

Bid Evaluation Report

1. **Name of Procuring Agency:** Directorate of Urban Policy & Strategic Planning, Planning & Development Department Government of Sindh
2. **Tender Reference No:** INFO-KRY No. 334/2017 dated 22 January, 2017 and SPPRA Sr. No. 31262
3. **Tender Description/Name of work/item:** "PROCUREMENT OF CONSULTANCY SERVICES FOR MUNICIPAL FINANCE ASSESSMENT STUDY FOR SINDH"
4. **Method of Procurement:** Least Cost Selection Method
5. **Tender Published:** INFO-KRY No. 334/2017 dated 22nd January, 2017 and SPPRA Sr. No. 31262
6. **Total bid documents sold:** Request for Proposal (RFP) Notice was published in newspapers, websites of SPPRA and RFP documents hosted on SPPRA website and Procuring Agency to invite technical & financial proposals
7. **Total Bids Received:** One (01) nos. of Proposals (Technical & Financial) received
8. **Technical Bid Opening date:** 8th February, 2017
9. **No. of Bid technically qualified:** One (01)
10. **Bid(s) Rejected:** 0
11. **Financial Bid Opening date:** 17th February, 2017
12. **Bid Evaluation Report:**

<i>S No</i>	<i>Name of Firm or Bidder</i>	<i>Evaluated Cost</i>	<i>Ranking in terms of cost</i>	<i>Comparison with Estimated cost</i>	<i>Reasons for acceptance/ rejection</i>	<i>Remarks</i>
0	1	2	3	4	5	6
1.	M/s Deloitte Yousuf Adil, Chartered Accountants in association with M/s Atif Nazar Private Limited	35,750,000/ (The detail of financial evaluation is mentioned in minutes attached at Annexure-1)	1 st	Lower than estimated cost	Responsive	Recommended for award of contract

Signatures of the Members of the Committee.



(Uzaima Nasir)

Deputy Director (Municipal Finance),
Directorate of UP&SP, P&D Department,
Govt. of Sindh.
(Co-opted Member)



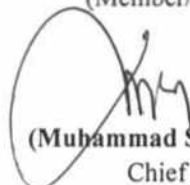
(Musharraf Ahmed Bhatti)

Deputy Director (Finance & Procurement),
Directorate of UP&SP, P&D Department,
Govt. of Sindh.
(Member/ Secretary)



(Muhammad Naeem)

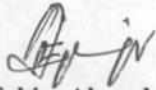
Deputy Secretary (Dev.II)
Finance Department,
Govt. of Sindh.
(Member)



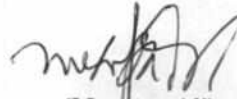
(Muhammad Saleem Jalbani)

Chief (EPR),
P&D Department,
Govt. of Sindh.
(Member)

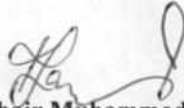




(Mr. Fahim Ahmed Junejo)
Director (PM&EC)
Local Government Department,
Govt. of Sindh.
(Member)



(Mumtaz Ali)
Director Urban Policy & Planning,
Directorate of UP&SP, P&D Department,
Govt. of Sindh.
(Co-opted Member)



(Khair Muhammad Kalwar)
Director General,
Directorate of UP&SP, P&D Department,
Govt. of Sindh.
(Chairman)

SUBJECT: MINUTES OF THE CONSULTANT SELECTION COMMITTEE (CSC) MEETING FOR OPENING OF FINANCIAL PROPOSAL FOR MUNICIPAL FINANCE ASSESSMENT STUDY FOR SINDH

A meeting of Consultant Selection Committee (CSC) was held under the Chairmanship of Director General, Directorate of Urban Policy & Strategic Planning (UP&SP), Planning & Development Department, Government of Sindh on 17th February, 2017 at 04:00 PM in the committee room of the Directorate for opening of financial proposal submitted by technically qualified consortium for Municipal Finance Assessment Study for Sindh.

2. As a result of the evaluation of technical proposal submitted by M/s Deloitte Yousuf Adil, Chartered Accountants in association with M/s Atif Nazar Private Limited Private Limited that secured the minimum qualifying marks of 70 out of 100 was invited for the public opening of the financial proposal. Representative of technically qualified consortium attended the meeting. The Chairman CSC welcomed the members of CSC and representative of qualified consortium. The Secretary CSC read aloud the name and technical score of qualified consortium based on evaluation of technical proposal submitted by them. The name of qualified consortium and their technical score are given in below table.

