and the final report and final invoice shall be deemed approved by the Procuring Agency as satisfactory ninety (90) calendar days after receipt of the final report and final invoice by the Procuring Agency unless the Procuring Agency, within such ninety (90) calendar day period, gives written notice to the Consultant specifying in detail deficiencies in the Services, the final report or final invoice. The Consultant shall thereupon promptly make any necessary corrections, and thereafter the foregoing process shall be repeated. Any amount that the Procuring Agency has paid or has caused to be paid in accordance with this Clause in excess of the amounts payable in accordance with the provisions of this Contract shall be reimbursed by the Consultant to the Procuring Agency within thirty (30) days

after receipt by the Consultant of notice thereof. Any such claim by the Procuring Agency for reimbursement must be made within twelve (12) calendar months after receipt by the Procuring Agency of a final report and a final invoice approved by the Procuring Agency in accordance with the above.

- (e) All payments under this Contract shall be made to the accounts of the Consultant specified in the SCC.
- (f) With the exception of the final payment under (d) above, payments do not constitute acceptance of the Services nor relieve the Consultant of any obligations hereunder.

47. Interest on Delayed Payments

47.1 If the Procuring Agency had delayed payments beyond fifteen (15) days after the due date stated in Clause GCC 46.1 (c), interest shall be paid to the Consultant on any amount due by, not paid on, such due date for each day of delay at the annual rate stated in the SCC.

G. Fairness and Good Faith

48. Good Faith

48.1 The Parties undertake to act in good faith with respect to each other's rights under this Contract and to adopt all reasonable measures to ensure the realization of the objectives of this Contract.

H. Settlement of Disputes

49. Amicable Settlement

49.1 Any dispute of any kind whatsoever shall arise between the Authority and the Service Provider in connection with or arising out of the Contract, including without prejudice to the generality of the foregoing, any question regarding its existence, validity or termination, or the execution of the Project –whether during developing phase or after their completion and whether before or after the termination, abandonment or breach of the Contract – the parties shall seek to resolve any such dispute or difference by mutual consultation. If the parties fail to resolve such a dispute or difference even after negotiations or mediation, then the dispute shall be referred within fourteen (14) days in writing by either party to the Arbitrator, with a copy to the other party.

49.2 Any dispute in respect of which a notice of intention to commence arbitration has been given, in accordance with GCC sub-clause 45.1, shall be finally settled by arbitration. Arbitration may be commenced prior to or after completion of the Project. Arbitration proceedings shall be conducted in accordance with Arbitration Act 1940.

49.3 Notwithstanding any reference to the arbitration herein, the parties shall continue to perform their respective obligations under the Contract unless they otherwise agree that the Authority shall pay the Service Provider any monies due the Service Provider.

Special Conditions of Contract

Number of GC Clause	Amendments of, and Supplements to, Clauses in the General Conditions of Contract
1.1(b)	“Procuring Agency” means Port Qasim Authority
1.1(f)	Consultant means _____
1.1(g)	Contract means this contract for Consultant’s Services
1.1(y)	Third Party means person or entity other than Procuring Agency or the Consultant.
1.1(b) and 3.1	The Contract shall be construed in accordance with the law of Pakistan.
4.1	The language is: English
6.1 and 6.2	<p>The addresses are:</p> <p>Procuring Agency : <u>Port Qasim Authority</u> Attention : <u>Director P&D Department</u> E-mail (where permitted): dir.p&d@pqa.gov.pk</p> <p>Consultant : _____ _____ Attention : _____ E-mail (where permitted) : _____</p>
8.1	<p><i>[Note: If the Consultant consists only of one entity, state “N/A”; OR If the Consultant is a Joint Venture consisting of more than one entity, the name of the JV member whose address is specified in Clause SCC6.1 should be inserted here.]</i></p> <p>The Lead Member on behalf of the JV is _____ _____</p>
9.1	The Authorized Representatives are:

