



GOVERNMENT OF SINDH
HOME DEPARTMENT

REQUEST FOR PROPOSAL

The Home Department intends to hire consultancy services for Sindh Police Video Surveillance System in accordance with Sindh Public Procurement Rules, 2010.

S #	SCOPE OF THE WORK	EARNEST MONEY	RFP FEE	DURATION OF COMPLETION WORK	ESTIMATED COST
1.	Hiring of Consultancy Services for Sindh Police Video Surveillance System	2.5%	Rs. 5,000	03 Months	Rs. 60 Million

TERMS & CONDITIONS:

- i. Consulting Firms should be registered with (FBR) Income Tax, Sales Tax and Sindh Revenue Board (NTN and STN registration certificates will be required).
- ii. Consulting Firms black listed by Government Departments or agencies will not be allowed to participate in the proposal (participating Consulting Firms will be required to submit affidavit to the effect that they are not black listed), for any Government Department.
- iii. Only proposal offered on the prescribed Request For Proposal documents issued by this department shall be accepted. However, additional sheets may be attached, if required.
- iv. Conditional Request For Proposal will not be entertained.
- v. Validity of proposal shall be at least 90 days from the date of opening of proposal.
- vi. The competent authority reserves the right to reject all or any proposal subject to and in accordance with the relevant provisions of the Sindh Public Procurement Rules, 2010 and conditions contained in Tender Documents.

INFORMATION & PROCEDURE:

1. Complete set of RFP document containing the scope of work and relevant details along-with other technical details can be obtained by the interested Consulting Firms from the office of the Section Officer (Admin), Home Department, Ground Floor Tughlaq House, Karachi from publication of Request For Proposal till 09-03-2017 during working hours on payment of prescribed fee (non refundable). Method of Procurement will be Quality and Cost Based Selection Method.
2. The proposal should be submitted latest by 10th March, 2017 @ 03:00 P.M, and proposals will be opened by the Consultant Selection Committee on the same date at 03:30 P.M in the presence of authorized representatives of Consulting Firms.

3. Any other information relating to this Request For Proposal or detail of work or any further clarification can be obtained from the **Director Information Technology Branch, Ground Floor Block-B, Central Police office, I.I Chundrigar Road, Karachi, Phone No.021-99212082**, during office hours before opening of Request For Proposal.
4. The Consulting Firms are advised in their own interest to fully understand scope of work and technical details. They may also visit the site to assess themselves any additional/incidental work (availability of electricity or any other item) which may come up before or during execution of the work of this tender for the reason that no extra cost will borne out by Home Department for such eventualities nor any extension in time will be provided on such pretext.

**Secretary to Government of Sindh
Home Department**

483

**GOVERNMENT OF SINDH
SERVICES, GENERAL ADMINISTRATION
AND CO-ORDINATION DEPARTMENT**

Karachi, dated the 8th November 2016.

NOTIFICATION

NO:SO(C-IV)SGA&CD/4-17/15: In pursuance of Rule 67 of Sindh Public Procurement Rules, 2010 and with the approval of Competent authority a Consultant Selection Committee is constituted for selection of Consultant for the Sindh Police Video Surveillance System Project, consisting of following members:-

1. Inspector General of Police, Sindh.	Convener
2. Special Secretary, Home Department, Government of Sindh.	Member
3. Chief (S&T), Planning & Development Department, Government of Sindh.	Member
4. Additional Secretary (Development), Finance Department, Govt. of Sindh.	Member
5. Director, Information Technology Department, Government of Sindh.	Member
6. AIG (Logistic), Sindh Police.	Member
7. Director (IT), Sindh Police.	Member/Secretary

Consultant Selection Committee shall perform the following functions:

- i. Approval of request for proposal before issuance.
- ii. Short listing of consultants, responding to the Request for Expression of Interest, where applicable, in accordance with the criteria mentioned in Request for Express of Interest.
- iii. Evaluation of technical and financial proposals, according to the selection method and evaluation criteria, mentioned in the Request for Proposal.
- iv. Finalization of recommendations based on evaluation as mentioned at (iii) above.

MUHAMMAD SIDDIQUE MEMON
PAS
CHIEF SECRETARY SINDH

NO:SO(C-IV)SGA&CD4-17/15

Karachi, dated the 8th November, 2016.

Copy is forwarded for information & necessary action to:-

- Additional Chief Secretary (Dev.), P&D Department, Government of Sindh, Karachi.
- Secretary to Governor Sindh.
- Secretary to Chief Minister Sindh.
- Administrative Secretaries (all), Government of Sindh.
- Chairman/Members (all) of the Committee.
- Deputy Secretary (Staff) to Chief Secretary.
- P.S. to Chief Secretary Sindh.
- P.S. to Secretary (I&C), SGA&CD.
- Master file.


(WAZIR AHMED BROHI)
SECTION OFFICER (C-IV)
Ph: No. 021-99222379

**ANNUAL PROCUREMENT PLAN
(WORKS, GOODS & SERVICE)
Financial year: 2016-2017**

S. #	Description of Procurement	Quantity (where applicable)	Estimated Unit Cost (where applicable)	Estimated Total Cost	Funds Allocated	Source of Funds (ADP/Non ADP)	Proposed Procurement Method	Timing of Procurements				Remarks
								1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	
01	Hiring of Consultancy Services for Sindh Police Video Surveillance System	Consultancy Services	N/A	Rs. 60.0 Million	60 million	ADP	Single stage Two envelope			✓		

Secretary to Government of Sindh
Home Department

ENGINEER
JUN GHOTKI
hoo.com
to Dt: 08-02-2017



GOVERNMENT OF SINDH, HOME DEPARTMENT
REQUEST FOR PROPOSAL

Home Department intends to hire consultancy services for Sindh Police Video Surveillance System in accordance with Sindh Public Procurement Rules, 2010.

S #	SCOPE OF WORK	EARNEST MONEY	RFP FEE	DURATION OF COMPLETION WORK	ESTIMATED COST
1.	Hiring of Consultancy Services for Sindh Police Video Surveillance System	2.5%	Rs. 5000/-	03 Months	Rs. 60 Million

TERMS & CONDITIONS

- Consulting firms should be registered with FBR, Income Tax, Sales Tax and Sindh Revenue Board (NTN and STN Registration Certificates will be required).
- Consulting firms blacklisted by Government departments or agencies will not be allowed to participate in the proposal (participating consulting firms will be required to submit affidavit to the effect that they are not blacklisted for any Government department).
- Only proposal offered on the prescribed Request for Proposal documents issued by this department shall be accepted. However, additional sheets may be attached, if required.
- Conditional Request for Proposal will not be entertained.
- Validity of proposal shall be at least 90 days from the date of opening of proposal.
- The Competent Authority reserves the right to reject all or any proposal subject to and in accordance with the relevant provisions of the Sindh Public Procurement Rules, 2010 and conditions contained in the tender documents.

the interested consulting firms from the office of the Section Officer (Admin), Home Department, Ground Floor, Tughlaq House, Karachi from publication of Request for Proposal till 09-03-2017 during working hours on payment of prescribed fee (non-refundable). Method of Procurement will be Quality and Cost Based Selection Method.

2. Proposal should be submitted latest by 10th March, 2017 at 03:00 pm which will be opened by the Consultant Selection Committee on the same date at 3:30 pm in presence of authorized representatives of the consulting firms.

3. Any other information relating to this Request for Proposal or detail of work or any further clarification can be obtained from the Director, Information Technology Branch, Ground Floor, Block-B, Central Police Office, I.I. Chundrigar Road, Karachi, Phone No. 021-99212082 during office hours before opening of Request for Proposal.

4. Consulting firms are advised in their own interest to fully understand the scope of work and technical details. They may also visit the site to assess themselves any additional / incidental work (availability of electricity or any other item) which may come up before or during execution of the work of this tender for the reason that no extra cost will be borne out by the Home Department for such eventualities nor any extension in time will be provided on such pretext.

Secretary to Government of Sindh
Home Department

Say No to Corruption

سید علی محمد

INF-KRY No. 714/17

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on 10-02-2017
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CORRUPTION

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d: 13-02-2017

Centre invites
Procedure as
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the following:-

Date of Submission and Opening
8 March 2017 from 09:00 am to 11:00 am / 8 March, 2017 at 11:30 am
8 March 2017 from 09:00 am to 11:00 am / 8 March 2017 at 11:30 am
8 March 2017 from 09:00 am to 11:00 am / 8 March 2017 at 11:30 am

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OFFICE OF THE EXECUTIVE ENGINEER EDUCATION WORKS DIVISION NAUSHAHRO FEROZE

NO.XEN/E.W/T.C/106

Tel # 0242-920027

Dated: 10/02/2017

NOTICE INVITING BIDS

The sealed bids on specified bid documents are hereby invited from all interested Parties / Contractors / Firms as per SPPRA Rules for the following works:

S. No.	Name of work	Taluka	Estimated Cost	Earnest Money	Tender Fee	Time Period
PROVINCIAL SCHEMES						
	ADP No. 430 Rehabilitation and Provision for missing facilities in existing Girls Colleges in Shaheed Benazirabad Division at GGDC N. Feroze.			5%		
1.	A) Main Building	N. Feroze	10000000	500000	3000	24 Months
2.	B) Compound Wall	N. Feroze	6000000	300000	3000	24 Months
ADP No. 207 Construction of building of shelterless Primary School District Naushahro Feroze.						
3.	GBPS Bhal Khan Bebar	Bhirla	4100000	205000	3000	24 Months
4.	GPS Allah Yar Punjabi	M/Pur	4100000	205000	3000	24 Months
5.	GBPS Qaimuddin Rind	M/Pur	4100000	205000	3000	24 Months
6.	GBPS Muhib Ali Chandio	Kandiario	4100000	205000	3000	24 Months
ADP No. 226 Upgradation of Primary Schools to Middle Schools @ J. GPS Haji Ismail Mari Taluka Khijro District Sanghar. II. GPS Lutuf Panthwar Taluka Bhirla District N. Feroze.						
7.	GPS Lutuf Panthwar	Bhirla	8000000	400000	3000	24 Months
ADP No. 221 Upgradation of Primary Schools to Middle Schools @ Shaheed Benazirabad Division.						
8.	GBPS Baqar Khan Mari	M/Pur	8000000	400000	3000	24 Months
9.	GBPS Ubbro Shah	Moro	8000000	400000	3000	24 Months
ADP No. 178 Rehabilitation, Improvement / Renovation & Provision for missing facilities in existing Primary / Elementary Schools of District Naushahro Feroze.						
10.	GPS Jadal Shah	Moro	2600000	130000	3000	24 Months
11.	GPS Nasrullah Rahu	Moro	2000000	100000	3000	24 Months
12.	GPS Paryal Magsi	Moro	1900000	95000	2000	24 Months
13.	GPS Siyalpur	N. Feroze	2800000	140000	3000	24 Months
14.	GPS Noor Muhammad Sadder	N. Feroze	2000000	100000	3000	24 Months
15.	GBPS Dodo Khan Rind	N. Feroze	1400000	70000	2000	24 Months
16.	GPS Nihal Khan Panthwar	Bhirla	2000000	100000	3000	24 Months
17.	GBPS Fazul Sahito	Kandiario	3200000	160000	3000	24 Months
18.	GBPS Jam Noorullah	Kandiario	3000000	150000	3000	24 Months
19.	GBPS Bakshan Sabito	Kandiario	1150000	57500	2000	24 Months
20.	GGPS Halani	M/Pur	1700000	85000	3000	24 Months
ADP No. 324 Rehabilitation, Improvement/Renovation & Provision for missing facilities in existing Secondary / Higher Secondary Schools of District Naushahro Feroze.						
21.	GBHS Sadhuja	Moro	4300000	215000	3000	24 Months
22.	GBHS Phul	N. Feroze	7500000	375000	3000	24 Months
23.	GBHS Baig Muhammad Panthwar	N. Feroze	3000000	150000	3000	24 Months
24.	GBHS Behlani	M/Pur	5500000	275000	3000	24 Months
25.	GGHS Halani	M/Pur	2500000	125000	3000	24 Months

REQUEST FOR PROPOSAL
FOR
“HIRING OF CONSULTANCY SERVICES FOR
SINDH POLICE VIDEO SURVEILLANCE SYSTEM”

EXECUTED BY:
HOME DEPARTMENT, GOVERNMENT OF SINDH



FEBRUARY 2017

www.sindh.gov.pk

www.sindhpolice.gov.pk

www.pprasindh.gov.pk

Note: The bidder is expected to examine the Bidding Documents, including all instructions, forms, terms, specifications and charts/drawings. Failure to furnish all information required by the Bidding documents or submission of a Bid not substantially responsive to the Bidding Documents in every respect would result in the rejection of the Bid.



