



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



INVITATION FOR EXPRESSIONS OF INTEREST

PROCUREMENT OF SERVICES OF CONSULTANCY FIRMS FOR
"INVESTMENT MANAGEMENT STUDY" FOR SINDH

The Directorate of Urban Policy & Strategic Planning, P&DD, Government of Sindh, is seeking to identify qualified consultancy firms for "Investment Management Study" for Sindh".

Terms of Reference of the captioned project will include the following:

A. Past 5 years Investments in Sindh and detailed analysis with respect to following factors

- Sectors wise classification
- Investor wise classification
- Past investment trend analysis
- Investment areas - neglected
- Investment climate
- Challenges faced by the investors
- Economic zones created and their impacts
- Affecting policies
- Existing laws/Policies and their impact

B. Next 5-years Investment Forecasts and detailed analysis with respect to following factors

- Current Investment trends
- Current programs/investments data
- Commitments and MOUs signed for the next 5 years
- Future need analysis
- Future trend analysis
- Major areas of attraction
- Enabling policies
- Investment Opportunities
- Investment priorities
- Mitigating investment challenges
- Physical Infrastructure available to support Investments
- Tariffs and Taxation impacts (For and Against)
- Existing organizational structures to support investments
- Role of Trade bodies and Chamber of Commerce for future growth

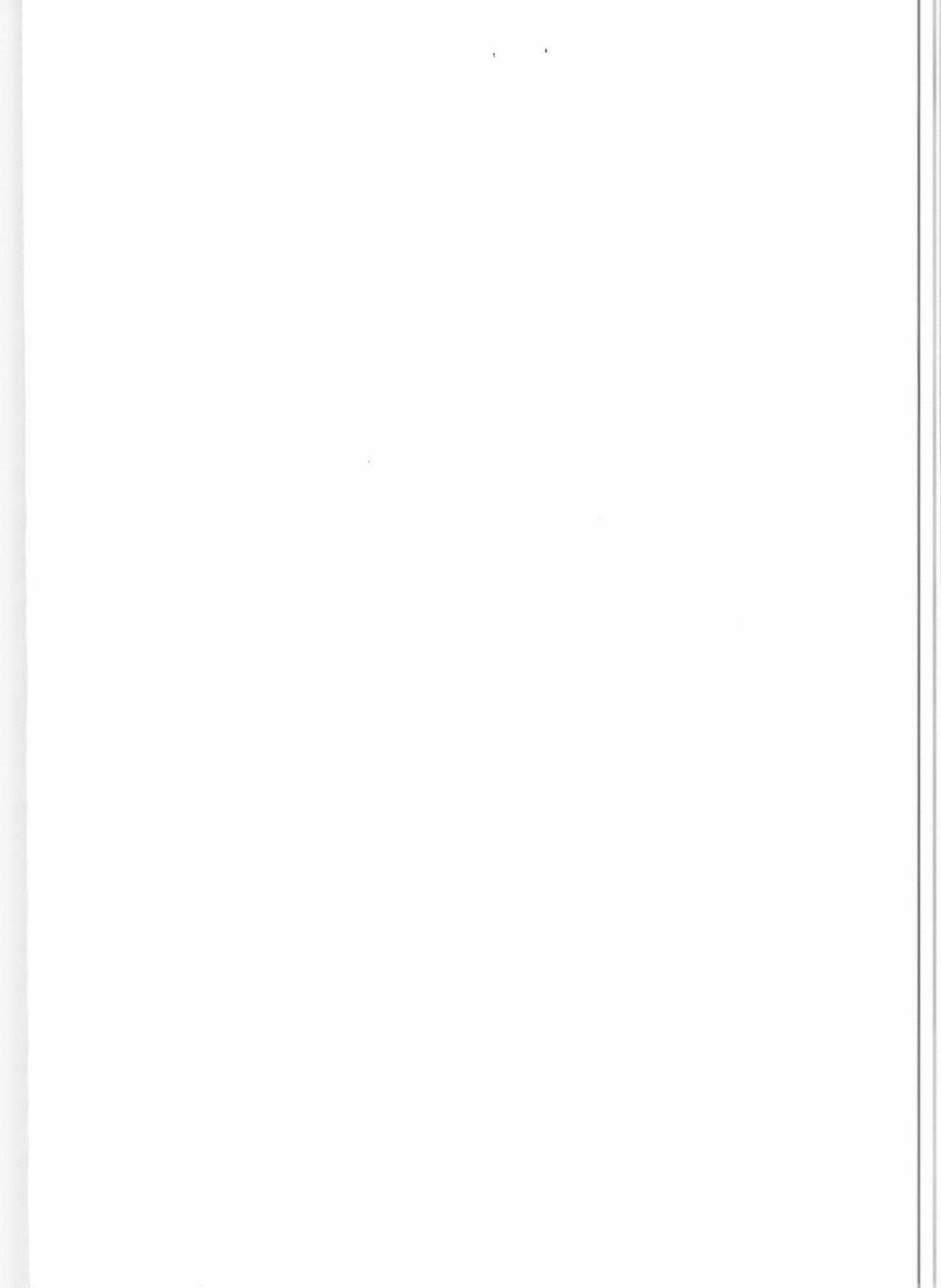
Interested firms are requested to submit EOIs on the prescribed EOI form, which can be collected from the address mentioned below on any working day during office hours from the date of publication of this EOI. The last date of obtaining the EOI form is 21st April 2016 till 5:00 pm. The EOI form may also be downloaded free of cost from the websites www.urbandirectorate.gos.pk and www.pprasinah.gov.pk.

The criteria for short listing of the firms include Qualification, Experience, Financial Capability, etc. The firm may also submit any additional information which may further assist the firm in their bid concerning this assignment. Details of the criteria are included in the EOI form.

Completed EOI forms are to be submitted at the following address not later than 3:00 p.m. on 22nd April, 2016 along with Pay Order/Bank Draft of Rs.1,000/- (Non-Refundable) in favour of the Directorate of Urban Policy & Strategic Planning, Sindh and shall be opened at 3:30 p.m. on 22nd April, 2016. Please note that the short listing of the firms would be made strictly as per SPPRA Rule 2010.

Office of The Director General,
Directorate of Urban Policy & Strategic Planning,
Planning and Development Department, Govt. of Sindh.
Bungalow No. 37 E/2, P.E.C.H.S., Block 6, Karachi, Pakistan.
Phone No. 021- 34300552 & 34300555-57 Fax: 02-34300554
Website: www.urbandirectorate.gos.pk email: dgupsp@gmail.com

Note: In case, date of submission and opening of EOIs is declared as a public holiday by the Government due to any reason, the next official working day shall be date of submission and opening of EOIs at the same time and venue.





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

Government of Sindh
Planning and Development Department
Directorate of Urban Policy & Strategic Planning

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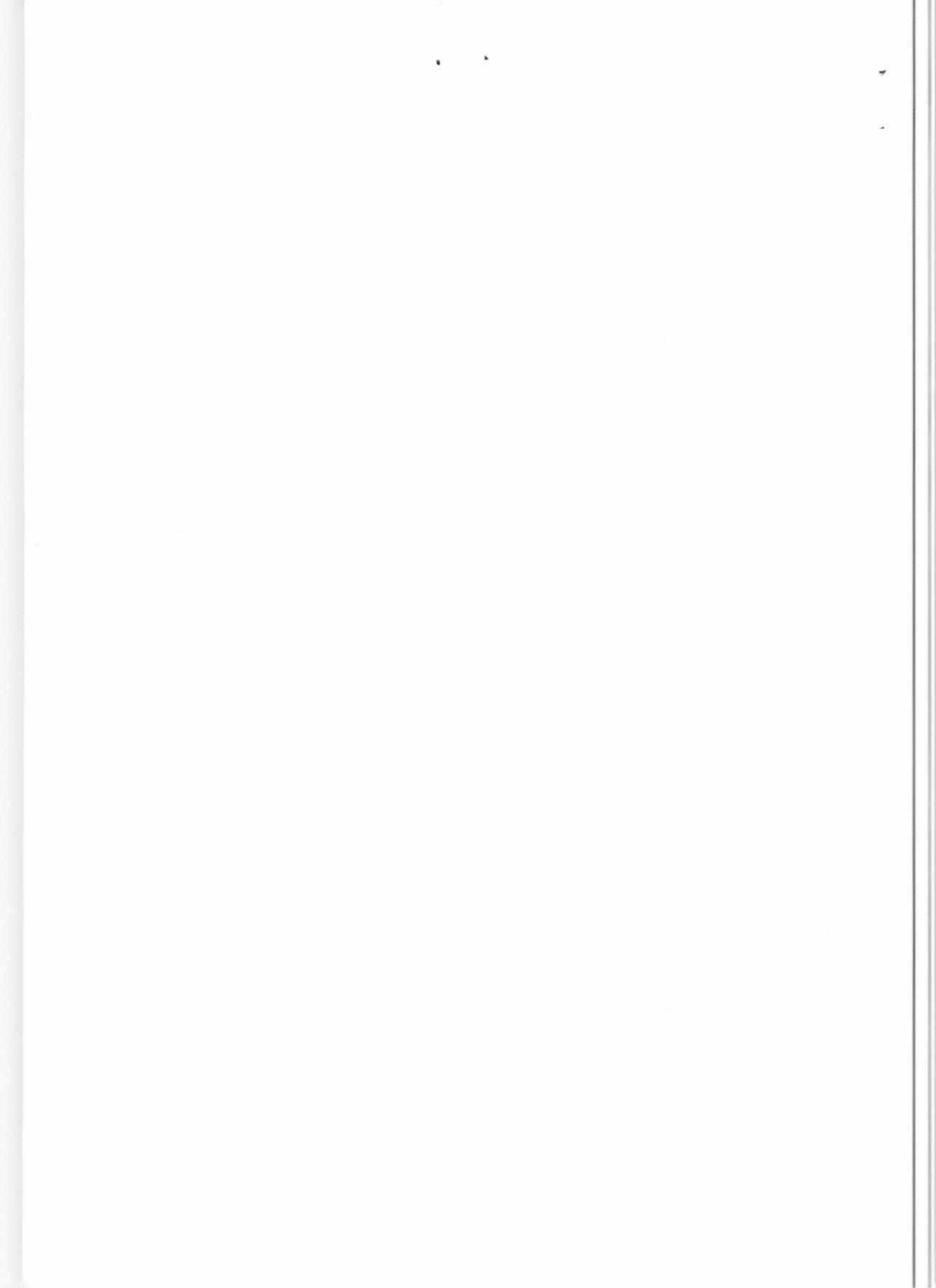
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Directorate of Urban Policy & Strategic Planning,
Planning and Development Department, Govt. of Sindh.
Bungalow No. 37 E/2, P.E.C.H.S., Block 6, Karachi, Pakistan.
Phone No. 021-34300552 & 34300555-57 Fax: 021-34300554
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email: dgusp@gmail.com