	<p>For the Procuring Agency:</p> <p>Secretary, Port Qasim Authority.</p> <p>For the Consultant: <i>[name, title]</i> _____</p>
11.1	The Effective Date shall be the date of Procuring Agency’s notice to Consultant to carry out the Services.
12.1	Termination of Contract for Failure to Become Effective: The time period shall be 120 days, or such other period as the parties may agree in writing.
13.1	Commencement of Services: The Consultants shall commence the services from the effective date / the date of Procuring Agency’s Notice to Consultant to carry out the Services. The Part-II Services of respective packages shall be commenced from the date of issuance of Notice of Commence to the Contractors.
14.1	Expiration of Contract: The time period shall be Forty-Eight (48) months from signing Contract Agreement + Issuance of Defect Liability Period Certificate of respective packages by Consultant.
19.1.1(d)	(60) Sixty calendar days to be substituted by thirty (30) calendar days.
19.1.3(a)	Forty-five (45) calendar days to be substituted by sixty (60) calendar days.
19.1.3(d)	Deleted.
21 b.	<p>The Procuring Agency reserves the right to determine on a case-to-case basis whether the Consultant should be disqualified from providing goods, works or non-consulting services due to a conflict of a nature described in Clause GCC 21.1.3</p> <p>Yes ___√___ No _____</p>

23.1	Professional liability of the Consultant shall not exceed twice the remunerations of the Consultant.
24.1	Deleted
27.2	The Consultant shall not use the reports and record mentioned in GCC 27.1 for purposes unrelated to this Contract without the prior written approval of the Procuring Agency.
29. Code of Conduct	The Consultant is “required” to have a Code of Conduct for Experts as per the policy of the Authority.
36.1 (a) through (g)	GCC 36.1(b) to (g) deleted
42	Not Applicable
43.1	<p>The Consultant is required to work out the financial implication of providing the services of non-Key Experts and following items separately and make lump sum provision in the Financial Forms as part of the total financial remunerations of the consultants including Key Experts as given in the 14.1.1. However, no reimbursable cost shall be made in this regard including but not limited to the following:</p> <ol style="list-style-type: none"> (1) a per diem allowance, including hotel, for experts for every day of absence from the home office for the purposes of the Services; (2) cost of travel by the most appropriate means of transport and the most direct practicable route; (3) cost of office accommodation, including overheads and back-stop support; (4) communications costs; (5) cost of purchase or rent or freight of any equipment required to be provided by the Consultants; (6) cost of reports production (including printing) and delivering to the Procuring Agency; (7) other allowances where applicable and provisional or fixed sums (if any)]

Note: -

The Consultant payment shall be made as per the payment schedule presented in the below mentioned: -

Payment Schedule of Services.

PART-I SERVICES (Planning, Designing & Bidding Stage: 08 months)

S. No	Description	%	Amount (Rs.)
0.	Advance payment against Bank Guarantee i.e., 10% of Consultancy cost.	—	—
1.	On submission of Topographic Survey & Material Investigation Reports of all packages	15%	
2.	On submission of Final Design Report of all packages	15%	
3.	On Submission of Final Tendering Documents, Condition of Contracts, Technical Specifications and Engineer's Cost Estimates of all packages	20%	
4.	On Floating of Bids, Evaluation Reports and works awarded to the Contractors	20%	
5.	On Submission/Issuance of Final Detailed Construction Drawings	20%	
6.	On Submission of As-Built Drawing submitted by Contractors & verified by consultants	10%	
Total Percentage		100%	

Note #1: No extra payment shall be made for any repeat activity/report.

Note #2: Advance payment of 10% of consultancy cost against Bank Guarantee shall be deducted in equal five (05) installments from consultant invoices from the first five milestone payments. The last payment shall be as per schedule of payment.