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LETTER OF INTENT

SUBJECT: REQUEST FOR PROPOSAL FOR HIRING OF CONSULTANCY
SERVICES FOR SINDH POLICE VIDEO SURVEILLANCE SYSTEM
EXTENSION BY HOME DEPARTMENT, GOVERNMENT OF SINDH

Request for Proposal (RFP) No:

Dated -- /3/2017

1. Responses invited for consultancy services as elaborated in section III of this RFP. Please super scribe the above mentioned Title, RFP number and date of opening of the response on the sealed cover to avoid the RFP response being declared invalid.
2. The address and contact numbers for seeking clarifications regarding this RFP are given below –
Response to be addressed to:
Secretary, Home Department, Government of Sindh
Name/Designation of the contact person:
Additional Secretary, Home Department, Government of Sindh
3. This RFP is divided into seven Parts as follows.
 - a. Section I – Instructions to Consultants
 - b. Section II – Background of the Study
 - c. Section III – Specification Criteria Scope of Work
 - d. Section IV – RFP qualification Criteria.
 - e. Section V – RFP Response Opening
 - f. Section VI – Legal Terms
 - g. Section VII – Forms



4. Pre-bid Conference A pre-bid conference will be held at <Date, Address and Time> The information is to be forwarded at least two days prior to the Pre-Bid Conference date. The queries should necessarily be submitted in the following format:

Sr. No.	RFP Document Reference(s) Section and Page Number(s)	Content of RFP Requiring Clarifications	Points of Clarification
1			
2			
3			

5. The aforesaid information is to be forwarded to
Secretary, Home Department, Govt. Sindh.
6. This RFP is being issued with no financial commitment and the Home Department, Government of Sindh reserves the right to change or vary any part thereof at any stage.

Secretary
Home Department
Government of Sindh



SECTION I
INSTRUCTIONS TO CONSULTANTS



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GENERAL TERMS & CONDITIONS



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INSTRUCTIONS TO BIDDERS

1. DEFINITIONS

- a. **"Bidder"** means If the Bid is submitted by a single entity, it shall be referred to as Bidding Company / Bidder. The Bidding Company / Bidder would necessarily have to be an Eligible Entity.
- b. **"Bidders"** means Bid is submitted jointly under Joint venture agreement, such group of entities shall be referred to as a Bidders
- c. **"Contract"** means consultancy service contract to be executed between selected Consultant and Procuring Agency.
- d. **"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.
- e. **"Data Sheet"** means such part of the Instructions to Consultants that is used to reflect specific assignment conditions.
- f. **"Day"** means calendar day including holiday.
- g. **"Government"** means Government of Sindh.
- h. **"Instruction to Consultants"** means the document which provides Consultants with all the information needed to prepare their Proposals.
- i. **"Procuring Agency" (PA)** means the Home Department, Government of Sindh with which the selected Consultant sign the Contract for the Assignment.



- j. **“Proposal”** means the Technical & the Financial Proposal
- k. **“RFP”** means the Request for Proposal prepared by the Procuring Agency for the Selection of Consultants.
- l. **“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 procuring agency and the Consultant, and expected results and deliverables of the assignment.



INTRODUCTION

- 1.1 The Procuring Agency named in the Data Sheet will select a consulting firm/organization (the Consultant) in accordance with the method of selection specified in the Data Sheet.
- 1.2 The Consultant is invited to submit a Technical Proposal and a Financial Proposal as specified in the Data Sheet. The Proposal will be the basis for contract negotiations and ultimately for a signed Contract with the selected Consultant.
- 1.3 Consultants should familiarize themselves with rules / conditions and take them into account while preparing their Proposal. Consultants may liaise with procuring agency's representative named in the Data Sheet for gaining better insight into the assignment.
- 1.4 Consultants shall bear all costs associated with the preparation and submission of their proposals and contract negotiations. The Procuring Agency reserves the right to annul the selection process at any time prior to contract award, without thereby incurring any liability to the Consultants in line with Sindh Public Procurement Rules, 2010 (amended from time to time).
- 1.5 While submitting the Technical Proposal, the composition of the proposed team and task assignment to individual personnel shall be clearly stated.
- 1.6 If a firm as a consortium is qualified / selected on the strength of experience of a local or foreign company, requisite key personnel from that company shall be fielded.
- 1.7 In case a firm is proposing key personnel from educational/research institution, a "No Objection Certificate" from the concerned institution shall be enclosed with the CV of such person.



2. CONFLICT OF INTEREST

- 2.1 Consultants are required to provide professional, objective, and impartial advice and holding the Procuring Agency interest paramount. They shall strictly avoid conflict with other assignments or their own corporate interest. Consultants have an obligation to disclose any situation of actual or potential conflict that impacts their capacity to serve the best interest of the Procuring Agency, or that may reasonably be perceived as having such effect. Failure to disclose said situations may lead to the disqualification of the Consultant or the termination of its contract.
- 2.2 Without limitation on the generality of the foregoing, Consultants, and any of their affiliates, shall be considered to have a conflict of interest and shall not be recruited, under any of the circumstances set forth below:
- i. 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.

3. CONFLICTING RELATIONSHIPS

- 3.1 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
 - iii. Their employment would not give rise to any conflict of interest.
 - iv. In compliance to SPPRA, PPRA and Pakistan Civil Servant Laws.



4. FRAUD AND CORRUPTION

4.1 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 (SPPR 2010) which defines:

"Corrupt and Fraudulent Practices" means either one or any combination of the practices given below:

- i. **"Coercive Practice"** means any impairing or harming, or threatening to impair or harm, directly or indirectly, any party or the property of the party to influence the actions of a party to achieve a wrongful gain or to cause a wrongful loss to another party;
- ii. **"Collusive Practice"** means any arrangement between two or more parties to the procurement process or contract execution, designed to achieve with or without the knowledge of the procuring agency to establish prices at artificial, noncompetitive levels for any wrongful gain;
- iii. **"Corrupt Practice"** means the offering, giving, receiving or soliciting, directly or indirectly, of anything of value to influence the acts of another party for wrongful gain;
- iv. **"Fraudulent Practice"** means any act or omission, including a misrepresentation, that knowingly or recklessly misleads, or attempts to mislead, a party to obtain a financial or other benefit or to avoid an obligation;
- v. **"Obstructive 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 contract or deliberately destroying, falsifying,



altering or concealing of evidence material to the investigation or making false statements before investigators in order to materially impede an investigation into allegations of a corrupt, fraudulent, coercive or collusive practice; or threatening, harassing or intimidating any party to prevent it from disclosing its knowledge of matters relevant to the investigation or from pursuing the investigation, or acts intended to materially impede the exercise of inspection and audit rights provided for under the Rules

- 4.2 Under Rule 35 of SPPR 2010, the Procuring Agency can, inter-alia, blacklist Bidders found to be indulging in corrupt or fraudulent practices. Such action shall be duly publicized and communicated to the SPPRA.

5. INTEGRITY PACT

- 5.1 Pursuant to Rule 89 of SPPR 2010 Consultant undertakes to sign an Integrity pact in accordance with prescribed format attached hereto for all the procurements estimated to exceed Rs. 2.5 million (Section 7).

6. ONLY ONE PROPOSAL

- 6.1 Consultants may only submit one proposal. If a Consultant submits or participates in more than one proposal, such proposals shall be disqualified. Participation of the same Sub-Consultant, including individual experts, to more than one proposal is not allowed.

7. PROPOSAL VALIDITY

- 7.1 The Data Sheet indicates Proposals validity period. During this period, Consultants shall maintain the availability of Professional staff nominated in the Proposal. The Procuring Agency will make its best effort to complete negotiations within this period. Should the need arise; however, the Procuring Agency may request Consultants to extend the validity period of their proposals. Consultants who agree to 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.

- 7.2 Consultants shall submit required bid security in the form of pay order, along with financial proposal defined in the data sheet. Bid security shall be released to the unsuccessful bidders once the contract has been signed with the successful bidder or the validity period has expired. The Bidder shall provide the Bid Security in accordance with the Sindh Public Procurement Rules, 2010 acceptable to the Client. The Bid shall be summarily rejected if it is not accompanied with the Bid Security.

8. CLARIFICATION AND AMENDMENT IN RFP DOCUMENT

- 8.1 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.
- 8.2 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 (or uploaded on procuring agency website) 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.



9. CONSORTIUM AGREEMENT

- 9.1 In case of Consortium of two or more firms, the proposal shall be accompanied by a certified true copy of the Consortium Agreement. The Consortium Agreement as applicable shall confirm the following therein:
- i. Date and place of signing;
 - ii. Purpose of consortium (must include the details of contract works for which the consortium has been invited to bid);
 - iii. A clear and define description of the proposed administrative arrangements for the management and execution of the assignments.
 - iv. Delineation of duties, responsibilities and scope of work to be undertaken by each along with resources committed by each partner / member of the consortium for the proposed services;
 - v. An undertaking that the firms are jointly and severally liable to the Client for the performance of the services;
 - vi. Duties, responsibilities and powers of the lead firm;
 - vii. The authorized representative of the consortium.
- 9.2 In case of Consortium, it is expected that the lead partner would be authorized to incur liabilities and to receive instructions and payments for and on behalf of the consortium. For a consortium to be eligible for bidding, the experience of lead partner and other partners should be indicated.
- 9.3 Any alternative proposal, such as one by a firm in sole capacity and another in Consortium with another firm or as a part of 2 or more consortiums, for the assignment will be summarily rejected. In such an event, all the proposals submitted by such firm and its Consortium or associate shall be rejected.



- 9.4 The proposal of a firm is liable to be rejected if the firm makes any false or misleading statement in the proposal(s) without prejudice to the rights of the Client to initiate further proceedings against the said firm(s).
- 9.5 Notwithstanding anything to the contrary contained in this RFP, the detailed terms specified in the draft Contract agreement shall have overriding effect; provided, however, that any conditions or obligations imposed on the Bidder hereunder shall continue to have effect in addition to its obligations under the Contract.
- 9.6 Bidders NOT complying with any of the above eligibility pre-requisites would be disqualified. All documentary evidence must be submitted along with the bids; no document will be acceptable after bid submission.
- 9.7 Bidders or any of its consortium partners must not have been black listed or declared bankrupt by any Government or Financial institution.

