



JINNAH
SINDH MEDICAL UNIVERSITY,
KARACHI

Request For
EXPRESSION OF INTEREST
FOR THE VALUATION FIXED ASSETS AND THEIR
TAGGING JINNAH SINDH MEDICAL UNIVERSITY KARACHI

February, 2014

Jinnah Sindh Medical University
Rafiqui H.J. Shaheed Road, Karachi. Postal Code# 75510
www.Jsmu.edu.pk Tel: 99204776, 35223811-15 (Ext- 350) Fax # 99201372

TENDER FOR EXPRESSION OF INTEREST
FOR THE VALUATION FIXED ASSETS AND THEIR
TAGGING JINNAH SINDH MEDICAL UNIVERSITY KARACHI

COST OF TENDER	Rs. 5,00/-
TENDER SELLING DATE	06-02-2014 to 22-02-2014
TENDER SUBMISSION DATE	24-02-2014
TENDER SUBMISSION PLACE	Office of the Advisor Projects 3 rd Floor JSMU, Karachi.
TENDER SUBMISSION TIME	Up to 11:00 A.M
TENDER OPENING PLACE	Board Room, Adjacent V-C Office
TENDER OPENING DATE	24-02-2014
TENDER OPENING TIME	11:30 A.M.

***Note: No tender will be accepted after closing the Tender box,
What so ever reason may be.***

APPLICATIONS FOR SHORT-LISTING

Assignment: EXPRESSION OF INTEREST FOR THE VALUATION FIXED ASSESTS AND THEIR TAGGING JINNAH SINDH MEDICAL UNIVERSITY KARACHI

1. Interested/Individuals are invited to submit request who wish to be considered to undertake EXPRESSION OF INTEREST FOR THE VALUATION OF FIXED ASSESTS AND THEIR TAGGING IN THE PERMISES JINNAH SINDH MEDICAL UNIVERSITY KARACHI.
2. The objectives of the Project are defined in the scope of work.
3. The duration of the assignment will be 30 days.
4. The consultants individual who are interested to be considered for the assignment should submit information in the format given in the **INFORMATION FORM**. (Experience specifically).

The consultant should also indicate their experience as specific/general in the CV Forms attached with this letter.

5. Applications alongwith accompanying material / documents for consideration should be submitted to Advisor P&D / Procurement, 3rd Floor, JSMU, by 24-02, 2014.
6. On the basis of information received in these applications from applicants, the selection committee will pre-qualify short list the consultants who will be issued RFP.

Sincerely Yours

Mahmood Ali Lakho
Advisor P&D / Procurement

EXPRESSION OF INTEREST

Interested individuals are invited to submit Expression of Interest (EOI) for the said assignment along with following information (in duplicate):

1. Name, Address, Phone Fax and E-mail Address along with postal and Telegraphic Address of registered head office and branch offices.
2. Name and Short CVs of Expert their individual Registration from respective council / institutions along with updated renewal.
3. National Tax Number of the firm (s) along with proof of submission of last 03 years Income Tax Return.
4. List of related works undertaken by the expert with the following details:
 - . Name of Project
 - . Estimated Cost
 - . Name and address of the Consultancy Services rendered.
5. List of litigation / blacklisting cases or actions, proposed by the Government, against the consultant for the last 05 years. In case of no litigation and / or blacklisting history the consultant will provide **Affidavit duly endorsed by Notary Public on a stamp paper of Rs.100/-** otherwise submit detail of such cases present status.

INSTRUCTIONS TO CONSULTANTS

1. JSMU will Short List / Pre-Qualify Consultant / Expert, in accordance with the method of selection given in the evaluation criteria.
The Consultants must familiarize themselves with the existing conditions and take them into account in preparing the EOI.
2. Please note that expenditure of preparing the EOI including any visit to JSMU or the site is not reimbursable.
3. The Consultants shall observe the highest standards of ethics during the selection and execution the contracts. In pursuance of the policy i.e.
 - a. Corrupt practice means the offering, giving, receiving or soliciting of anything of value to influence the action of a public official in the selection process or in contract execution , and fraudulent practice means a misrepresentation of facts in order to influence a selection process or the execution of a contract to the detriment of JSMU, and includes collusive practices among Consultants (prior to or after submission of proposals) designed to establish prices at artificial, non-competitive levels and to deprive the JSMU of the benefits of free and open competition.
 - b. JSMU will reject a EOI for award if it determines that the firm recommended for Short listing has engaged in corrupt or fraudulent activities in competing for the contract in question;
 - c. JSMU will declare a firm ineligible, either indefinitely or for a stated period of time, to be awarded a contract if it at any time determines that the firm has engaged in corrupt or fraudulent practices in competing for, or in executing the contract.
4. **Eligibility Criteria**
 - Affidavit on stamp paper that the firm has not been black listed from any Govt., Semi Govt., autonomous or Semi autonomous organization.
5. The consultants should submit all the required documents / forms as per Evaluation Criteria.
6. Consultants may request a clarification in respect of any of the documents at least 5 days before the EOI submission date. Any request for clarification must be sent in writing .The JSMU will respond by writing.
7. At any time before the submission of EOI, the JSMU may, for any reason, whether at its own initiative or in response to a clarification request by an invited firm, modify the documents by amendment. The amendment will be sent in writing to all invited Consultants and will be binding on them. The JSMU may at its discretion extend the deadline for the submission of EOI.
8. "The procuring agency may reject any bid subject to relevant provision of SPP Rules, 2010 and may cancel the bidding process at any time prior to acceptance of bid or proposal as per Rule 25 of said Rules".

