



**OFFICE OF THE DIRECTOR
SINDH POULTRY VACCINE CENTRE
LIVESTOCK DEPARTMENT, GOVERNMENT OF SINDH**

Animal Science Complex, Near Singer Chowrangi, Korangi, Karachi-74900
Tel: 021-35035856, 021-35035946-47, Fax: 021-35035857 www.spvc.com.pk



NO. SPVC/ASC/ADP932/2016/44

Karachi, dated: 06.02.2016

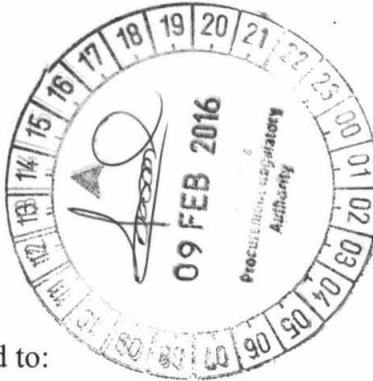
The Manager (Enf-II),
Sindh Public Procurement Regulatory Authority,
Karachi

SUBJECT: EOI NIT NO. INF-KRY 2867/15 DATED: 13.08.2015 VIDE SPPRA S. No. 25021

With reference to subject NIT, I am submitting herewith bid evaluation of Request for Proposal (RFP) for hiring of consultant for civil works under ADP scheme # 932 namely "Establishment of Bio-safety level laboratories and Quality Enhancement Cell for highly pathogenic virus vaccine development" for hoisting on SPPRA website as per SPPRA Rules, 2010.

This is for your kind information and further necessary action.

o/c
md
DIRECTOR,
Sindh Poultry Vaccine Centre,
Animal Science Complex,
Korangi, Karachi



Copy for information submitted to:

01. The Secretary, Livestock & Fisheries Department, Government of Sindh, Karachi
02. The Director General, Livestock (Extension / Research) Sindh Hyderabad



SINDH POULTRY VACCINE CENTRE

LIVESTOCK DEPARTMENT, GOVERNMENT OF SINDH

Animal Science Complex, Near Singer Chowrangi, Korangi, Karachi-74900

Tel: 021-35123347, Fax: 021-35035857 www.spvc.com.pk



MINUTES OF 6TH MEETING OF CONSULTANT SELECTION COMMITTEE OF LIVESTOCK & FISHERIES DEPARTMENT HELD ON 04.02.2016 TO DISCUSS AND FINANCIALLY EVALUATE THE REQUEST FOR PROPOSALS TECHNICALLY QUALIFIED FIRMS FOR HIRING OF CONSULTANTS UNDER ADP SCHEME # 932

The meeting started with recitation from Holy Quran. The Executive Director SPVC, Karachi / Chairman Committee welcomed all the members. He briefed that the Expression of Interest (EOI) for hiring of consultant (Civil Works) under ADP scheme # 932 namely "Establishment of Bio-safety level laboratories and Quality Enhancement Cell for highly pathogenic virus vaccine development" were invited through advertisement which were opened on 31.08.2015. The technical proposals of Expression of Interest were evaluated and finalized in 2nd meeting of Consultant Selection Committee and Request for Proposal (RFP) issued to short listed consultant firms. The Request for Proposals (Technical) were opened on 12.11.2015 and the same were technically evaluated in the 4th meeting of Consultant Selection Committee.

On the basis of credentials of various bidders and scores obtained by them, the following firms obtained the technical score of 75 or / and above and thus qualify technically.

S. #	NAME OF FIRM	MARKS OBTAINED	REMARKS
01.	M/s ESS-I-AAR	94.00	Technically Qualified
02.	M/S SMK Associates	88.75	Technically Qualified
03.	M/S Ancon Engineers	78.85	Technically Qualified

The Request for Proposals (Financial) were opened in the 5th meeting of Consultant Selection Committee dated: 21.01.2016 in presence of the interested bidders / their representatives, keeping in considerations of relevant SPPRA Rules and formalities. The Request for Proposals (financial) were placed in this meeting before the Committee to evaluate and finalize the same.