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INF/KRY/1246/2016





GOVERNMENT OF SINDH
PLANNING, DEVELOPMENT &
SPL. INITIATIVE DEPARTMENT

NOTIFICATION

NO:SO(ADMN-I)(P&D)12(105)/12: In pursuance of Rule-67 of SPPRA Rule-2010, a Consultant Selection Committee, consisting of following members, is hereby constituted for procurement of Consultancy Services for "Investment Management Study" under Directorate of Urban Policy & Strategic Planning, Planning, Development & Spl. Initiatives Department, Government of Sindh:-

i.	Director General Directorate of Urban Policy & Strategic Planning (UP&SP)	Chairman
ii.	Deputy Director (Procurement) Directorate of UP&SP	Member Secretary
iii.	Representative of P&D Department, Government of Sindh.	Member
iv.	Representative of Finance Department, Government of Sindh.	Member
v.	Representative of Sindh Board of Investment	Member

2. The Director, Urban Policy & Strategic Planning, Directorate of UP&SP will serve as a co-opted member of the committee. No Representative member of the Committee will be below BPS-18.

Terms of Reference (TORs)

The consultants Selection Committee shall perform the following functions.

1. Short listing of consultants, responding to the request for Expression of Interest, where applicable, in accordance with the criteria mentioned in request for Expression of Interest.
2. Approval for request for Proposal before issuance.
3. Evaluation of technical and financial proposals, according to the selection method and evaluation criteria, mentioned in the request for proposal.
4. Finalization of recommendation based on evaluation.

MUHAMMAD WASEEM
ADDITIONAL CHIEF SECRETARY (DEV)

NO: SO(ADMN-I)(P&D)12(105)/2012:

Karachi dated the 26th Sept. 2014

A copy is forwarded for information & necessary action to:-

1. Secretary to Govt. of Sindh, Finance Department, Karachi.
2. Director General, Urban Policy & Strategic Planning Unit, Sindh, P&D Deptt.
3. Director General, Sindh Board of Investment, Karachi.
4. Accountant General Sindh Karachi.
5. Deputy Secretary (Admn) P&D Deptt. Govt. of Sindh, Karachi.
6. Deputy Secretary (Dev-I), Finance Department, Govt. of Sindh, Karachi.
7. Superintendent, Sindh Govt. Printing Press, Karachi.
8. P.S. to ACS(Dev), P&D Deptt. Govt. of Sindh, Karachi.
9. P.S. to Secretary (P) P&D Deptt. Govt. of Sindh, Karachi.
10. Officers concerned.
11. Master File.

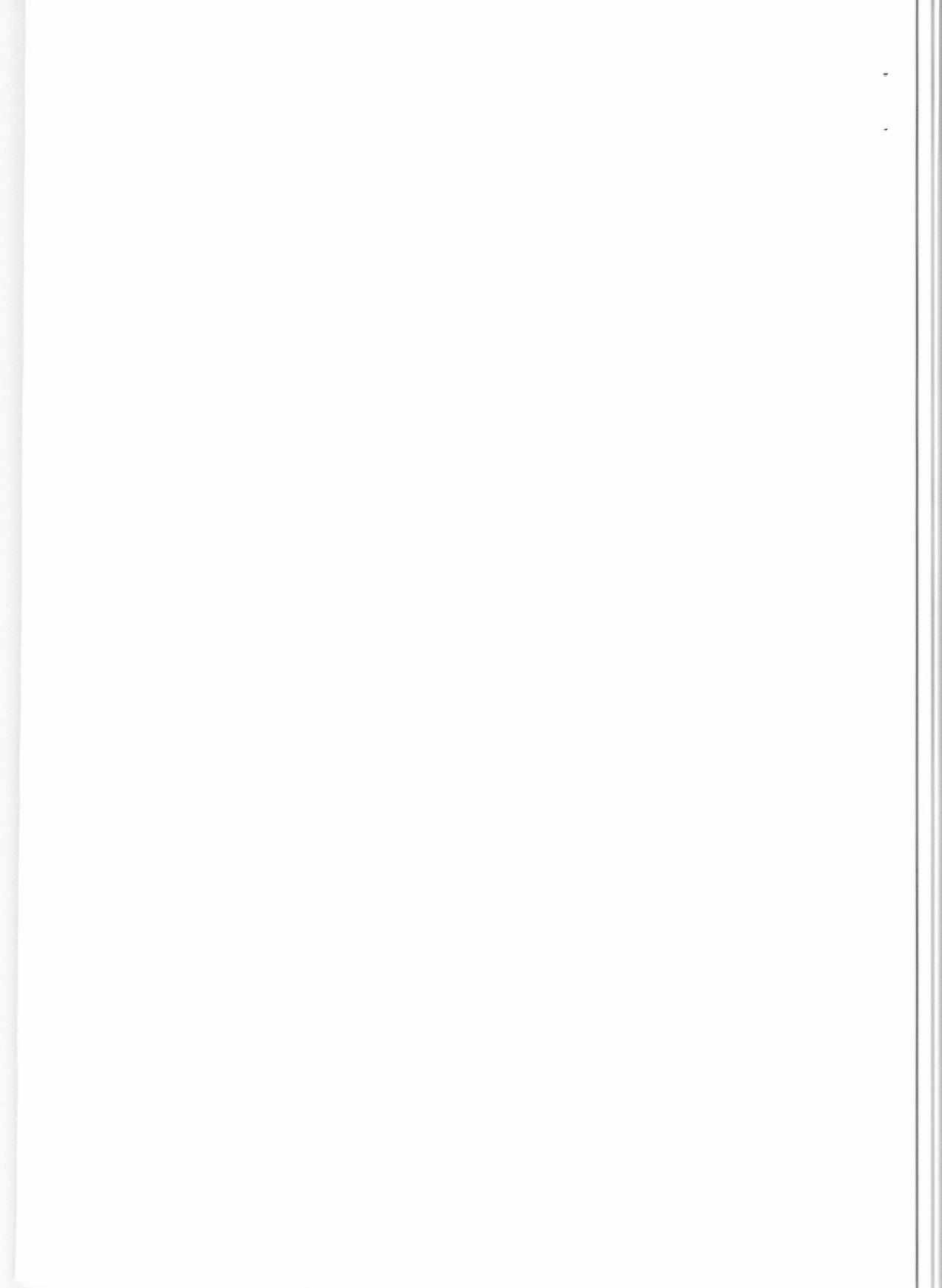
(IMRAN SIBTAIN)
Section Officer (Admn-I)
Ph: 021-99211926

26/09/2014

Private
Dairy No. 607
Date: 26.9.14
Directorate of Urban Policy
P&D Department Government of Sindh

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DD(P&D) 29/9

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GOVERNMENT OF SINDH
PLANNING, DEVELOPMENT &
SPL. INITIAIVE DEPARTMENT

NOTIFICATION

NO:SO(ADMN.I)(P&D)12(105)/12: In pursuance of Rule-31 of SPPRA Rules, 2010 a Redressal Committee, comprising the following, is hereby constituted to grant right to the bidders as a legal obligation to represent against the decisions of Directorate of Urban Policy and Strategic Planning, Planning, Development & Spl. Initiatives Department, Government of Sindh for all consultancy services:-

01.	Secretary (Planning) P&D Department, Government of Sindh.	Chairperson
02.	Representative of Accountant General Sindh (not below an Officer in BPS-18)	Member
03.	An independent professional from relevant field.	Member

Terms of Reference (TORs)

TORs of the committee are as provided under Rule-31 of SPP Rule-2010 and to perform any other function ancillary and incidental to the above.

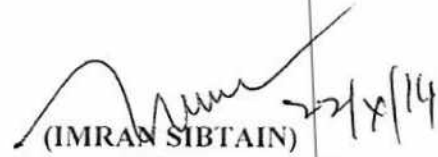
MUHAMMAD WASEEM
Additional Chief Secretary (Dev.)

