

# REQUEST FOR PROPOSAL FOR

## Engagement of Architect & Engineer for approval from Design Vetting Committee (DVC) of Capital Development Authority, Islamabad

Name of Work:- Works & Services Department invites sealed "Technical" & "Financial" proposals from the consulting firms for 28 Nos. Suits at Sindh House Islamabad (Right Wing Block-I and Left Wing Block-II) (ADP # 2767 of 2016-17). The assignment cited above with Scope, Estimated Cost and duration of assignment are as under:-

### **Consultancy Services are Required for approval from Design Vetting Committee of Capital Development Authority, Islamabad; comprising of:-**

1. **Estimated Cost of Civil works:** Rs.214.943 Millions
2. **Assignment Period:** 06 (Six) Months
3. **Bidding Procedure:** Single Stage Two Envelope
4. **Eligibility:**
  - (i) Consulting Firm registered with PEC and licensed by Capital Development Authority.
  - (ii) Consulting firms, having an experience of 5 years or more in planning, designing and working drawings shall be eligible for the assignment.
  - (iii) Registration with Tax authorities including S.R.B.
  - (iv) Preference will be given to the Consulting firms / bidders established in twin cities, keeping in view the nature of assignment and security of Red Zone area.
5. **Schedule of issuance:** Eligible Consulting Firm can apply to purchase RFP (Request for Proposal) containing details of assignment, with immediate effect during working hours up to 22-9-2016 till 3.00 P.M. in lieu of Rs.1,500/- in shape of Pay Order / Call Deposit in favour of undersigned OR in cash. (Not Refundable)  
In case, there is no applicant firm during above schedule then Consulting Firms can purchase RFP w.e.f. 26-9-2016 to 10-10-2016 on usual terms & conditions.
6. **Dead line of Submissions:** "Technical" and "Financial" proposals, supported with 2% of offered bid as bid security in shape of Call Deposit / Pay Order (refundable), shall be received on 23-9-2016 till 11.00 A.M. and opened on same day at 12.00 P.M. by the "Consultant Selection Committee" in presence of representatives of Consulting Firms who may like to be present at that time.  
Dead line for proposals submission, issued in 2<sup>nd</sup> attempt shall be received back on 11-10-2016 till 11.00 A.M. and opened at 12.00 P.M. on same day on usual terms & conditions.

7. Interested firms should address their inquiries and submit their applications to the following:-

Address : Resident Engineer, Special Project, Sindh House, F-5/2 Islamabad  
Telephone No : (051) 9211411  
E-mail Address : reshibd@yahoo.com  
Fax No. : (051) 9203407

8. Procuring Agency may reject all or any bid subject to the relevant provisions of Sindh Public Procurement Rules 2010 (amended)

NO.RE/SHI/P-13/ 877 /-2016

Dated: 30 / 8 /2016.

  
(ASADULLAH BROHI)  
RESIDENT ENGINEER  
SPECIAL PROJECT  
SINDH HOUSE ISLAMABAD

**GOVERNMENT OF SINDH  
WORKS & SERVICES DEPARTMENT  
SINDH HOUSE ISLAMABAD**

**REQUEST FOR PROPOSAL (RFP)**

FOR Appointment of

**“CONSULTANT / ENGAGEMENT OF ARCHITECT & ENGINEER FOR  
APPROVAL FROM DESIGN VETTING COMMITTEE (DVC) OF  
CAPITAL DEVELOPMENT AUTHORITY”**

FOR

**“CONSTRUCTION OF 28 NOS. SUITS AT SINDH HOUSE ISLAMABAD  
(RIGHT WING BLOCK-I AND LEFT WING BLOCK-II, ISLAMABAD)”**  
(ADP NO.2767 OF 2016-17)