Note #3: The Procuring Agency shall pay Consultant's invoices within sixty (60) days after receipt by the Procuring Agency of such itemized invoices with supporting documents. Only such portion of an invoice that is not satisfactorily supported may be withheld from payment. Should any discrepancy be found to exist between actual payment and costs authorized to be incurred by Consultant, the Procuring Agency may add or subtract the difference from any subsequent payments.

Note #4: Serial No. 4, 5 & 6 shall be made as per following mechanism:

Package	Payment #4 (20%)	Payment #5 (20%)	Payment #6 (10%)	Remarks
Package-I	6.66%	6.66%	3.33%	The bifurcated payments shall be made as per completion of services package-wise.
Package-II	6.66%	6.66%	3.33%	
Package-IIA (Al-Watan)	6.68%	6.68%	3.34%	

PART-II SERVICES

(Supervision & Contract Administration Stage: 24 months)

Consultant shall act as the Engineer for all packages and shall deploy supervision teams to complete the project in all respects within stipulated timeline. The payments for each package (I,II&II-A) shall be made separately on man-months basis.

@5% retention money shall be deducted from each payment invoice and 50% of total retention money shall be paid upon completion of respective packages and 50% on successful completion of DLP and issuance of certificate thereupon.

Note:

Part-II Services of Consultant shall be commenced subject to issuance of notice of commence by consultant and successful mobilization of contractors at sites respectively for each package (I,II&II-A).

In case of EOT beyond 14.1 of SCC or otherwise, consultancy remuneration fee for Part-II Services shall be paid on pro rata basis.

45.1 The currency [currencies] of payment shall be in Pak Rupees.

46.1 The Consultant is required to work out the financial implication of providing the services of non-Key Experts and following items separately and make lump sum provision in the Financial Forms as part of the total financial remunerations of the consultants including Key Experts as given in the 14.1.1. However, no reimbursable cost shall be made in this regard including but not limited to the following:

- (1) a per diem allowance, including hotel, for experts for every day of absence from the home office for the purposes of the Services;
- (2) cost of travel by the most appropriate means of transport and the most direct practicable route;

- (3) cost of office accommodation, including overheads and back-stop support;
- (4) communications costs;
- (5) cost of purchase or rent or freight of any equipment required to be provided by the Consultants;
- (6) cost of reports production (including printing) and delivering to the Procuring Agency;
- (7) other allowances where applicable and provisional or fixed sums (if any)]

Note: -

The Consultant payment shall be made as per the payment schedule presented in the below mentioned: -

Payment Schedule of Services.

PART-I SERVICES (Planning, Designing & Bidding Stage: 08 months)

S. No	Description	%	Amount (Rs.)
0.	Advance payment against Bank Guarantee i.e., 10% of Consultancy cost.	—	—
1.	On submission of Topographic Survey & Material Investigation Reports of all packages	15%	
2.	On submission of Final Design Report of all packages	15%	
3.	On Submission of Final Tendering Documents, Condition of Contracts, Technical Specifications and Engineer's Cost Estimates of all packages	20%	
4.	On Floating of Bids, Evaluation Reports and works awarded to the Contractors	20%	
5.	On Submission/Issuance of Final Detailed Construction Drawings	20%	
6.	On Submission of As-Built Drawing submitted by Contractors & verified by consultants	10%	
Total Percentage		100%	

Note #1: No extra payment shall be made for any repeat activity/report.

Note #2: Advance payment of 10% of consultancy cost against Bank Guarantee shall be deducted in equal five (05) installments from consultant invoices from the first five milestone payments. The last payment shall be as per schedule of payment.

Note #3: The Procuring Agency shall pay Consultant’s invoices within sixty (60) days after receipt by the Procuring Agency of such itemized invoices with supporting documents. Only such portion of an invoice that is not satisfactorily supported may be withheld from payment. Should any discrepancy be found to exist between actual payment and costs authorized to be incurred by Consultant, the Procuring Agency may add or subtract the difference from any subsequent payments.