SCOPE OF WORK

JSMU intends to prepare the valuation fixed assests and their tagging in the premises of Jinnah Sindh Medical University.

SCOPE OF SERVICES

- Valuation of assests and their tagging available in Jinnah Sindh Medical University.
- ❖ Incorporate all the existing buildings, Structures and infrastructures, instrument, furniture electronic equipments, IT equipments etc.

INFORMATION FORM

Assignment : EXPRESSION OF INTEREST FOR THE VALUATION FIXED ASSESTS AND THEIR TAGGING JINNAH SINDH MEDICAL UNIVERSITY KARACHI

1. Name of consultant [Lead partner if association]
 - Address
 - Telephone No(s)
 - Fax Number
 - E-mail Address
 - Registered Office Address.
2. Description of consulting firm (ownership/organization)
3. Experience (Number of Years)
 - Local/national
 - International
 - Regional (within the country-details)
4. Experience of the Consultants (on appended forms) during the past 5 years:
5. Additional information.

Yours truly,

Name	of	Authorized
Representative		
Position	:	
Date	:	

EXPERIENCE OF CONSULTANT

Relevant services carried out in the Last 3-5 years which best illustrate qualification.

[NAME OF THE FIRM/CONSULTANT]

1. Name of Assignment :
2. Country :
3. Name of Client :
4. Address :
5. Start Date : Month/Year
6. Completion Date : Month/Year
7. Professional Staff Provided :
8. No. of Staff :
9. No. of Staff Months :
10. Approx: Value of Services :
11. Name of Other JV Firms :
(If any)
12. No. of Staff/Staff Months :
Provided by the JV partner(s)
13. Name/Position of Key Staff :
14. Description of Project :
15. Description of Services :
Provided by the Firm

**FORMAT OF CURRICULUM VITAE
OF PROPOSED EXPERTS**

1. The Discipline/ Expertise :
2. Name of the Firm :
3. Name of Nominee :
4. Date of Birth :
5. Years with the Firm :
6. Nationality :
7. Key Qualifications : (Provide an outline of the nominee's experience)
8. Academic Qualification :
09. Employment Record :
10. Certification I, the undersigned, certify that, to the best of my knowledge and belief, these bio-data correctly describes myself, my qualifications and my experience.

Signature:

Dated: day/month/year

Data Sheet

1.1	Name of the Assignment is: <u>Valuation of Assets in the premises of JSMU</u> The Name of the PA's official (s): <u>Advisor Planning & Development / Procurement</u> Address: <u>Jinnah Sindh Medical University</u> Telephone: <u>99204776, 35223811-15 Ext -350</u> Facsimile: <u>www.jsmu.edu.pk</u> E-mail: _____
1.2	The method of selection is: <u>Bio data Method</u> The Edition of the Guidelines is: <u>SRFP 2012 and SPPRA 2010 (Amended to date)</u>
1.3	The PA will provide the following inputs and facilities: <u>All required information will be provided</u>
1.4	The Proposal submission address is: <u>Project Department Jinnah Sindh Medical University</u> Proposal must be submitted no later than the following date and time: <u>30 days after contract signature date</u>
1.5	Expected date for commencement of consulting services 15 March [<i>Insert date</i>] at: _____ [<i>Insert location</i>]
1.7	Clarification may be requested not later than <u>five</u> days before the submission date. The address for requesting clarifications is: <u>Project Department</u> Facsimile: <u>www.jsmu.edu.pk</u> E-mail: _____
1.8	The Proposal as well as all related correspondence exchanged by the Consultants and the Procuring Agency shall be written in English However it is desirable that the firm's Personnel have a working knowledge of the national and regional languages of Islamic Republic of Pakistan.
	[<i>select one of the following two sentences</i>] The estimate number of professional staff-months required for the assignment is: _____
1.9	Amount payable by the PA to the Consultant under the contract to be subject to local taxation, stamp duty and service charges, if applicable <u> </u> :
1.10	Consultants to state local cost in the national currency (in case of ICB only): Yes <u> </u> No <u> </u>
1.11	Consultant must submit the original and <u>01</u> copies of the Technical Proposal and the original of the Financial Proposal.
1.12	Quality and Cost Based Selection Criteria, sub-criteria, and point system for the evaluation of Full Technical Proposals are: (I) Specific experience of the Consultant relevant to the assignment: (II) Adequacy of the proposed methodology and work plan in responding to the Terms of Reference: a) Technical approach and methodology b) Work plan c) Organization and staffing The number of points to be assigned to each of the above positions or disciplines shall be determined considering the following three sub criteria and relevant percentage weights:

	1) General qualification 2) Adequacy for the assignment 3) Experience in region and language The Single currency for price conversion is: <u>Pak Rupees (PKR)</u>
1.13	Expected date and address for contract negotiations: _____