The details evaluation report is as follows:


[Handwritten signatures and initials]


Senior Chief of Section
Planning Development &
Special Initiatives Department
Government of Sindh


**FINANCIAL EVALUATION OF PROPOSALS FOR HIRING OF CONSULTANT (CIVIL WORKS)
FOR ADP SCHEME NO. 932 NAMELY "ESTABLISHMENT OF BIOSAFETY LEVEL
LABORATORIES & QUALITY ENHANCEMENT CELL FOR HIGHLY PATHOGENIC VIRUS
VACCINE DEVELOPMENT"**


BIDS EVALUATION SUMMARY


	M/S ESS. I.AAR	M/s Ancon Engineers	M/s SMK Associates
A) Technical Score (TS)	94.00	78.85	88.75
B) Financial Bid (in million)	1.890	2.155	2.236
Percentage of Capital Cost (Amount of Capital: 81.326M)	2.32%	2.65%	2.75%
Financial Score (FS)	100.00	87.70	84.51
Combined Score (CS)	95.20	80.62	87.90

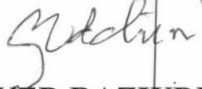

ABDUL SAMI SHAIK,
Accounts & Administrative Officer
Sindh Poultry Vaccine Centre, Karachi



ALI NAWAZ DARS
Section Officer (Dev.)
Livestock & Fisheries Department
Government of Sindh, Karachi



ENGR. GHOUS BAKSH ABBASI
Executive Engineer (Buildings-II)
Works & Services Department,
Government of Sindh, Karachi


DR. NAZEER HUSSAIN KALHORO,
Executive Director,
Sindh Poultry Vaccine Centre, Karachi


DR. HAFEEZ-UR-REHMAN KALHORO
Planning Officer, P&D Department,
Government of Sindh, Karachi


SYED RAZI UDDIN
Section Officer (Dev-II)
Finance Department,
Government of Sindh, Karachi



NISAR AHMED ABRO
Deputy Secretary
Finance Department



MS. KAUSAR MEHMOOD
Senior Research Officer
Sindh Poultry Vaccine Centre,
Korangi, Karachi


BID EVALUATION REPORT


1. Name of Procuring Agency: Livestock & Fisheries Department, Government of Sindh
2. Tender Reference No: INF/KRY No. 2867/15
3. Tender description / Name of work/item: Selection of Consultant for Civil works
4. Method of Procurement: Quality & Cost based Selection (QCBS)
5. Tender published: Daily Ummat 12.08.2015, Daily Jang, Dawn, Awami Awaz 13.08.2015
6. Total RFP issued: 03
7. Total RFP received: 03
8. Technical RFP opening date: (if applicable) 12.11.2015
9. No. of bid technically qualified: (if applicable) 03
10. Bid(s) Rejected: NIL
11. Financial Bid opening date: 21.01.2016
12. **Bid Evaluation Report:**


S. #	Name of Firm or Bidder	Cost offered by the bidder	Ranking in terms of cost	Comparison with estimated cost in PC-I	Reasons for acceptance / rejection	Remarks
0	1	2	3	4	5	6
01.	ESS.I.AAR (T+F score=95.20)	1.890 M	1 st Lowest	2.033 M (Below)	Accepted (Meets tender specifications)	Work order approved on the basis of cumulative scores of technical & financial
02	SMK Associates (T+F score=87.90)	2.236 M	3 rd Lowest	2.033 M (Above)	Accepted (Meets tender specifications)	
03	Ancon Engineers (T+F score=80.62)	2.155 M	2 nd Lowest	2.033 M (Above)	Accepted (Meets tender specifications)	



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 Planning Officer, P&D Department,
 Government of Sindh, Karachi



ALI NAWAZ DARS,
 Section Officer (Dev)
 Livestock & Fisheries, Government of Sindh


SYED RAZIUDDIN,
 Section Officer (Dev-II)
 Finance Department, Govt. of Sindh


ENGR. GHOUS BUKSH ABBASI,
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 Works & Services Deptt, Government of Sindh


