



ENGINEERING DEVELOPMENT BOARD

Ministry of Industries and Production

Government of Pakistan

Request for (Technical) Proposals

Hiring of Consulting Firms/Companies

(Prequalification for Panel Formation)

November 30, 2022

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1.0 Request for Proposals

Engineering Development Board (EDB), Ministry of Industries & Production, Government of Pakistan invites sealed (technical) proposals for selection of a panel of Consultancy Firms/Companies to undertake sector studies that can enable EDB to prepare policies in various engineering industry sectors.

The shortlisted firms/companies are expected to undertake the following analysis/activities:

- Review of published/online literature/data, relating to the target sector, available locally and internationally.
- Field work involving visits to target industry and related clusters, associations, chambers and companies within the country.
- Undertake value chain mapping analysis of the target sector.
- Identification of shortcomings in the development of the sector, including amongst others, technological gaps, standards/certifications requirements, product/market diversification requirements, investment requirements, financial & HR requirements, input materials sourcing, sustainability etc.
- Comparative analysis of tariff/tax regime for the local industry with international best practices.
- Determination of core competences / competitive advantages of the domestic companies/sector/market.
- Compilation of case studies of how similar industries were successfully established in other countries.
- Development of a framework for stimulating growth of the target sector and firms therein, especially in terms of investment needs, technology requirements, infrastructure requirements, etc.
- Identifying requisite Government support including tariff and non tariff incentives, with appropriate sunset clauses.

- Proposals for policy formulation.
- Required Time Frame.

Request for Proposal documents containing detailed terms and conditions, method of procurement, procedure for submission of proposals, bid security, proposal validity, opening of proposals, evaluation criteria, clarification/rejection of proposals etc. against above requirement may be downloaded from website www.engineeringpakistan.com/RFP.EDB or obtained from the undersigned through e-mail free of cost .

The proposals prepared in accordance with the instructions in the request for proposal documents, must reach undersigned on or before 1400 hrs. within 15 days of publication of Advertisement for RFP and will be opened on the same day at 1430 Hrs, In the presence of bidders.

In case of any query, undersigned may be contacted during office hours (Monday to Friday excluding public holidays).

Contact Person: Muhammad Shahzad

Contact No: +92 51 9201916, 03360973022, 03455129549

Contact E-mail: Shahzad@edb.gov.pk, c.c. Ceo@edb.gov.pk.

2.0 Background

Engineering Development Board (EDB) was established in 1995 in pursuance of a Cabinet decision, and assigned the following terms of reference:

- Develop a long-term vision for the development of the engineering sector.
- Formulate and coordinate all government policies relating to the engineering sector.
- Develop an overall strategic engineering development plan.
- Promotion of export.
- Enhancement of technical training.
- Formulate policies and guidelines for utilization of technology development and engineering funds.
- Appeal for grievances.
- Management of deletion policy {subsequently discontinued, and replaced with Tariff Based System (TBS)}

In 1997, the Government designated EDB as an apex policy and decision making autonomous body for all aspect concerning the engineering industry as per its terms of reference. In Dec 2004 on a summary for the Prime Minister on Re-Structuring of EDB, the erstwhile Experts Advisory Cell (EAC) was merged into EDB in order to further strengthen the organization and give impetus to the development of engineering sector.

EDB since its creation has established itself as knowledge based organization providing technical support for development of local engineering sector. It is acting as a bridge between the engineering sector and the Government. Some of the policy and regulatory functions it performs include:

- Secretariat for Automotive Industry Development & Export Committee (AIDEC) under AIDEP 2021-26
- Secretariat for the Mobile Device Manufacturing Policy

- Focal point for engineering industry inputs for Annual Budget & Competitiveness Exercise (Tariff & Taxes Rationalization)
- Focal point for engineering industry inputs in FTAs/ PTAs/ JMCs/ JTCs/ JWGs negotiating teams / delegations. EDB participates in FTAs/PTAs negotiations on behalf of the Ministry of I&P, as its technical arm, evaluates offer lists of engineering/industrial products in coordination with local industry after thorough review of industrial base of both countries.
- Focal point for engineering industry trade exhibitions, delegations etc organized by TDAP