NO: SO(ADMN-I)(P&D)12(105)/2012:

Karachi dated the 22nd October, 2014

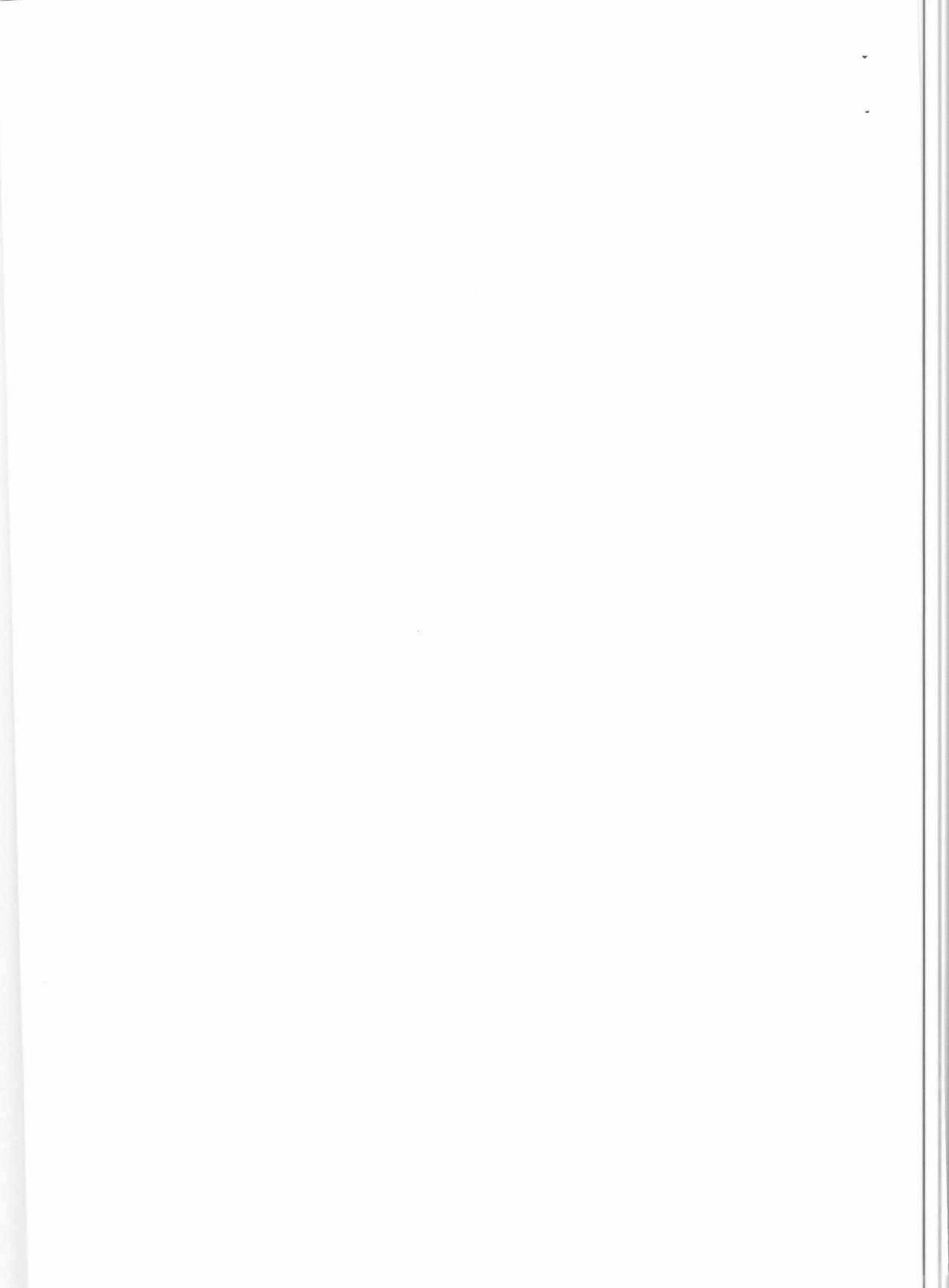
A copy is forwarded for information & necessary action to:-

1. Secretary to Govt. of Sindh, Finance Department, Karachi.
2. Accountant General Sindh, Karachi.
3. Director General, Urban Policy & Strategic Planning Unit, Sindh, P&D Deptt.
4. Deputy Secretary (Admn) P&D Deptt. Govt. of Sindh, Karachi.
5. Deputy Secretary (Dev-I), Finance Department, Govt. of Sindh, Karachi.
6. Superintendent, Sindh Govt. Printing Press, Karachi.
7. P.S. to ACS(Dev), P&D Deptt. Govt. of Sindh, Karachi.
8. Officers concerned.
9. Master File.


(IMRAN SIBTAIN)
Section Officer (Admn-I)
Ph: 021-99211926

h
24/10/14

Div. Urban
ARM
DO (P&D)





d

REQUEST FOR PROPOSALS (RFP)

INVESTMENT MANAGEMENT STUDY FOR SINDH

FOR

**DIRECTORATE OF URBAN POLICY & STRATEGIC PLANNING
(UP&SP), SINDH**

**PLANNING & DEVELOPMENT DEPARTMENT,
GOVERNMENT OF SINDH**

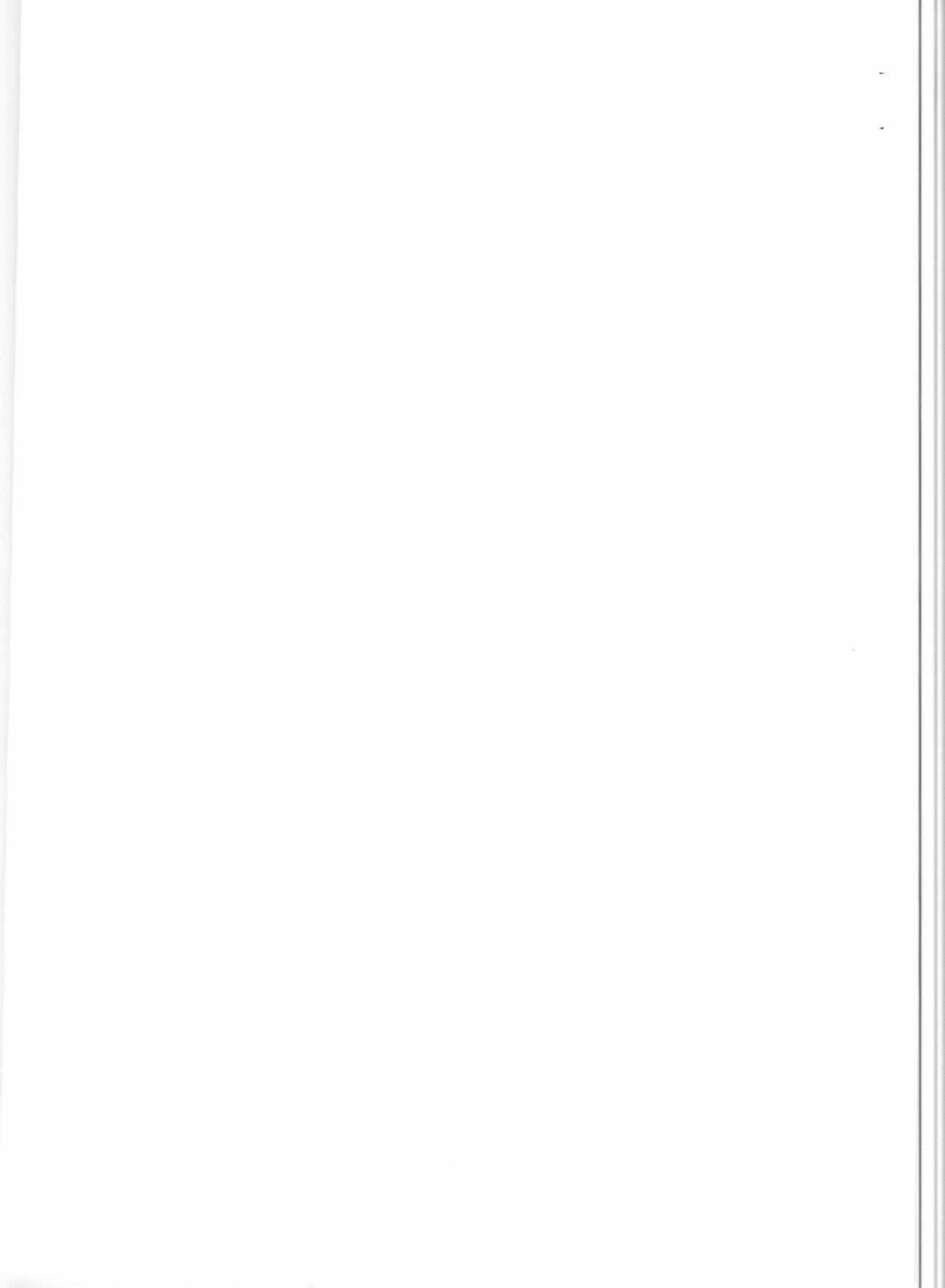
August, 2016

Foreword

This Standard Request for Proposals is applicable to consultant assignments by the procuring agencies of Sindh province whose legal agreement makes reference to the Sindh Public Procurement Rules, 2010

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Introduction

The Government of Sindh has established Directorate of Urban Policy & Strategic Planning; to provide technical support to the Planning & Development Department, Government of Sindh on policies, plans, issues, programmes, projects and schemes related to urban sector revitalization and development.