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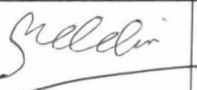
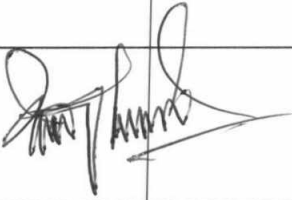


DR. NAZEER HUSSAIN KALHORO,
 Executive Director,
 Sindh Poultry Vaccine Centre, Karachi


NISAR AHMED ABRO
 Deputy Secretary
 Finance Department

Senior Officer of Section
 Planning Department &
 Special Initiatives Department
 Government of Sindh

**4TH MEETING FOR HIRING OF CONSULTANT UNDER ADP SCHEME # 932,
 NAMEDLY "ESTABLISHMENT OF BIO-SAFETY LEVEL LABORATORIES AND
 QUALITY ENHANCEMENT CELL FOR HIGHLY PATHOGENIC VIRUS VACCINE
 DEVELOPMENT" HELD ON: 04.02.2016**

ATTENDANCE SHEET

S.#	Name	Contact Info (Phone & Email)	Signature
01.	Dr. Nazeer Hussain Kalhoro Executive Director, Sindh Poultry Vaccine Centre, Korangi, Karachi		In chair
02.	Engr. Ghous Buksh Abbasi, Executive Engineer (Buildings-II), Works & Services Department, Karachi	0333-2220528	
03.	Ms. Kausar Mehmood, Senior Research Officer BS-18, Sindh Poultry Vaccine Centre, Karachi	0321-2943632	
04.	Ali Nawaz Dars Section Officer (Dev.), Livestock & Fisheries Department, Government of Sindh, Karachi		
05.	Syed Raziuddin, Section Officer (Dev-II) Finance Department, Government of Sindh, Karachi	99222174	
06.	Dr. Hafeez-ur-Rehman Kalhoro, Planning Officer, P&D Department Government of Sindh, Karachi	03003417240	
07.	Mr. Abdul Sami Shaikh Accounts & Administrative Officer Sindh Poultry Vaccine Centre, Karachi	0345-2678743	 4/2/2016

19) APPROVING AUTHORITY FOR AWARD OF CONTRACT Consultant Selection Committee

20) WHETHER THE PROCUREMENT WAS INCLUDED IN ANNUAL PROCUREMENT PLAN?

Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
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21) ADVERTISEMENT :

i) SPPRA Website
(If yes, give date and SPPRA Identification No.)

Yes	SPPRA ID: 1575220632 S# 25021 Dated: 13.08.2015	
No		

ii) News Papers
(If yes, give names of newspapers and dates)

Yes	Ummat 12.08.2015, Awami Awaz, Dawn, Jang 13.08.2015	
No		

22) NATURE OF CONTRACT

Domestic/ Local	<input checked="" type="checkbox"/>	Int.	<input type="checkbox"/>
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23) WHETHER QUALIFICATION CRITERIA
WAS INCLUDED IN BIDDING / TENDER DOCUMENTS?
(If yes, enclose a copy)

Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
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24) WHETHER BID EVALUATION CRITERIA
WAS INCLUDED IN BIDDING / TENDER DOCUMENTS?
(If yes, enclose a copy)

Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
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25) WHETHER APPROVAL OF COMPETENT AUTHORITY WAS OBTAINED FOR USING A
METHOD OTHER THAN OPEN COMPETITIVE BIDDING?

Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>
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26) WAS BID SECURITY OBTAINED FROM ALL THE BIDDERS?

Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
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27) WHETHER THE SUCCESSFUL BID WAS LOWEST EVALUATED
BID / BEST EVALUATED BID (in case of Consultancies)

Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
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28) WHETHER THE SUCCESSFUL BIDDER WAS TECHNICALLY
COMPLIANT?

Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
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29) WHETHER NAMES OF THE BIDDERS AND THEIR QUOTED PRICES WERE READ OUT AT
THE TIME OF OPENING OF BIDS?

Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
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30) WHETHER EVALUATION REPORT GIVEN TO BIDDERS BEFORE THE AWARD OF
CONTRACT?
(Attach copy of the bid evaluation report)

Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
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31) ANY COMPLAINTS RECEIVED
(If yes, result thereof)

Yes	
No	No complaint received yet.

32) ANY DEVIATION FROM SPECIFICATIONS GIVEN IN THE TENDER NOTICE / DOCUMENTS
(If yes, give details)

Yes	
No	No

33) WAS THE EXTENSION MADE IN RESPONSE TIME?
(If yes, give reasons)

Yes	Due to processing of various documents at SPPRA
No	

34) DEVIATION FROM QUALIFICATION CRITERIA
(If yes, give detailed reasons.)

Yes	
No	NO

35) WAS IT ASSURED BY THE PROCURING AGENCY THAT THE SELECTED FIRM IS NOT BLACK LISTED?

Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
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36) WAS A VISIT MADE BY ANY OFFICER/OFFICIAL OF THE PROCURING AGENCY TO THE SUPPLIER'S PREMISES IN CONNECTION WITH THE PROCUREMENT? IF SO, DETAILS TO BE ASCERTAINED REGARDING FINANCING OF VISIT, IF ABROAD:
(If yes, enclose a copy)

Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>
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37) WERE PROPER SAFEGUARDS PROVIDED ON MOBILIZATION ADVANCE PAYMENT IN THE CONTRACT (BANK GUARANTEE ETC.)?

Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>
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38) SPECIAL CONDITIONS, IF ANY
(If yes, give Brief Description)

Yes	
No	NIL

Signature & Official Stamp of 
Authorized Officer Director, Sindh Poultry Vaccine Centre

FOR OFFICE USE ONLY
DR. NAZEER HUSSAIN KALHORO
Director
Sindh Poultry Vaccine Centre
Korangi, Karachi.

SPPRA, Block. No.8, Sindh Secretariat No.4-A, Court Road, Karachi
Tele: 021-9205356; 021-9205369 & Fax: 021-9206291

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**FINANCIAL EVALUATION OF PROPOSALS FOR HIRING OF CONSULTANT (CIVIL WORKS)
FOR ADP SCHEME NO. 932 NAMELY "ESTABLISHMENT OF BIOSAFETY LEVEL
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

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*Senior Planning Section
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Government of Sindh*



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*Secretary
Deputy Secretary
Finance Department*



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 Works & Services Deptt, Government of Sindh


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Senior Chief of Section
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 Government of Sindh

ADP SCHEME NO. 932

**REQUEST FOR PROPOSALS ISSUED TO THE
FOLLOWING SHORTLISTED FIRMS**

01. M/s ESS-I-AAR
02. M/s SMK Associates
03. M/s Ancon Engineers

Criteria, sub-criteria, and point system for the evaluation of Full Technical Proposals are:

		Points
(i)	Specific experience of the Consultants relevant to the assignment: a. Experience as per Establishment 10 Marks b. General civil projects 10 Marks c. Hospital/ Laboratory Projects 15 Marks	35
(ii)	Adequacy of the proposed methodology and work plan in responding to the Terms of Reference:	05
	a Technical approach and methodology	05
	b Work plan	05
	c Organization and staffing	05
	d Local Participation	05
	Total points for criteria (ii)	25
(iii)	Key professional staff qualifications and competence for the assignment:	
	a Team Leader	--
	b Civil / Electrical Engineer	15
	c Environmentalist	05
	d Economist	05
	e Computer Specialist& Accountant	05
	Total points for criteria (iii)	30
(iv)	Financial Soundness of the Firm	10
	i. Financial Capability with reference to Annual Audit Accounts for last three (03) years (03 Marks)	
	ii. Bank Statements for last three (03) years showing financial soundness & transaction of minimum 5.00 million (03 Marks)	03
	iii. Evidence of Income Tax Return for last three (03)yrs (04 Marks)	04
	Total score of all four criterion	100
	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 qualifications	30%
2	Adequacy for the assignment	50%
3	Experience in region and language	20%]
	Total Weight	100%



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Tel: 021-35035856, 021-35043727, Fax: 021-35035857 www.spvc.com.pk