S. No.	Technically Qualified Firms	Score Obtained
1.	M/s Deloitte Yousuf Adil, Chartered Accountants in association with M/s Atif Nazar Private Limited	78.15

3. The financial proposal of technically qualified consortium was opened before the members of the CSC and representatives of M/s Deloitte Yousuf Adil, Chartered Accountants in association with M/s Atif Nazar Private Limited. The firm submitted bid security of 1% of total bid along with the financial proposal in shape of pay order. The prices quoted were read aloud and recorded as given below.

Offered Bid in Financial Proposal (PKR)				
Remuneration	Reimbursable Expenses	Sub Total	Service Tax (8%)	Total Cost
28,713,277/	4,386,723/	33,300,000/	2,668,000/	35,750,000/

4. The CSC explained to the representative of the shortlisted firm that the prices read aloud were quoted prices as per the financial proposal, which would be examined and evaluated by the CSC according to requirements of the Request for Proposal (RFP) issued, technical proposal submitted by the firm and SPP Rules.

5. The CSC decided to carry out evaluation of the opened financial proposal in line with RFP issued, technical proposal and SPPRA rules. The meeting ended with the vote of thanks to and from the Chair.



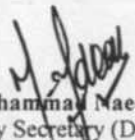
(Uzaima Nasir)

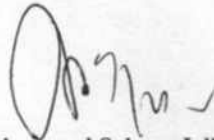
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Directorate of UP&SP, P&D Department,
Govt. of Sindh.
(Co-opted Member)





(Musharraf Ahmed Bhatti)

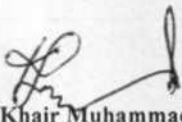
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(Member)


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(Khair Muhammad Kalwar)
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Govt. of Sindh.
(Chairman)

SUBJECT: MINUTES OF THE CONSULTANT SELECTION COMMITTEE (CSC) MEETING FOR EVALUATION OF FINANCIAL PROPOSAL FOR MUNICIPAL FINANCE ASSESSMENT STUDY FOR SINDH

A meeting of Consultant Selection Committee (CSC) was held under the Chairmanship of Director General, Directorate of Urban Policy & Strategic Planning (UP&SP), Planning & Development Department, Government of Sindh on 17th February, 2017 at 04:15 PM in the Committee room of the Directorate for evaluation of financial proposal submitted by technically qualified consortium ie. M/s Deloitte Yousuf Adil, Chartered Accountants in association with M/s Atif Nazar Private Limited for Municipal Finance Assessment Study for Sindh.

2. The CSC thoroughly examined and evaluated the financial proposal in line with the RFP issued, technical proposal submitted by the consortium and SPPRA rules. The opened financial proposal submitted by M/s Deloitte Yousuf Adil, Chartered Accountants in association with M/s Atif Nazar Private Limited was PKR 35,750,000 / (PKR Thirty-Five Million and Seven Hundred Fifty Thousands Only) with the following breakdown:

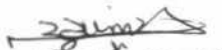
Offered Bid in Financial Proposal (PKR)				
Remuneration	Reimbursable Expenses	Sub Total	Service Tax	Total Cost
28,713,277/	4,386,723/	33,300,000/	2,648,000/	35,750,000/

3. The CSC decided to evaluate the financial proposal as per man month requirements and reimbursable expenses given in the RFP issued. In view of the above considerations, the CSC finalized the consultant's evaluated bid as mentioned below:

Evaluated Bid (PKR)				
Remuneration	Reimbursable Expenses	Sub Total	Service Tax	Total Cost
28,713,277/	4,386,723/	33,300,000/	2,648,000/	35,750,000/

4. The CSC noted that since the firm did not mention other applicable taxes in their financial proposal, except service tax, therefore, it was deemed that all other applicable taxes to be paid by the consultant/consortium were included in the financial proposal. The CSC observed that the evaluated financial proposal/bid was within the estimated cost of the assignment.

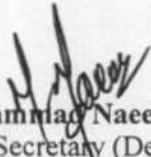
5. The CSC considered the evaluated bid responsive and recommended the M/s Deloitte Yousuf Adil, Chartered Accountants in association with M/s Atif Nazar Private Limited for award of contract. The meeting ended with a vote of thanks to and from the Chair.