OFFICE OF

THE RESIDENT ENGINEER, SPECIAL PROJECT,  
SINDH HOUSE ISLAMABAD

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**DEFINITIONS**

- (a) “Government of Sindh” means the Government of Sindh and all its associated departments, agencies, autonomous, Semi-autonomous bodies boards, universities and similar other organizations.
- (b) “Client” means Resident Engineer, Special Project Sindh House Islamabad with whom the selected consultants signs the agreement for the service.
- (c) “Consultants” means any entity/firm/joint venture of the firms that may provide the services to the client under agreement.
- (d) “Agreement” means the agreement signed by the Client and Consultants and all the attached documents.
- (e) “Data Sheet” means such part of the Instructions to Consultants used to reflect specific conditions.
- (f) “Day” means Calendar day
- (g) “Instructions to Consultants” means the document which provides Consultants with all information needed to prepare their proposal
- (h) “Personnel: means professionals and support staff provided by the Consultants or by any Sub-Consultant and perform Services or any part thereof.
- (i) “Proposal” means the Technical Proposal and the Financial Proposal
- (j) “RFP” means the Request for Proposal issued by the client for the selection of consultants
- (k) “Services” means the work to be performed by the consultants pursuant to the agreement
- (l) “Sub-Consultants” means any person or entity with whom the consultants enter into sub agreement(s) for any part of services.
- (m) “Terms of Reference” (TOR) means the document included in the RFP which explains the objectives, scope of work, activities, tasks to be performed, respective responsibilities of the client and consultants and expected results and deliverables of the assignment.

**FORM GENERAL – 1 – BASIC INFORMATION**

1.	Name of Firm
2.	Office Address in Pakistan
3.	Office address overseas (If applicable)
4.	Organization Chart (Attach separate Sheet)
5.	Telephone No.
6.	Fax No.
7.	Email Address
8.	Contact Person
9.	Year of Licensed by CDA <i>Attach copy of current Licence</i>
10.	Country of Origin
11.	Type of Organization - Partnership - Sole Proprietorship - Public Limited Company - Private Limited Company (Attach copy of Memorandum of Article, Memorandum of Association)

*Note: In case of JV above information should be provided for all partners*

## INTRODUCTION

- 1.1 The client named in the Data Sheet will select a consulting firm/organization (the consultants) in accordance with the method of selection specified in the DATA SHEET.
- 1.2 The Consultants are invited to submit a Technical Proposal and a Financial Proposal for consulting services required for the assignment named in the Data sheet. The proposals should be in separate, marked and sealed envelopes. The proposals will be the basis for the agreement negotiations and ultimately for a signed Agreement with the selected Consultants.
- 1.3 The Consultants should familiarize themselves with assignment conditions and take them into account in preparing their proposals. To obtain first-hand information on the assignment, Consultants are encouraged to visit client office before submitting a proposal and to attend a pre-proposal meeting if notified later on. Consultants should contact client's representative named in the Data Sheet to obtain information regarding the assignment. Consultants should ensure the from client office well ahead, in case they wish to visit the client.
- 1.4 Consultants shall bear all costs associated with the preparation and submission of their proposals and agreement negotiation, the client is not bound to accept any proposal and reserves the right to annul the selection process at any time prior to agreement award, without thereby incurring any liability to the consultants.
- 1.5 The Consultants shall perform the Services and carry-out their obligations with all due diligence, efficiency and economy in accordance with generally accepted professional techniques and practices and shall observe sound management practices and employ appropriate advances technology and safe methods. The Consultants shall always act, in respect of any matter relating to this Contract or to the Services as faithful advisers to the client and shall at all times support and safeguard the client's legitimate interests in any dealings with sub consultants or third parties.
- 1.6 The consultants shall perform the services in accordance with the Applicable law and shall take all practicable steps to ensure that any sub consultants, as well as the personnel of the consultants and any sub consultants, comply with Applicable Law.
- 1.7 The remuneration of the Consultants pursuant to Clause 8 of Section 5 shall constitute the Consultants sole remuneration in connection with this Contract or the Services, and the Consultants 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 Consultants 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 remuneration.