The Directorate of Urban Policy & Strategic Planning, P&DD, Government of Sindh is issuing this Request for Proposal (RFP) document to invite Technical and Financial Proposals from the shortlisted firms / consortia for Investment Management Study for Sindh.

The selected Firm(s) / consortium of Firm(s) will be required to furnish consulting services for the following:

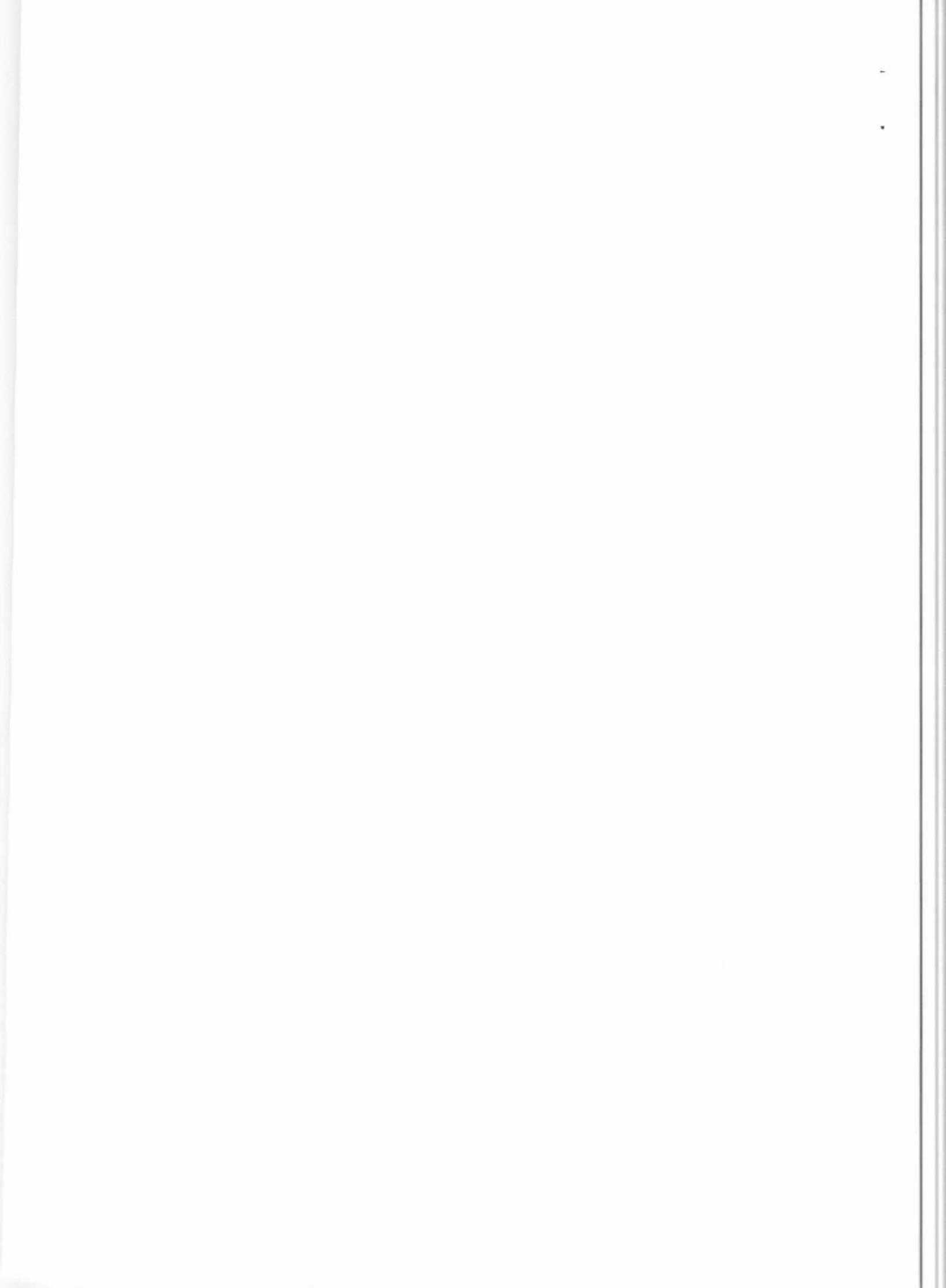
A. Past 5 years Investments in Sindh and detailed analysis with respect to following factors

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Detailed Terms of Reference for Consultants to conduct “Investment Management Study for Sindh” are given in Section 5. Terms of Reference.



A single local consulting firm / consortium would be hired to perform the above mentioned tasks. It is estimated that envisaged study will be completed in about 4 months' time from the date of Consultants' mobilization.

Section 1. Letter of Invitation

Letter of Invitation

Invitation/File No.....;
Karachi and Date]

Dear Mr./Ms.:

1. The Directorate of Urban Policy and Strategic Planning (DUPSP) (hereinafter called "Procuring Agency") now invite proposals to provide the following consulting services:
"Investment Management Study for Sindh"
More details on the services are provided in the Terms of Reference.
2. This Request for Proposal (RFP) has been addressed to the following shortlisted Consultants:
 - I. M/s. Ernst & Young Ford Rhodes Sidat Hyder (EY)
 - II. M/s. Deloitte Yusuf Adil, Social Policy & Development Centre, IQ Capital Plus and Akhund Forbes - (Consortium)
 - III. M/s. Shajar Capital (Private) Limited Associated with Sustainable Development Policy Institute (SDPI) - (Consortium)

It is not permissible to transfer this invitation to any other firm.

3. A firm / consortium will be selected under Least Cost Selection Method and procedures described in this RFP, in accordance with the SPPRA Rules 2010 and up to date amendments.

4. The RFP includes the following documents:

Introduction

Section 1 - Letter of Invitation

Section 2 - Instructions to Consultants (including Data Sheet)

Section 3 - Technical Proposal - Standard Forms

Section 4 - Financial Proposal - Standard Forms

Section 5 - Terms of Reference

Section 6 - Standard Forms of Contract

5. Please inform us in writing within three (03) days of receipt of this RFP at the following address:

Office of The Director General, Directorate of Urban Policy & Strategic Planning, Planning and Development Department, Govt. Of Sindh, Bungalow No. 37 E/2, P.E.C.H.S., Block 6, Karachi, Pakistan,

upon receipt:

(a) that you received the Letter of Invitation; and

(b) whether you will submit technical and financial proposals.

Yours sincerely,



Khair Muhammad Kalwar,

Director General,

Directorate of Urban Policy & Strategic Planning,

Planning and Development Department, Govt. of Sindh.

Section 2. Instructions to Consultants

Instructions to Consultants

Definitions

- (a) "Procuring Agency (PA)" means the department with which the selected Consultant signs the Contract for the Services.
- (b) "Consultant" means a professional who can study, design, organize, evaluate and manage projects or assess, evaluate and provide specialist advice or give technical assistance for making or drafting policies, institutional reforms and includes private entities, consulting firms, legal advisors, engineering firms, construction managers, management firms, procurement agents, inspection agents, auditors, international and multinational organizations, investment and merchant banks, universities, research institutions, government agencies, nongovernmental organizations, and individuals
- (c) "Contract" means an agreement enforceable by law and includes General and Special Conditions of the contract.
- (d) "Data Sheet" means such part of the Instructions to Consultants that is used to reflect specific assignment conditions.
- (e) "Day" means calendar day including holiday.
- (f) "Government" means the Government of Sindh.
- (g) "Instructions to Consultants" (Section 2 of the RFP) means the document which provides shortlisted/Pre-qualified (as the case may be) Consultants with all information needed to prepare their Proposals.
- (h) "LOI" (Section 1 of the RFP) means the Letter of Invitation sent by the procuring agency to the Consultant.
- (i) "Proposal" means the Technical Proposal and the Financial Proposal.
- (j) "RFP" means the Request For Proposal prepared by the procuring Agency for the selection of Consultants.
- (k) "Sub-Consultant" means any person or entity to whom the Consultant subcontracts any part of the Services.
- (l) "Terms of Reference" (TOR) means the document included in the RFP as Section 5 which explains the objectives, scope of work, activities, tasks to be performed, respective responsibilities of the procuring agency and the Consultant, and expected results and deliverables of the assignment.

agency to provide goods, works or services other than consulting services for a project, any of its affiliates, shall be disqualified from providing consulting services related to those goods, works or services. Conversely, a firm hired to provide consulting services for the preparation or implementation of a project, any of its affiliates, shall be disqualified from subsequently providing goods or works or services other than consulting services resulting from or directly related to the firm's consulting services for such preparation or implementation.

- (ii) A Consultant (including its Personnel 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 to be executed for the same or for another Procuring Agency.
- (iii) A Consultant (including its Personnel and Sub-Consultants) that has a business or family relationship with a member of the Procuring Agency's staff who is directly or indirectly involved in any part of (i) the preparation of the Terms of Reference of the assignment, (ii) the selection process for such assignment, or (iii) supervision of the Contract, may not be awarded a Contract, unless the conflict stemming from this relationship has been resolved.

Conflicting Relationships

- 3.2 Government officials and civil servants may be hired as consultants only if:
- (i) They are on leave of absence without pay;
 - (ii) They are not being hired by the agency they were working for, six months prior to going on leave; and
 - (iv) Their employment would not give rise to any conflict of interest.

