

REQUEST FOR PROPOSAL (RFP) DOCUMENTS

Procurement of Consultancy Services Hiring of Consultants For Detailed Design and Resident Supervision of Civil Works for Development Projects

RFP No.:
(Single Stage Two Envelope Procedure)
(QCBS Method)



**SAINDAK METALS LIMITED
GULBAGH STREET SAMUNGLI ROAD
QUETTA**

JULY, 2026

Request for Proposal

PART I- SELECTION PROCEDURES AND REQUIREMENTS

Section 1: Invitation for Proposal (IFP)

The attached template is the Invitation for Proposal for eligible Consultants willing to submit a proposal for a consulting assignment.

Section 2: Instructions to Consultants and Data Sheet

This Section consists of two parts: “Instructions to Consultants” and “Data Sheet”. “Instructions to Consultants” contains provisions that are to be used without modifications. “Data Sheet” contains information specific to each selection and corresponds to the clauses in “Instructions to Consultants” that call for selection-specific information to be added. This Section provides information to help consultants prepare their proposals. Information is also provided on the submission, opening and evaluation of proposals, contract negotiation and award of contract. Information in the Data Sheet indicates whether a Full Technical Proposal (FTP) or a Simplified Technical Proposal (STP) shall be used. Separate documents will be submitted for each work.

Section 3: Technical Proposal – Standard Forms

This Section includes the forms for FTP and STP that are to be completed by the consultants and submitted in accordance with the requirements of Section 2.

Section 4: Financial Proposal – Standard Forms

This Section includes the financial forms that are to be completed by the consultants, including the consultant’s costing of its technical proposal, which are to be submitted in accordance with the requirements of Section 2. Separate documents will be submitted for each work.

Section 5: Terms of Reference (TORs)

This Section describes the scope of services, objectives, goals, specific tasks required to implement the assignment, and relevant background information; provides details on the required qualifications of the key experts; and lists the expected deliverables. This Section shall not be used to over-write provisions in Section 2.

The Design and Supervision Consultant selected for the above-mentioned project shall possess the capacity to deploy qualified supervision staff at multiple sites simultaneously. The Consultant shall be responsible for carrying out detailed designing, including Structural, Architectural, and MEP drawings, as well as the preparation of Bills of Quantities (BOQs) and Tender Documents. These activities shall be undertaken in parallel to facilitate the timely procurement process. The Consultant shall also assist the Client in

the evaluation and selection of Contractors in accordance with applicable procurement procedures.

PART II – CONDITIONS OF CONTRACT AND CONTRACT FORMS

Section 7: Standard Forms of Contract

This Section includes standard contract forms for large or complex assignments: a Time-Based Contract includes General Conditions of Contract (“GCC”) that shall not be modified, and Special Conditions of Contract (“SCC”). The SCC include clauses specific to each contract to supplement the General Conditions. Separate documents will be submitted for each work.

SELECTION OF CONSULTANTS REQUEST FOR PROPOSALS (RFPs)

RFP No.:

Selection of Engineering Consultant for:

Detailed Design and Resident Supervision of Civil Works for Development Projects in Balochistan.

Procuring Agency:

SAINDAK METALS LIMITED
GULBAGH STREET SAMUNGLI
ROAD QUETTA

Project or Procurement:

Hiring of Engineering Consultancy for Detailed Design and Resident Supervision of Civil Works for Development Projects in Balochistan.

Issued on: July, 2026

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Section 1. Letter of Invitation/Request for Proposal Civil Works for Development Projects in Balochistan



RFP No.:

Hiring of Engineering Consultancy Services

Detailed Design and Resident Supervision of Civil Works for Development Projects in Balochistan

Reference No.-----

Dated: -----

Dear Mr./Ms.:

1. This Invitation for submission of Proposals follows the Procurement Notice for this Project which appeared in one National Urdu Daily Newspaper on 20th July, 2026 and one National English Daily Newspaper on 20th July, 2026 other than publication on PPPRA Website dated 20th July, 2026
2. Saindak Metals Limited (SML) now invites proposals to provide the following consulting services: Engineering Consultancy Services for Civil Works for Development Projects in Balochistan. 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 QCBS Method and procedures described in this RFP.
5. The RFP includes the following documents:

Section 1 - Letter of Invitation

Section 2 - Instructions to Consultants and Data Sheet

Section 3 - Technical Proposal (FTP) - Standard Forms

Section 4 - Financial Proposal - Standard Forms

Section 5 - Terms of Reference

Section 6 - Standard Forms of Contract (Lumpsum)

6. Please submit your proposal through EPADS while address of procurement agency is mentioned below:-

Procurement Department

Saindak Metals Limited, Head Office

Gul Bagh Street, Samungli Road Quetta

Yours sincerely,

Senior Manger Purchase

Saindak Metals Limited

Quetta

SAINDAK METALS LIMITED
REQUEST FOR PROPOSAL (RFP)
DETAILED DESIGN AND RESIDENT SUPERVISION OF CIVIL
WORKS FOR DEVELOPMENT PROJECTS

RFP No:

1. S.M.L Head Office Quetta invites Technical and Financial Proposals through Electronic Bids (EPADS) from the Consultant Firms/Consultants, registered with Pakistan Engineering Council, FBR/BRA & concerned revenue Authority and who are on Active Taxpayers List of the Federal Board of Revenue. The Consultant shall be hired under QCBS Based Selection Method of Procurement for Consultancy Services Regulations 2010 of PPRA.
2. RFP Documents for interested Consultants containing details terms and conditions, qualification and evaluation criteria etc. are available for registered bidders / consultants on EPADS at <https://eprocure.gov.pk> and the advertisement can be downloaded from the official Portal of PPRA (EPMS) and SML's official website, the process will be carried online both on EPMS & EPADS v2.0.
3. Proposals will be processed through "Single Stage Two Envelop Procedure".
4. The proposal, prepared in accordance with the instruction provided in the bidding / proposal documents, the electronic bids must be submitted using EPADS on or before **04, Aug, 2026 at 14:00 hrs.** Electronic bids / proposal will be opened on **04, Aug, 2026 at 14:30 hrs.** The bids / proposals will be opened on EPADS. Thereafter in public and in the presence of bidder's representatives who chose to attend in the opening at SML Head Office Gulbagh Street Samungli road Quetta. This advertisement and bidding / proposal documents are also available on PPRA website and EPADS at www.ppra.org.pk and <https://eprocure.gov.pk>

Procurement Department
SML Head Office Gul Bagh Street,
Samungli Road, Quetta
Ph: 081-9201690
Email: procurement@saindak.com.pk

Section 2. Instructions to Consultants & Data Sheet

A. General Provisions

1. Definitions	1.1 Definition 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 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. m) “Proposal” means the Technical Proposal and the Financial Proposal of the Consultant. n) “RFP” means the Request for Proposals to be prepared by the Procuring Agency for the selection of Consultants, based on the SRFP. o) “Services” means the work to be performed by the Consultant pursuant to the Contract. 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.
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	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. 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.
2. Introduction	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. 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. 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.
3. Conflict of Interest	3.1 The Consultant is required to provide professional, objective, and impartial advice, at all times holding the Procuring Agency’s interests paramount, strictly avoiding conflicts with other assignments or its own corporate interests, and acting without any consideration for future work. 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. 3.3 Without limitation on the generality of the foregoing, the Consultant shall not be hired under the circumstances set forth below:
a. Conflicting activities	i. Conflict between consulting activities and procurement of goods, works or non-consulting services: 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.
b. Conflicting assignments	ii. Conflict among consulting assignments: 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.

c. Conflicting relationships	iii. Relationship with the Procuring Agency's staff: 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 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.
4. Unfair Competitive Advantage	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.
5. Corrupt and Fraudulent Practices	5.1. The Authority requires compliance with its Regulatory Framework in regard to corrupt and fraudulent practices as set forth in Section 6. 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.
6.	6.1. The Procuring Agency permits consultants (individuals and firms, including Joint Ventures and their individual members) from all over the country to offer consulting services for the project. 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.
a. Sanctions	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.
b. Prohibitions	6.4. Firms and individuals of a country or goods manufactured in a country may be ineligible if so indicated in Section 5 (Eligible Countries).
c. Restrictions for public employees	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 i. are on leave of absence without pay, or have resigned or retired; 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 iii. their hiring would not create a conflict of interest.
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	8.1. The 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	9.1. The 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 Comprising the Proposal	10.1. The Proposal shall comprise the documents and forms listed in the Data Sheet. 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.
11. Only One Proposal	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.
12. Proposal Validity	12.1. Proposals shall remain valid for the period specified in the Data Sheet after the Proposal submission deadline prescribed by the PA. 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. 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. 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.

a. Extension of Validity Period	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 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. 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. 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.
b. Substitution of Key Experts at Validity Extension	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. 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.
c. Sub- Contracting	12.9. The Consultant shall not subcontract the whole of the Services.
	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.
	12.11. Any Proposal not accompanied by a Proposal Securing Declaration shall be rejected by the Procuring Agency as non-responsive.
	12.12. The Proposal Securing Declaration of a joint venture must be in the name of the joint venture submitting the Proposal.
	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 security.
	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: 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: i. sign the contract, or ii. furnish the required performance security
13. Clarification and Amendment of RFP	13.1. The Consultant may request a clarification of any part of 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: 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. 13.2. 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 the deadline.
14. Preparation of Proposals	14.1. While preparing the Proposal, the Consultant must give particular attention to the following: 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	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. 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.
16. Financial Proposal	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.
a. Taxes	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.

b. Currency of Proposal	16.3. The Consultant may express the price for its Services in the currency or currencies as stated in the Data Sheet. If 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.
17. Submission, Sealing, and Marking of Proposals	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. 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. 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. 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. 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. 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]." 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." 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]". 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. 17.9. The Proposal or its modifications must be sent to the address indicated in the Data Sheet and received by the

Withdrawal of bids	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. 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. 17.11. Revised Proposal may be submitted after the withdrawal of the original Proposal. 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.
18. Confidentiality	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 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. 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 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.
19. Opening of Proposal (Technical Proposals)	19.1 The Procuring Agency will open all Proposal, in public, in the presence of Consultant’ 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. 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. 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. 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 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 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. 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.
20. Proposals Evaluation	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. 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.
21. Evaluation of Technical Proposals	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.
22. Financial Proposals for QBS	22.1. Following the ranking of the Technical Proposals, when the selection is based on quality only (QBS), the top-ranked Consultant is invited to negotiate the Contract. 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.
23. Public Opening of Financial Proposals (for QCBS, FBS, and LCS methods)	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. 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.
24. Correction of Errors	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.
a. Time-Based Contracts	24.1.1. If a Time-Based contract form is included in the RFP, the Procuring Agency's evaluation committee will 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 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.
25. Taxes	25.1. The Procuring Agency's evaluation of the Consultant's Financial Proposal shall exclude taxes and duties in the in accordance with the instructions in the Data Sheet .
26. Conversion to Single Currency	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 .
27. Combined Quality and Cost Evaluation	
a. Quality- and Cost-Based Selection (QCBS)	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.
b. Fixed-Budget Selection (FBS)	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. 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.