## **RESOLUTION OF DISPUTES**

- 1.9 Any dispute or difference arising out of the Agreement, which cannot be amicably settled, between the Parties, shall be finally settled under the provisions of the Arbitration Act, 1940 (Act No. X of 1940) and Rules made there under as amended from time to time. The venue of arbitration shall be in Islamabad, Pakistan.

## **UNFAIR ADVANTAGE**

- 1.10 If a consultant could derive a competitive advantage from having provided consulting services related to the assignment in question, the Client shall make available to all applicants together with this RFP all information that would in that respect give such consultants any competitive advantage over competing consultants.

## **FRAUD AND CORRUPTION**

- 1.11 The client required Consultants participating in its projects to adhere to the highest ethical standards, both during the selection process and throughout the execution of an agreement. In pursuance of this policy;
- a) Defines for the purpose of this paragraph, the terms set forth below as follows;
    - (i) "Corrupt Practice" means the offering giving, receiving, or soliciting, directly or indirectly, of anything of the value to influence the action of a public official in the selection process or in agreement execution.
    - (ii) "Fraudulent Practice" means a misrepresentation or omission of facts in order to influence a selection process or the execution of an agreement.
    - (iii) "Collusive Practice" means a scheme or arrangement between two or more consultants with or without the knowledge of the client, designed to establish prices at artificial, non competitive levels;
    - (iv) "Coercive Practice" means harming or threatening to harm, directly or indirectly, persons or their property to influence their participation in a procurement process, or affect the execution of a agreement
  - b) Will reject a proposal for award if it determines that the consultants recommended for award has, directly or through an agent, engaged in corrupt, fraudulent, collusive or coercive practices in competing for the assignment in question.
  - c) Will reject a consultants including declaring the consultants ineligible either indefinitely or for a stated period of time to be awarded a Government of Sindh agreement if at any time it determines that consultant has directly or through an agent engaged in corrupt, fraudulent, collusive or coercive practice in competing for or in executing a Government of Sindh agreement, and;

## 1. Clarification and Amendment of RFP Documents

### CLARIFICATION AND AMENDMENT OF RFP DOCUMENTS

- 2.1 Consultants may request a clarification of any of the RFP documents up to the number of days indicated in the data sheet before the proposal submission date. Any request for clarification must be sent in writing to the procuring agency's address indicated in the data sheet. The procuring agency will respond in writing to all consultants the explanation of query. Should the client deem it necessary to amend RFP as a result of a clarification it shall do so following the procedure under Para 2.2
- 2.2 At any time before submission of proposal the client may amend the RFP by issuing an addendum 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 client may, extend the deadline for the submission of proposals,



### 3. Preparation of Proposal

#### PREPARATION OF PROPOSAL

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.

#### TECHNICAL PROPOSAL FORMAT & CONTENT

The Technical Proposal shall provide the following information using the attached Standard Forms (Section 3):

- 3.1 A brief description of the consultant organization and an outline of recent experience on assignments (required in Form TECH-2 Section 3) of a similar nature. For each assignment, the outline should indicate, inter alia, the profiles of the staff, duration of the assignment, contract amount, and firm's involvement.
- 3.2 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 (required in Form TECH-3 Section 3).
- 3.3 A detailed description of the proposed methodology, work plan for performing the assignment, staffing, work plan and monitoring. (Form TECH-4 Section 3)
- 3.4 List of the proposed Professional Staff team by the area of expertise, position that would be assigned to each staff team member and their tasks (Form TECH-5 Section 3)
- 3.5 CVs signed by the proposed professional staff or the authorized representative submitting the proposal (Form TECH-6 Section 3). Key information should include number of years working for the consultant and degree of responsibility held in various assignments.
- 3.6 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 (Form TECH-7 Section 3)
- 3.7 The Technical Proposal shall not include any financial information.