4. Fraud and Corruption

It is Government's policy that Consultants under the contract(s), observe the highest standard of ethics during the procurement and execution of such contracts. In pursuit of this policy, the Procuring Agency follows the instructions contained in Sindh Public procurement Rules 2010 which defines:

"corrupt and fraudulent practices" includes the offering, giving, receiving, or soliciting, directly or indirectly of anything of value to influence the act of another party for wrongful gain or any act or omission, including misrepresentation, that knowingly or recklessly misleads or attempt mislead a party to obtain a financial or other benefit or to avoid an obligation;

such extension shall confirm that they maintain the availability of the Professional staff nominated in the Proposal, or in their confirmation of extension of validity of the Proposal. Consultants may submit new staff in replacement, who would be considered in the final evaluation for contract award. Consultants who do not agree have the right to refuse to extend the validity of their Proposals.

9.2 Consultants shall submit required bid security along with financial proposal defined in the data sheet (which shall not be less than one percent and shall not exceed five percent of proposed amount).

10. Clarification and Amendment in RFP Documents

10.1 Consultants may request for a clarification of contents of the bidding document in writing, and procuring agency shall respond to such queries in writing within three calendar days, provided they are received at least five calendar days prior to the date of opening of proposal. The procuring agency shall communicate such response to all parties who have obtained RFP document without identifying the source of inquiry. Should the PA deem it necessary to amend the RFP as a result of a clarification, it shall do so.

10.2 At any time before the submission of Proposals, the Procuring Agency may amend the RFP by issuing an addendum/corrigendum in writing. The addendum shall be sent to all Consultants and will be binding on them. Consultants shall acknowledge receipt of all amendments. To give Consultants reasonable time in which to take an amendment into account in their Proposals the Procuring Agency may, if the amendment is substantial, extend the deadline for the submission of Proposals.

11. Preparation of Proposals

11.1 In preparing their Proposal, Consultants are expected to examine in detail the documents comprising the RFP. Material deficiencies (deviation from scope, experience and qualification of personnel) in providing the information requested may result in rejection of a Proposal.

11.2 The estimate number of professional staff months or the budget required for executing the assignment should be shown in the data sheet, but not both. However, proposal shall be based on the professional staff month or budget estimated by the consultant.

- (ii) Any comments or suggestions on the Terms of Reference and on the data, a list of services, and facilities to be provided by the PA (Section 3C).
- (iii) The list of the proposed staff team by specialty, the tasks that would be assigned to each staff team member, and their timing (Section 3E).
- (iv) CVs recently signed by the proposed professional staff and the authorized representative submitting the proposal (Section 3F). Key information should include number of years working for the consultant and degree of responsibility held in various assignments during the last _____ (PA may give number of years as per their requirement) years.
- (v) Estimates of the total staff input (professional and support staff; staff time) needed to carry out the assignment, supported by bar chart diagrams showing the time proposed for each professional staff team member (Sections 3E and 3G).
- (vi) A detailed description of the proposed methodology, work plan for performing the assignment, staffing, and monitoring of training, if the Data Sheet specifies training as a major component of the assignment (Section 3D).
- (vii) Any additional information requested in the Data Sheet.

13.3 The Technical Proposal shall not include any financial information.

14. Financial Proposals

14.1 The Financial Proposal shall be prepared using the attached Standard Forms (Section 4). It shall list all costs associated with the assignment, including (a) remuneration for staff (in the field and at the Consultants' office), and (b) reimbursable expenses indicated in the Data Sheet (if applicable). Alternatively Consultant may provide their own list of cost. If appropriate, these costs should be broken down by activity. All activities and items described in the Technical Proposal must be priced separately; activities and items described in the Technical Proposal but not priced, shall be assumed to be included in the prices of other activities or items.

15. Taxes

15.1 The Consultant will be subject to all admissible taxes including stamp duty and service charges at a rate prevailing on the date of contract agreement unless exempted by relevant tax authority.

16. Submission,

16.1 Proposal shall contain no interlineations or overwriting.

criteria, and point system specified in the Data Sheet. Each responsive Proposal will be given a technical score (St). A Proposal shall be rejected at this stage if it fails to achieve the minimum technical score indicated in the Data Sheet.

In the case of Quality-Based Selection, Selection Based on Consultant's Qualifications, and Single-Source Selection, the highest ranked consultant or firm selected on a single-source basis is invited to negotiate its proposal and the contract on the basis of the Technical Proposal and the Financial Proposal submitted.

**Public Opening and Evaluation of Financial Proposals:
(QCBS, Fixed-Budget, and Least-Cost Selection Methods
Only)**

- 18.2 After the technical evaluation is completed, the PA shall notify in writing Consultants that have secured the minimum qualifying marks, the date, time and location, allowing a reasonable time, for opening the Financial Proposals. Consultants' attendance at the opening of Financial Proposals is optional.

Financial proposals of those consultants who failed to secure minimum qualifying marks shall be returned unopened.

**19. Evaluation of
Financial Proposals**

- 19.1 In QCBS and Least Cost, Financial Proposals shall be opened publicly in the presence of the Consultants' representatives who choose to attend. The name of the Consultants, and the technical scores of the Consultants shall be read aloud. The Financial Proposal of the Consultants who met the minimum qualifying mark 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.
- 19.2 The Evaluation Committee will correct any computational errors. When correcting computational errors, in case of discrepancy between a partial amount and the total amount, or between word and figures the formers will prevail. In addition to the above corrections, activities and items described in the Technical Proposal but not priced, shall be assumed to be included in the prices of other activities or items.
- 19.3 The lowest evaluated Financial Proposal (Fm) will be given the maximum financial score (Sf) of 100 points. The financial scores (Sf) of the other Financial Proposals will be computed as indicated in the Data Sheet. Proposals will be ranked according

staff/experts

expects to negotiate a Contract on the basis of the Professional staff named in the Proposal. Before contract negotiations, the PA will require assurances that the Professional staff will be actually available. The PA will not consider substitutions during contract negotiations unless both parties agree that undue delay in the selection process makes such substitution unavoidable or for reasons such as death or medical incapacity. If this is not the case and if it is established that Professional staff were offered in the proposal without confirming their availability, the Consultant may be disqualified. Any proposed substitute shall have equivalent or better qualifications and experience than the original candidate and be submitted by the Consultant within the period of time specified in the letter of invitation to negotiate.

24. Award of Contract

- 24.1 After completing negotiations, the Procuring Agency shall award the Contract to the selected Consultant and within seven of the award of contract, Procuring Agency shall publish on the website of the Authority and on its own website, if such a website exists, the result of the bidding process, identifying the bid through procuring identifying number, if any and the following information, evaluation report, form of contract and letter of award, bill of quantity or schedule of requirement, as the case may be.
- 24.2 After publishing of award of contract consultant required to submit a performance security at the rate indicated in date sheet.
- 24.3 The Consultant is expected to commence the assignment on the date and at the location specified in the Data Sheet.

25. Confidentiality

Information relating to evaluation of Proposals and recommendations concerning awards shall not be disclosed to the Consultants who submitted the Proposals or to other persons not officially concerned with the process, until the publication of the award of Contract. The undue use by any Consultant of confidential information related to the process may result in the rejection of its Proposal.

9.1	Proposals validity shall not be more than 90 days in case of National Competitive Bidding (NCB) and 120 days in case of International competitive Bidding (ICB).
9.2	The consultants shall submit bid security of 2% of the bid price along with financial proposal, in form of pay order / bank draft, and in favor of the "Directorate of Urban Policy & Strategic Planning, Sindh".
10.1	Clarifications may be requested not later than <u>five</u> days before the submission date. The address for requesting clarifications is: <u>Office of the Director General,</u> <u>Directorate of Urban Policy & Strategic Planning, Sindh, Planning & Development Department, Government of Sindh.</u> <u>Bungalow No. 37E/2, Block-6, P.E.C.H.S, Karachi.</u> Facsimile: <u>021-34300554</u> E-mail: <u>dgupsp@gmail.com</u>
12	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.
6.1	Shortlisted Consultants may associate with other shortlisted Consultants: <u>No.</u>
11.2	The estimated number of professional staff-months required for the assignment is: <u>29.0 including person months of support staff.</u>
13.1	The format of the Technical Proposal to be submitted is: <u>Full Technical Proposal</u>
13.2 (vii)	Training is specific component of this assignment <u>No.</u>
14.1	<i>List the applicable Reimbursable expenses in local currency.</i> (1) a per diem allowance in respect of Personnel of the Consultant for every day in which the Personnel shall be absent from the home office and, as applicable, outside the beneficiary country for purposes of the Services; (2) cost of necessary travel, including transportation of the Personnel by the most appropriate means of transport and the most direct practicable route