Note #4: Serial No. 4, 5 & 6 shall be made as per following mechanism:

Package	Payment #4 (20%)	Payment #5 (20%)	Payment #6 (10%)	Remarks
Package-I	6.66%	6.66%	3.33%	The bifurcated payments shall be made as per completion of services package-wise.
Package-II	6.66%	6.66%	3.33%	
Package-IIA (Al-Watan)	6.68%	6.68%	3.34%	

PART-II SERVICES

(Supervision & Contract Administration Stage: 24 months)

Consultant shall act as the Engineer for all packages and shall deploy supervision teams to complete the project in all respects within stipulated timeline. The payments for each package (I,II&II-A) shall be made separately on man-months basis.

@5% retention money shall be deducted from each payment invoice and 50% of total retention money shall be paid upon completion of respective packages and 50% on successful completion of DLP and issuance of certificate thereupon.

Note:

Part-II Services of Consultant shall be commenced subject to issuance of notice of commence by consultant to the Contractors and successful mobilization of Contractors at sites respectively for each package (I,II&II-A).

In case of EOT beyond 14.1 of SCC or otherwise, consultancy remuneration fee for Part-II Services shall be paid on pro rata basis.

47 Deleted

49. The term “Authority” substituted by the term “Procuring Agency”.

	The term “Service Provider” to be substituted by the term “Consultant” Arbitration to be held in Karachi.
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I. Appendices

Appendix A – Terms of Reference

[This Appendix shall include the final Terms of Reference (TORs) worked out by the Procuring Agency and the Consultant during the negotiations; dates for completion of various tasks; location of performance for different tasks; detailed reporting requirements; Procuring Agency's input, including counterpart personnel assigned by the Procuring Agency to work on the Consultant's team; specific tasks that require prior approval by the Procuring Agency.]

Insert the text based on the Section 7 (Terms of Reference) of the ITC in the RFP and modified based on the Forms TECH-1 through TECH-5 in the Consultant's Proposal. Highlight the changes to Section 7 of the RFP]

Appendix B - Key Experts

[Insert a table based on Form TECH-6 of the Consultant's Technical Proposal and finalized at the Contract's negotiations. Attach the CVs (updated and signed by the respective Key Experts) demonstrating the qualifications of Key Experts.]

[Specify Hours of Work for Key Experts: List here the hours of work for Key Experts; travel time to/ from the Procuring Agency's country; entitlement, if any, to leave pay; public holidays in the Procuring Agency's country that may affect Consultant's work; etc. Make sure there is consistency with Form TECH-6. In particular: one month equals twenty two (22) working (billable) days. One working (billable) day shall be not less than eight (8) working (billable) hours.]

Appendix C – Remuneration Cost Estimates

1. Monthly rates for the Experts:

[Insert the table with the remuneration rates. The table shall be based on [Form FIN-3] of the Consultant's Proposal and reflect any changes agreed at the Contract negotiations, if any. The footnote shall list such changes made to [Form FIN-3] at the negotiations or state that none has been made.]

2. [When the Consultant has been selected under Quality-Based Selection method, or the Procuring Agency has requested the Consultant to clarify the breakdown of very high remuneration rates at the Contract's negotiations also add the following:

“The agreed remuneration rates shall be stated in the attached Model Form I. This form shall be prepared on the basis of Appendix A to Form FIN-3 of the RFP “Consultants’ Representations regarding Costs and Charges” submitted by the Consultant to the Procuring Agency prior to the Contract’s negotiations.

Should these representations be found by the Procuring Agency (either through inspections or audits pursuant to Clause GCC 25.2 or through other means) to be materially incomplete or inaccurate, the Procuring Agency shall be entitled to introduce appropriate modifications in the remuneration rates affected by such materially incomplete or inaccurate representations. Any such modification shall have retroactive effect and, in case remuneration has already been paid by the Procuring Agency before any such modification, (i) the Procuring Agency shall be entitled to offset any excess payment against the next monthly payment to the Consultants, or (ii) if there are no further payments to be made by the Procuring Agency to the Consultants, the Consultants shall reimburse to the Procuring Agency any excess payment within thirty (30) days of receipt of a written claim of the Procuring Agency. Any such claim by the Procuring Agency for reimbursement must be made within twelve (12) calendar months after receipt by the Procuring Agency of a final report and a final statement approved by the Procuring Agency in accordance with Clause GCC 46.1(d) of this Contract.”