## **FINANCIAL PROPOSAL**

- 3.8 The Financial Proposal shall be prepared using the attached Standard Forms (Section 4)

## **PAYMENT OF CONSULTANCY & SERVICES FEE**

- 3.9 The amount of remuneration will be claimed / paid as per relevant clause of section-5 TOR
- 3.10 5% Retention Money will be deducted from each interim/monthly payment of assignments. Retention Money will be returned upon submission of Completion Report

## **TAXES**

- 3.11 The consultants may be subject to local taxes on amounts payable by the client under the agreement. The client will state in the Data Sheet if the consultants is subject to payment of any taxes. Payment of all taxes shall be the responsibility of the consultants. The client from interim/ monthly payments of the consultants shall deduct such taxes at source.

## PROPOSAL EVALUATION

- 5.1 From the time the Proposals are opened to the time the Contract is awarded, the consultants should not contact the client on any matter related to its Technical and/or Financial Proposal. Any effort by Consultants to influence the client in the examination, evaluation, ranking of Proposals, and recommendation for award of Contract may result in the rejection of the Consultants' Proposal. Evaluators of Technical Proposals shall have no access to the Financial Proposals until the technical evaluation is concluded.

### EVALUATION OF TECHNICAL PROPOSAL

- 5.2 The consultants selection committee shall evaluate the Technical Proposals on the basis of their responsiveness to the Terms of Reference, applying the evaluation criteria, sub-criteria, and point system specified in the Data Sheet. Each responsive Proposal will be given a technical score. A Proposal shall be rejected at this stage if it fails to achieve the minimum technical score indicated in the Data Sheet. After Technical evaluation is complete the client shall notify in writing to Consultants that have secured minimum technical qualifying marks, date, time and location for opening of the Financial Proposals. The un-qualified consultants shall be returned their Financial Proposals un-opened.

### EVALUATION OF FINANCIAL PROPOSAL

- 5.3 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.
- 5.4 Proposal shall be evaluated on **Cost Based Selection CBS Method** 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 to their combined technical (St) and financial (Sf) scores. The firm achieving the highest combined technical and financial score will be invited for negotiations.

## **CONFIDENTIALITY**

8. 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.

## **FORCE MAJEURE**

9. The term "Force Majeure" as employed herein shall mean acts of God, strikes, lock-out or other industrial disturbances, acts of public enemy, wars, blockades, insurrection, riots, epidemics, landslides, earthquakes, storms, lightning, floods, washouts, civil disturbances, explosions and any other similar events, not within the control of either Party and which by the exercise of due diligence neither Party is able to overcome. If either Party is temporarily unable by reason of Force Majeure or the laws or regulations of Pakistan to meet any of its obligations under the Agreement, and if such Party gives to the other Party written notice, of the event within fifteen (15) days after its occurrence, such obligations of the Party, as it is unable to perform by reason of the event, shall be suspended for as long as the inability continues. Neither Party shall be liable to the other Party for loss or damage sustained by such other Party arising from any event referred to as Force Majeure or delays arising from such event. Force Majeure shall not include insufficiency of funds or failure to make any payment required under the Agreement.

(i)	<u>Company Profile</u>	[100]
	(a) Number of Similar Assignments (10 Nos. for each assignment)	[40]
	(b) Similar Experience in the project Area (10 Nos. for each assignment)	[40]
	(c) General Experience (01 No. for each assignment)	[20]
		Total=A1
(ii)	<u>Project Team</u>	[100]
	(a) Structural Engineer	[30]
	(b) Senior Architect	[30]
	(c) Civil Engineer	[20]
	(d) Quantity Surveyor	[20]
		Total=A2
(iii)	<u>Approach &amp; Methodology</u>	[100]
	(a) Understanding & innovativeness	[40]
	(b) (i) Methodology	[30]
	(ii) Project Work Plan of Assignment	(30)
		Total=A3
	$\text{Technical Score} = \frac{A1[0.40]}{100} + \frac{A2[0.30]}{100} + \frac{A3[0.30]}{100}$	