	<p>(3) cost of applicable international or local communications such as the use of telephone and facsimile required for the purpose of Consulting Services;</p> <p>(4) cost of printing and dispatching of the reports to be produced for Consulting Services;</p> <p>(5) organization of consultative workshop(s) with stakeholders</p>																													
15.1	Amounts payable by the PA to the Consultant under the contract to be subject to local taxation, stamp duty and service charges, if applicable <u>Yes</u>																													
16.2	Consultant must submit the original and <u>03</u> copies of the Technical Proposal and the original of the Financial Proposal.																													
13.1	<p>Criteria, sub-criteria, and point system for the evaluation of Full Technical Proposals are:</p> <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 80%;"></th> <th style="text-align: right; width: 20%;"><u>Points</u></th> </tr> </thead> <tbody> <tr> <td>(i) Specific experience of the Consultants relevant to the assignment:</td> <td style="text-align: right;">[10]</td> </tr> <tr> <td>(ii) Adequacy of the proposed methodology and work plan in responding to the Terms of Reference:</td> <td></td> </tr> <tr> <td style="padding-left: 20px;">a) Technical approach and methodology</td> <td style="text-align: right;">[15]</td> </tr> <tr> <td style="padding-left: 20px;">b) Work plan</td> <td style="text-align: right;">[5]</td> </tr> <tr> <td style="padding-left: 20px;">c) Organization and staffing</td> <td style="text-align: right;">[5]</td> </tr> <tr> <td style="padding-left: 20px;">d) Comments on TOR</td> <td style="text-align: right;">[5]</td> </tr> <tr> <td style="text-align: right; padding-right: 20px;">Total points for criterion (ii):</td> <td style="text-align: right;">[30]</td> </tr> <tr> <td>(iii) Key professional staff qualifications and competence for the assignment:</td> <td></td> </tr> <tr> <td style="padding-left: 40px;">i. Team Leader / Investment Management Specialist (01 No.)</td> <td style="text-align: right;">[20]</td> </tr> <tr> <td style="padding-left: 40px;">ii. Investment Management Specialist (01 Nos.)</td> <td style="text-align: right;">[15]</td> </tr> <tr> <td style="padding-left: 40px;">iii. Economist (01 Nos.)</td> <td style="text-align: right;">[15]</td> </tr> <tr> <td style="padding-left: 40px;">iv. Legal Experts (01 No.)</td> <td style="text-align: right;">[10]</td> </tr> <tr> <td style="text-align: right; padding-right: 20px;">Total points for criterion (iii):</td> <td style="text-align: right;">[60]</td> </tr> </tbody> </table> <p>The number of points to be assigned to each of the above positions or disciplines shall be determined considering the following three subcriteria and relevant percentage weights:</p>		<u>Points</u>	(i) Specific experience of the Consultants relevant to the assignment:	[10]	(ii) Adequacy of the proposed methodology and work plan in responding to the Terms of Reference:		a) Technical approach and methodology	[15]	b) Work plan	[5]	c) Organization and staffing	[5]	d) Comments on TOR	[5]	Total points for criterion (ii):	[30]	(iii) Key professional staff qualifications and competence for the assignment:		i. Team Leader / Investment Management Specialist (01 No.)	[20]	ii. Investment Management Specialist (01 Nos.)	[15]	iii. Economist (01 Nos.)	[15]	iv. Legal Experts (01 No.)	[10]	Total points for criterion (iii):	[60]	
	<u>Points</u>																													
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iii. Economist (01 Nos.)	[15]																													
iv. Legal Experts (01 No.)	[10]																													
Total points for criterion (iii):	[60]																													

	<p>1) General qualifications (Including registration with relevant professional bodies.) 30%</p> <p>2) Adequacy for the assignment 60%</p> <p>3) Experience in region and language 10%</p> <p>Total weight: 100%</p> <p>Total points of criteria (i), (ii) & (iii) : [100]</p> <p>The minimum technical score St required to pass is: 70 Points</p> <p>The Contract Type: Lump Sum</p>	
20.1	Expected date and address for contract negotiations: To be announced later.	
24.2	Successful consultant is required to submit performance security in form of pay order, demand draft or bank guarantee. The amount of performance security will be equivalent to 10% of the contract amount.	
5.1	Consultant undertakes to sign Integrity Pact for the procurement estimated to exceed Pak Rs.2.5 million.	

FORM TECH-1. TECHNICAL PROPOSAL SUBMISSION FORM

[Location, Date]

To: [Name and address of PA]

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 Proposal. We are hereby submitting our Proposal, which includes this Technical Proposal, and a Financial Proposal sealed under a separate envelope¹.

We are submitting our Proposal in association with: [Insert a list with full name and address of each associated Consultant]²

We hereby declare that all the information and statements made in this Proposal are true and accept that any misinterpretation contained in it may lead to our disqualification.

If negotiations are held during the period of validity of the Proposal, i.e., before the date indicated in the Data Sheet, we undertake to negotiate on the basis of the proposed staff. Our Proposal is binding upon us and subject to the modifications resulting from Contract negotiations.

We undertake, if our Proposal is accepted, to initiate the consulting services related to the assignment not later than the date indicated in the Data Sheet.

We understand you are not bound to accept any Proposal you receive.

We remain,

Yours sincerely,

Authorized Name and Name Address: _____
Signature and _____
[In full Title of _____ and _____ initials]:
Signatory: _____
Firm: _____

1 [In case Paragraph Reference 1.2 of the Data Sheet requires to submit a Technical Proposal only, replace this sentence with: "We are hereby submitting our Proposal, which includes this Technical Proposal only."]

2 [Delete in case no association is foreseen.]

B - Consultant's Experience

[Using the format below, provide information on each assignment for which your firm, and each associate for this assignment, was legally contracted either individually or 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. Use 20 pages.]

Assignment name:	Approx. value of the contract (in current US\$ or Euro):
Country: Location within country:	Duration of assignment (months):
Name of PA:	Total No of staff-months of the assignment:
Address:	Approx. value of the services provided by your firm under the contract (in current US\$ or Euro):
Start date (month/year): Completion date (month/year):	No of professional staff-months provided by associated Consultants:
Name of associated Consultants, if any:	Name of senior professional staff of your firm involved and functions performed (indicate most significant profiles such as Project Director/Coordinator, Team Leader):
Narrative description of Project:	
Description of actual services provided by your staff within the assignment:	

Firm's Name: _____

B - On Counterpart Staff and Facilities

[Comment here on counterpart staff and facilities to be provided by the PA according to Paragraph Reference 1.4 of the Data Sheet including: administrative support, office space, local transportation, equipment, data, etc.]

FORM TECH-5. TEAM COMPOSITION AND TASK ASSIGNMENTS

Professional Staff				
Name of Staff	Firm	Area of Expertise	Position Assigned	Task Assigned

<p>11. Detailed Tasks Assigned</p> <p><i>[List all tasks to be performed under this assignment]</i></p>	<p>12. Work Undertaken that Best Illustrates Capability to Handle the Tasks Assigned</p> <p><i>[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.]</i></p> <p>Name of assignment or project: _____</p> <p>Year: _____</p> <p>Location: _____</p> <p>PA: _____</p> <p>Main project features: _____</p> <p>Positions held: _____</p> <p>Activities performed: _____</p>
--	--

13. Certification:

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

_____ Date: _____
[Signature of staff member or authorized representative of the staff] *Day/Month/Year*

Full name of authorized representative: _____

FORM TECH-8. WORK SCHEDULE

No	Activity ¹	Months ²					
		1	2	3	4	5	6
1							
2							
3							
4							
5							
n							

- 1 Indicate all main activities of the assignment, including delivery of reports (e.g.: inception, interim, and final reports), and other benchmarks such as PA 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.

FORM FIN-1. FINANCIAL PROPOSAL SUBMISSION FORM

[Location, Date]

To: [Name and address of PA]

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 sum of [Insert amount(s) in words and figures¹].

Our Financial Proposal shall be binding upon us subject to the modifications resulting from Contract negotiations, up to expiration of the validity period of the Proposal, i.e. before the date indicated in Paragraph Reference 9.1 of the Data Sheet.

Commissions and gratuities paid or to be paid by us to agents relating to this Proposal and Contract execution, if we are awarded the Contract, are listed below²:

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

We understand you are not bound to accept any Proposal you receive.

We remain,

Yours sincerely,

Authorized Name and Address: _____
 Signature and Title of _____
 [In full of and initials]:
 Signatory: _____
 Firm: _____

- 1 Amounts must coincide with the ones indicated under Total Cost of Financial proposal in Form FIN-2.
- 2 If applicable, replace this paragraph with: "No commissions or gratuities have been or are to paid by us to agents relating to this Proposal and Contract execution."

FORM FIN-3. BREAKDOWN OF COSTS BY ACTIVITY¹

Group of Activities (Phase): ²	Description: ³			
_____	_____			
_____	_____			
_____	_____			
_____	_____			
_____	_____			
_____	_____			
_____	_____			
_____	_____			
_____	_____			
_____	_____			
_____	_____			
_____	_____			
_____	_____			
_____	_____			
_____	_____			
_____	_____			
_____	_____			
_____	_____			
_____	_____			
_____	_____			

- 1 Form FIN-3 shall be filled at least for the whole assignment. In case some of the activities require different modes of billing and payment (e.g.: the assignment is phased, and each phase has a different payment schedule), the Consultant shall fill a separate Form FIN-3 for each group of activities. For each currency, the sum of the relevant Subtotals of all Forms FIN-3 provided must coincide with the Total Costs of Financial Proposal indicated in Form FIN-2.
- 2 Names of activities (phase) should be the same as, or correspond to the ones indicated in the second column of Form TECH-8.
- 3 Short description of the activities whose cost breakdown is provided in this Form.
- 4 Indicate between brackets the name of the foreign currency. Use the same columns and currencies of Form FIN-2.
- 5 For each currency, Remuneration and Reimbursable Expenses must respectively coincide with relevant Total Costs indicated in Forms FIN-4, and FIN-5.