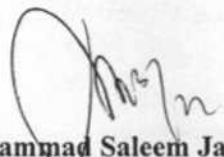

(Uzaima Nasir)

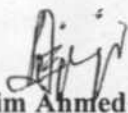
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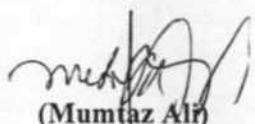

(Musharraf Ahmed Bhatti)

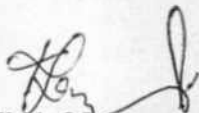
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(Khair Muhammad Kalwar)
Director General,
Directorate of UP&SP, P&D Department,
Govt. of Sindh.
(Chairman)



SUBJECT: MINUTES OF THE CONSULTANT SELECTION COMMITTEE (CSC) MEETING FOR OPENING OF TECHNICAL PROPOSALS FOR PROCUREMENT OF SERVICES OF A CONSORTIUM OF CONSULTING FIRMS FOR "MUNICIPAL FINANCE ASSESSMENT STUDY FOR SINDH".

A meeting of Consultant Selection Committee (CSC) was held under the Chairmanship of Director General, Directorate of Urban Policy & Strategic Planning (UP&SP), Planning & Development Department, Government of Sindh on 8th February, 2017 at 4:00 PM in the committee room of the Directorate for opening of technical proposals submitted by the interested firms for the subject assignment. The meeting was attended by all CSC members.

2. The Secretary, Consultant Selection Committee informed the Committee that only one (01) firm / consortium had submitted the proposal (Technical & Financial) by the cut off time of 3:00 PM on 8th February, 2017 for the subject assignment. Only technical proposal was opened in the presence of the representatives / consultants who chose to attend. The name of participating firm was loudly announced by the Secretary of CSC. The name of the interested firm/consortium that submitted the proposal is annexed below:

Sr. #	Name of Consultants/Consortium
1.	M/s Deloitte Yousuf Adil, Chartered Accountants in association with M/s Atif Nazar Private Limited

3. It was discussed that the CSC would evaluate the technical proposal submitted by the above firm/consortium as per evaluation criteria given in the RFP document and financial proposal would be opened only qualified firm/consortium as per SPP Rules. The meeting concluded with the vote of thanks to and from the Chair.

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(Member/ Secretary)

(Uzaima Nasir Hilaly)
Deputy Director (MF&G)
(Co-opted Member)
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(Muhammad Naem)
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Finance Department,
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(Farooque Ahmed Siddiqui)
Director
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(Chairman)

DIRECTORATE OF URBAN POLICY & STRATEGIC PLANNING
PLANNING & DEVELOPMENT DEPARTMENT, GOVERNMENT OF SINDH

Bungalow No. 37E/2, P.E.C.H.S Block-6, Karachi.

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SUBJECT: MINUTES OF THE CONSULTANT SELECTION COMMITTEE (CSC) MEETING FOR EVALUATION OF TECHNICAL PROPOSALS FOR PROCUREMENT OF SERVICES OF A CONSORTIUM OF CONSULTING FIRMS FOR "MUNICIPAL FINANCE ASSESSMENT STUDY FOR SINDH".

A meeting of Consultant Selection Committee (CSC) was held under the Chairmanship of Director General, Directorate of Urban Policy & Strategic Planning (UP&SP), Planning & Development Department, Government of Sindh on 13th February, 2017 at 4:00 PM in the committee room of the Directorate for evaluation of technical proposals submitted by the interested consultants for the subject assignment. The meeting was attended by all CSC members.

2. The Secretary, Consultant Selection Committee informed the Committee that only one (01) consulting firm/consortium i.e. M/s Deloitte Yousuf Adil, Chartered Accountants in association with M/s Atif Nazar Private Limited had submitted the technical proposals. The CSC thoroughly examined and evaluated the technical proposal of said consulting firm/consortium. The Committee discussed that as per issued Request for Proposal (RFP); the consultancy services were being hired through Least Cost Based Selection. The type of technical proposal was Full Technical Proposal (FTP) and comprised a total score of 100. The minimum qualifying score for technical proposal was 70 out of 100.