c. Least-Cost Selection	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.
D. Negotiations and Award	
28. Negotiations	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. 28.2. The Procuring Agency shall prepare minutes of negotiations that are signed by the Procuring Agency and the Consultant's authorized representative.
a. Availability of Key Experts	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. 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.
b. Technical negotiations	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.
c. Financial Negotiations	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.
29. Conclusion of Negotiations	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 representative. 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.
30. Award of Contract	30.1. 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:

	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.
31. Grievance Redressal Mechanism	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. 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. 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 of the announcement of technical evaluation report and five days after issuance of final evaluation report. 31.4. In case, the complaint is filed against the technical evaluation report, the GRC shall suspend the procurement proceedings. 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. 31.6. The GRC, in both the cases shall investigate and decide upon the complaint within ten days of its receipt. 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". 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. 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. 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. 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.
32. Mechanism of Blacklisting	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: i. Involved in corrupt and fraudulent practices as defined in Rule-2 of Public Procurement Rules; ii. Fails to perform his contractual obligations; and iii. Fails to abide by the id securing declaration; 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. 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 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. 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. 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. 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. 32.8. The Procuring Agency shall communicate to the bidder or contractor the order of debarring the bidder or 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
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	32.12. 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. 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 the deemed appropriate or acquit the bidder from the allegations. The decision of the Authority shall be final.
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Proposal Data Sheet

A. General	
ITC Clause Reference	
2.1	Name of the Procuring Agency: SAINDAK METALS LIMITED Method of selection: <u>QCBS Selection</u>
2.2	The Name of the Assignment is: Procurement of Engineering Consultancy Services for Detailed Design and Resident Supervision of Civil Works for Development Projects in Balochistan Financial Proposal to be submitted together with Technical Proposal in a separate sealed envelope
2.3	A pre-proposal conference/meeting will be held: No
2.4	The Procuring Agency will provide the following inputs, project data, reports, etc. to facilitate the preparation of the Proposals: NIL
4.1	Not Applicable
6.3.1	A list of debarred firms and individuals is available at the PPRA website: https://ppra.org.pk/
B. Preparation of Proposals	
9.1	This RFP has been issued in the <u>English</u> language. Proposals shall be submitted in <u>English</u> language. All correspondence exchange shall be in <u>English</u> language.
10.1	The Proposal shall comprise the following: <u>For FULL TECHNICAL PROPOSAL (FTP):</u> 1st Inner Envelope with the Technical Proposal: Power of Attorney to sign the Proposal 1) TECH-1 2) TECH-2 3) TECH-3 4) TECH-4 5) TECH-5 6) TECH-6 7) TECH-7 8) TECH-8 Financial Proposal 1) Financial Proposal Submission Form 2) Financial Proposal
10.2	Statement of Undertaking is required: <u>Yes</u>
12.1	Proposals must remain valid for 60 days.
13.1	Clarifications may be requested no later than 5 days prior to the submission deadline. The contact information for requesting clarifications is: Purchase Department/ SML HQ Gulbagh Street Samungli Road Quetta
14.1	Duration of Design phase is 3 months Duration of Supervision Phase is 15 Months (May be Extendible)
15.2	The format of the Technical Proposal to be submitted is: <u>FTP</u> Submission of the Technical Proposal in a wrong format may lead to the Proposal being deemed non-responsive to the RFP requirements.
16.1	Time Based (3 Months Design, 15 Months Supervision), Extendible

16.2	All applicable taxes shall be deducted in accordance with the prevailing Federal and Provincial laws of Pakistan.
16.4	Pakistani Rupees (PKR)
C. Submission, Opening and Evaluation	
17.1	The Consultants shall submit their Proposals electronically (EPADS only).
17.4	The Consultant must submit: Technical Proposal: One (01) Original (Through EPADS) and One Copy must be provided through courier to SML Head Office Gul Bagh Street Samungli Road Quetta Financial Proposal: One (1) original (Through EPADS)
17.7 and 17.9	The Proposals must be submitted no later than: Date: 04, Aug, 2026 at Time: 1400 Hours One Copy of Technical Proposal: On the outer sealed envelope mark the warning marking ("Do not open before 04, Aug, 2026 at 14:00 hrs.") One Copy of the Technical Proposal submission address is: Purchase Department (SML Head Office) <i>Gul Bagh Street Samungli Road Quetta</i>
19.1	An online option of the opening of the Technical Proposals is offered: YES I. MANDATORY REQUIREMENTS (CERTIFICATIONS AND REGISTRATIONS) - Valid legal entity of the firm i.e. registration with Securities and Exchange Commission of Pakistan or Registration of Firm etc. - The firm should be duly incorporated and possess at least 25 years of experience. - Income & Sales Tax/BRA Registration with Active Tax Payer Status. - Certificate of registration with Pakistan Engineering Council (PEC) for the year 2025/26 having at least following Profile Codes: 1201,1203 (iii), 1204 (i), 1220, 1231, 1235 And Services Codes: (0506, 0507, 0532, 0536, 0537, 0542, 0543, 0544, 0546, 0547, 0549, 0575) - Bid Security of Rs. 400,000/- in the form of CDR or Bank Guarantee should be submitted in the name Saindalk Metals Limited (S.M.L). - Undertaking (on judicial paper) that the firm has not been blacklisted or debarred by any government / semi-government organization. - Financial Soundness (Min Turnover of 24 million in last 3 years, attach bank statements) <i><u>Note: If consultant firm/company does not meet any of above criterion, it will be considered as Non-Responsive (NR)</u></i> <i><u>In case of joint venture (JV) if Lead firm does not meet any of above criterion, it will be considered as Non-Responsive (NR)</u></i>

