



**OFFICE OF THE DISTRICT COORDINATION OFFICER KHAIRPUR**

No. DCO/KHP/585/2011 Khairpur Dated: 27/05/2011

**Request for Expression of interest**

District Government Khairpur intends to convert operation & management of Domicile, PRC, Arms License and complaint management system on electronic means, therefore invite expression of interest from all interested consultants software developers IT experts , firms and institutions.

Detailed scope is provided in the terms of reference. The short listing criteria are as under:

**(A) Profile of Firm:**

- (i) Name, address, telephone, fax numbers and e-mail address of firm;  
(ii) Organizational Structure and year of establishment of the firm. 5 Marks

*(One Mark for every \_\_\_\_ years - the bench marking is the prerogative of the procuring agency)*

**(B) Experience and past performance.**

- (i) List of *similar* assignments with cost, under-taken in the last 3 years; (3 for each assignment) 15 Marks.
- (ii) List of similar assignments developed/installed in public sector in Government of Sindh (*mention minimum number of assignments*); (3 for each assignment) 15 Marks.

(Performance certificates of assignments /projects completed are to be attached)

**(C) Qualification & Experience of technical staff.**

**Academic qualification -** Lead consultant shall be IT graduate . *For additional qualification, additional weightage shall be given by the procuring agency keeping in view nature and scope of the project/scheme* (Marks 10 for basic qualification, 3 for Masters or technical/ professional course or post graduate (as the case may be) and 5 for PhD) *Procuring Agency may adjust the weightage as per its requirement.* 30 Marks.

**Experience -** *Number of similar assignments with length of experience be mentioned at least 3 assignments with over all experience of 5 years).* 20 Marks.

(Brief CVs of key personnel be attached)

**(D) Financial:**

- (i) Documentary evidence of financial position, bank Statement or audited accounts of the last 3 years.  
(ii) Annual turnover of the last 3 years. (Minimum annual turnover be mentioned)  
(iii) Income tax return, General sales tax for the last 3 years

15 Marks.

**(E) Any other information:**

- (i) Details of disputes/litigation or arbitration with client(s).  
(ii) Affidavit that firm has never been blacklisted.

**(F) Consultants who qualify 70 % of the above criteria shall qualify agency.**

**5. Evaluation Criteria:** RFP shall be issued to short listed consultants and shall be evaluated as per *single Stage two envelopes, QCBS method*

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(i) Applications of black listed firms and non registered with tax authorities shall not be considered;

(ii) Procuring agency shall disqualify the applicant if, at any stage, it finds that the information submitted for pre-qualification was inaccurate or dubious/ tempered.

6. Interested firms shall address their queries and submit their applications to the following Address:-

Name :

Address :

Telephone No :

E-mail Address :

Fax No. :

7. Procuring Agency may reject all or any bid subject to the relevant provisions of Public Procurement Rules 2010.

  
District Coordination Officer  
Khairpur

CC to:

The Director (CB) Sindh Public Procurement Regulatory Authority Govt. of Sindh Karachi for information and posting of EOI on SPPRA website.

  
27/05/11  
For District Coordination Officer  
Khairpur  
C/S/M