5.4 Further details of Evaluation Criteria are described in Appendix-I to Data Sheet  
 Technical = 80%  
 Financial= 20%

**The formula for determining the Financial score is;**

Sf = 100xFm/F  
 Sf = The Financial Score  
 Fm = The lowest price  
 F = The price of the proposal under consideration

6.1 Address for Negotiations;  
 Office of the  
**Resident Engineer,**  
**Special Project Sindh House**  
**F5/2 Islamabad**  
**Phone-051-9211411 Fax – 051-9203407**  
**E-mail: [reshibd@yahoo.com](mailto:reshibd@yahoo.com)**

### Details of Evaluation Criteria

#### ii) Experience (35%)

Ten years or more = 100% 5 to less than 10 years = 80% 3 years less than five years = 60%

#### iii) No. of Similar Assignment (30%)

Four or more = 100% 2 to less than 3 projects = 80% Less than 2 projects = 60%

### 3. Approach & Methodology [100 marks] FORM TECH-4

Methodology submitted by Consultants will be analyzed by evaluating team and graded as under;

Quality	Grade	Weightage
Excellent	A	100%
Good	B	70%
Average/Below Average	C	50%
Absent	D	0

Methodology will be analyzed based on following;

#### a) Understanding & Innovativeness

- i) What is the depth of the firm's understanding of the requirements and objectives of the consultancy assignment?
- ii) What is the quality of the improvements to the TOR suggested by the consultants to improve the outcome of the assignment?
- iii) What is the level of the identification of the potential risks that will affect the execution of the assignment and what is the quality of the mitigation strategies proposed?

#### b) Methodology & Project Work Plan

- i) How in depth is the Statement of work: does it fully cover the scope of the assignment and is it sufficiently developed to ensure assignment completely
- ii) How developed is the work breakdown structure (WBS) for assignment?

**FORM TECH-1 TECHNICAL PROPOSAL SUBMISSION FORM**

To:

**The Resident Engineer,  
Special Projects Sindh House,  
Islamabad**

Subject: **CONSULTANCY SERVICES / ENGAGEMENT OF ARCHITECT & ENGINEER FOR APPROVAL FROM DESIGN VETTING COMMITTEE (DVC) OF CAPITAL DEVELOPMENT AUTHORITY” FOR “CONSTRUCTION OF 28 SUITS AT SINDH HOUSE SLAMABAD (RIGHT WING BLOCK-I AND LEFT WING BLOCK-II, ISLAMABAD)”**

Dear Sir,

We, the undersigned, offer to provide the “Consulting services for **ENGAGEMENT OF ARCHITECT & ENGINEER FOR APPROVAL FROM DESIGN VETTING COMMITTEE (DVC) OF CAPITAL DEVELOPMENT AUTHORITY” FOR “CONSTRUCTION OF 28 SUITS AT SINDH HOUSE ISLAMABAD (RIGHT WING BLOCK-I AND LEFT WING BLOCK-II, ISLAMABAD)”** in accordance with your Request for Proposal. We are hereby submitting our Proposal, which includes this Technical Proposal, and a Financial Proposal sealed under separate envelopes.

We hereby declare that all the information and statements and 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, we undertake to negotiate of the proposed staff. Our Proposal is binding upon us and subject to the modification resulting from Agreement 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 of the proposal.

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

Yours sincerely,

Authorized Signature *[In full and initials]*: \_\_\_\_\_

Name and Title of Signatory: \_\_\_\_\_

Name of Firm: \_\_\_\_\_

Address: \_\_\_\_\_

## FORM TECH-2 CONSULTANT'S ORGANIZATION AND EXPERIENCE

### B- Consultant's Experience

*[Using the format below, provide information on each assignment for which your firm, and each Joint Venture partner or sub-Consultant for this assignment, was legally contracted either individually as a corporate entity or as one of the major companies within a joint venture or sub-consultancy, for carrying out consulting services similar to the ones requested under this assignment. **Please provide Client's Certificate completion or Work order for evidence of the assignment]***