In addition to a policy formulation role, EDB is the lead organization for implementation of various government regulations for industry facilitation including:

- Automotive sector regulations including SROs 656(I)/2006 for automobile assemblers/manufacturers, SRO 655(I)/2006 for auto parts manufacturing, and SRO 693(I)/2006 for local manufacturing of parts / components
- Development / updation of technical database of locally manufactured engineering goods under CGO
- Determination of Input Output Ratio for engineering industry under SRO 450(I)/2001 (DTRE-export sector)
- Determination of Input Output Ratio for engineering industry under duty drawback scheme
- Determination of Input Output Ratio for the Manufacture of the Goods under SRO 565(I)/2006
- Determination of local manufacturing status under 5th Schedule, SRO 678, and others.
- Determination of Price preference to be accorded, under Import of Engineering Goods (Control) Order, 2001 (SRO 827(I)/2001).

The engineering industry comprises of products included in Chapters 72 to 96 of WTO's Harmonized Tariff Schedule, which include Base Metals, Metal Products, Mechanical Machinery, Electrical Equipment, Electronics, Non Metals, and Design & Engineering Services (Annex-B). This industry is the largest sector of trade in the world. In 2020, out of total global trade of USD 17.3 trillion, 56% or USD 9.7 trillion was of engineering goods. The engineering industry in Pakistan is unfortunately mostly centered on meeting domestic demand as our engineering exports are a small fraction of our total exports, accounting for less than 8%, of the country's total exports.

Concerted efforts and resources are required to take the engineering sector to a level where it innovates, acquires technology and connects to the global supply chains. The global engineering sector presents a huge potential for Pakistan to expand its footprint, as currently, we only tap 0.04% of the approx 3.5 trillion USD exports in the segments where we have a presence. Some of the leading engineering sectors from Pakistan already present in the exports market include Medical & Surgical Equipment, Plastics (material & make-ups), Iron & Steel (materials & make-ups), Auto Sector (CBUs & Parts), Machinery & Capital Goods (including Agriculture & Textile machinery), Electrical Machinery & Capital Goods, Cutlery & Utensils, Sanitary & Kitchenware, Home Appliances, Consumer & Transmission Electronics (including Mobile Phones), Pumps & Motors and Engineering Services, which includes engineering software development, design services, testing services, certifications, EPC, surveys, O&M, installation and maintenance etc.

Major initiatives being worked on by EDB include:

- Preparing overall Development and Exports plan for major engineering goods and services sectors, which include; Auto Parts & Components. Electrical & Power Equipment, Machinery & Capital Goods, Cutlery & Utensils, Sanitary, Kitchenware & Ceramics, Domestic Appliances, Consumer & Transmission Electronics, Pumps & Motors, and Engineering Services. Expected impact will

include growth of local engineering industry, employment generation, import substitution and export enhancement.

- Policies are planned for Steel, Petrochemical, Solar Panels manufacturing, Agriculture Implements manufacturing, Domestic Appliances localization and exports, Office Electronic Equipment, Electronics Equipment Manufacturing Policy (Mobile Accessories, tablets, parts and components), Medical Devices, etc. with the objective to build a basis for a globally competitive industry in each sector, attract FDIs, upgrade and encourage efficient technologies, encourage import substitution and exports.
- Sector Development activities include preparing sector studies to identify interventions for growth and development of various sectors of the engineering industry.

3.0 Introduction

This RFP is being launched to constitute a prequalified panel of Consultants/Consulting Firms/Consulting Companies, henceforth referred to as Consultants. The members of the panel will submit financial bids as and when called on by EDB and successful bidder will enter into a contract with EDB to perform various studies and draft policies in the areas that EDB is working on and as will be detailed in the scope of work and TORs for these consultancies.