II. Qualification and Technical Criteria

Category	Category Name	Weightage/ Marks
A.	Financial Soundness	10
B.	Past Experience	30
C.	Professional Resources	25
D.	Approach Methodology and Work Plan	25
E.	Registration with I.S.O 9001,15001	05
F.	Any past involvement with the client in last 10 years	05
Total Marks		100

Note:

1. Marks shall only be given if the related Forms are filled by the bidder as per instructions given in this Document.
2. No compromise shall be made on total minimum of 80% marks required to Pre-qualify in the aforesaid qualification criterion.
3. Attach documentary evidence along with Forms for claiming the Marks.
4. Any false information shall lead to disqualification.
5. Members of a Joint venture can mutually meet the requirements of Qualification and Technical Criteria).

Qualification, technical evaluation criteria, sub-criteria and marking system for the evaluation of bidders shall be as given there to:-

CATEGORY A: FINANCIAL SOUNDNESS

For financial soundness, audited financial statements for last two financial years shall be submitted. No marks shall be given if audited financial statements of last three financial years are not attached.

Marks shall be awarded on the basis of the following criteria:

Sr. No.	Evaluation Criteria	Marks Assigned	Marks Calculation Method
1	Average Annual turnover for the last two financial years Data from Form-B	10	5 marks each year if annual turnover for financial year is PKR 40 million or above 3 marks each year if annual turnover for financial year is More then PKR 25 & less than 40 million No Marks if annual turnover for financial year is below PKR 25 million
Category "A" Total Marks		10	

CATEGORY B: PAST EXPERIENCE

Marks shall be awarded on the basis of the following criteria for evaluation of the Past Experience of the bidder.

Marks shall be awarded on the basis of the following criteria:

Sr. No.	Sub Category Name	Weightage/ Marks
B1	Experience of Similar Nature	18 (60%)
B2	General Experience	12 (40%)
Total Marks of Category B		30 (100%)

Sub-Category B1 (Similar Experience)

Sr. No.	Sub Category Name	Weightage/ Marks
1.	Experience up to 4 projects of similar nature of Design and supervision of Buildings, of similar nature and complexity (3 Marks of each project)	12 (40%)
2.	Experience of at least 2 projects of design of solar power of buildings of at least 150 KW (3 Marks of each project)	6 (20%)
Sub-Category "B1" Total Marks		18 (60%)
Note: Work Orders/ Completion from client is mandatory, without which no marks shall be given.		

Sub-Category B2 (General Experience of Engineering Consultancy)

Sr. No.	Sub Category Name	Weightage/ Marks
1	Experience up to Max 6 projects which may be or not similar but are important to judge capacity from each project of minimum PKR. 10 million each application) or more Completed in last ten (10) Years. (3 Marks of each project) Data from Form-B2 Note: Work Orders/ Completion / from client is mandatory.	12 (40%)
Sub-Category "B2" Total Marks		12 (40%)

CATEGORY C: PROFESSIONAL RESOURCES

Sr. No.	Proposed Position	Qualification and Experience Criteria	Marks Allocated
DESIGN TEAM			
1	Team Leader	Master/Bachelor Degree in Civil/Architecture having 15-25 years of comprehensive experience and exposure to various Projects predominantly of design of Multistory Buildings along with the master planning of area of similar magnitude and complexity.	5 Marks with masters and 15 years experience 5 Marks with Bachelor and 25 Years Experience 2.5 Marks with masters and less than 15 years experience 2.5 Marks with Bachelor and less than 25 Years Experience
2	Senior Architect	Master/Bachelor Degree in Architecture, with 10-15 years of experience of designing of similar multistory buildings.	4 Marks with masters and 10 years experience 4 Marks with Bachelor and 15 Years Experience 2 Marks with masters and less than 10 years experience 2 Marks with Bachelor and less than 15 Years Experience
3	Structural Engineer	Master/Bachelor Degree in Structure Engineering/Civil Engineering with 10-15 years of experience on design of multistory buildings.	4 Marks with masters and 10 years experience 4 Marks with Bachelor and 15 Years Experience 2 Marks with masters and less than 10 years experience 2 Marks with Bachelor and less than 15 Years Experience
4	Electrical Engineer	Master/Bachelor Degree in Electrical Engineering with of 10-15 years' experience.	4 Marks with masters and 10 years experience 4 Marks with Bachelor and 15 Years Experience 2 Marks with masters and less than 10 years experience 2 Marks with Bachelor and less than 15 Years Experience
SUPERVISION TEAM			
5	Resident Engineer	Master/Bachelor Degree in Electrical Engineering with minimum of 10-15 years' experience.	4 Marks with masters and 10 years experience 4 Marks with Bachelor and 15 Years Experience 2 Marks with masters and less than 10 years experience 2 Marks with Bachelor and less than 15 Years Experience
6	Site Engineer	B.Sc. Civil Engineering with 3-5 years' experience in Building and External Works. Registered as a Registered Engineer (RE) from PEC.	2 Marks
7	Quantity Surveyor	B.Sc. Civil/ DAE Civil Engineering with 3-5 years' experience in Building and External Works. Registered as a Registered Engineer (RE) from PEC.	2 Marks
Total Marks			25