10. PREPARATION OF PROPOSALS

- 10.1 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
- 10.2 Your proposal shall be prepared in two separate parts, each to be contained in a separate cover as follows:

Cover 1: Technical Proposal

Cover 2: Financial Proposal



11. LANGUAGE

- 11.1 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.

12. TECHNICAL PROPOSAL FORMAT AND CONTENT

- 12.1 While preparing the Technical Proposal, Consultants must give particular attention to the following:
- i. If a consultant considers that it does not have all the expertise for the assignment, it may obtain a full range of expertise by associating with individual consultant(s) and/or other firms or entities in a joint venture, as appropriate. The international consultants are encouraged to seek the participation of local consultants by entering into a joint venture.
 - ii. It is desirable that majority of the key professional staff proposed be permanent employees of the firm or have an extended and stable working relationship with it.
 - iii. Proposed professional staff must, at a minimum, have the experience indicated in the Evaluation Criteria as given in Section 5, preferably working under similar geographical condition.
 - iv. Alternative professional staff shall not be proposed, and only one curriculum vitae (CV) shall be submitted for each position.



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

- i. A brief description of the consultant organization and an outline of recent experience on assignments 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.
- 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.
- iii. A detailed description of the proposed methodology, work plan for performing the assignment, staffing.
- iv. The list of the proposed staff / team by specialty, the tasks that would be assigned to each staff team member, and their timing.
- v. CVs recently signed by the proposed professional staff and the authorized representative submitting the proposal. Key information should include number of years working for the consultant and degree of responsibility held in various assignments.
- vi. 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.
- vii. Any additional information requested in the Data Sheet.

The Technical Proposal shall not include any financial information.

14. FINANCIAL PROPOSAL



- 14.1 The Financial Proposal shall be prepared using the attached Standard Forms (Section 7). It shall list all costs associated with the assignment. 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, RECEIPT AND OPENING OF PROPOSAL

- 16.1 Proposal shall contain no interlineations or overwriting. Submission letters for both Technical and Financial Proposals should respectively be in the format of the forms as mentioned in Section 7. All pages of the original Technical and Financial Proposals will be initialed by an authorized representative of the Consultants, Firm. The authorization shall be in the form of a written power of attorney accompanying the Proposal.
- 16.2 All required copies of the Technical Proposal are to be made from the original. If there are discrepancies between the original and the copies of the Technical Proposal, the original governs.
- 16.3 The Technical Proposal shall be submitted, in triplicate (one original and two copies) and shall be placed in a sealed envelope clearly marked "**TECHNICAL PROPOSAL**." Similarly, the original Financial Proposal shall be placed in a sealed envelope clearly marked "**FINANCIAL PROPOSAL**" followed by name of the assignment, and with a warning "**DO NOT OPEN WITH THE TECHNICAL PROPOSAL.**" If the Financial Proposal is not submitted in a separate sealed envelope duly marked as indicated above, this will constitute grounds for declaring the Proposal non-responsive.
- 16.4 The Proposals must be sent to the address indicated in the Data Sheet and received by



- the PA no later than the time and the date indicated in the Data Sheet, or any extension to this date. Any proposal received by the PA after the deadline for submission shall be returned unopened. In order to avoid any delay arising from the postal or PA's internal dispatch workings, Consultants should ensure that proposals to be sent through couriers should reach a day before the deadline for submission.

17. EVALUATION

- 17.1 From the time the Proposals are opened to the time the contract is awarded, the Consultants should not contact the PA on any matter related to its Technical and/or Financial Proposal. Any effort by Consultants to influence the PA 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.
- 17.2 A Quality and Cost Based Selection QCBS will be adopted in evaluating the proposal. In the first stage a technical evaluation will be carried out. Only those Technical proposals, which score at least 80 % out of 1000, shall be considered for financial evaluation in the second stage. The evaluation of the technical and financial bids shall be held under the Quality and Cost Based Selection (QCBS) method. The Evaluation criteria under QCBS is at Section V.

18. EVALUATION OF TECHNICAL PROPOSAL

- 18.1 The evaluation 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 (TS). A Proposal shall be rejected at this stage if it fails to achieve the minimum technical score indicated in the Section V.
- 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 un-opened.

19. EVALUATION OF FINANCIAL PROPOSAL

- 19.1 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. Copy of the record shall be sent to all Consultants.
- 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 will be given the maximum financial score (FS) as per the formula mentioned in the financial evaluation (Section V(5)) and will be awarded the contract on the basis of aggregate score in the evaluation.

20. NEGOTIATIONS

- 20.1 Negotiations will be held at the date and address to be communicated by the Procuring Agency. The invited Consultant will, as a pre-requisite for attendance at the negotiations, confirm availability of Professional staff to represent Bidders. Failure in satisfying such requirements may result in the PA proceeding to negotiate with the next-ranked Consultant as per SPPRA rules. Representatives conducting negotiations on behalf of the Consultant must have written authority to negotiate and conclude a contract.



20.2 Technical Negotiations will include a discussion of the Technical Proposal, the proposed technical approach and methodology, work plan, organization and staffing, and any suggestions made by the Consultant to improve the Terms of Reference. The PA and the Consultants will finalize the Terms of Reference, staffing schedule, work schedule, logistics, and reporting. These documents will then be incorporated in the Contract as part of the Scope of Work. Minutes of negotiations, which will be signed by the PA and the Consultant, will become part of Contract agreement.

21. AVAILABILITY OF PROFESSIONAL STAFF

21.1 Having selected the Consultant on the basis of, among other things, an evaluation of proposed Professional staff, the PA 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.

22. AWARD OF CONTRACT

22.1 After completing negotiations, the Procuring Agency shall award the contract to the selected Consultant and within seven days 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. After publishing of award of contract Consultant required to submit a performance security at the rate indicated in date sheet.



23. CONFIDENTIALITY

23.1 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.



SPECIAL TERMS & CONDITIONS



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SPECIAL TERMS & CONDITIONS

- 1 **Date of Submission**
 - 1.1 The response should reach by 03:00 PM on Friday 10th March 2017. The responsibility to ensure this lies with the Bidder.

- 2 **Bid Documents**
 - 2.1 Bidder should pay a Tender Document fee of Rs. 5,000 (non-refundable) to be paid through pay order along with the bid.
 - 2.2 RFP documents can be downloaded from website <http://www.pprasindh.gov.pk> and <http://www.sindh.gov.pk>, <http://www.sindhpolice.gov.pk> as per dates mentioned in the response Data Sheet
 - 2.3 The bidders are expected to examine all instructions, forms, terms, project requirements and other information of the RFP Documents.

- 3 **Bid Security**
 - 3.1 The Bidder should pay a Bid Security of 2.5% of the Bid Price in form of Bank Guarantee or Pay Order and it should be valid for 28 days beyond the bid validity period, drawn on scheduled bank.
 - 3.2 Bid security of all unsuccessful bidders would be refunded by Home Department after being notified as being unsuccessful. The Bid Security, for the amount of mentioned above, of successful bidders would be returned upon submission of Performance Bank Guarantee as per the format provided in this RFP.
 - 3.3 The bid security amount is interest free and will be refundable to the unsuccessful bidders without any



- accrued interest on it
- 3.4 The Bid submitted without bid security amount, mentioned in Clause 3.1 will be rejected
- 3.5 The bid security may be forfeited:
- a. If a bidder withdraws its bid during the period of bid validity
 - b. In case of a successful bidder, if the bidder fails to sign the contract in accordance with this RFP
- 4 **Price**
- 4.1 The price quoted in the Bid should be inclusive of all taxes
- 5 **Time & Date for Bid Opening**
- 5.1 All bids would be opened on 10 /03/2017 at 03:30 PM
- 5.2 If due to any exigency, the due date for opening the Response is declared holiday, the Response will be opened the next working day at the same time or any other time as intimated by the department
- 6 **Authorized Representatives**
- 6.1 The bidder may depute their representatives, duly authorized in writing to attend the opening of the response on the due date and time
- 7 **Corrigendum / Amendments to the RFP**
- 7.1 If Department deems it appropriate to revise any part of this RFP or to issue additional data to clarify an interpretation of the provisions of this RFP, it may issue



supplements/corrigendum to this RFP. Such supplemental information will be communicated to all the bidders by e-mail and will also be made available on the website. Any such supplement shall be deemed to be incorporated by this reference into this RFP.

7.2 At any time prior to the deadline (or as extended by Home Department, Government of Sindh) for submission of Response, Home Department, for any reason, whether at its own initiative or in response to clarifications requested by prospective bidder, Home Department may modify the RFP document by issuing amendment(s). All bidders will be notified of such amendment(s) by publishing in accordance with the SPP Rules 2010 and these will be binding on all the bidders.

7.3 In order to allow bidders reasonable time to take the amendment(s) into account in preparing their Response, Home Department, at its discretion, may extend the deadline for the submission of Response.

8 Right to Terminate the RFP 8.1

Home Office makes no commitments, explicit or implicit, that this process will result in a business transaction with anyone. The bidder's participation in this process may result in department selecting the bidder to engage in further discussions and negotiations towards execution of a contract. The commencement of such negotiations does not, however, signify a commitment by the state to execute a contract or to continue negotiations.



- 09 **Late Bids** 9.1 Response received after the due date and the specified time (including the extended period if any) for any reason whatsoever, shall not be entertained and shall be returned unopened
- 10 **Language of Responses** 10.1 The Response and all correspondence and documents shall be written in English.
- 11 **Conditions under which RFP is issued** 11.1 This RFP is not an offer and is issued with no commitment. Department reserves the right to withdraw the RFP and change or vary any part thereof at any stage. Department also reserves the right to disqualify any bidder should it be so necessary at any stage.
- 11.2 Timing and sequence of events resulting from this RFP shall ultimately be determined by department.
- 11.4 Neither the bidder nor any of the bidder's representatives shall have any claims whatsoever against department or any of their respective officials, agents, or employees arising out of or relating to this RFP or these procedures (other than those arising under a definitive service agreement with the bidder in accordance with the terms thereof).



**12 Rights to the Content
of the Response**

12.1 All Responses and accompanying documentation of the RFP will become the property of Home Department, Government of Sindh and will not be returned after opening of the Responses. Department is not restricted in its rights to use or disclose any or all of the information contained in the Response and can do so without compensation to the bidders. Department shall not be bound by any language in the Response indicating the confidentiality of the Response or any other restriction on its use or disclosure.

13 Disqualification

13.1 The Response is liable to be disqualified in the following cases or in case bidder fails to meet the bidding requirements as indicated in this RFP:

- i. Response not submitted in accordance with the procedure and formats prescribed in this document or treated as non-conforming Response.
- ii. During validity of the Response, or its extended period, if any, the bidder increases his quoted prices
- iii. The bidder qualifies the Response with his own conditions
- iv. Response is received in incomplete form
- v. Response is received after due date and time at the designated venue
- vi. Response is not accompanied by all the requisite documents
- vii. Information submitted in Response is found to be misrepresented, incorrect or false.