FORM FIN-5. BREAKDOWN OF REIMBURSABLE EXPENSES

N°	Description ¹	Unit	Unit Cost ²
	Per diem allowances	Day	
	International flights ³	Trip	
	Miscellaneous travel expenses	Trip	
	Communication costs between [Insert place] and [Insert place]		
	Drafting, reproduction of reports		
	Consultative workshop(s)		

- 1 Delete items that are not applicable or add other items according to Paragraph Reference 14.1 of the Data Sheet.
- 2 Indicate unit cost and currency.
- 3 Indicate route of each flight, and if the trip is one- or two-ways.
- 4 Only if the training is a major component of the assignment, defined as such in the TOR.

Section 5. Terms of Reference

Profit organizations.

The study is also aimed at ascertaining the sector wise investments made in the province of Sindh and thereby identifying the underlying potential of Investments focusing the different geographic locations of Sindh.

This study will enable Government to assess potential in the local economy, and overall investment potential of the province.

Methodology

The study is being carried out through single consultancy firm / consortia, as per SPPRA rules.

Data Types

a. Quantitative data of various sectors/sub-sectors

- i. Investment in Agriculture Sector
- ii. Investment in Industrial Areas
- iii. Foreign Direct Investments (FDIs)
- iv. Investment in Financial sector
- v. Investment in Infrastructure
- vi. Investment towards Poverty Alleviation
- vii. Investment in Social Sectors/Sub-Sectors
- viii. Investment in Natural Resources
- ix. Investment in Energy Sector
- x. Investments in I.T and Communication Sector and its Sub-Sectors like Telecom etc
- xi. Investment in Tourism
- xii. Investment in Livestock and Fisheries
- xiii. Investment in Services Sector/Sub-Sectors
- xiv. Investment in Education and Literacy
- xv. Investment in Land use, Housing and Transportation
- xvi. Investment in Trade & Industry
- xvii. Investment in Health Services
- xviii. Other areas, sectors and sub-sectors

b. Qualitative Data of various sectors/sub-sectors

Sources of Data

For Quantitative data: Various GOP/GOS Departments/Agencies/SBP & others

For Qualitative Data: Workshops / Focus group Discussions and Interviews with Technocrats, Economists, Educationists, Investors and Business community.

- 10) Mitigating investment challenges
- 11) Physical Infrastructure available to support Investments
- 12) Tariffs and Taxation impacts (For and Against)
- 13) Existing organizational structures to support investments
- 14) Role of Trade bodies and Chamber of Commerce for future growth
- 15) Any other important factors

C. Conclusion

The consultant will describe:

- 1) Overall analysis on the Investment in the province
- 2) Assessment of the provincial economy, existing and future investments
- 3) present and potential capacity of the existing infrastructure and resources
- 4) Trend Analysis and SWOT
- 5) Views of the stakeholders, Technocrats, Economists, Educationists, Investors and Business community

D. Recommendations

Consultant will furnish recommendations identifying potential investment areas, geographic locations, sectors and potential investors, suggesting future trends. The consultant should provide detailed proposals/recommendations to attract and enhance investments, Local as well as Foreign Direct Investments.

Man Months

Duration of the Assignment

The duration of assignment will be for four (04) calendar months. An initial meeting to review the scope of the ToRs will be held as per the directions of the Directorate of Urban Policy and Strategic Planning, when the selected consultant is expected to produce a brief Inception Report that will include their proposed methodology (based on the present TORs) and the corresponding time schedule for the assignment. Submission of the Draft Report will be as per agreed timelines, and consultant shall be bound to conduct at least 1 consultative workshop before finalization of the report and ensure that the suggestions of the stakeholders, technocrats, economists, and business community are incorporated in the report.

The consultant shall document all the consultations in writing, i.e. in the form of minutes of meetings, recording interactions and conversations, written correspondence and submissions etc.

2) Investment Management Specialist:

Roles and Responsibilities:

- Carryout situation analysis & Overall analysis of the Investments in Sindh
- Assessment of present and potential capacity of the existing infrastructure and resources to support Investments
- Obtain and record views of the stakeholders, Technocrats, Economists, Educationists, Investors and Business community
- Detailed analysis of past 5 years Investments in Sindh
- Detailed analysis of next 5-years Investment Forecasts in Sindh

Qualification and Experience: Masters degree in business administration with relevant specialization or CA / ACCA, having min 10 years' experience in regional economic policy making, economic development, investment management and finance. Experience in multilateral or bilateral financed projects, especially in Sindh province, will be considered as an added advantage.

3) Economist

Roles and Responsibilities:

- Assessment of the provincial economy, existing and future investments in the province
- Analysis of Economic zones created and their impacts
- Support the Investment Specialist in assessment of present and potential capacity of the existing infrastructure and resources to support Investments
- Support in Obtaining and recording views of the stakeholders, Technocrats, Economists, Educationists, Investors and Business community
- Support in Detailed analysis of past 5 years Investments in Sindh
- Support in Detailed analysis of next 5-years Investment Forecasts in Sindh

Qualification and Experience: Masters degree in Economic / business administration with relevant specialization having min 07 years' experience in regional economic policy making, economic development, investment management and finance. Experience in multilateral or bilateral financed projects, especially in Sindh province, will be considered as an added advantage.

4) Legal Expert:

Roles and Responsibilities:

- Study and analyze all the relevant Acts, Laws, and Ordinances, MoUs
- Study and analyse Investment policies and submit a detailed report on the enabling policies and affecting policies. Submit formal recommendations on Investment friendly policies
- Submit proposals on Investment Incentives
- Proposals on prospective future Investment Commitments and MOUs
- Identify present role and institutional setup of various agencies and bodies concerned

Section 6. Forms of Contract

- (m) "Personnel" means persons hired by the Consultant or by any Sub-Consultants and assigned to the performance of the Services or any part thereof.
 - (n) "SC" means the Special Conditions of Contract by which the GC may be amended or supplemented.
 - (o) "Services" means the consulting services to be performed by the Consultant pursuant to this Contract, as described in the Terms of References.
 - (p) "Sub-Consultants" means any person or entity to whom/which the Consultant subcontracts any part of the Services.
 - (q) "In writing" means communicated in written form with proof of receipt.
- 1.2 Law Governing Contract** This Contract, its meaning and interpretation, and the relation between the Parties shall be governed by the applicable law.
- 1.3 Language** This Contract is executed in the language specified in the SC, which shall be the binding and controlling language for all matters relating to the meaning or interpretation of this Contract.
- 1.4 Notices**
- 1.4.1 Any notice, request or consent required or permitted to be given or made pursuant to this Contract shall be in writing. Any such notice, request or consent shall be deemed to have been given or made when delivered in person to an authorized representative of the Party to whom the communication is addressed, or when sent to such Party at the address specified in the SC.
- 1.4.2 A Party may change its address for notice hereunder by giving the other Party notice in writing of such change to the address specified in the SC.
- 1.5 Location** The Services shall be performed at such locations as are specified in special condition of contract and, where the location of a particular task is not so specified, at such locations, whether in the Government's country or elsewhere, as the PA may approve.
- 1.6 Authority of Member in Charge** In case the Consultant consists of a joint venture/ consortium/ association of more than one individual firms, the Members hereby authorize the individual firms or specified in the SC to act on their behalf in exercising all the Consultant's rights and obligations towards the PA under this Contract, including without limitation the receiving of instructions and payments from the PA.
- 1.7 Authorized Representa-** Any action required or permitted to be taken, and any document required or permitted to be executed under this Contract by the PA or the

2.5.2 No Breach of Contract

The failure of a Party to fulfill any of its obligations under the contract shall not be considered to be a breach of, or default under, this Contract insofar as such inability arises from an event of Force Majeure, provided that the Party affected by such an event (a) has taken all reasonable precautions, due care and reasonable alternative measures in order to carry out the terms and conditions of this Contract, and (b) has informed the other Party as soon as possible about the occurrence of such an event.

2.5.3 Extension of Time

Any period within which a Party shall, pursuant to this Contract, complete any action or task, shall be extended for a period equal to the time during which such Party was unable to perform such action as a result of Force Majeure.

2.5.4 Payments

During the period of their inability to perform the Services as a result of an event of Force Majeure, the Consultant shall be entitled to continue to be paid under the terms of this Contract, as well as to be reimbursed for additional costs reasonably and necessarily incurred by them during such period for the purposes of the Services and in reactivating the Service after the end of such period.

2.6 Termination

2.6.1 By the PA

The PA may terminate this Contract in case of the occurrence of any of the events specified in paragraphs (a) through (f) of this Clause GC 2.6.1. In such an occurrence the PA shall give a not less than thirty (30) days' written notice of termination to the Consultant, and sixty (60) days' in the case of the event referred to in (e).

(a) If the Consultant does not remedy the failure in the performance of their obligations under the Contract, within thirty (30) days after being notified or within any further period as the PA may have subsequently approved in writing.

(b) If the Consultant becomes insolvent or bankrupt.

(c) If the Consultant, in the judgment of the PA has engaged in corrupt or fraudulent practices in competing for or in executing the Contract.

(d) If, as the result of Force Majeure, the Consultant(s) are unable to perform a material portion of the Services for a period of not less than sixty (60) days.

(e) If the PA, in its sole discretion and for any reason whatsoever, decides to terminate this Contract.

(f) If the Consultant fails to comply with any final decision reached as a result of arbitration proceedings pursuant to Clause GC 8 hereof.

assignments or their own corporate interests.