Model Form I

Breakdown of Agreed Fixed Rates in Consultant's Contract

We hereby confirm that we have agreed to pay to the Experts listed, who will be involved in performing the Services, the basic fees and away from the home office allowances (if applicable) indicated below:

(Expressed in [insert name of currency])*

Experts		1	2	3	4	5	6	7	8
Name	Position	Basic Remuneration rate per Working Month/Day/Year	Social Charges ¹	Overhead ¹	Subtotal	Profit ²	Away from Home Office Allowance	Agreed Fixed Rate per Working Month/Day/Hour	Agreed Fixed Rate per Working Month/Day/Hour ¹
Home Office									
Work in the Procuring Agency's Country									

1 Expressed as percentage of 1

2 Expressed as percentage of 4

* If more than one currency, add a table

Signature

Date

Name and Title: _____

Appendix D – Reimbursable Expenses Cost Estimates

1. *[Insert the table with the reimbursable expenses rates. The table shall be based on [Form FIN-4] of the Consultant's Proposal and reflect any changes agreed at the Contract negotiations, if any. The footnote shall list such changes made to [Form FIN-4] at the negotiations or state that none has been made.*

2. *All reimbursable expenses shall be reimbursed at actual cost, unless otherwise explicitly provided in this Appendix, and in no event shall reimbursement be made in excess of the Contract amount.]*

(NOT APPLICABLE)

Appendix E - Form of Advance Payments Guarantee

[See Clause GCC 46.1(a) and SCC 46.1(a)]

{Guarantor letterhead or SWIFT identifier code}

Bank Guarantee for Advance Payment

Guarantor: _____ [insert commercial Bank's Name, and Address of Issuing Branch or Office]

Beneficiary: _____ [insert Name and Address of Procuring Agency]

Date: _____ [insert date]_____

ADVANCE PAYMENT GUARANTEE No.: _____ [insert number]_____

We have been informed that _____ [name of Consultant or a name of the Joint Venture, same as appears on the signed Contract] (hereinafter called "the Consultant") has entered into Contract No. _____ [reference number of the contract] dated _____ [insert date]_____ with the Beneficiary, for the provision of _____ [brief description of Services] (hereinafter called "the Contract").

Furthermore, we understand that, according to the conditions of the Contract, an advance payment in the sum of _____ [insert amount in figures] (_____) [amount in words] is to be made against an advance payment guarantee.

At the request of the Consultant, we, as Guarantor, hereby irrevocably undertake to pay the Beneficiary any sum or sums not exceeding in total an amount of _____ [amount in figures] (_____) [amount in words]¹ upon receipt by us of the Beneficiary's complying demand supported by the Beneficiary's a written statement, whether in the demand itself or in a separate signed document accompanying or identifying the demand, stating that the Consultant is in breach of their obligation under the Contract because the Consultant:

- (a) has failed to repay the advance payment in accordance with the Contract conditions, specifying the amount which the Consultant has failed to repay;
- (b) has used the advance payment for purposes other than toward providing the Services under the Contract.

¹ The Guarantor shall insert an amount representing the amount of the advance payment and denominated either in the currency(ies) of the advance payment as specified in the Contract, or in a freely convertible currency acceptable to the Client.

It is a condition for any claim and payment under this guarantee to be made that the advance payment referred to above must have been received by the Consultant on their account number _____ at _____ *[name and address of bank]*.