- accidentally, unwittingly or otherwise, at any time during the processing of the contract (no matter at what stage) or during the tenure of the contract including the extension period if any
- viii. Bidder tries to influence the Response evaluation process by unlawful/corrupt/fraudulent means at any point of time during the bid process
- ix. In case any one bidder submits multiple Responses.
- x. Bidders may specifically note that while evaluating the Responses, if it comes to Home knowledge expressly or implied, that some bidders may have colluded in any manner whatsoever or otherwise joined to form an alliance resulting in delaying the processing of Response then the bidders so involved are liable to be disqualified for this contract as well as for a further period of three years from participation in any of the tenders floated by Government of Sindh
- xi. The response to the pre-qualification criteria, Response and the entire Quality and Cost Based Selection documentation submitted should not contain any information on price, pricing policy, pricing mechanism or any information indicative of the commercial aspects of the bid.
- xii. In case of failure in meeting the mandatory clauses and criteria set for evaluation



SECTION II
BACKGROUND OF THE STUDY



STUDY BACKGROUND

This Project has been initiated in compliance of the directions issued by the Supreme Court of Pakistan issued on 28-07-2016 on the SMC No. 16 of 2011 and 07 of 2016 etc. (Sou Moto Action regarding Karachi Law and order situation).

Extension of existing video surveillance facility for the City of Karachi to help in deterrence of terrorist acts and street crime, traffic monitoring, enhancement of VIP security, and improve overall public safety and security. This project is envisioned to be rolled out similar to the approach taken by several other metropolitan cities of the world.

BRIEF BACKGROUND OF EARLIER PROJECTS

In the year 2008 Karachi Metropolitan Corporation (KMC) installed 168 PTZ cameras at 66 different locations of city. The purpose was to monitor the assets of KMC like Underpasses and overhead bridges etc.

In the Year 2010-11 Information Technology Department Government of Sindh installed 198 cameras at 40 different locations of Karachi. The cameras are upgraded with 5 Megapixel. The aim was to monitor traffic regulation and monitoring. All cameras are functional and Karachi Traffic Police is effectively utilizing these cameras for Violation Management System.

In the year 2012 Sindh Police installed 695 cameras on 155 different locations of Karachi city. The cameras capacity is 2 Mega Pixels. The aim was to monitor law and order and monitoring of post incident and pre incident events.

In the year 2014 Karachi Metropolitan Corporation (KMC) again enhanced the capacity of existing command and control center with installation of more 910 cameras of 3 Mega pixels on 232 locations of Karachi majority covering the industrial areas like Korangi, New Karachi and Site etc. The purpose was to monitor the law and order and assets of KMC and enhance the



existing capacity of Control Center of KMC. All Cameras are functional and in working condition.

In the year 2015 Karachi Metropolitan Corporation (KMC) again enhanced the capacity of existing Command and Control Center with installation of more 225 cameras of 5 Megapixel on 45 locations of Karachi. The purpose was to monitor the law and order and assets of KMC and enhance the existing capacity of control center of KMC. All Cameras are functional and in working condition.

Total No of Locations all together	=	538
No. of Cameras	=	2187

On the directives of Supreme Court new 10,000 high resolution cameras at 2000 new locations have been approved by the Government of Sindh to install these cameras in phases.

OBJECTIVES OF THIS STUDY

Govt. of Sindh wants to hire a consultant to conduct a feasibility study for the purpose the of the designing development, of a Camera Surveillance project for the City of Karachi. The Consultant will undertake the feasibility on behalf of the Sindh Government for the formulation of a custom-built Surveillance / security concept taking into account all of its present challenges and those that may be predicted in line with regional and global trends.

Under the project there will be the Construction of the new Central Command and Control Centre on the modern lines as per the international standards, expansion and strengthening of the existing facilities and standards of the Data Centre and live monitoring in at Central Command and Control Centre and establishment of 3 more Regional Command & Control Centres at Karachi. The consultants will design and propose the best model for the surveillance system to the Home Department for Sindh Police under this study as per the scope of work defined in this RFP.



SECTION III
SCOPE / REQUIREMENT



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**BID DATA SHEET**

Sr. No.	Description	Details
01)	Mode of Tendering	Request for Proposal (RFP)
02)	Mode of Selection	Single Stage Two Envelopes
03)	Website	www.sindh.gov.pk , www.pprasindh.gov.pk www.sindhpolice.gov.pk
04)	Tender Document Fee	Rs. 5,000/- (Non Refundable) To be paid through Bank Draft
05)	Earnest Money Deposit	2.5% of the Bid Value To be paid through CDR, Bank Guarantee or Bank Draft
06)	Duration of Study	3 Months
07)	Last Date & Time for Issuance of Tender Documents	Thursday 9 /3/2017 (up to 05:00 PM)
08)	Last Date for Submission of Written Queries for Clarification	Friday 03/3/2017 (up to 05:00 PM)
09)	Date of Pre-Bid Meeting	Will be communicated to the interested bidders
11)	Date & Time for Submission of Bids	10 /3/2017 (up to 03:00 PM)
12)	Date & Time for Opening of Technical Bids	10 /3/2017 (up to 03:30 PM)
13)	Date & Time for opening of Commercial Bid	Will be communicated to shortlisted bidders only
14)	Language of Bid	English
15)	Proposal Validity	90 Days from the date of submission of bid
16)	RFP Qualification Criteria	The consulting firm should meet the RFP qualification criteria listed in Section IV Minimum 80% points for Technical Proposal qualification for eligibility of financial proposal opening.



17)	Performance Security	10%
18)	Tax Liability	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
19)	Contact Details	Secretary, Home Department, Government of Sindh Ph: 021- 99211355 Fax: 021- 99211549 For RFP Assistance: Director, Information Technology Branch, Ground Floor Block-B, Central Police Office I.I. Chundrigar Road, Karachi Ph: 02199212082 Fax: 021-99212070 Email: ditcpo@gmail.com
20)	Eligibility Criteria	The consulting firm should meet the eligibility criteria listed in section 24 of Bid Data Sheet for qualifying the next stage i.e Technical and financial evaluation.
21)	Firm's Area of Expertise / Personnel Required	IT Expertise <ul style="list-style-type: none">• CCTV Consultant• Data Center Consultant• Command and Control Center• Connectivity Expert / LTE / Fiber Financial and Civil Expertise <ul style="list-style-type: none">• Civil Architecture (for smart building)• Project Management Professional• Financial Consultant



		<p>Firm must submit the Organization Chart and Team Composition: Team composition and outline of roles of the team members shall be provided in the technical document</p> <p>Please attach the CV of the technical staff on the format of CV provided in Section VII</p>
22)	Eligibility Criteria for Bidders/ Mandatory Requirements	<p>The Bidders must comply with the following mandatory requirements:</p> <ol style="list-style-type: none">1. The Bidder must be registered with SECP under the Companies Ordinance 1984;2. The Bidders must be registered with FBR for Income Tax and Sales Tax and must be on FBR's Active Taxpayers List.3. The bidders must be registered with Sindh Revenue Board for "Provincial Sales Tax".4. The bidders must have Professional Tax certificate.5. Bidders/ consortium for Structural / Architectural design must have valid PEC certificate of minimum C-4 level.6. Bidders/ consortium for Structural / Architectural design must have valid license for Architectural/ Structural Design.7. Bidders/ consortium for Fiber Optic/ LTE



design must have valid TIP License from PTA.

8. Affidavit That firm is not Blacklisted and involved in any active litigation in Pakistan
9. The Bidder must have ISO 9001, ISO 27001, TIP license (PTA), and PEC Cat-4 or above certifications.
10. In case of JV/consortium all bidders must have minimum 1 certifications i-e ISO 9001 certification.
11. The Bidders must be able to demonstrate that they have expertise in performing the tasks enlisted under scope of work.
12. The Bidders must prove the experience of consultancy / designing/ establishing the citywide fiber network.
13. The bidder must possess experience of consultancy/deployment/monitoring of field operation for citywide surveillance for minimum 500 or above cameras along with data center, network operations, command control center in Pakistan and internationally.
14. The Bidders must have a clear understanding of the Video Analytics /software application and mobile apps required and used in the citywide surveillance projects by demonstrating minimum



	<p>strength of at least 10 certified software engineers in Pakistan.</p> <p>15. Bidder must have fully operational office in Karachi</p> <p>16. The Bidders must provide references with authentic and verified documents along with the customer visit (if required) to verify the project of functionally similar in nature as required in this RFP.</p> <p>17. The Bidders must be having evidence of at least 2 or more projects locally or internationally for consultancy / deployment of the similar nature.</p>
23	<p>Pre-bid Meeting for Clarification on RFP</p> <p>A prospective Bidder requiring any clarification upon the RFP may notify the Procuring Agency in writing or by facsimile at the Purchaser's address provided in this RFP. Similarly, if a Bidder feels that any important provision in the documents will be unacceptable such an issue should be raised as soon as possible. The Procuring Agency will respond in writing to any request for clarification of the RFP that it receives no later than the in accordance with the SPPRA Rules 2010. All requests for clarification of the RFP must be notified by a prospective Bidder to the Purchaser no later than the deadline for submission prescribed above. Copies of the Procuring agency response (including an explanation of the query but not identifying its source) will be sent to all prospective Bidders that have</p>



received the RFP and will be hoisted on the website of the Purchaser and the authority.

A pre-bid meeting will be held as prescribed by the Purchaser in the procurement schedule included in this RFP. The pre-bid meeting will be held at the premises of the Purchaser in Karachi, to answer any queries that potential bidders may have. All queries relating to RFP should be faxed or mailed to Procuring Authority address as mentioned in this RFP.

As mentioned in above point, the Purchaser will organize and Bidders may attend a pre-bid meeting. The purpose of the meeting will be to clarify issues and answer questions on any matter that may be raised at this stage, with particular attention to issues related to the Technical Requirements. Bidders are requested, as far as possible, to submit any questions in writing or by electronic mail or facsimile, to reach the PA not later than the specified date in the schedule. Minutes of the meeting, including the questions raised and responses given, together with any responses prepared after the meeting, will be transmitted without delay to all those who attended the pre-bid meeting and will be hoisted on the website of Purchaser for those interested bidders who could not attend the pre-bid meeting.



SCOPE OF WORK

1. BACKGROUND

Karachi, one of the biggest city of Pakistan, as one of the most developed States and was ranked at the top among the States and Union Territories on 12 key indicators relating to quality of life due to the leadership shown by the Sindh Province in various aspects of Good Governance. With the recent increase of security and terrorism threats in the country, Government of Sindh would like to proactively build a comprehensive CCTV surveillance system to create a better information system to enhance security for its citizens and its assets, and ensure the safety of the same.

The project study is envisages for implementation of a city-wide surveillance system which would involve design and building a comprehensive surveillance system to facilitate 24x7 effective monitoring through high resolution night vision cameras to enhance the capacity of investigation etc. The project would ensure setting up of 10000 new surveillance cameras network throughout the city at 2000 proposed locations:

- a. All the major roads and junctions
- b. Public Places
- c. Places of Strategic Importance

This Request for Proposal is being called by Home Department with a primary objective for availing Consultancy Services from successful bidder for designing and preparation of feasibility study to setup a City-Wide Surveillance System for Karachi with installation of High resolution 10.000 cameras on 2000 new locations. Through this RFP, the selection committee will select Consulting firm to undertake the tasks as listed in the following sections of the RFP.

As part of its endeavors to provide its services to residents of Karachi with utmost efficiency, Government of Sindh intends to undertake Surveillance Project design and feasibility for its



various functions including law & order, communication, security surveillance, traffic management and secure connectivity.

With the increase of security concerns and terrorist threats in the country including Sindh, the Sindh Police plans to design an Integrated Security Surveillance System to provide better security for its citizens of Karachi and protect them through vigilant surveillance to prevent them from the street crimes and other law and order issues. It has been envisaged to implement Integrated Security Surveillance System in phases which would involve designing and building a Comprehensive system involving setting up of Security surveillance cameras (CCTVs), Video Analytics solution, and Automatic Number Plate Recognition Cameras (ANPR) etc. at strategic locations.