Assignment name:	Approx. value of the contract:
Country:	Duration of assignment (months):
Location within country:	
Name of Client:	
Start date (month/year):	Approx. value of the services provided by your firm under the contract:
Completion date (month/year):	
Name of joint venture partner or sub-Consultants, if any:	No. of professional person-months provided by the Joint Venture Partners or the Sub-Consultants:
Name of senior regular full time employees 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:	



## **FORM TECH-3 COMMENTS OR SUGGESTIONS ON TOR**

*[Present and justify here any modifications or improvement to the Terms of Reference you are proposing to improve performance in carrying out the assignment (such as deleting some activity you consider unnecessary, or adding another, or proposing a different phasing of the activities). Such suggestions should be concise and to the point, and incorporated in your Proposal.]*

**FORM TECH-5 COMPOSITION OF TEAM TO BE DEPLOYED FOR THIS ASSIGNMENT  
AND TASK ASSIGNED**

Name of Staff	Firm	Area of Expertise	Position	Task Assigned

2. Name of assignment of project: \_\_\_\_\_  
Year: \_\_\_\_\_ Location: \_\_\_\_\_  
Client: \_\_\_\_\_  
Main project features: \_\_\_\_\_  
Position held: \_\_\_\_\_  
Activities performed: \_\_\_\_\_
3. Name of assignment of project: \_\_\_\_\_  
Year: \_\_\_\_\_ Location: \_\_\_\_\_  
Client: \_\_\_\_\_  
Main project features: \_\_\_\_\_  
Position held: \_\_\_\_\_  
Activities performed: \_\_\_\_\_

**13. Certification:**

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

\_\_\_\_\_  
Date: \_\_\_\_\_

*[Signature of staff member or authorized representative]*

Full name of authorized representative: \_\_\_\_\_

## **SECTION 4: FINANCIAL PROPOSAL – STANDARD FORMS**

Financial Proposal Standard Forms shall be used for the preparation of the financial Proposal.

FIN-1 Financial Proposal Submission Form

FIN-2 Summary of Costs

## FORM FIN -2 SUMMARY OF COST

Construction of 28 Nos. Suits at Sindh House Islamabad (Right Wing Block-I and Left Wing Block-II) (ADP # 2767 of 2016-17).

Consultancy Services are Required for approval from Design Vetting Committee of Capital Development Authority, Islamabad; comprising of:

Sr. No.	Description of assignment	Price quoted / offered by the consultant	%age of price quoted in Fin-I
1	Contouring and soil investigation (Data Collection) of proposed site.	Rs. _____	
2	Complete architectural layout plans showing footprints, covered area, setbacks and access points of buildings in accordance with the requirements of application for Design Vetting.	Rs. _____	
3	Engagement with Department to attend & comply the meetings of Design Vetting Committee of CDA till issuance of Vetting Certificate.	Rs. _____	
4	Complete working drawings of civil (including structural designing, electrical, Plumbing HVAC and safeties works of building.	Rs. _____	
5	Top supervision of construction work. on call	Rs. _____	
		<b>Total Cost Rs. _____</b>	

Note: All costs should be inclusive of all taxes and any other cost required to complete the assignment as per TOR.

Authorized Signature of Consultants

Name and title of signatory: \_\_\_\_\_

Official Seal of Consultants

- Complete working drawings of civil (including structural designing), electrical, Plumbing HVAC and safeties works of building.
- d) Complete working drawings of civil (including structural designing), electrical, Plumbing HVAC and safeties works of building.
  - e) Top Supervision of construction work, on call.

His services include but limited to the following;

- 4.2 Review of ongoing works for existing planning and design
- 4.3 Revalidate existing structural design of scope of work
- 4.4 Revisit space allocation and circulation plan as per modern facilities.
- 4.5 Preparation of detailed Architectural Planning and its Structural Designing.
- 4.6 Preparation of detailed drawings for all Civil, Electrical and Plumbing Works and top supervision of the Project.
- 4.7 Preparation of Technical Specifications for Civil and Electrical Works.
- 4.8 Any other facilities in the best interest of general public

## **5. Minimum Requirement of Professionals to be deployed at site**

Following is the minimum requirement of professional to be appointed for the project for carrying out works listed in Section-4.