	<u>CATEGORY D: APPROACH, METHODOLOGY AND WORK PLAN</u> Marks shall be awarded on the basis of the following criteria for evaluation of the Concept Design, Approach, Methodology and Work Plan of the bidder (Consultant):- <table border="1" data-bbox="472 398 1390 831"> <thead> <tr> <th>Sub Category</th><th>Sub Category Name</th><th>Weightage/ Marks</th></tr> </thead> <tbody> <tr> <td align="center">D1</td><td>Understanding of Objectives, Quality of Methodology and sequence of tasks to undertake assignment (Extra marks if pictorial evidence of site visit is also attached)</td><td align="center">12</td></tr> <tr> <td align="center">D2</td><td>Work Plan</td><td align="center">10</td></tr> <tr> <td align="center">D3</td><td>Organization and Staffing</td><td align="center">03</td></tr> <tr> <td align="center" colspan="2">Total Marks of Category D</td><td align="center">25</td></tr> </tbody> </table>	Sub Category	Sub Category Name	Weightage/ Marks	D1	Understanding of Objectives, Quality of Methodology and sequence of tasks to undertake assignment (Extra marks if pictorial evidence of site visit is also attached)	12	D2	Work Plan	10	D3	Organization and Staffing	03	Total Marks of Category D		25
Sub Category	Sub Category Name	Weightage/ Marks														
D1	Understanding of Objectives, Quality of Methodology and sequence of tasks to undertake assignment (Extra marks if pictorial evidence of site visit is also attached)	12														
D2	Work Plan	10														
D3	Organization and Staffing	03														
Total Marks of Category D		25														
23.1	An online option of the opening of the Financial Proposals is offered: Yes															
25.1	Financial Proposal shall include all applicable taxes, which includes Income Tax and Sales Tax/BRA. The Client shall act as a withholding agent as required by Income Tax Ordinance, as enforced.															
26.1	The single currency for the conversion of all prices expressed in various currencies into a single one is: Not Applicable															
27.1 (Quality cum Cost base Selection)	In the case of QCBS, the Technical Score shall carry a weightage of 80% and the Financial Score shall carry a weightage of 20%. The firm obtaining the highest cumulative (combined) score shall be awarded the project.															
D. Negotiations and Award																
28.1	Expected date and address for Contract negotiations: Date: _____ Address: Saindak Metals Limited Gul Bagh Street Samungli Road Quetta															
30.2	Expected date for the commencement of the Services: Date: _____ Address: Saindak Metals Limited Gul Bagh Street Samungli Road Quetta															

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 or STP (√)		FORM	DESCRIPTION	<i>Page Limit</i>
FTP	STP			
√	√	TECH-1	Technical Proposal Submission Form.	
“√” 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	
√		TECH-2B	B. Consultant’s Experience	
√		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	
√		TECH-3B	B. On the Counterpart Staff and Facilities	
√	√	TECH-4	Description of the Approach, Methodology, and Work Plan for Performing the Assignment	
√	√	TECH-5	Work Schedule and Planning for Deliverables	
√	√	TECH-6	Team Composition, Key Experts Inputs, and attached Curriculum Vitae (CV)	
√	√	TECH-7	Staffing Schedule	
√	√	TECH-8	Work Schedule	

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

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.]*

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.

- (e) 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 with stamp {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}

A - Firm's Organization

1. Provide here a brief description of the background and organization of your company.
2. Include organizational chart, a list of Board of Directors, and beneficial ownership (as per format given below).

Declaration of Ultimate Beneficial Owners Information for Public Procurement Contracts

1. **Name:**
2. **Father's Name/Spouse's Name:**
3. **CNIC/NICOP/Passport No:**
4. **Nationality:**
5. **Residential Address:**
6. **Email Address:**
7. **Date on which shareholding, control or interest acquired in the business:**
8. **In case of indirect shareholding, control or interest being exercised through intermediary companies, entries or other legal persons or legal arrangements in the chain of ownership or control, following additional particulars to be provided:**

1	2	3	4	5	6	7	8	9	10
---	---	---	---	---	---	---	---	---	----

[illegible]

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

1	2	3	4	5	6	7	8
Name & Surname (in block letters)	CNIC No. (In case of foreigner Passport No.)	Father's / Husband's name in full	Current Nationality	Any other National (ies)	Occupation	Residential address in full or the registered / Principal office address for a subscriber other than natural person	Number of shares taken by cash subscriber (in figures & words)
			Total number of shares taken (in figures & words)				

10. Any other information incidental to or relevant to Beneficial owner(s):

Signature & Stamp

(Authorized representative(s) of the Applicant)

Name: _____

Designation: _____

Duly authorized to sign the Application for and on behalf of: _____

Address: _____

Dated: _____

B - Firm's Experience

[Using the formats given below, provide information on each assignment for which your firm, and each associate for this assignment, was legally contracted as a corporate entity or as one of the major companies within an association, for carrying out consulting services similar to the ones requested under this Assignment. Please provide client's certificate and/or evidence of contract agreement as stated in Data Sheet.]