NO.SPVC/ASC/ADP932/2015-16/EOI-01

Karachi, Dated: 06.05.2016

To,

M/S ESS-I-AAR,
Suite #314, 3rd Floor, Mashriq Centre, Gulshan-e-Iqbal,
KARACHI

SUBJECT: LETTER OF AWARD OF CONSULTANCY SERVICES FOR CIVIL WORKS UNDER ADP SCHEME NO. 932

Reference: EOI No. NIL dated 08.11.2015 for the subject during the year 2015-16

Kindly refer to your proposal of Expression of Interest (EOI) for hiring of consultant (Civil Works) under ADP scheme No. 932, the undersigned is pleased to inform you the acceptance of your bid, at quoted price **Rs. 1.890 million (One Million Eight Hundred Ninety Thousand only)** for the project of ADP scheme # 932 namely "Establishment of Bio-safety level laboratories and Quality Enhancement Cell for highly pathogenic virus vaccine development".

01. The aforementioned amount is the "**Contract Price**" payable in consideration of the execution, and completion of the subject works. This amount has been established based on the understanding that it includes all of the Consultant's costs and profits as well as any tax obligation that may be imposed on the Consultant. This amount may be increased subject to the pending decisions/ revisions/ approval of Planning & Development Department, accordingly.
02. In pursuant to clause 24.2 of data sheet of Request for Proposal (RFP), you are required to furnish the **Performance Security** in form of pay order, demand draft or bank guarantee worth **Rs. 189,000/-** (not more than 10% of the contract amount) within Fourteen (14) days after receipt of this letter.

03. You are required to sign the Contract Agreement on Judicial Paper and duly stamped @ 0.3% of the value of contract in terms of Rule 55 of SPPRA Rules 2010 and Rule-159 (a) of Sindh Financial Rules, vol-I.
04. The Consultant will act as Engineering Unit and will be responsible for detailed drawings, designs, detailed supervision, monitoring, evaluation and assessment of works as per BOQ of Civil works, Certification, Tender Design & assist in Tendering process, Bid evaluation and award of contract and commissioning under the scheme, which includes:
- A- Establishment of Bio-safety level laboratories and quality enhancement cell for highly pathogenic virus vaccine development**
 - B- Construction of Quality Control lab.**
 - C- Construction of Attached Block**
 - D- Construction of Utility Block**
05. The Consultant shall perform the Services during the period commencing from dated: 11.05.2016 and continuing through the year 2017-18 (extendable till the completion of the project) or any other period as may be subsequently agreed by the parties in writing.


DIRECTOR,

SINDH POULTRY VACCINE CENTRE, KARACHI

NO.SPVC/ASC/ADP932/2015-16/EOI-01

Karachi, Dated: 06.05.2016

A copy is forwarded with compliments to:

1. The Director General, Livestock (Extension /Research) Sindh, Hyderabad
2. The P.S. to Secretary Livestock & Fisheries department, Government of Sindh
3. The Sindh Public Procurement Authority (SPPRA)

574905

Ehm 220 Rs. 660.
9-5-16.



SHABIH AHMED QAZI Stamp Vendor
Office No. 1, City Court, Karachi.
Adnan Ali Sheikh
Advocate
Log # 2201/K.B.A

RUPEES ONE HUNDRED ONLY

CONTRACT AGREEMENT

This Contract Agreement is made at Karachi on this 06th day of May 2016.

BETWEEN

SINDH POULTRY VACCINE CENTRE, LIVESTOCK & FISHERIES DEPARTMENT, GOVERNMENT OF SINDH having its principal place of business at Animal Science Complex, Korangi Industrial Area (near Singer Chowrangi), Korangi, Karachi-74900, (Pakistan), hereinafter called the "Procuring Agency or PA".

AND

M/S. ESS-I-AAR having its principal place of business at Suit No. 314, 3rd Floor, Mashriq Centre, Guishan-e-Iqbal Block 14, Karachi hereinafter called the "Consultant".