- i) Structural Design Engineer Must have 10 years of relevant experience
- ii) Senior Architect Must be registered with PCATP
- iii) Civil Engineer Must be a Civil Engineer having minimum experiences of 10 years in relevant field
- iv) Quantity Surveyor must be a minimum of Diploma in Associate Engineer in Civil having minimum experience of 10 years in relevant field.

## **6. Payment**

Fee shall be paid subject to following

- 6.1 Income tax and other taxes as applicable at the time of execution not the Agreement will be deducted at source
- 6.2 Any change made in design or layout as per site conditions or required by the client during construction / execution will be done by the consultant without any extra cost.
- 6.3 Payment shall be paid to consultants as per the percentage of price quoted by consultant for assignment.
- 6.4 Security Deposit will be deducted from the bills.



**GOVERNMENT OF SINDH  
WORKS & SERVICES DEPARTMENT**

**NOTIFICATION**

**No.E&A(W&S)3-9/91-2015(CSC):** With the approval of the Competent Authority, a "Consultant Selection Committee, in terms of Section-67 of Sindh Public Procurement Rules-2010, is hereby set-up in the Office of Superintending Engineer, Provincial Buildings Circle, Karachi for pre-qualification of Consultants for the scheme "Construction of 28 Nos. Suits at Sindh House Islamabad (Right Wing Block-I and Left Block-II) ADP No.2345 of 2015-16" for procurement of Consultancy Services to get approval of Drawing & Design from Design Vetting Committee of Capital Development Authority, Islamabad.

The Consultant Selection Committee shall have the following composition:-

- |    |   |          |
|----|---|----------|
| 1. | Superintending Engineer,<br>Provincia Buildings Circle,<br>Karachi.             | Chairman |
| 2. | Resident Engineer,<br>Special Project, Sindh House,<br>Islamabad                | Member ✓ |
| 3. | Comptroller,<br>Sindh House,<br>Islamabad.                                      | Member   |
| 4. | Nominee of Planning & Development Department,<br>(Not below the rank of BPS-18) | Member   |
| 5. | Nominee of Finance Department,<br>(Not below the rank of BPS-18)                | Member   |

The Consultant Selection Committee shall perform following functions:-

- 1) Short listing of consultants, responding to the request for "Expression of Interest" in accordance with the predetermined criteria.
- 2) Approval of the "Request for Proposal" documents.
- 3) Evaluation of technical and financial proposals according to the method of evaluation already prescribed in the Request for Proposal.
- 4) Finalization of recommendations based on evaluation.

**AIJAZ AHMED MEMON  
SECRETARY TO GOVERNMENT OF SINDH**

No.E&A(W&S)3-9/91-2015(CSC)

Karachi, dated the 21<sup>st</sup> October, 2015.

A copy is forwarded for information to:-

1. The Additional Chief Secretary (Dev.), P&D Department, Govt. of Sindh, Karachi, with the request to kindly nominate the representative of P&D Department for the above cited Committee
2. The Secretary Finance Department, Government of Sindh, Karachi, with the request to kindly nominate the representative of Finance Department for the above cited Committee.
3. The Chief Engineer (Buildings), Hyderabad.
4. The Superintending Engineer, Provincial Buildings Circle, Karachi.
5. The Chairman / Members of the Committee.
6. P.S to Secretary, W&S Department, Govt. of Sindh, Karachi.
7. P.A to Addl. Secretary (Tech), W&S Department, Govt. of Sindh, Karachi.
8. P.A to Dy. Secretary (Admn.), W&S Department, Govt. of Sindh, Karachi.
9. Notification file.