Form-B

Financial Situation and Performance

Applicant's Name:

Date: _____

RFP No:

Hiring of Consultants Detailed Design and Resident Supervision of Civil Works for Development Projects

Financial data

Type of Financial information in (PKR)	Historic information for previous 3 (three) years (Amount in PKR equivalent)				
	Year 1	Year 2	Year 3		
Information from Income Statement					
Total Revenue (TR)					
Profits Before Taxes (PBT)					
Profits After Taxes (PAT)					
Information from Bank Statement					
Total of Credit Transactions (of last one year statement)					
Total of Debit Transactions (of last one year statement)					
Closing Balance					

Signature & Stamp

(Authorized representative(s) of the Applicant)

List only previous similar assignments successfully completed in the last 10 years

Form-B1

Experience – Details of the Completed Projects - Similar (B1)

(Similar Project No.1) [Use separate form for each completed project of similar nature]

Sr.	Required Information	To be filled in by Applicant
1	Name of the Project	
2	Name of Client & Address	
3	Project Address	
4	Value of the Project in Millions PKR (construction cost)	
5	Total Number of floors in Project	
6	Value of the Consultancy Services Provided in Millions PKR	
7	Nature of the Consultancy provided i.e. design, detailed supervision, top supervision, soil investigation, infrastructure design etc.*	
8	Role of the Consultant i.e. as lead, senior partner, junior partner etc.	
9	Date of Award to the Consultant	
10	Name of the Project Contractor	
11	Date of Award to the Contractor	
12	No of Staff provided	
13	HVAC & Lifts planned in Design? (Yes or No)	
14	Name of JV firms, if any	
15	Date of completion/expected date of completion of the project.	
16	If there are any delays in project? What were the reasons and project cost over runs?*	
17	Any other detail/information*	

*Attach Additional Sheet for each project

Please fill in all requirements and write N.A where not Applicable

Form-B2**Experience – Details of the Completed Projects - General (B2)****(General Project No.1) [Use separate form for each completed project of general nature]**

Sr.	Required Information	To be filled in by Applicant
1	Name of the Project	
2	Name of Client & Address	
3	Project Address	
4	Value of the Project in Millions PKR (construction cost)	
5	Total Number of floors in Project or any other detail	
6	Value of the Consultancy Services Provided in Millions PKR	
7	Nature of the Consultancy provided i.e. design, detailed supervision, top supervision, soil investigation, infrastructure design etc.*	
8	Role of the Consultant i.e. as lead, senior partner, junior partner etc.	
9	Date of Award to the Consultant	
10	Name of the Project Contractor	
11	Date of Award to the Contractor	
12	No of Staff provided	
13	Name of JV firms, if any	
14	Date of completion/expected date of completion of the project.	
15	If there are any delays in project? What were the reasons and project cost over runs?*	
16	Any other detail/information*	

*Attach Additional Sheet for each project

Form-B3**Experience – Details of the Projects in Hand (D1)****(In Hand Project No.1) [Use separate form for each project in hand of multistory buildings]**

Sr.	Required Information	To be filled in by Applicant
1	Name of the Project	
2	Name of Client & Address	
3	Project Address	
4	Value of the Project in Millions PKR (construction cost)	
5	Total Number of floors in Project	
6	Value of the Consultancy Services Provided in Millions PKR	
7	Nature of the Consultancy provided i.e. design, detailed supervision, top supervision, soil investigation, infrastructure design etc.*	
8	Role of the Consultant i.e. as lead, senior partner, junior partner etc.	
9	Date of Award to the Consultant	
10	Name of the Project Contractor	
11	Date of Award to the Contractor	
12	No of Staff provided	
13	Name of JV firms, if any	
14	Date of completion/expected date of completion of the project.	
15	If there are any delays in project? What were the reasons and project cost over runs?*	
16	Any other detail/information*	

* Attach Additional Sheet for each project

Please fill in all requirements and write N.A where not Applicable

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

{Comments on counterpart staff and facilities to be provided by the Procuring Agency. For example, administrative support, office space, local transportation, equipment, data, background reports, etc., if any}

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 AND TASK ASSIGNMENTS

Design and Supervision Team					
Name of Staff	CNIC No./Passport No.	Firm	Area of Expertise	Position Assigned	Task Assigned

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

FORM TECH-6 (CONTINUED)
CURRICULUM VITAE (CV) FOR PROPOSED PROFESSIONAL STAFF

1. Proposed Position [*only one candidate shall be nominated for position of team leader and three persons for rest of the positions*]: ____

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

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

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

5. CNIC or Passport No: ____ **Contact No:** ____

6. Education :

<i>Degree</i>	<i>Major/Minor</i>	<i>Institution</i>	<i>Date (MM/YYYY)</i>

7. Membership of Professional Associations: ____

8. Other Training [*Indicate significant training since degrees under 6 - Education were obtained*]: ____

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

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

<i>Employer</i>	<i>Position</i>	<i>From (MM/YYYY)</i>	<i>To (MM/YYYY)</i>

11. Detailed Tasks Assigned

[List all tasks to be performed under this assignment]