3. The CSC noticed that instead of four (4) numbers of Legal Experts with one man month each given in the RFP document, M/s Deloitte Yousuf Adil, Chartered Accountants in association with M/s Atif Nazar Private Limited proposed one Legal Expert with four (4) man months in their technical proposal. Hence the total number of months remained the same. The CSC agreed the said changes made the consortium is their technical proposal.

4. The CSC thoroughly examined and evaluated the above said technical proposals submitted by M/s Deloitte Yousuf Adil, Chartered Accountants in association with M/s Atif Nazar Private Limited as per criteria given in the RFP document. The criteria included 10 marks for specific experience of the consultants relevant to the assignment; 20 marks for adequacy of the proposed methodology and work plan in responding to the Terms of Reference; 50 marks for key professional staff qualifications and competence for the assignment; 20 marks for Average annual turnover of the consultants (for the last three years duly certified) (a total of 100 marks).

5. Following are the details of the scores awarded to the consultants/consortium based on the evaluation of the technical proposals submitted by them:

PRELIMINARY SCREENING

Sr. #	Firms' Qualification Criteria	Name of Consulting Firm / Consortium
		M/s Deloitte Yousuf Adil, Chartered Accountants in association with M/s Atif Nazar Private Limited
1	Agreement of Consortium on stamp paper of PKR 200/-	Yes
2	Affidavit that firms of consortiums have never been black listed and firms' litigation history on stamp paper of Rs.200	Yes
3	Affidavit that all key professional's information given by the interested consultant/consortium is true and all staff mentioned in RFP will work with the consultant/consortium for this project.	Yes

DIRECTORATE OF URBAN POLICY & STRATEGIC PLANNING
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[Handwritten signatures and initials on the left margin]

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4	Firms of consortiums' valid NTN, GST and SRB Registration; Incorporation Certificates and registration with relevant professional body.	Yes
5	Tender Fee	Yes
6	Financial Proposal Sealed Envelope	Yes
		Qualified

Total points of criteria (i), (ii), (iii) & (iv) : [100] The minimum technical score (St) required to pass is: 70 Points

Comprises following criteria of marking	Allocated Score	Name of Firms
		Obtained Marks
(i) Specific experience of the Consultants relevant to the assignment:	10	M/s Deloitte Yousuf Adil, Chartered Accountants in association with M/s Atif Nazar Private Limited 6
(ii) Adequacy of the proposed methodology and work plan in responding to the Terms of Reference:	20	14.5
(iii) Key professional staff qualifications and competence for the assignment:	50	37.65
(iv) Average annual turnover of the firm (Attached audited statements for the last three years duly certified):	20	20
Pass		78.15

6. Based on the score of evaluated Technical Proposals; the committee recommended the M/s Deloitte Yousuf Adil, Chartered Accountants in association with M/s Atif Nazar Private Limited technically qualified for opening of financial proposal. The chair desired that the technically qualified consultants/consortium may be informed regarding their qualification and opening of the financial proposals. The meeting ended with the vote of thanks to and from the Chair.

(Musharraf Ahmed Bhatti)
Deputy Director (Finance & Procurement),
Directorate of UP&SP, P&D Department,
Govt. of Sindh.
(Member/ Secretary)

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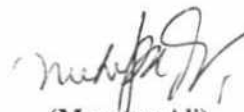
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**DIRECTORATE OF URBAN POLICY & STRATEGIC PLANNING
PLANNING & DEVELOPMENT DEPARTMENT
GOVERNMENT OF SINDH**

Subject: PROCUREMENT OF SERVICES OF A CONSORTIUM OF CONSULTING FIRMS FOR "MUNICIPAL FINANCE ASSESSMENT STUDY FOR SINDH".