2. OBJECTIVES OF CONSULTANCY

- 1) To Survey/ study the existing Surveillance Systems operating in the Karachi city and identification of the up-gradation. Design and submission of technical specifications of the Surveillance system with latest technologies for Cameras, Control Centre, software, security systems as per the project outlines.
(Sindh Police/KMC/CPO / Regional CC/ CM Sindh CC)
- 2) Survey the proposed locations of Command and Control Centre, pole sites and data Centre to design the purpose build building Centralised Command and Control Centre with centralised operation facilities for monitoring entire city and for other rescue services and emergency response Unit. Submission of the structural/ architectural design of the Smart purpose builds Building for Command &Control Centre and regional Sites with specifications and cost.
- 3) Fibre optic survey for dedicated connectivity for Sindh Police and submission of detailed report with technical requirement and costing for establishing Sindh Police own Fibre optics network



- 4) Develop comprehensive documents i.e RFPs/ TOR/ EOI, tender documents etc. for the procurement/ establishment of Surveillance system documents with technical and financial and other contractual requirements.
- 5) Develop detail Operational and maintenance Contracts with cost estimates/ charges for Pole Sites and Data Centre for the first 3 years.
- 6) Submission of Final Report and PC-I with Specifications of the Cameras, Data Centre Storage, connectivity and all associated requirements for the project.

3. OUTLINE OF SCOPE OF WORK

The objective of this Request for Proposal is to hire an agency to provide consultancy and project management services for implementation of Surveillance Project initiatives of Government of Sindh as mentioned above. The broad scope of work of the shortlisted consultancy will include the following:

a. SOLUTION CONCEPTUALIZATION

The consultant will be responsible for requirements gathering of Police Department and detailed designing of state wide surveillance system. The broad scope of activities which the consultant will be expected to undertake as part of solution conceptualization will include:

- a) Detailed study of the existing surveillance systems and access/identify its GAPS.
- b) Study of existing IT systems related to surveillance.
- c) Visit the proposed 2000 locations for its designing and connectivity
- d) Detailed solution conceptualization for Surveillance Project
- e) High level technology design and identification of functional requirements of the solution.



- f) Prepare the specifications of the Cameras, Data Center equipments, and all the associated required items.
- g) Preparation of Detailed Project Report for implementing the Surveillance Project
- h) Preparation of detailed financial estimates for the projects.
- i) Preparation of PC-I, RFP and Technical specification Documents for the surveillance project for installation of 10,000 new high power cameras.

b. RFP PREPARATION AND BID MANAGEMENT

The objective of this track of work for the consultant is to prepare RFPs/RFQs for Sindh Police and facilitate bid management activities leading to selection of System Integrator for surveillance system.

The broad activities which a consultant will be expected to perform are:

- a) Preparation of RFP based on requirements of Scope of work of PC-I
- b) Assist The Procuring Agency during pre-bid sessions with vendors for issuance of necessary clarifications, corrigendum replies to vendor queries
- c) Prepare the pre-qualification, technical and commercial evaluation criteria
- d) Assist in preparation of Draft contract to Procuring Agency.

c. PROJECT MANAGEMENT SUPPORT

- a) Project management support Assist in implementation of the project and facilitate the technical acceptance of the project.
- b) Design of reporting formats for the regular monitoring of selected bidder
- c) Service Level Agreement (SLA) monitoring of the vendors and workout time delays and cost implications.
- d) Review vendor performance and provide inputs for Sindh Police with recommended actions, if any required



d. SCOPE OF SERVICES FOR ARCHITECTURAL AND STRUCTURAL
DESIGNS.

The services and obligations under this assignment are described here under:-

PRELIMINARY PLANNING & DESIGN PHASE.

- a) Detailed survey work for the site.
- b) Layout plan / Master Plan of the building with location and its orientation with surroundings.
- c) Preliminary design for proposed building of Integrated Command and Control Center.
- d) Preliminary design for all services utilities including BMS, HVAC, Water Supply / public health, Sewage system / sanitation, electrification with provision of cables for telephone, Networking, internet, telecom etc and gas supply.
- e) Submission of Complete set of drawings for preliminary design including Architectural Drawings (Plans, Elevations, X-sections, perspective view etc), structural drawings for building, utilities drawings including HVAC, Electrification, Plumbing / Public Health / water supply, sewerage system, Gas supply and cable for telephone, intercom and internet etc.
- f) Number and spacing of Access to building (stairs & lifts) shall be as per Pakistan building codes with all provision of safety.
- g) Interior space design shall be done keeping aesthetic view of the building.

DETAILED DESIGN PHASE.

- a) Detailed Design shall be carried out in light of the Soil Investigation Report conducted at Consultant part and as per the latest Seismic Zones. Detailed architectural, structural and service drawings (Electric, water supply and sewage disposal, HVAC, Gas, Internet / Telephone etc.) based on approved preliminary drawings shall be prepared on suitable scale along with the larger scale detailed drawings suitable for construction.



- b) working drawings shall comprise of the following:- Architectural Drawings (Plans, Elevations, X-sections, perspective view etc), structural drawings for building, utilities drawings including HVAC, Electrification, Plumbing / Public Health / water supply, sewerage system, Gas supply and cable for telephone .

4. PROJECT DELIVERABLES

The deliverables of the consultant shall be:

A. INCEPTION REPORT

The Consultant shall prepare an Inception Report which shall comprise of the following:

- i. Project appreciation, including understanding of the assignment
- ii. Detailed methodology to meet the requirements of the statement of work: including scheduling of various activities to be carried out for completion of various stages of the work
- iii. Task Assignment and manning Schedule
- iv. Reporting and escalation mechanism

B. DETAILED PROJECT REPORT:

The consultant shall prepare a detailed project report for the city-wide surveillance Project. The DPR shall contain the following items but not limited to:

- Project objectives
- Details of Existing infrastructure and solution
- Architecture blueprint including applications, hardware, network, equipment and manpower
- Design of the solution for city wide surveillance
- Phasing Strategy
- Project activities and timelines
- Change management



- Risk assessment & mitigation
- Project costs and financing
- Implementation plan
- Detailed work plan
- PC-I Submission
- RFP Documents

C. SPECIAL INSTRUCTIONS

- a) The Consultant selected through this bid process will provide deliverables as indicated in this document and support Department in planning for implementation of the Project.
- b) All the survey reports, Technical Proposals, PC-I, drawings and tender documents etc prepared in connection with the project shall be the property of PA and copy right there in shall rest with Government of Sindh.
- c) The Sindh Police, reserves the right to extend the completion period of the consultancy, in the interest of Government. In case of delay in execution of the order, the Procuring Agency may recover from the bidder towards delay a sum 0.25% of the price per day to maximum of 10% (ten percent) or Cancel the contract reserving concern department right to recover damages.
- d) The consultant should note that as a part of requirement for this assignment the consultant will share with Procuring Agency all intermediate documents, drafts, reports and any other item related to this assignment. No work products, methodology or any other methods used by the consultant should be deemed as proprietary and non-shareable with PA by the consultant.
- e) Request for Proposal for selection of system integrator and assistance in hiring of system integrator
- f) Project Management assistance to the Procuring agency during the Project execution.
- g) The Consultant shall ensure that the tasks are completed according the guidelines and in all manners as per the quality, standards, cost and time required by PA.



5. SCHEDULE A – TERMS OF REFERENCE

5.1 TERMS OF REFERENCE

PHASE I: TECHNICAL FEASIBILITY

The technical feasibility shall include but should not be limited to the following components:

a. INITIAL ASSESSMENT

- i. Prepare the analysis of the requirements of surveillance system in the city of Karachi by conducting detailed study of Crime patterns and existing surveillance systems function under Government and private authorities.
- ii. To survey the 2000 proposed locations for the installation of surveillance cameras to finalize its feasibility and workout the connectivity plan (Fiber optics/LTE).
- iii. To survey the physical locations for Central Command and control Center and regional Command centers.

b. TECHNICAL VIABILITY ASSESSMENT

- i. Prepare the analysis of existing CT and IT infrastructures and facilities in Karachi and assess the current situation of developing and potential requirements;
- ii. Prepare the analysis of technical developing trend and propose the appropriate and future-proof technologies recommended for the project.
- iii. Prepare the analysis of business development and propose the safe city business model for the project;
- iv. Prepare technical viability assessment report along with justification for recommended technology for Project Facility

c. ACTION PLAN AND METHODOLOGY

Develop a comprehensive plan for effective implementation of Surveillance System for Karachi which may include but not limited to following:



- i. Command and control center and systems;
- ii. Communication and dispatching system;
- iii. CCTV monitoring and video analytical system;
- iv. Traffic management system;
- v. Mobile application;
- vi. Synchronization and Integration of any existing project in Karachi;
- vii. Central Data Centre
- viii. Civil Architecture;
- ix. Resource Management;
- x. Financial Consultant;
- xi. Fiber LTE connectivity consultant.

PHASE II – FINANCIAL FEASIBILITY AND PROJECT STRUCTURING

It shall include but should not be limited to the following components:

a. FINANCIAL VIABILITY ASSESSMENT

- i. Workout the financial requirements of the entire project for the costing of PC-1
- ii. Develop financial model of the Project covering the projected revenues, construction/development and Operations & Maintenance cost estimates over the life of the Project;
- iii. Prepare cost estimates for allied facilities and ancillary works based on the schematic designs.

PHASE III – BID PROCESS MANAGEMENT AND FINANCIAL CLOSURE

It shall include but should not be limited to the following:

a. BID MANAGEMENT

- a. Prepare Expressions of Interests (the **EOI's**), pre-qualification criteria, Request for Proposal (the **RFP**) documents, concession agreements and project information memorandum for bidders:



- b. Help the PA to invite, EQIs, pre-qualify the bidders based on the pre-qualification criterion given in RFQ;
- c. Assist the PA to invite proposals from the pre-qualified bidders and handle queries, if any received in response to the RFP, of the pre-qualified bidders by holding a pre-bid conference(s);
- d. Assist the PA to evaluate the bids.

b. TRANSACTION NEGOTIATION AND FINANCIAL CLOSURE

- a. Assist in final negotiation with preferred party;
- b. Assist the PA by achieving financial closure.



SECTION – IV
PROJECT TIMELINE
AND
PAYMENT SCHEDULE



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1. PROJECT TIMELINE

It is anticipated that the consultant will be contracted to provide the above mentioned services as per the following activities and submit timeline in front of all activities. The Complete project consultancy timelines may not exceed 3 Months.

Sr. No	Activities	Timeline (from signing of consultancy contract)
01)	To Survey/ study the existing Surveillance Systems operating in the Karachi city and identification of the up-gradation. Design and submission of technical specifications of the Surveillance system with latest technologies for Cameras, Control Centre, software, security systems as per the project outlines. (Sindh Police KMC/CPO / Regional CC/ CM Sindh CC)	
02)	Survey the proposed locations of Command and Control Centre, pole sites and data Centre to design the purpose build building Centralised Command and Control Centre with centralised operation facilities for monitoring entire city and for other rescue services and emergency response Unit. Submission of the structural/ architectural design of the Smart purpose builds Building for Command & Control Centre and regional Sites with specifications and cost.	
03)	Fibre optic survey for dedicated connectivity for Sindh Police and submission of detailed report with technical requirement and costing for establishing Sindh Police own Fibre optics network.	
04)	Develop comprehensive documents i-e RFPs/ TOR/ EOIs, tender documents etc. for the procurement/ establishment of Surveillance system documents with technical and financial and other contractual requirements.	