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

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

1) Name of assignment or project:

Year:

Location:

Client:

Main project features:

Positions held:

Activities performed:

2) Name of assignment or project:

Year:

Location:

Client:

Main project features:

Positions held:

Activities performed:

3) Name of assignment or project:

Year:

Location:

Client:

Main project features:

Positions held:

Activities performed:

[Unroll the project details group and continue numbering (4, 5, ...) as many times as is required]

13. Certification:

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

{day/month/year}

Name of Expert

Signature

Date

{day/month/year}

Name of authorized
Representative of the Consultant
(the same who signs the Proposal)

Signature

Date

FORMTECH-7 STAFFING SCHEDULE¹

														Full Time Input		
Year:														Part Time Input		
1. N	Name of Staff	2. Staff Input (in the form of a bar chart)												3. Total Staff Month Input		
		Jan	Feb	March	April	May	June	July	Aug	Sep	Oct	Nov	Dec	Home	Field	Total
Key Staff																
1		[Home]														
		[Field]														
2																
n																
												Sub Total				
Non Key Staff																
1		[Home]														
		[Field]														
2																
n																
												Sub Total				

- 1 For Professional Staff the input should be indicated individually; for Support Staff it should be indicated by category (e.g.: draftsmen, clerical staff, etc.).
- 2 Months are counted from the start of the assignment. For each staff indicate separately staff input for home and fieldwork.
- 3 Fieldwork means work carried out at a place other than the Firm's home office.

FORMTECH-8 WORK SCHEDULE

[illegible]

- 1 Indicate all main activities of the assignment, including delivery of reports (e.g.: inception, interim, and final reports), and other benchmarks such as Client's review of reports and approvals. For phased assignments indicate activities, delivery of reports, and benchmarks separately for each phase.
- 2 Duration of activities shall be indicated in the form of a bar chart.

Section 4: Financial Proposal

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: ____

Stamp:

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}

FINANCIAL PROPOSAL FORMAT

[Location, Date

To: [Name and address of Client]

FIN FORM -2				
FINANCIAL PROPOSAL				
For				
Project Name				
BREAKDOWN OF COSTS BY ACTIVITY				
Sr. No.	Activity	Estimated Cost of Component on which the services are required	Qouted Consultancy Fee	Amount in Millions
1	Surveys and Studies			
2	Design Fee			
3	Supervision Fees			
4	Sub-Total (1)			
5	Grand-Total			
SUMMARY OF COSTS				
Item				Costs
				Pak Rupees
Total Cost of Financial Proposal				
Amount in words				
Inclusive of all Taxes				

Authorized Signature & Stamp [In full and initials]: _____

Title of Signatory: _____

Firm: _____

Address: _____

FIN FORM -3		
FINANCIAL PROPOSAL		
For		
SUMMARY OF COSTS OF CONSULTANT		
Sr#	PARTICULAR	AMOUNT (RS)
1	Survey and Studies Phase Fee	
A	Lump Sum	
B	Total (i)	
2	Design Phase Fee	
A	Remuneration (Design Team)	
B	Reimbursable (Design)	
C	Total (ii)	
3	Supervision Phase Fee	
A	Remuneration (Supervision Team)	
B	Reimbursable (Supervision)	
C	Total (iii)	
D	Grand-Total (Total i + Total ii + Total-iii)	

Authorized Signature & Stamp [*In full and initials*]: _____

Title of Signatory: _____

Firm: _____

Address: _____

FIN-4 Billing Rate of Professional Staff (Supervision Phase)												
1	2	3	4	5	6	7	8	9	10	11	12	13
Sr. No	Name	Position	Base Pay	Over Heads	Social Charges	Total of (3,4,5)	Consultant Fees	Total	Nos.	Duration Months	MM	Amount
1												
2												
3												
4												
5												
n												

Authorized Signature & Stamp [*In full and initials*]: _____

Title of Signatory: _____

Firm: _____

Address: _____

FORM FIN-5 BREAKDOWN OF REIMBURSABLE EXPENSES					
S.No	ACTIVITY	MM	Nos.	RATE	AMOUNT
1					
2					
4					
TOTAL					

Authorized Signature & Stamp [*In full and initials*]: _____

Title of Signatory: _____

Firm: _____

Address: _____

Section 5. Terms of Reference

1. BACKGROUND:

Saindak Metals Limited (SML) intends to undertake development works at various locations in Balochistan. In the first phase, SML requires consultancy services for the design of infrastructure works.

Based on the approved designs, the Consultant shall, in the second phase, assist in the selection of a building contractor by preparing cost estimates and tender documents, facilitating the evaluation of bids received, and supporting the selection process. The Consultant shall also provide detailed supervision during the construction phase.

Authorities responsible for the establishment comprise the following:

i) Authority:

SML

ii) Execution, Operation and Maintenance

SML

iii) Concerned Federal Ministry

Ministry of Energy (Petroleum Division)

2. AREA AND LOCATION OF PROJECT:

The proposed sites are Quetta, Taftan, Dalbandin and Saindak Project Site

3. OBJECTIVE(S) OF THE ASSIGNMENT:

The primary objective of this assignment is to provide comprehensive consultancy services for the planning, design, and supervision of various development works of Saindak Metals Limited (SML) across Balochistan.