**SECTION OFFICER (GENERAL)  
FOR SECRETARY TO GOVT. OF SINDH**

21/10/15



**GOVERNMENT OF SINDH  
WORKS & SERVICES DEPARTMENT**

Karachi, dated the November, 2015.

**NOTIFICATION**

No. E&A(W&S)3-9/91/2015: With the approval of Competent Authority, a committee with the following composition in terms of Rule-31 of Sindh Public Procurement Rules-2010, is hereby constituted in the Works & Services Department for redressal of grievances and settlement of disputes, if any, arises between procuring agency and bidders for the procurement of works, goods and services in the jurisdiction of Superintending Engineer, Provincial Buildings Circle, Karachi and Hyderabad :-

- |      |   |          |
|------|---|----------|
| I)   | Chief Engineer (Buildings),<br>Hyderabad.         | Chairman |
| II)  | Mr. Tarique Hassan<br>M/S The Architect, Karachi. | Member   |
| III) | Representative of Accountant,<br>General Sindh.   | Member   |

2. The Functions and Responsibilities of the Committee will be same as specified in rule-31(4) and (5) Sindh Public Procurement Rules-2010.

**AJAZ AHMED MEMON  
SECRETARY TO GOVT. OF SINDH**

*17/11*  
Karachi dated the November, 2015.

No. E&A(W&S)3-9/91-2015

A copy is forwarded for information to:-

1. The Accountant General, Sindh, Karachi.
2. The Managing Director, SPPRA, Karachi.
3. The Chief Engineer (Buildings), Hyderabad.
4. The Deputy Secretary (staff) to Chief Secretary Sindh, Karachi.
5. The Chairman / Members of the Committee.
6. The Superintending Engineer, Provincial Buildings Circle, Karachi.
7. The Deputy Director (Monitoring), PM&E Cell, W&S Department.
8. The Executive Engineer, Provincial Buildings Division-I, II, III, Resident Engineer, Special Project, Sindh House Islamabad and Comptroller, Sindh House Islamabad.
9. P.S to Secretary, Works & Services Department, Government of Sindh, Karachi.
10. Divisional Accounts Officer, Sindh House Islamabad.

*Dual*  
*17/11/15*  
SECTION OFFICER (GENERAL)



**PROCUREMENT PLAN FOR A.D.P. WORKS FOR THE YEAR 2016-17**

**WORKS & SERVICES, GOVERNMENT OF SINDH  
CONSTRUCTION OF 28 NOS. SUITS AT SINDH HOUSE ISLAMABAD (RIGHT WING BLOCK-I AND LEFT WING BLOCK-**

**DEPARTMENT NAME:-**


II) (ADP # 2767 OF 2016-17)


**NAME OF WORK:-**

**RESIDENT ENGINEER SPECIAL PROJECT SINDH HOUSE ISLAMABAD**

Sr. No.	Description of procurement	Quantity (where applicable)	Estimate unit cost (where applicable Millions)	Funds allocated	Source of funds (ADPs Non ADPs)	Proposed Procurement Method	Timing Procurements				Remark	
							1 <sup>st</sup> Qtr.	2 <sup>nd</sup> Qtr.	3 <sup>rd</sup> Qtr.	4 <sup>th</sup> Qtr.		
							8	9	10	11		
1	RFP to Licensed Architect & Engineer for DVC of CDA.	3	4	5	6	7	8	9	10	11	12	
2	Bidding Documents as per approved Design & Drawing, issuance to contractors.	-	4.298	150.000	Govt. of Sindh / ADP of 2016-17	Single Stage / Two Envelop.	✓	-	-	-	-	
<b>Total :-</b>									✓			

  
SUB-ENGINEER  
SINDH HOUSE SUB DIVISION  
ISLAMABAD

  
ASSISTANT ENGINEER  
SINDH HOUSE SUB DIVISION  
ISLAMABAD

  
RESIDENT ENGINEER  
SPECIAL PROJECT  
SINDH HOUSE ISLAMABAD