05)	Develop, detail Operational and maintenance Contracts with cost estimates/ charges for Pole Sites and Data Centre for the first 3 years.	
06)	Submission of Final Report and PC-I with Specifications of the Cameras, Data Centre Storage, connectivity and all associated requirements for the project.	

2. PAYMENT SCHEDULE

Sr. No	Deliverables	Payment Percentage
01)	Submission of Inception Report and Bank Guarantee for Mobility advance	15%
02)	Submission of Detailed survey reports, structure design, technical specification and proposal for making final PC-I. Upon acceptance and approval of the reports by the Procuring agency	35%
03)	Submission of Final PC-I, RFP's FOI's and all technical documents under the scope of this RFP. The payment will be disbursed after acceptance and approval of the documents Procuring Agency	35%
04)	Approval of PC-I and other documents by P&D Department Government of Sindh. Issuance of completion certificate by PA.	10%
05)	After completion of the entire project implementation and completion of the main project.	05%



SECTION – V
RFP RESPONSE OPENING
OF
EVALUATION CRITERIA



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1. RFP RESPONSE

- i. Total transparency will be observed while opening the RFP Responses
- ii. Home Department, Government of Sindh reserves the rights at all times to postpone or cancel a scheduled RFP opening.
- iii. The bidders' representatives who are present shall sign a register evidencing their attendance. In the event of the specified date of bid opening being declared a holiday for department, the Response shall be opened at the same time and location on the next working day. However, if there is no representative of the bidder, Home Department shall go ahead and open the response of the bidders.

2. EVALUATION OF PROPOSALS

The Evaluation of the Response would be carried out in the following manner:

- i. The bidders' response proposed in the bid document is evaluated as per the requirements specified in the RFP and adopting the evaluation criteria spelt out in this RFP. The Bidders are required to submit all required documentation in support of the evaluation criteria specified as required for evaluation.
- ii. Response Presentations: The RFP Committee constituted by the Home Department may invite each bidder to make a presentation to Consultant Selection Committee of Home Department at a date, time and venue decided by department. The purpose of such presentations would be to allow the bidders to present their proposed solutions to the committee and orchestrate the key points in their Responses.
- iii. The committee may seek oral clarifications from the bidders. The primary function of clarifications in the evaluation process is to clarify ambiguities and uncertainties arising out of the evaluation of the bid documents. Oral clarifications provide the opportunity for the committee to state its requirements clearly and for the bidder to more clearly state its Response. The committee may seek inputs from their professional and technical experts in the evaluation process.



3. TECHNICAL QUALIFICATION CRITERIA

Only those bidders will be evaluated if they comply with the mandatory terms & condition of the RFP, along with a compliance statement. The following points will be used in the evaluation of Company/JV/Consortium to qualify in technical evaluation; an applicant must score not less than 80% of the specified points.

S. no	Category	Point
1	Company Profile	100
2	Financial Capability	100
3	Specialization	100
4	Relevant Experience (National & International)	250
5	Understanding of the Assignment/ Scope of Work	100
6	Proposed Methodology	100
7	Quality Management	100
8	Expert Team	150
	Total	1000

Evaluation Committee decision in this regard shall be final and is not subject to any challenge, objection or appeal. Evaluation Committee shall not be obliged nor required to give any reasons for its decision on selection / non-selection.



TECHNICAL EVALUATION CRITERIA

Evaluation criteria	Documentary evidence attached	Points
SECTION 1 Company Profile		
1.1 Years of Establishment of an IT/ Surveillance Expert firm/bidders/JV duly registered with SECP (Max 50 Points)	The documentary evidence / proof should be attached for verification	Max Points = 50 Less than 4 Years = 10 Above 4 to 7 = 30 Marks Above 7 to 10 = 40 Marks More Than 10 = 50 Marks
1.2 Financial Strength (Max 50 Points)	Capital employed in the business (PKR in Millions)	Max Points = 50 Less than 5 = 10 Above 5 to 12 = 30 Marks Above 12 to 20 = 40 Marks More Than 20 = 50 Marks
SECTION 2 Financial Capability		
2.1 Average annual turnover of the IT/ Surveillance Expert firm/bidders/JV for each of the last 3 Years (Max 50 Points)	a) Annual Audit Report b) Registration Evidence	Max Points = 50 Less than 60 Million = 10 Above 60 to 120 Million = 30 Above 120 to 180 Million = 40 More than 180 Million = 50



2.2	Projects in Hand (minimum Rs. 10.0 million worth each) (Max 50 Points)	a) Work Orders b) LOA c) Related document for verifications (Relevant filed projects will be preferred)	Max Points = 50 Above 1-2 = 30 Above 3 to 5 = 40 More than 5 = 50
SECTION - 3 Specialization			
3.1	Expertise for Consultancy services	Documentary evidence will be submitted for the verification	Max Points = 50
3.1.1	Data Center Consultant	Consultant must have proven track record for providing Consultancy/deployment/design architecture for Data Center with any law enforcement Agency	1 = 05 2 = 10 3 or above = 15
3.1.2	CCTV Consultant	Consultant must have proven track record for design, study/ deployment of enterprise of a CCTV with any law enforcement agency Certified/Trained CCTV expert	1 = 05 2 = 10 3 or above = 15
3.1.3	Connectivity Expert/LTE/Fiber	Certified/Trained Consultant must have proven track record for providing Consultancy/deployment/design for Connectivity/fiber/ LTE	1 = 05 2 = 07 3 or above = 10
3.1.4	Software/ Video Analytics	Software Analyst/ Engineer	Below 5 = 0 5 or above = 5 10 or above = 10



3.2	Financial and Civil Expertise	Documentary evidence will be submitted for the verification	Max Points = 50
3.2.1	1. Civil Architecture Design (for smart building)	Experience of Structural / Architectural Designing of purpose build smart building	Any 1 = 10 Any 2 = 15 3 or more = 20
3.2.2	2. Project Management Experience of same scale and scope	Experience of the firm for the Project Management of the similar projects. The documentary evidence must be attached	Any 1 = 05 Any 2 = 10 3 or more = 15
3.2.3	3. Financial Consultant Firm Experience	The Financial Expert consultant/ Firm must have experience of the similar nature for costing / estimates of PC-I or projects.	Any 1 = 05 Any 2 = 10 3 or more = 15

**SECTION - 4
Relevant Experience**

National level Experience Project

4.1	Relevant / Similar experience Nationally (City wide Surveillance of more than 500 Cameras, Command Center, Data Center, NOC, Pole sites, Fiber /LTE connectivity as Turnkey)	Having Experience of Preparing feasibility Study/deployment/execution of a similar nature project in Pakistan preferably	Max Points = 50 Any 1 = 10 Any 2 = 30 More than 3 = 50
4.2	Relevant / Similar experience Nationally Design/ execute	Having Experience of similar nature project in Pakistan	Max Points = 25 Any 1 = 10 Any 2 = 15 More than 3 = 25



	(Smart Building Designs)		
4.3	Relevant / Similar experience Nationally (City wide Fiber LTE connectivity design / implementation as Turnkey)	Having Experience of similar nature project in Pakistan	Max Points = 25 Any 1 = 10 Any 2 = 15 More than 3 = 25
International level Experience Project			
4.4	Relevant / Similar experience worldwide (City wide Surveillance of more than 500 Cameras as Turnkey solution and safe city)	The Company/Consultant having Experience of Preparing feasibility Study of a similar nature project in any city worldwide with documentary proof and contact details.	Max Points = 50 Any 1 = 20 Any 2 = 40 Any 3 or above = 50
4.5	The bidder having international experience of undertaking similar nature assignments and have experience of designing security projects internationally for similar nature projects/security Projects, and have the experience of technical authoring the documents for similar nature project	The consultants having minimum of 5 years of experience in the security domain as industry expert. Documentary proves required to establish the experience and expertise.	Max Points = 50 Any 1 = 10 Any 2 = 30 More than 3 = 50
SECTION – 5			
Understanding of the Assignment/ Scope of Work			



5.1	Detailed write up on the understanding of the scope of Work (Write Up + Presentation)	Consultant understanding of the assignment is very important. Consultant selection committee can accept or reject the understanding	Not satisfactory = 0 Average = 50 Good = 75 Excellent = 100
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SECTION - 6
Proposed Methodology

6.1	Detailed write up on the Proposed Methodology of the consultancy with timelines and schedules as per the requirements of the project. The methodology should be innovative and sound as per the expertise required. (Write Up + Presentation)	Consultant understanding of the assignment is very important. Consultant selection committee can accept or reject the proposed methodology	Not satisfactory = 0 Average = 50 Good = 75 Excellent = 100
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SECTION - 7
Quality Management

7.1	The Consultant firm and their JV partners must have the following ISO Certifications Mandatory 1. ISO 9001 2. ISO 27001	The consultant must submit valid certificates for verifications	Max Points = 100 Mandatory = 50 Mandatory + 1 = 60 Mandatory + 2 = 70 Mandatory + 3 = 80 Mandatory + 4 = 90 Mandatory + All and
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Office of the Director I.T CPO,
Karachi.



	3. PEC C-4 or above 4. TIP license from PTA Optional 5.PSEB 6.CMMI 7. ITIL 8. CVAS License 9.CBC enlisted (Civil/Architect)		more =100
SECTION - 8 Expert Team			
8.1	Expert Consultant team	Documentary evidence and CVs will be submitted for the verification	Max Points = 150
8.1.1	CCTV Consultant / Expert	Certified/Trained CCTV expert	Any 1 = 10 Any 2 = 20 Any 3 = 30
8.1.2	Data Center Consultant / Expert	CCDP/CCIE with minimum of 10 years of industry experience	Any 1 = 10 Any 2 = 20
8.1.3	Network Engineer/ Consultant	CCNP, CCIE (Experience of routing / switching of intranet)	Any 1 = 10 Any 2 = 20
8.1.4	Software Expert/ Engineer	MCSE, MCSD	Any 1 = 10 Any 2 = 20
8.1.5	Command and Control Center	Certified/Trained expert on reputed projects	Any 1 = 10 Any 2 = 20
8.1.6	Software/ Video Analytics Expertise	Software Analyst/ Engineer trained on any video analytic software.	Any 1 = 10 Any 2 = 20
8.1.7	Connectivity Expert / LTE / Fiber	Certified/Trained network expert having proven track record and	Any 1 = 10 Any 2 = 20



		experience, registered with PEC	
8.2	Financial, legal and Civil Expertise		Max Points = 50
8.2.1	Civil Architecture and Design for smart building	1. civil engineer with minimum 05 years of experience 2. Engineer with BMS/HVAC trained/certified engineer 3. Structural design expert 4. Architectural design expert	Any 2 = 10 Any 3 = 15 All 4 or more = 20
8.2.2	Project Management Professional/ Consultant	Certified Project management professional Certified Program management professional	Any 1 = 5 Any 2 = 10
8.2.3	Financial Consultant	CA/ACCA/ACMA with minimum 03 years of experience	Any 1 = 5 Any 2 = 10
8.2.4	Legal Consultant	legal consultant (Corporate Lawyer/) with minimum 03 years corporate law experience (To draft rules and SOPs etc)	Any 1 = 5 Any 2 = 10



Note:

1. All bids shall be evaluated in accordance with the evaluation criteria and other terms and conditions set forth in the bidding documents
2. Bidders shall be required to obtain minimum 80% **Marks in evaluation criteria** in addition to the mandatory clauses mentioned in the bidding document to qualify for the evaluation of Financial Bids.
3. Failing to provide any information will make the bid non- responsive and will lead to the disqualification of the firm
4. Bidders who meet the mandatory requirements as mentioned in the bid data sheet and prequalification / eligibility requirement would be considered as qualified to move to the next stage of Technical and Financial Evaluations.
5. The bidders having a technical score of 80 % and above will qualify to the next step of RFP response opening, commercial bid evaluation.