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

WHEREAS, the Consultant is willing to perform these services,

Now therefore the Parties hereby agree as follows:

1. SERVICES:

- (i) The Consultant shall perform the services specified in **Annex A, "Terms of Reference and Scope of Services,"** which is made an integral part of this Contract ("the Services").
- (ii) The Consultant shall provide the reports listed in Annex B, **"Consultant's Reporting Obligations"** within the time periods listed in such Annex, and the personnel listed in Annex C, **"Cost Estimate of Services, List of Personnel and Schedule of Rates"** to perform the Services.

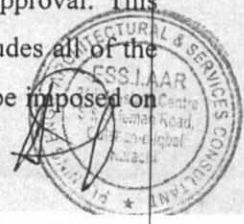
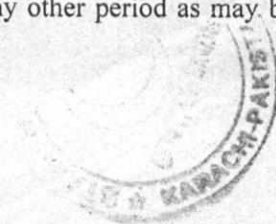
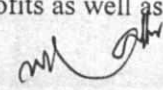
2. TERM:

The Consultant shall perform the Services during the period commencing from dated: 11.05.2016 and continuing through the year 2017-18 (extendable till the completion of the project) or any other period as may be subsequently agreed by the parties in writing.

3. PAYMENT:

A. CEILING:

For Services rendered pursuant to Annex A, the PA shall pay the Consultant an amount not to exceed worth **Rs. 1.890 million or 2.32% of capital / civil works** or may be exceed as per Planning & Development Department approval. This amount has been established based on the understanding that it includes all of the Consultant's costs and profits as well as any tax obligation that may be imposed on the Consultant.



B. PAYMENT CONDITIONS:

Payment shall be made in **Pak Rupees**, no later than 30 days following submission by the Consultant of invoices in duplicate to the Coordinator designated in paragraph 4. The Consultant has to claim his charges for design work on lump sum basis and for supervision on percentage basis. The cost of design consultancy is 15% of total cost of consultant. Whereas, supervision cost will be claimed on passing the bills of contractor on percentage basis of work completed.

4. ECONOMIC PRICE ADJUSTMENT:

In order to adjust the remuneration for inflation, a price adjustment provision has not been included. However, if Government of Sindh or Planning & Development Department allows the revised rates of consultancy, the same increase applies to the consultant.

5. PROJECT ADMINISTRATION:

A. COORDINATOR:

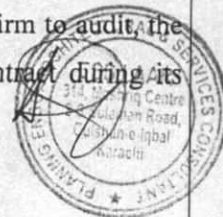
The PA designates **Dr. Nazeer Hussain Kalhoro, Project Director** as PA's Coordinator; the Coordinator shall be responsible for the coordination of activities under the Contract, for receiving and approving invoices for payment, and for acceptance of the deliverables by the PA.

B. TIMESHEETS:

During the course of their work under this Contract the Consultant's employees providing services under this Contract may be required to complete timesheets or any other document used to identify time spent, as instructed by the Coordinator.

C. RECORDS AND ACCOUNTS:

The Consultant shall keep accurate and systematic records and accounts in respect of the Services, which will clearly identify all charges and expenses. The PA reserves the right to audit, or to nominate a reputable accounting firm to audit, the Consultant's records relating to amounts claimed under this Contract during its term and any extension, and for a period of three months thereafter.



6. PERFORMANCE STANDARD:

The Consultant undertakes to perform the Services with the highest standards of professional and ethical competence and integrity. The Consultant shall promptly replace any employees assigned under this Contract that the PA considers unsatisfactory.

7. CONFIDENTIALITY:

The Consultants shall not, during the term of this Contract and within two years after its expiration, disclose any proprietary or confidential information relating to the Services, this Contract or the PA's business or operations without the prior written consent of the PA.

8. OWNERSHIP OF MATERIAL:

Any studies, reports or other material, graphic, software or otherwise, prepared by the Consultant for the PA under the Contract shall belong to and remain the property of the PA. The Consultant may retain a copy of such documents and software.

9. CONSULTANT NOT TO BE ENGAGED IN CERTAIN ACTIVITIES:

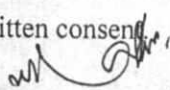
The Consultant agrees that, during the term of this Contract and after its termination, the Consultants and any entity affiliated with the Consultant, shall be disqualified from providing goods, works or services (other than the Services or any continuation thereof) for any project resulting from or closely related to the Services.