Broadly each consultancy project/assignment will comprise the following activities:

1. Collection, compilation, sorting, sampling, review and analysis of relevant published/online data and literature regarding target sector, available locally and internationally, including data maintained by Government of Pakistan entities (e.g. FBR, M/o Commerce, SBP, PBS, EDB, etc.), data available with relevant industry association, trade data maintained by international agencies, and firm/market data of relevant countries.
2. Field work involving visits to target industry and related clusters, associations and companies within the country.
3. Undertake value chain mapping analysis of the target sector.
4. Identification of shortcomings in the development of the sector, including amongst others, technological gaps, standards/certifications requirements, product/market diversification requirements, financial & HR requirements, input materials sourcing, sustainability etc.
5. Comparative analysis of tariff/tax regime for the local industry with international best practices.
6. Determination of core competences / competitive advantages of the domestic companies/sector/market how these can be enhanced to upgrade the industry.
7. Compilation of case studies of how similar industries were successfully established in other countries.

8. Development of a framework for stimulating growth of the target sector and firms therein, especially in terms of investment needs, technology requirements, infrastructure requirements, enabling environment, etc. The framework may address development of the target cluster and related industries, enhancing sector contribution to GDP, stimulating investments into the sector, progressive and sustainable exports enhancement of the sector, identification of potential export markets and its requirements with product and market diversification in view, sustainable financing for the sector, sustainable means for HR development of the sector, requisite productivity improvements required, energy efficiency standards, etc.
9. Identifying requisite Government support including tariff and non tariff incentives, with appropriate sunset clauses.
10. Proposals for policy formulation.
11. Required Time Frame.
12. Draft study report will be shared with stakeholders, to be identified in consultation with EDB, in a workshop and study amended in light of discussions/recommendations of the workshop.
13. Submission and presentation of final report to EDB and MoIP.

4.0 Bidding Process

A Technically pre-qualified panel of Consultants will be constituted after an open, competitive, and transparent bidding process in accordance with Public Procurement Regulatory Authority (PPRA) Ordinance, 2002, and Rules, Regulations and Guidelines.

A Two Stage Bidding Process as per Rule 36 (c) read with Rule 37 (b) of the PPRA rules shall be adopted.

- i) At the time of bid submission, the bidder shall furnish:
 - a. Authorization certificate issued to an authorized representative on company's official letter head duly signed and stamped by CEO along with respective copies of CNICs.
 - b. The Bidders certification and documentary evidence that it is on Active Taxpayer List (ATL) as per the Eligible Bidders (Tax Compliance Regulations, 2015) and should have a valid NTN and STRN.
 - c. In case of company, incorporation certificate from SECP and in case of Firm/AOP, Form C issued by registrar of Firms.
 - d. Compliance Criteria Checklist stamped with Company seal. When completing the Compliance Criteria Checklist, bidders must provide the specific documents and information required by this RFP in the Compliance Criteria Checklist. Bidders must also specifically identify and comment on any of the identified RFP checklist clauses for which their documentation is "Non-Compliant". In case of any discrepancy between the mandatory proposal checklist requirements described in this RFP, the bid shall be returned unopened to the applicant.
 - e. The Bidder shall provide undertaking on a stamp paper, duly attested by Oath Commissioner to the extent of that the Bidder has not ever been declared blacklisted nor is involved in litigation by/with any Government/Semi- Government Office/institutions.

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- ii) Evaluation of technical proposal for prequalification of panel members will be carried out, in accordance with evaluation criteria as per Section-9 of this RFP.
 - iii) The result of technical evaluation shall be communicated to the bidders once the evaluation is completed.
 - iv) The technically qualified bidder shall be registered as pre-qualified Consultant and shall be eligible to submit financial proposal as and when called upon by EDB. The panel shall be constituted for a term not exceeding three years from the time of constitution of this panel or de-notified or dissolved earlier by EDB upon completion of task or otherwise. However, any member, or the whole panel may be de notified or dissolved earlier upon successful completion of the task or poor performance or unsatisfactory performance or delay in the contractual timelines, whichever the case may be.
 - v) Financial Proposals shall be requested by EDB from the members of pre-qualified panel for which a Financial RFP shall be issued separately by EDB. Financial RFP shall, inter alia, include the scope of work for the consultancy work / contract. The consideration for the award will be given to the bidder with the lowest quote which fulfills the prescribed criteria.