4. COMMERCIAL BID EVALUATION

- i. The Financial Bids of technically qualified bidders will be opened on the prescribed date in the presence of bidder representatives.
- ii. The bidder with lowest qualifying financial bid will be awarded the contract.
- iii. Only fixed price financial bids indicating total price for all the deliverables and services specified in this bid document will be considered.
- iv. The bid price will include all taxes and levies and shall be in PAK Rupees.
- v. Any Conditional bid would be rejected

5. EVALUATION AND COMPARISON OF FINANCIAL BIDS

Bidders who have been technically qualified on the basis of the technical evaluation shall be eligible for a detailed evaluation.

The Purchaser will evaluate and compare the bids that have been determined to be substantially responsive. Bids which are not substantially responsive and compliant with the requirement on of the RFP shall be rejected.



- Technical Bid Score will get a weight age of 70% and Financial Bid Score will get a weight age out of 30% in Award Decision.

The total bid score would be determined as follows:

$$\text{Score}_i = \left(\frac{\text{Cost}_{\text{lowest}}}{\text{Cost}_i} \right) \times 30\% + \left(\frac{\text{Technical_Score}_i}{\text{Technical_Score}_{\text{highest}}} \right) \times 70\%$$

Where:

Score _i	=	Evaluated Score of Bidder i
Cost _i	=	Evaluated Bid Price of Bidder i
Cost _{lowest}	=	Lowest Evaluated Bid Price amongst all Responsive Bids
Technical_Score _i	=	Technical Score of Bidder i
Technical_Score _{highest}	=	Highest Technical Score amongst all Bids

The bidder securing highest evaluated score will be considered the Best Evaluated Bid or the Lowest Evaluated Bid.

6. AWARD CRITERIA

Home Department will award the Contract to the successful bidder whose proposal has been determined to be substantially responsive and has been determined as the most responsive bids as per the process outlined above.

7. NOTIFICATION OF AWARD

Prior to the expiration of the validity period, Home Department, will notify the successful bidder in writing or by fax or email, that its proposal has been accepted. In case the tendering process / public procurement process has not been completed within the stipulated period, Home Department, may like to request the bidders to extend the validity period of the bid. The notification of award will constitute the formation of the contract. Upon the successful bidder's furnishing of Performance Bank Guarantee Home Department, will notify each unsuccessful bidder and return their Bid security.



8. PERFORMANCE GUARANTEE.

The Home Department will require the selected bidder to provide a Performance Bank Guarantee, within 15 days from the Notification of award, for a value equivalent to 10% of the total cost of ownership. The Performance Guarantee should be valid for a period of 12 months. The Performance Guarantee shall be kept valid till completion of the project. The Performance Guarantee shall contain a claim period of three months from the last date of validity. The selected bidder shall be responsible for extending the validity date and claim period of the Performance Guarantee as and when it is due on account of non-completion of the project and Warranty period. In case the selected bidder fails to submit performance guarantee within the time stipulated, the Home Department, at its discretion may cancel the order placed on the selected bidder without giving any notice. Home Department, shall invoke the performance guarantee in case the selected Vendor fails to discharge their contractual obligations during the period or Home Department, incurs any loss due to Vendor's negligence in carrying out the project implementation as per the agreed terms & conditions.


Date: 13/02/2017



SECTION – VI
LEGAL TERMS



LEGAL TERMS

1 Disclaimer

This RFP Documents not an agreement and is not an offer or invitation by Home Department, Government of Sindh to any Bidder other than the one that qualifies based on evaluation of submitted Response. The purpose of this RFP Documents to provide information to the potential Bidders to assist them in responding to this RFP Document. Though this RFP Document is prepared with sufficient care to provide all required information to the potential Bidders, they may need more information than what has been provided. In such cases, the potential Bidder is solely responsible to seek the information required from the Home Department, at his / her own cost. Home Department reserves the right to provide such additional information at its sole discretion. In order to respond to the RFP Document, if required, and with the prior permission of Home Department, the potential Bidder may conduct his own study and analysis, as may be necessary. Home Department makes no representation or warranty and shall incur no liability under any law, statute, rules or regulations on any claim the potential Bidder may make in case of failure to understand the requirement and respond to the RFP Document. Home Department may, in its absolute discretion, but without being under any obligation to do so, update, amend or supplement the information in this RFP Document.

2 Law

The Contract shall be considered and made in accordance with the PPRA laws of the Sindh. The contract shall be governed by and interpreted in accordance with the laws of the PPRA Sindh.



3 Arbitration

All disputes or differences arising out of or in connection with the Contract shall be settled by bilateral discussions. Any dispute, disagreement or question arising out of or relating to the Contractor relating to construction or performance, which cannot be settled amicably, may be resolved through arbitration. In the event of any dispute or difference arising out of or in any way relating to or concerning these presents or effects of these presents, the same shall be referred to the sole arbitration of a person to be appointed by the Home Department. The bidder shall not raise any objection to such appointment on the ground that such sole arbitration is a Government servant or that in the Course of his duties as such Government Servant he had expressed views on all or any of the matters in dispute or difference. In the event of such arbitrator being transferred or vacates his office or refuses or is unable to act as such for any reason whatsoever, it shall be open to the Home Department, to appoint another person in his place. The arbitrators appointed shall be entitled to proceed with the reference from the stage at which it was pending. The arbitrator may, with the consent of both the parties to these presents, extend the time for making the award.

**4 Penalty for use of
Undue Influence**

The Bidder undertakes that he has not given, offered or promised to give, directly or indirectly, any gift, consideration, reward, commission, fees, brokerage or inducement to any person in service of the Buyer or otherwise in procuring the Contracts or forbearing to do or for having done or forborne to do any act in relation to the obtaining or execution of the present Contract or any other Contract with the Government of Pakistan for showing or forbearing to show favor or disfavor to any person in relation to the present Contract or any other Contract with the Government of Pakistan.



- 5 **Non-Disclosure of Contract Documents** Except with the written consent of the Home Department the Bidder, other party shall not disclose the contract or any provision, specification, plan, design, pattern, sample or information thereof to any third party.
- 6 **Limitation of Liability** The aggregate liability of the Consultant under this agreement, or otherwise in connection with the services to be performed hereunder, shall in no event exceed the total fees payable to the Consultant hereunder. The preceding limitation shall not apply to liability arising as a result of the Consultant's fraud or willful misconduct in performance of the services hereunder.



SECTION - VII

FORMS


Director of the Director I T CPO,
Karachi.



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COVERING LETTER

Dated:

To,
The Secretary
Home Department,
Government of Sindh

REFERENCE: Request for Proposal for Project Sindh Police Video Surveillance System
Extension by Home Department, Government of Sindh

Dear Sir,

1. This is to notify that our company intends to submit a proposal in response to the RFP request for Sindh Police Surveillance Systems executed by the Home Department, Government of Sindh.
2. Primary and secondary contacts of our company are:

	PrimaryContact	SecondaryContact
Name:		
Title:		
CompanyName:		
Address:		
Phone		
Mobile:		
Fax:		
E-Mail		

3. We confirm that the information contained in this response or any part thereof, including its exhibits, and other documents and instruments delivered or to be



3. delivered are true, accurate, verifiable and complete. The response includes all information necessary to ensure that the statements therein do not in whole or in part mislead Home Department in its short listing process.
4. We fully understand and agree to comply that verification, if any of the information provided here is found to be misleading the short listing process or unduly favors our company in the short listing process, we are liable to be dismissed from the selection process.
5. It is hereby confirmed that -I/We are entitled to act on behalf of our corporation/company firm/organization and empowered to sign this document as well as such other documents, which may be required in this connection.
6. This response to RFP is valid until --/--/2017.

Duly authorized to sign the RFP response for and on behalf of _____

Sincerely,

(Signature) Managing Director

Name: Title Appointment

Name of the company: Address

Date:

(Seal/Stamp of the Bidder)

Certificate as to Authorize Signatories

I, XXX, certify that I am the Company Secretary of XXX, and that who signed the above response is authorized to bind corporation/company by authority of its governing body.

(Company Seal)

Date:



ORGANIZATION DETAILS

1. ORGANIZATION DETAILS

Details of Organization	
Name	
Nature of the legal status	
Nature of Business	
Date of Incorporation	
Date of Commencement of Business	
Address of the Registered Office	
Other Relevant Information	
Mandatory Supporting Documents	<ul style="list-style-type: none">• Certificate of SECP• Memorandum of the Association of the Company

2. FINANCIAL STRENGTH DETAILS

Financial Information			
	FY 2013-14	FY 2014-15	FY 2015-216
Revenue (In Millions PKR)			
Profit Before Tax (in Millions PKR)			
Other Relevant Information			
Mandatory Supporting Documents	<ul style="list-style-type: none">• Auditor Certified Financial Statements for the last three financial years (Please include only the sections of P&L, Revenues, Assets, and not the entire balance sheet. In case of JV/consortium any one bidder/ lead bidder may meet the requirement set in document.		



3. PROJECT EXPERIENCE

Relevant Project Experience	
General Information	
Name of the Project	
Client for which the project was executed	
Name and contact details of the client	
Project Details	
Description of the Project	
Scope of Services	
Other Details	
Total Cost of the Project	
Total Cost of the services provided by the contractor	
Duration of the Project	
Start Date, and Current Status	
Other Relevant information	
Mandatory Supporting Documents	<ul style="list-style-type: none">Letter from the client to indicate the successful completion of the project or work order
Project Capability Demonstration	Complete detail of the scope of the project shall be provided to indicate the relevance to the pre-qualification criteria (which is part of minimum qualification criteria)



COMPLIANCE SHEET

Sr. No.	Basic Requirement	Documents Required	Provided	Reference and Page no.
1.	Organization details with proper certificates	Registration certificate, SECP, FBR, GST, NTN, PEC, TIP etc.	Yes/No	
2.	Annual turnover of the bidders	Audited Financial Reports	Yes/ No	
3.	Technical Capability	Completion Certificates from the client; OR Work Order : OR Work Order - Phase Completion Certificate from the client	Yes/No	
4.	General Requirements	Self-Certification by the authorized signatory	Yes/No	
5.	Power of Attorney/ Board Resolution	Copy of Power of Attorney/ Board Resolution in the name of the Authorized signatory	Yes/No	
6.	Manpower Strength	Self-Certification by the authorized signatory	Yes/No	
7.	Undertaking for not Blacklisted by Main Firm	Self-Certification by the authorized signatory	Yes/No	
8.	Undertaking for not blacklisted by the JV partners	Self-Certification by the authorized signatory	Yes/No	



PERFORMANCE BANK GUARANTEE

WHEREAS, _____ (hereinafter called "the Bidder" has submitted its bid dated _____ for the purchase of " _____", (hereinafter called "the Bid").