Evaluated on 13th February, 2017 at 4:00 pm in the Committee Room of the Directorate, Karachi

PRELIMINARY SCREENING

Sr. #	Firms' Qualification Criteria	Name of Consulting Firm / Consortium
		M/s Deloitte Yousuf Adil, Chartered Accountants in association with M/s Atif Nazar Private Limited
1	Agreement of Consortium on stamp paper of PKR 200/-	Yes
2	Affidavit that firms of consortiums have never been black listed and firms' litigation history on stamp paper of Rs.200	Yes
3	Affidavit that all key professional's information given by the interested consultant/consortium is true and all staff mentioned in RFP will work with the consultant/consortium for this project.	Yes
4	Firms of consortiums' valid NTN, GST and SRB Registration; Incorporation Certificates and registration with relevant professional body.	Yes
5	Tender Fee	Yes
6	Financial Proposal Sealed Envelope	Yes
		Qualified

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GOVERNMENT OF SINDH**

URBAN POLICY &
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P&D DEPARTMENT GOVT OF SINDH

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Evaluated on 13th February, 2017 at 4:00 pm in the Committee Room of the Directorate, Karachi

TECHNICAL EVALUATION REPORT

Comprises following criteria of marking	Allocated Score	Name of Firms
		Obtained Marks
(i) Specific experience of the Consultants relevant to the assignment:	10	6
(ii) Adequacy of the proposed methodology and work plan in responding to the Terms of Reference:	20	14.5
(iii) Key professional staff qualifications and competence for the assignment:	50	37.65
(iv) Average annual turnover of the firm (Attached audited statements for the last three years duly certified):	20	20
Pass		78.15

Total points of criteria (i), (ii), (iii) & (iv) : [100] The minimum technical score (St) required to pass is: 70 Points

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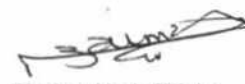
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		Obtained Marks
(i) Specific experience of the Consultants relevant to the assignment:	10	
Relevant to the assignment (minimum consultancy cost of Rs.10 million and above with documentary proof)	2 on each project	6
	Average	6
(ii) Adequacy of the proposed methodology and work plan in responding to the Terms of Reference:	20	
• a) Technical approach and methodology	10	7
• b) Work plan	05	4
• c) Organization and staffing	2.5	1.5
• d) Comments on TOR	2.5	2
	Average	14.5
(iii) Key professional staff qualifications and competence for the assignment:	50	
• a. Team Leader (01 No.)	10	7
• b. Municipal Finance Specialist (04 No.)	20	14.75
• c. Municipal Service Specialist (04 Nos.)	16	14.80
• d. Legal Experts (04 No.)	04	1.10
	Average	37.65
(iv) Average annual turnover of the firm (Attached audited statements for the last three years duly certified):	20	
a. Average annual turnover up to Rs.30 million	05	
b. Average annual turnover above Rs.30 million and up to Rs.60 million	10	
c. Average annual turnover above Rs.60 million	20	20
	Average	20
Total Technical Score Obtained		78.15


(Musharraf Ahmed Bhatti)
Deputy Director (Finance & Procurement),
Directorate of UP&SP, P&D Department,
Govt. of Sindh.
(Member/ Secretary)


(Uzaima Nasir Hilaly)
Deputy Director (MF&G)
(Co-opted Member)
Directorate of UP&SP, P&D Department,
Govt. of Sindh.

5.



DIRECTORATE OF URBAN POLICY & STRATEGIC PLANNING
PLANNING & DEVELOPMENT DEPARTMENT
GOVERNMENT OF SINDH

URBAN POLICY &
STRATEGIC PLANNING
P & D DEPARTMENT GOVT OF SINDH

(Muhammad Naeem)
Deputy Secretary (Dev.II)
Finance Department,
Govt. of Sindh.
(Member)

(Muhammad Saleem Jalbani)
Chief (EPR),
P&D Department,
Govt. of Sindh.
(Member)

(Fahim Ahmed Junejo)
Director (PM&EC)
Local Government & HTP Department,
Govt. of Sindh.
(Member)

(Mumtaz Ali)
Director (Urban Policy & Planning),
(Co-opted Member)
Directorate of UP&SP, P&D Department,
Government of Sindh

(Khair Muhammad Kalwar)
Director General,
Directorate of UP&SP, P&D Department,
Govt. of Sindh.
(Chairman)


CONFIDENTIAL


PROCUREMENT OF SERVICES OF A CONSORTIUM OF CONSULTING FIRMS FOR "MUNICIPAL FINANCE ASSESSMENT STUDY FOR SINDH".