10. INSURANCE:

The Consultant will be responsible for taking out any appropriate insurance coverage for their personnel and equipment's.

11. ASSIGNMENT:

The Consultant shall not assign this Contract or Subcontract any portion thereof without the PA's prior written consent.



12. LAW GOVERNING CONTRACT AND LANGUAGE:

The Contract shall be governed by the laws of Islamic Republic of Pakistan or the Government of Sindh and the language of the Contract shall be English.

13. PERFORMANCE SECURITY:

The Consultant is required to submit Performance Security in form of pay order, demand draft or bank guarantee worth Rs. 189,000/- (not more than 10% of the contract amount).

14. DISPUTE RESOLUTION:

Any dispute arising out of this Contract, which cannot be amicably settled between the parties, shall be referred to adjudication/arbitration in accordance with the Arbitration Act of 1940.

IN WITNESS WHEREOF they have set and subscribed their respective hands on the day, month and year first above mentioned.

Witnesses:

1. Abdul Sami Shaikh

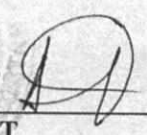
NIC 42201-9214710-7


M. NAZEER HUSSAIN KALHORO
Director

Sindh Poultry Vaccine Centre
Korangi, Karachi
PROCURING AGENCY
SINDH POULTRY VACCINE CENTRE
Livestock & Fisheries Department,
Government of Sindh having office at
Animal Science Complex, Korangi Karachi

2. Shahid M. Shaikh

NIC 40101-7551740-9


CONSULTANT
ESS-I-AAR
Suit No. 314, 3rd Floor, Mashriq Centre,
Gulshan-e-Iqbal Block 14, Karachi



TERMS OF REFERENCE AND SCOPE OF SERVICES

SCOPE:

The consultancy services to be procured will encompass the quality, quantity, design, contract administration and supervision of works. The Consultant will act as Engineering Unit and will be responsible for detailed Drawings, Designs, Detailed supervision, Monitoring, evaluation and assessment of works as per BOQ of Civil works, Certification, Tender Design & assist in Tendering process, Bid evaluation and award of contract and commissioning under the scheme, which include:

- A- Establishment of Bio-safety level laboratories and quality enhancement cell for highly pathogenic virus vaccine development
- B- Construction of Quality Control lab.
- C- Construction of Attached Block
- D- Construction of Utility Block;

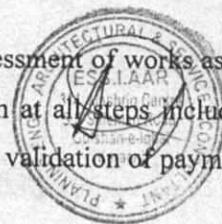
The Civil work of above components include clean room, sterile area, epoxy flooring, HVAC, HEPA filtration, water processing and purification, Lab. Counter, Block Masonry Pedestals, Porcelain Tiles, Aluminum Doors / windows, roof treatment, site leveling, excavation, fill, block fill, anti-termite treatment, plastering & surface rendering, decoration, painting & coloring, steel reinforcement and metal works, carpentry & joinery, Electrification (as per specification provided in PC-I) & miscellaneous works as per requirement.

TERMS OF REFERENCES:

In order to address above mentioned scope for effective implementation, the selected engineering consulting firm will be required to achieve the following key program deliverables.

1. The Consultant will act as Engineering Unit and will be responsible for detailed Drawings and Designs.
2. The consultant will provide detailed evaluation and assessment of works as per BOQ of Civil works, ongoing procurement supervision at all steps including bid evaluation, contract awards, measurement of works/ validation of payments

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to contractors, completion of contracts etc. and maintain all such data / information for access to project /provincial government, and prepare reports and submit to the project.