KNOW ALL MEN by these presents that We _____ (Name of Bank) of _____ (Name of Country) having our registered office at _____ (address of Bank) hereinafter called "the Bank") are bound into the Home Department, Government of Sindh, Karachi, Pakistan (hereinafter called "the Purchaser") in the sum of _____, for which payment well and truly to be made to the said Purchaser, the Bank binds itself, its successors and assigns, by these presents.

Sealed with the Common Seal of the Bank this _____ day of _____, 201_____.

THE CONDITIONS of this obligation are:

1. If the Bidder withdraws its Bid during the period of bid validity specified by the Bidder on the Bid Form; or
2. If the Bidder does not accept the corrections of his Total Bid Price; or
3. If the Bidder, having been notified of the acceptance of its Bid by the Purchaser during the period of bid validity:
 - (a) Fails or refuses to furnish the performance security, in accordance with the Instructions to Bidders; or
 - (b) Fails or refuses to execute the Contract Form, when requested.

We undertake to pay to the Purchaser up to the above amount, according to, and upon receipt of, its first written demand, without the Purchaser having to substantiate its demand, provided that in its demand the Purchaser will note that the amount claimed by it is due to it owing to the occurrence of one or both or all the three above stated conditions, specifying the occurred condition or conditions.

This guarantee will remain in force up to 28 days beyond the period of bid validity, and any demand in respect thereof should reach the Bank not later than such date.

(NAME OF BANK)

By _____

Authorized Representative



UNDERTAKING

It is certified that _____, located at _____

_____ has never been black listed from any of the Federal, Provincial, Semi-Government, Non-Government Organization or department throughout Pakistan.

I further declare that we have neither been declared defaulters by any bank nor involved in any litigation.

Signature
Authorized by Bidder



FORMAT FOR FINANCIAL PROPOSAL

To,
Secretary,
Home Department,
Government of Sindh

Subject: Hiring of Consultant for Sindh Police Video Surveillance Extension by Home Department, Government of Sindh

Dear Sir,

We, the undersigned, offer to provide the consulting services for the above in accordance with your RFP. Our Financial Proposal for Project is the sum of PAK Rupees _____ (Amount in words and _____ Figure). The breakup of our financial bid is as follows:

PHASE	Cost	Tax & Duties	Total Cost
Solution Conceptualization			
RFP Preparation and bid management			
Project Management Support (2 Years)			
Total Bid Value	<number>		<in words>

Our Financial Proposal shall be binding upon us the subject to any modifications resulting from contract negotiations up to the expiration of the validity period of the proposal i.e. _____ (Date).

We understand that in the event of difference in words and figure of our proposal, the amount in words shall be considered.

Yours Sincerely

Authorized Signature
Name and Title of the Signatory
Name of Firm
Address



FORMANT OF CIRRUCULUM VITAE (CV) FOR PROPOSED PROFESSIONAL STAFF

1. **Proposed Position** [only on candidate shall be nominated for each position]: _____
2. **Name of the Firm** [Insert name of firm proposing the staff]: _____
3. **Name of Staff** [insert full name]: _____
4. **Date of Birth**: _____
5. **Nationality**: _____
6. **Educational Qualification** [Summarize college/university and other specialized education of the staff member, giving names of schools, dates attended and degree obtained]: _____
7. **Membership of Professional Societies**: _____
8. **Other Training** [indicate significant training since degrees under section 6 – Education were obtained]: _____
9. **Countries of Work Experience**: _____
10. **Languages** [for each language indicate proficiency: good, fair, or poor in speaking, reading and writing]: _____

11. Employment Record

[starting with present position, list is in reversed order, every employment held by staff member since graduation, giving for each employment (see format here below): dates of employment, name of employing organization, position held]:

From [Year] _____ To [Year] _____

Employer: _____

Position Held: _____

12. **Detailed Task Assigned** [list all tasks to be performed under this agreement]



13. Work Undertaken that Best Illustrates Capability to Handle the Tasks Assigned

[among the assignment in which the staff has been involved, indicate the following information for those assignments that best illustrate staff capability to handle the task listed under point 12];

Name of Assigned Project: _____
Year: _____
Location: _____
PA: _____
Main Project Features: _____
Position Held: _____
Activities Performed: _____

14. Certifications:

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

Date:

[Signature of Staff Member or Authorized Representative of the Staff]
[Day/Month/Year]

Full Name of Authorized Representative: _____



INTEGRITY PACT

Declaration of fees, commission and brokerage etc. payable by the supplier of goods, services and works in contract worth Rs. 2.5 Million or more.

Contract No. _____ Dated _____

Contract Value: _____

Contract Title: _____

_____ [name of Supplier] hereby declares that it has not obtained or induced the procurement of any contract, right, interest, privilege or other obligation or benefit from Government of Sindh (GoS) or any administrative subdivision or agency thereof or any other entity owned or controlled by GoS through an ay corrupt business practice.

Without limiting the generality of the foregoing, [name of Supplier] represents and warrants that it has fully declared the brokerage, commission, fees etc. paid or payable to anyone and not given or agreed to give and shall not give or agree to give to anyone within or outside Pakistan either directly or indirectly through any natural or juridical person, including its affiliate, agent, associate, broker, consultant, director, promoter, shareholder, sponsor or subsidiary, any commission, gratification, bribe, finder's fee or kickback, whether described as consultation fee or otherwise, with the object of obtaining or inducing the procurement of a contract, right, interest, privilege or other obligation or benefit in whatsoever form from GoS, except that which has been expressly declared pursuant hereto.

[name of Supplier] certifies that it has made and will make full disclosure of all agreements and arrangements with all persons in respect of or related to the transaction with GoS and has not taken any action or will not take any action to circumvent the above declaration, representation or warranty.

[name of Supplier] accepts full responsibility and strict liability for making any false declaration, not making full disclosure, misrepresenting facts or taking any action likely to defeat the purpose



of this declaration, representation and warranty. It agrees that any contract, right, interest, privilege or other obligation or benefit obtained or procured as aforesaid shall, without prejudice to any other rights and remedies available to GoS under any law, contract or other instrument, be voidable at the option of GoS.

Notwithstanding any rights and remedies exercised by GoS in this regard, [name of Supplier] agrees to indemnify GoS for any loss or damage incurred by it on account of its corrupt business practices and further pay compensation to GoS in an amount equivalent to ten times 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]



PROJECT PLAN

Please provide a project plan that includes:

- A Gantt chart showing duration of the project and all tasks, with estimated beginning and end dates for each.
- A brief description of each task, its dependencies and predecessors.
- A description of each proposed deliverable.

You may include additional items in your project plan to demonstrate your understanding of the project and its implementation. The plan should adhere to the timeline specified in the RFP. If your project plan deviates from that timeline, please include an explanation.

GANTT CHART

Use this section to include your Gantt chart showing project duration with projected start and end dates of all tasks.

TASK DESCRIPTIONS

Use this section to include brief descriptions of all tasks, milestones and associated work products.

DEPENDENCIES

Use this section to include a list of dependencies for each task.

PREDECESSOR

Use this section to list the predecessors for each work breakdown structure of the project.

DELIVERABLES

Use this section to include brief description of all project deliverables.

COMMISSIONING PLAN

Use this section to describe the Commissioning plan



TECHNICAL EVALUATION FORMS



COMPANY PROFILE
NUMBER OF YEARS IN IT BUSINESS

Date: -----

All bidders are requested to complete the information in this form. Nationality information is also to be provided for foreign owners or applicants who are forming part of the Joint Ventures as required under the bye-laws as a Partnership/Joint Venture.

1.	Name of firm or consortium of firm (Legal Name): (In case of Joint Venture (JV), please also provide legal name of each partner)
2.	Nature of Business: (Whether the firm is a Corporation, Partnership, Trust etc., show documentary evidence of required nature in business for every year)
3.	Head Office Address:
4.	Telephone Fax numbers: E-mail address:
5.	Place of Incorporation/Registration: Year of incorporation/registration:
6.	Applicant's authorized representative: Telephone Fax numbers: E-mail address:
7.	<u>NATIONALITY OF OWNERS.</u>
	Name: _____ Country: _____

Note:

Please attach relevant document such as certificate of incorporation / registration



COMPANY'S PROFILE

DETAILS REGARDING NUMBER OF FULL TIME TECHNICAL STAFF
(ATTACH SEPARATE SHEET FOR EACH FULL TIME TECHNICAL STAFF)

POSITION			
PERSONNEL INFORMATION	NAME		DATE OF BIRTH
	PROFESSIONAL QUALIFICATIONS		
	TECHNICAL/PROFESSIONAL CERTIFICATIONS		
EXPERIENCE	NAME OF EMPLOYER		
	POSITION	FROM	TO
PRESENT EMPLOYMENT RECORD	Job Title:		
	Period with firm:		
	Telephone:		Email:
	NTN:		
	Mail Address:		

Note:

Please attach relevant document such as degree(s), certificate(s) and any other deemed necessary as proof of claims in CVs.



FORM -3

COMPANY PROFILE
ANNUAL TURNOVER

Date: -----

(Attach relevant authenticated audited statement)

YEAR	AVERAGE TURNOVER	INCOME TAX PAID	Name along with Cost of IT Projects Executed/ Undertaken
2013-14			
2014-15			
2015-16			

Note:

Please attach relevant document such as authenticated audited statements and any other document deemed necessary as proof of claims



GENERAL/SPECIFIC EXPERIENCE

PROJECT OF UNDERTAKEN IN SAME GEOGRAPHICAL LOCATION

Use a separate sheet for each contract / Consultancy.

1.	Name of Contract:
	Country:
	Proper Location (City / District):
2.	Name of Procuring Agency, Telephone and Fax Number:
3.	Procuring Agency Address:
4.	Nature of works and special features relevant to the contract:
5.	Contract Role (Tick One): (a) Sole (b) Sub-partner (c) Partner in a Joint Venture
6.	Value of the total contract (in specified currencies) at completion, or at date of award for current contract: Currency..... Currency..... Currency.....
7.	Equivalent in Pak/ Rs.:
8.	Date of Award:
9.	Date of Completion:
10.	Specified Requirements:

Note: Please attach relevant document such as completion certificate and any other document deemed necessary as proof of claims


Office of the Director I.T CPO,
Karachi.



SPECIALIZATION

AUTHORIZATION LETTER FROM PRINCIPALS (Hardware, Software, Networks etc)

S. No.	Principal	Authorization	Type of Partnership	Year

Note:

Please attach relevant document authorization letter from principal.



SPECIALIZATION

DETAILS REGARDING CONSULTANT/PROFESSIONALS / TECHNICAL TEAM
(ATTACH SEPARATE SHEET FOR EACH FULL TIME TECHNICAL STAFF)

POSITION			
PERSONNEL INFORMATION	NAME		DATE OF BIRTH
	PROFESSIONAL QUALIFICATIONS		
	TECHNICAL/PROFESSIONAL CERTIFICATIONS		
EXPERIENCE	NAME OF EMPLOYER		
	POSITION	FROM	TO
PRESENT EMPLOYMENT RECORD	Job Title:		
	Period with firm:		
	Telephone:		Email:
	NTN:		
	Mail Address:		

Note:

Please attach relevant document such as degree(s), certificate(s) and any other document deemed necessary as proof of claims in CVs.



FORM -7

PROPOSED METHODOLOGY
INNOVATIVENESS

Please provide proposed methodology regarding innovativeness of your organization, working style, plan for this assignment and bid.



FORM -8

QUALITY MANAGEMENT

ISO Certifications' or equivalent

(Attach certificate)

S.No.	Description	Year of certification	Date of Expiry