The maximum amount of this guarantee shall be progressively reduced by the amount of the advance payment repaid by the Consultant as indicated in certified statements or invoices marked as “paid” by the Procuring Agency which shall be presented to us. This guarantee shall expire, at the latest, upon our receipt of the payment certificate or paid invoice indicating that the Consultant has made full repayment of the amount of the advance payment, or on the __ day of *[month]*_____, *[year]*__,² whichever is earlier. Consequently, any demand for payment under this guarantee must be received by us at this office on or before that date.

This guarantee is subject to the Uniform Rules for Demand Guarantees (URDG) 2010 revision, ICC Publication No. 758.

[signature(s)]

{Note: All italicized text is for indicative purposes only to assist in preparing this form and shall be deleted from the final product.}

² Insert the expected expiration date. In the event of an extension of the time for completion of the Contract, the Client would need to request an extension of this guarantee from the Guarantor. Such request must be in writing and must be made prior to the expiration date established in the guarantee. In preparing this guarantee, the Client might consider adding the following text to the form, at the end of the penultimate paragraph: “The Guarantor agrees to a one-time extension of this guarantee for a period not to exceed one year], in response to the Client’s written request for such extension, such request to be presented to the Guarantor before the expiry of the guarantee.”

Appendix F- Form of Performance Bond

Guarantee No. _____
Date of issue: _____
Amount, Rs: _____
Expiry Date: _____

By THIS we M/s. _____ (hereinafter called “Bank”) whose registered office is situated at _____ Karachi are held firmly bound unto the PORT QASIM AUTHORITY, (hereafter called the “Authority”) in the sum of _____ for the payment of which sum the bank bind themselves, their successors and assigns by these presents.

Whereas, _____ (hereinafter called the “Consultant”) and the Authority have entered into an Agreement dated _____ (hereinafter called the “Agreement”) for project of consultancy services for _____ -at Port Qasim, Karachi Pakistan (hereinafter called the “Project”) in conformity with the provisions of the Agreement.

Whereas the Agreement requires the provision of a performance bond (hereinafter referred to as “Performance Bond”) by the Consultant to Authority.

Whereas because of such Agreement entered into between the Consultant and the Authority, we, the Bank hereby give this irrevocable and unconditional Performance Bond in the sum mentioned herein above such amount representing the security amount to be furnished by the Consultant for the due fulfillment of the Consultant’s obligations in respect of the Project as described in the Agreement in letter and spirit.

NOW, THE CONDITIONS of this Performance Bond are such that:

If the Consultant duly performs and observes all the terms, provisions, conditions and stipulations of the Agreement on the Consultant’s part to be performed and observed according to the true purpose, intent and meaning thereof, this Bond will revoke in full and become null and void one year after the date of signing of this Performance Bond (hereinafter called “the Date of issue”).

NOW THEREFORE, in case of default by the Consultant, of which default the Authority shall be the sole judge, duly notified to the Bank in writing by the authorized representative of the Authority during the period from the Date of issue until one year after the Date of issue, (hereinafter called “Date of Expiry”), the Bank shall pay to the Authority upto the amount of this Bond without reference to the Consultant or anyone else raising the question whether any default has taken place or not, or irrespective of alteration in terms of Agreement by mutual consent between the Authority and the Consultant or any forbearance in or in respect of any matter or thing concerning the Agreement on the part of the Authority shall in any way release the Bank from any liability under the above written bond, then this obligation shall be null and void, otherwise , this bond shall remain valid in full until the Date of Expiry.

This Performance Bond is binding on the Bank and is irrevocable.

Claim received after the Date of Expiry will not be honoured, irrespective whether or not the original of this Bond is returned to the Bank for cancellation.

Irrespective of anything mentioned hereinabove, this Bond shall become null and void ultimately on unless extended by the Bank.