- 3.2.1 Consultants not to Benefit from Commissions, Discounts, etc.** The payment of the Consultant pursuant to Clause GC 6 shall constitute the Consultant's only payment in connection with this Contract or the Services, and the Consultant shall not accept for their own benefit any trade commission, discount, or similar payment in connection with activities pursuant to this Contract or to the Services or in the discharge of their obligations under the Contract, and the Consultant shall use their best efforts to ensure that the Personnel, any Sub-Consultants, and agents of either of them similarly shall not receive any such additional payment.
- 3.2.2 Consultant and Affiliates not to be Otherwise Interested in Project** The Consultant agrees that, during the term of this Contract and after its termination, the Consultant and any entity affiliated with the Consultant, as well as any Sub-Consultants and any entity affiliated with such Sub-Consultants, shall be disqualified from providing goods, works or services (other than consulting services) resulting from or directly related to the Consultant's Services for the preparation or implementation of the project.
- 3.2.3 Prohibition of Conflicting Activities** The Consultant shall not engage, and shall cause their Personnel, as well as their Sub-Consultants and their Personnel not to engage, either directly or indirectly, in any business or professional activities which would conflict with the activities assigned to them under this Contract.
- 3.3 Confidentiality** Except with the prior written consent of the PA, the Consultant and the Personnel shall not at any time communicate to any person or entity any confidential information acquired in the course of the Services, nor shall the Consultant and the Personnel make public the recommendations formulated in the course of, or as a result of, the Services.
- 3.4 Insurance to be Taken Out by the Consultant** The Consultant (a) shall take out and maintain, and shall cause any Sub-Consultants to take out and maintain, at their (or the Sub-Consultants', as the case may be) own cost but on terms and conditions approved by the PA, insurance against the risks, and for the coverage, as shall be specified in the SC; and (b) at the PA's request, shall provide evidence to the PA showing that such insurance has been taken out and maintained and that the current premiums have been paid.
- 3.5 Consultant's Actions Requiring PA's Prior Approval** The Consultant shall obtain the PA's prior approval in writing before taking any of the following actions:
- (a) entering into a subcontract for the performance of any part of the Services,
 - (b) appointing such members of the Personnel not listed by name in Appendix C, and
 - (c) any other action that may be specified in the SC.

**and/or
Replacement
of Personnel**

in the Key Personnel. If, for any reason beyond the reasonable control of the Consultant, such as retirement, death, medical incapacity, among others, it becomes necessary to replace any of the Key Personnel, the Consultant shall provide as a replacement a person of equivalent or better qualifications.

- (b) If the PA finds that any of the Personnel have (i) committed serious misconduct or have been charged with having committed a criminal action, or (ii) have reasonable cause to be dissatisfied with the performance of any of the Personnel, then the Consultant shall, at the PA's written request specifying the grounds thereof, provide as a replacement a person with qualifications and experience acceptable to the PA.
- (c) The Consultant shall have no claim for additional costs arising out of or incidental to any removal and/or replacement of Personnel.

5. OBLIGATIONS OF THE PA

- 5.1 **Assistance and Exemptions** The PA shall use its best efforts to ensure that the Government shall provide the Consultant such assistance and exemptions as specified in the SC.
- 5.2 **Change in the Applicable Law Related to Taxes and Duties** If, after the date of this Contract, there is any change in the Applicable Law with respect to taxes and duties which increases or decreases the cost incurred by the Consultant in performing the Services, then the remuneration and reimbursable expenses otherwise payable to the Consultant under this Contract shall be increased or decreased accordingly by agreement between the Parties, and corresponding adjustments shall be made to the amounts referred to in Clauses GC 6.2 (a) or (b), as the case may be.
- 5.3 **Services and Facilities** The PA shall make available free of charge to the Consultant the Services and Facilities listed under Appendix F.

6. PAYMENTS TO THE CONSULTANT

- 6.1 **Security** The consultant has to submit bid security and the performance security at the rate mention in SC.
- 6.2 **Lump-Sum Payment** The total payment due to the Consultant shall not exceed the Contract Price which is an all inclusive fixed lump-sum covering all costs required to carry out the Services described in Appendix A. Except as provided in Clause 5.2, the Contract Price may only be increased above the amounts stated in Clause 6.2 if the Parties have agreed to additional payments in accordance with

III. Special Conditions of Contract

(Clauses in brackets { } are optional; all notes should be deleted in final text)

**Number of
GC Clause**

**Amendments of, and Supplements to, Clauses in the
General Conditions of Contract**

{1.1} Sindh Public Procurement Act and Sindh Public Procurement Rules 2010.

1.3 The language is English.

1.4 The addresses are:

Procuring Agency:

Attention: _____

Faeximile: _____

E-mail: _____

Consultant: _____

Attention: _____

Faeximile: _____

E-mail: _____

Special Condition of Contract

- (1) the Consultant, Sub-Consultants and Personnel, and their eligible dependents, shall follow the usual customs procedures of the Government's country in importing property into the Government's country; and
- (2) if the Consultant, Sub-Consultants or Personnel, or their eligible dependents, do not withdraw but dispose of any property in the Pakistan for which customs duties and taxes have been exempted, the Consultant, Sub-Consultants or Personnel, as the case may be, (i) shall bear such customs duties and taxes in conformity with the regulations of the Government's country, or (ii) shall reimburse them to the PA if they were paid by the PA at the time the property in question was brought into the Government's country.

2.2 The date for the commencement of Services is *[insert date]*.

2.3 The time period shall be *[insert time period, e.g.: twelve months, eighteen months]*.

3.4 The risks and the coverage shall be as follows:

- (a) Third Party motor vehicle liability insurance in respect of motor vehicles operated by the Consultant or its Personnel or any Sub-Consultants or their Personnel, with a minimum coverage of *[insert amount and currency]*;
- (b) Third Party liability insurance, with a minimum coverage of *[insert amount and currency]*;
- (c) professional liability insurance, with a minimum coverage of *[insert amount and currency]*;
- (d) employer's liability and workers' compensation insurance in respect of the Personnel of the Consultant and of any Sub-Consultants, in accordance with the relevant provisions of the Applicable Law, as well as, with respect to such Personnel, any such life, health, accident, travel or other insurance as may be appropriate; and
- (e) insurance against loss of or damage to (i) equipment purchased in whole or in part with funds provided under this Contract, (ii) the Consultant's property used in the performance of the Services, and (iii) any documents prepared by the Consultant in the performance of the Services.

Contract

6.5

The accounts are:

for foreign currency or currencies: *[insert account]*

for local currency: *[insert account]*

Payments shall be made according to the following schedule:

- (a) Twenty (10) percent of the Contract Price shall be paid on the commencement date against the submission of a demand guarantee for the same.
- (b) Ten (20) percent of the lump-sum amount shall be paid upon submission of the inception report.
- (c) Twenty-five (25) percent of the lump-sum amount shall be paid upon submission of the interim report.
- (d) Twenty-five (25) percent of the lump-sum amount shall be paid upon submission of the draft final report.
- (e) Twenty (20) percent of the lump-sum amount shall be paid upon approval of the final report.
- (f) The demand guarantee shall be released when the total payments reach fifty (50) percent of the lump-sum amount.

Note: This sample clause should be specifically drafted for each contract.

8.2

Disputes shall be settled by complaint redressal committee define in SPPR 2010 or through arbitration Act of 1940.in accordance with the following provisions:

Contract

practices and further pay compensation to GoS in an amount equivalent to ten time the sum of any commission, gratification, bribe, finder's fee or kickback given by [name of Supplier] as aforesaid for the purpose of obtaining or inducing the procurement of any contract, right, interest, privilege or other obligation or benefit in whatsoever form from GoS.

Name of Buyer:

Name of Seller/Supplier:

Signature:

Signature:

.....

[Seal]

[Seal]

Remuneration pursuant to the rates set forth in Annex C shall be adjusted every 12 months (and, for the first time, with effect for the remuneration earned in the *[13] th* calendar month after the date of the Contract) by applying the following formula:

$$R_t = R_{t_0} \frac{I_t}{I_{t_0}}$$

where R_t is the adjusted remuneration, R_{t_0} is the remuneration payable on the basis of the rates set forth in Annex C for payable remuneration, I_t is the official rate of inflation for the first month for which the adjustment is to have effect and, I_{t_0} is the official rate of inflation for the month of the date of the Contract.”]

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|----------------------------------|--|
| 5. Project Administration | <p>A. Coordinator</p> <p>The PA designates Mr./Ms. <i>[insert name]</i> 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.</p> <p>B. Timesheets</p> <p>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.</p> <p>C. Records and Accounts</p> <p>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.</p> |
| 6. Performance Standard | <p>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.</p> |
| 7. Confidentiality | <p>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.</p> |
| 8. Ownership of Material | <p>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</p> |

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

PROCUREMENT PLAN

Sl. No.	Name of Study	Estimated Timeline				Source of Funds (ADP/NON-ADP)	Proposed Procurement Method
		Jul 15 - 16-Jun	Jul 16 - 17-Jun	Jul 17 - 18-Jun			
1	Feasibility Study - Karachi Elevated Circular Beltway	X	X				
2	Development Master Plans for District HQ Towns of Sindh	X	X	X			
3	Investment Management Study for Sindh	X	X				
4	Annual Finance Assessment Study for Sindh	X	X				
5	Health Financing Policy	X	X				
6	Design of Development Program Schemes using Geospatial Technologies	X	X	X	X	X	
7	Urban and Development Strategy for Sindh		X	X	X	X	


 (Khair Muhammad Kalwar)
 Director General