3. The Consultant shall perform duties of "Engineer In charge" as per Client's agreement with the contractor to supervise construction with the best professional and consulting standards to ensure that the building is constructed satisfactorily.
4. The Consultant is expected to assign field personnel of professional caliber and in sufficient number as deemed necessary by him in consultation with the Client.
5. In carrying out the assignment, the Consultant shall undertake the following works:
 - a) Issue instructions to the contractor (s) and provide engineering supervision to the execution of works.
 - b) Ensure quality control through laboratory tests and other nondestructive tests at the expense of the contractor.
 - c) Prepare monthly progress reports. Maintain estimate and comparative statement of project costs and submit reports to the Client.
 - d) Assist in liaison between the Client and Contractor.
 - e) Review and approve "As Built" drawings prepared by the Contractor.
6. The Consultant shall form its own sources; establish a site office and meet the running/ operational expenses.
7. The Consultant shall certify that works are executed as per approved design, drawings, standard specifications, technically sanctioned estimates and within the provisions of contract agreement.
8. The Consultant shall supervise the contractor in all matters concerning safety and care of the work and advise the Client on any problem arising in the construction work during its execution.

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9. The Consultant shall certify that the construction material brought at site by the contractor(s) is in accordance with the specifications and is got tested as per standard practices.
10. The Consultant shall check systematically the progress of work according to the construction schedule of the agreement and shall submit monthly progress report in the prescribed form to Client pointing out the deficiencies and suggest remedial measures.
11. The Consultant shall certify the contractor's running payments clearly indicating that the quality of work executed is according to the specifications, design, drawings, technically sanctioned estimate and contract agreement and make recommendations for payment to the contractor along with test reports. The Consultant shall further be responsible for quality and quantity of works.
12. The Consultant shall keep the record of inspection reports in the prescribed forms at the site office and submit it to the Client on weekly basis.
13. The Consultant shall carry out detailed final inspection of the work and shall recommend to the client for issuance of completion certificate stating that the work has been completed as per design, drawings, standard specifications and contract agreement.
14. One month prior to the expiry of completion period, the consultant shall carry out a detailed final inspection of the work and submit a report to the client pointing out the defects in the work, if any.
15. Consultant shall be responsible for getting all such defects rectified from the concerned contractor(s) and final payment of the contractor(s) shall be verified only after satisfactory removal of the defects.
16. Maintain proper records of all tests carried out to ensure quality work.

and



ANNEXURE-B

CONSULTANT'S REPORTING OBLIGATIONS

The consultants will prepare the following reports in English and provide the copies regarding Deliverables and Schedule, along with respective soft copies:

- (a) An inception report
- (b) Detailed work plan
- (c) Monthly and quarterly progress reports
- (d) A mid-term progress and issues report on format acceptable to the client and financiers.
- (e) Implementation Completion and Results Report on format acceptable to the client and financiers.
- (f) Any special reports as may be necessary from time to time for specific item / issue within the scope of the assignment.

Time Lines

Sr. #	Documents	No. of Copies	Time line
1.	Draft Inception Report	3	30 days after the Consulting Services Agreement
2.	Final Inception Report	3	One week after the issuance of Client comments on Draft Inception Report
3	Monthly Progress Report	3	10 th of the every following month
4	Quarterly Progress Report	3	10 th of the first month of following quarter
5	Annual Progress Report	3	During first month of the following year
6	Revised Planning Commission Proforma-I (PC-I)	3	As and when required
7	Draft Project Completion Report	3	At completion of physical works/activities and 3 months before the project closing date
8	Final Project Completion Report	3	One week after the issuance of Client comments on Draft Inception Report
9	Planning Commission Proforma-IV (PC-IV)	3	At completion of project activities
10	Special Reports	3	As and when specified



**COST ESTIMATE OF SERVICES, LIST OF PERSONNEL AND
SCHEDULE OF RATES**

1. COST ESTIMATE OF SERVICES

Particulars	Cost (Rs.)
Total Cost of Financial Proposal	1.89 Million

2. LIST OF KEY PERSONNEL

S. #	Name	Position
01.	M. Shoaib Ismail	Team Leader
02.	Syed Shabbir Hasan Jilani	Civil Engineer
03.	Syed Jamal Akhter	Electrical Engineer
04.	M. Saifuddin	Environmental
05.	Habib Rasheed	Economist
06.	Abdul Rehman	Computer Specialist

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