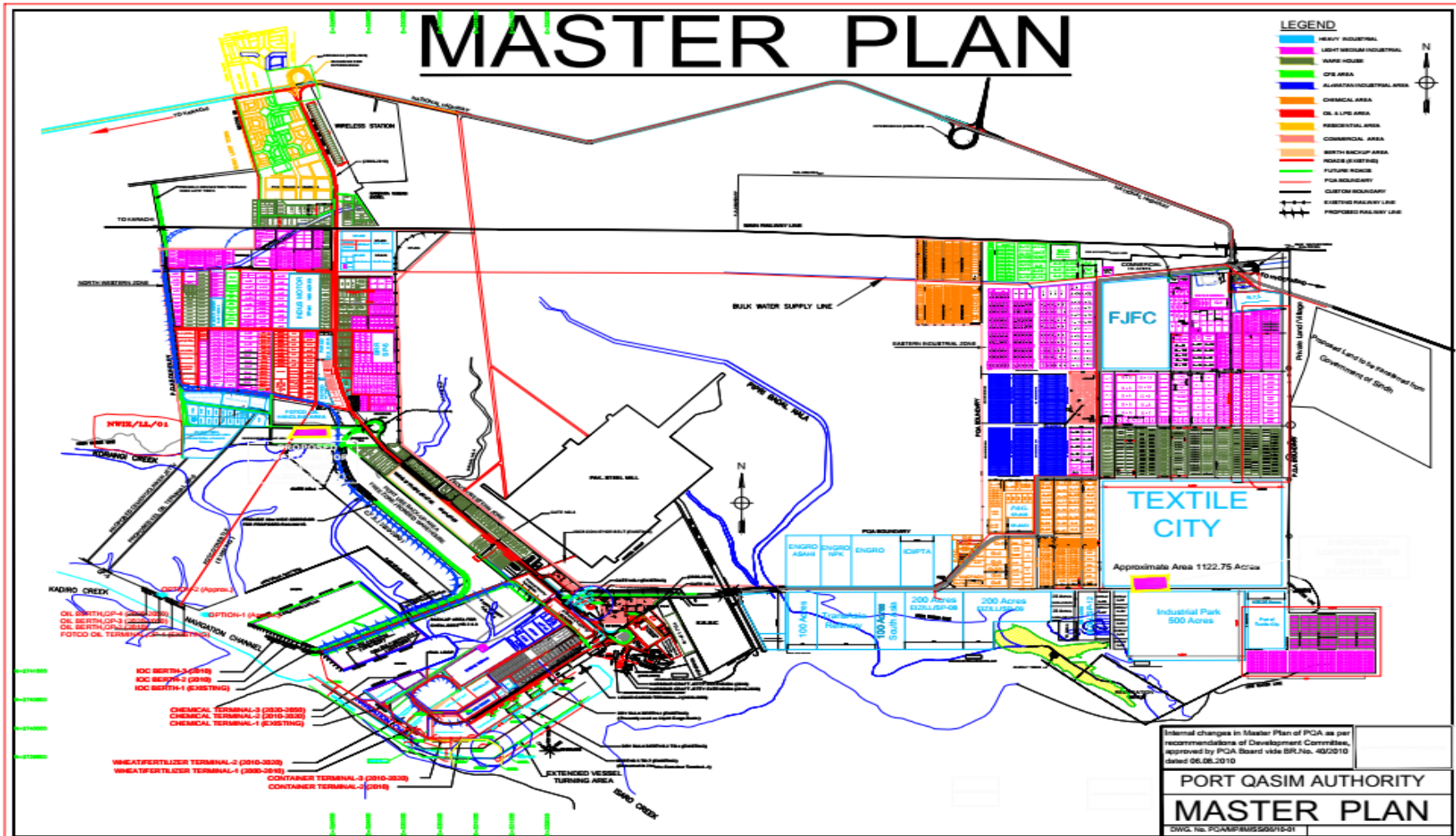
SIGNED, SEALED AND DELIVERED BY THE BANK

Seal and date

For and on behalf of

ANNEXURES

PQA MASTER PLAN



Port Industrial Complex