Salient Features of the Project are as follows:

- Establishment of Regional Office at Project site
- Construction of SML Guest House at Saindak Site Development of Head Office
- Development of TTC Dalbandin,
- Development at Rest House Taftan
- Development of Mianghundi Land
- Solarization of Head Office
- Solarization of TTC Dalbandin

Note: SML may request additional services during the contract period, if required.

4. PROJECT COMPONENT (S):

- a) Topographic Study
- b) Master Planning
 - i. Architectural and Structural Design (Building elevation, typical floor plan, offices, Common areas etc.), Electrical Design, Plumbing design, Public Health Design etc. and according to requirements to be given by SML.
 - ii. Design of services like electrical, sui gas, public health utilities, standby generator, Internal network connections for telephone, internet, cable, garbage disposal system emergency exits, fire protection and CCTV surveillance, security protection, Solar system, furnishing etc.
 - iii. Any other Planning/Designing Model/Document/Requirement.
- c) Preparation rate analysis for cost estimates
- d) Engineering Cost Estimates
- e) Preparation of Documents for Prequalification and Bidding. Evaluation of Bids and Preparations of Contract Documents
- f) Construction Supervision

5. ESTIMATED TIMELINES

- Three Month / 03 Months Detailed Design)
- Supervision Phase (15 months)

***Note:** Supervision shall continue in accordance with the terms and conditions of the Contract Agreement and shall remain effective until the satisfactory completion of all works and deliverables specified in the Terms of Reference (ToR).*

6. DELIVERABLES

- **Design Phase**
 - ✓ Complete Survey Reports (1st Month)
 - ✓ Initial Design (1st Month)
 - ✓ Complete Final Design (2nd Month)
 - ✓ PC-1 drawings (2nd Month)
 - ✓ BOQ's (2nd Month)
 - ✓ Tender Documents (2nd Month)
 - ✓ Construction Drawings (3rd Month)
 - ✓ Complete Designs & Interior Designs
 - ✓ Complete Engineering Designs
 - ✓ Detail Cost Estimates of all Projects

Two copies of each deliverables

- **Supervision Phase**

- ✓ Weekly Progress Report
- ✓ Monthly Progress Report
- ✓ Complete as-Built Drawings

Two copies of each deliverables

7. **Key Staff**

- **Design Phase**

- ✓ Project Manager
- ✓ Senior Architect
- ✓ Field Architect
- ✓ Structural Engineer
- ✓ Electrical Engineer
- ✓ Quantity Surveyor
- ✓ Cad Operator

- **Supervision Phase**

- ✓ Resident Engineer
- ✓ Site Engineer (2Nos)
- ✓ Quantity Surveyor

CONTRACT FOR ENGINEERING CONSULTANCY SERVICES

between

Saindak Metals Limited

and

(NAME OF THE CONSULTANTS)

for

**PROCUREMENT OF ENGINEERING CONSULTANCY SERVICES
DETAILED DESIGN AND RESIDENT SUPERVISION OF CIVIL WORKS
FOR DEVELOPMENT PROJECTS IN BALOCHISTAN**

Month and Year

FORM OF CONTRACT

[Notes: 1. Use this Form of Contract when the Consultants perform Services as Sole Consultants.

2. In case the Consultants perform Services as a Member of the joint venture, use the Form included at the end.

This CONTRACT (hereinafter called the "Contract") is made on the _ day of _ month) of ____ (year), between, on the one hand _____ (hereinafter called the "Client" which expression shall include the successors, legal representatives and permitted assigns) and, on the other hand, _____ (hereinafter called the "Consultants" which expression shall include the successors, legal representatives and permitted assigns).

WHEREAS

- (a) the Client has requested the Consultants to provide certain consulting services as defined in the General Conditions of Contract attached to this Contract (hereinafter called the "Services"); and
- (b) the Consultants, having represented to the Client that they have the required professional skills, and personnel and technical resources, have agreed to provide the Services on the terms and conditions set forth in this Contract;

NOW THEREFORE the Parties 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) the following Appendices:

[Note: If any of these Appendices are not used, the words "Not Used" should be inserted below/next to the title of the Appendix and on the sheet attached hereto carrying the title of that Appendix.]

Appendix A : Description of the Services
Appendix B : Reporting Requirements
Appendix C : Key Personnel and Sub consultants
Appendix D : Breakdown of Contract Price in Foreign Currency
Appendix E : Breakdown of Contract Price in Local Currency
Appendix F : Services & Facilities to be Provided by the Client
Appendix G: Integrity Pact (for Services above Rs. 10 million)

- 2. The mutual rights and obligations of the Client and the Consultants shall be as set forth in the Contract, in particular:

- (a) the Consultants shall carry out the Services in accordance with the provisions of the Contract; and
- (b) the Client shall make payments to the Consultants 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 in two identical counterparts, each of which shall be deemed as the original, as of the day, month and year first above written.

For and on behalf of

Witness

(CLIENT)

Signatures _____

Signatures _____

Name _____

Name _____

Title _____

Title _____

(Seal)

For and on behalf of

(CONSULTANTS)

Witness

(CLIENT)

Signatures _____

Signatures _____

Name _____

Name _____

Title _____

Title _____

- [Notes: 1. Use standard contract document of PPRA*
- 2. The Contract Agreement shall be finalized through negotiations with the successful bidder after acceptance of the Letter of Acceptance (LoA).*