EVALUATION OF TECHNICAL PROPOSAL

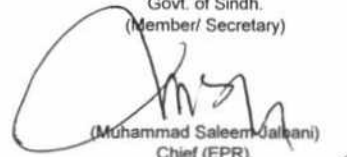
Name of Firm: M/s Deloitte Yousuf Adil, Chartered Accountants in association with M/s Atif Nazir Private


Key professional staff qualifications and competence for the assignment											
S. No.	POSITION	NAME	TOTAL ALLOCATED SCORE	A		B		C		TOTAL SCORE (A+B+C)	
				General Qualifications		Adequacy for the assignment		Experience in region and language			
				30%	60%	60%	10%				
			50	Allocated Score	Obtained Score	Allocated Score	Obtained Score	Allocated Score	Obtained Score		
1	Team Leader (01 No.)	Asad Ali Shah	10.0	3	3	6	3	1	1	7.00	
2	Municipal Finance Specialist (04 Nos.)	Abdul Rab	20.0	6	1.5	12	3	2	0.5	5.00	
		Zeeshan Shahid			1.5		1		0.5	3.00	
		Abrar Muhammad Bashir			1.5		2		0.5	4.00	
		Aamir Latif			1.5		1		0.25	2.75	
										14.75	
3	Municipal Services Specialist (04 Nos.)	Muhammad Khalid	16.0	4.8	1.2	9.6	2.4	1.6	0.4	4.00	
		Taj Muhammad			1.2		2		0.4	3.60	
		Ather Hussain Mover			1.2		2		0.4	3.60	
		Dr. Mansoor Abdul Imam			1.2		2		0.4	3.60	
										14.80	
4	Legal Experts (04 Nos.)	Shahab Usto	4.0	1.2	0.3	2.4	0.6	0.4	0.2	1.10	
											0.00
											0.00
											0.00
										1.10	
Total										37.65	



 (Musharraf Ahmed Bhatti)
 Deputy Director (Finance & Procurement),
 Directorate of UP&SP, P&D Department,
 Govt. of Sindh.
 (Member/ Secretary)



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 Deputy Director (MF&G)
 (Co-opted Member)
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 Govt. of Sindh.
 (Member)


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 (Farhim Ahmed Jurjejo)
 Director (PMES)
 Local Government & HTP Department,
 Govt. of Sindh.
 (Member)


 (Mumtaz Ali)
 Director Urban Policy & Planning,
 Directorate of UP&SP, P&D Department,
 Govt. of Sindh.
 (Co-opted Member)


 (Khair Muhammad Kalwar)
 Director General,
 Directorate of UP&SP, P&D Department,
 Govt. of Sindh.
 (Chairman)



ATTENDANCE SHEET – REPRESENTATIVE OF FIRMS

CONSULTANT SELECTION COMMITTEE (CSC) MEETING FOR OPENING TECHNICAL PROPOSALS FOR PROCUREMENT OF SERVICES OF A CONSORTIUM OF CONSULTING FIRMS FOR "MUNICIPAL FINANCE ASSESSMENT STUDY FOR SINDH"

Held on 8th February, 2017 at 4:00 pm in the Committee Room of the Directorate, Karachi.

S.#	Name	Designation with and Department / Organization	Contact No.	Signature
1.	Zia vs Rehman	Senior Associate. (Deloitte Yousaf Adil)	0321-900796	Zia.
2.	Aamie Labif	Senior Associate. (Deloitte Yousaf Adil)	0334-697206	Aamie
3.				
4.				
5.				
6.				
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9.				
10.				



DIRECTORATE OF URBAN POLICY & STRATEGIC PLANNING
PLANNING & DEVELOPMENT DEPARTMENT
GOVERNMENT OF SINDH

URBAN POLICY &
STRATEGIC PLANNING

ATTENDANCE SHEET – REPRESENTATIVE OF FIRMS

CONSULTANT SELECTION COMMITTEE (CSC) MEETING FOR OPENING OF FINANCIAL PROPOSALS TECHNICAL PROPOSALS FOR PROCUREMENT OF SERVICES OF A CONSORTIUM OF CONSULTING FIRMS FOR "MUNICIPAL FINANCE ASSESSMENT STUDY FOR SINDH"

Held on 17TH February, 2017 at 4:00 pm in the Committee Room of the Directorate, Karachi.

S.#	Name	Designation with and Department / Organization	Contact No.	Signature
1.	Aamir Latif	Senior Associate - Deloitte Pakistan	0334-6097206	
2.	Waqar Aziz	Analyst Deloitte Pakistan	0345-3311383	
3.				
4.				
5.				
6.				
7.				
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