5.0 General Conditions & Instructions

- i. Proposals shall be submitted in English language.
- ii. The successful Consultant/s will be selected after an open, competitive, and transparent bidding process as per PPRA Rules.
- iii. The bidders shall bear all costs associated with the preparation and submission of their respective proposals and EDB will, in no case, be responsible or liable for those costs, regardless of the conduct or outcome of the bidding process.
- iv. Bidders are under obligation to understand the RFP and address all requirements, and EDB shall not be responsible towards the Bidders for any of their claim or complaint which may arise in result of misreading or misinterpreting the RFP by Bidders.
- v. For clarification on any item of this RFP, the bidder may send a written request, within one week of publishing of this RFP.
- vi. All clarifications will be communicated to the registered Bidders through e-mail.
- vii. EDB is the originator of this RFP, and any clarification or interpretation communicated by EDB, whether in response of a query or otherwise, shall be deemed final, conclusive and will remain unquestioned.
- viii. Each page of the Technical Proposal shall be stamped and signed by an authorized representative of the Bidder. The representative's authorization shall be confirmed by power of attorney accompanying the proposal on company's official letter head.
- ix. EDB may reject all bids/proposals or any bid/proposal at any time prior to the acceptance of a bid or proposal. EDB shall, upon request, communicate to any supplier or contractor who submitted a bid or proposal, the grounds for its rejection, but EDB is not required to justify those grounds as per Rule 33 of PPRA Rules.

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- x. At the time of submission of Financial Proposals/Bids, the pre-qualified bidder must submit quote in accordance with given costing format, and failure to do so may lead to non-compliance and bid rejection.
 - xi. EDB may increase or decrease quantum of work as allowed by PPRA.
 - xii. The successful bidder for a consulting assignment/project shall be responsible to complete all the tasks as per scope of work mentioned in the respective ToRs.
 - xiii. Work done and all reports shall be evaluated by EDB and EDB will issue a Completion Certificate upon successful acceptance.
 - xiv. EDB requires that Bidder observe the highest standard of ethics during the procurement and execution of each contract, and will reject the award/cancel the contract if at any stage during the whole process if it is determined by EDB that the Bidder has directly or through an agent, engaged in corrupt, fraudulent, collusive, or coercive practices in competing for the contract in discussion, as defined below:
 - a. “Coercive practice”: is 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 improperly.
 - b. “Collusive practice”: is an arrangement between two or more parties designed to achieve an improper purpose, including influencing the actions of another party improperly.
 - c. “Corrupt practice”: is the offering, giving, receiving, or soliciting, directly or indirectly, of anything of value to influence the actions of another party improperly.
 - d. “Fraudulent practice”: is any act or omission, including a misrepresentation, which knowingly or recklessly misleads, or attempts to mislead, a party to obtain a financial or other benefit or to avoid an obligation.

- e. “obstructive practice”: is deliberately destroying, falsifying, altering or concealing of evidence material to the investigation or making false statements to investigators in order to materially impede EDB investigation into allegations of a corrupt, fraudulent, coercive or collusive practice; and/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.
- xv. Incomplete or partial bids will be rejected.
- xvi. Bids which do not comply with the prescribed format and requirements set out by EDB shall be rejected.
- xvii. Bidder shall not, either during the term or after the expiration of this Contract, disclose any proprietary or confidential information relating to the proposal, with any third party without the prior written consent of the Engineering Development Board.

6.0 Performance Guarantee & Liquidation Damages

1. Performance Guarantee equivalent to ten [10%] percent of the contract value in shape of Irrevocable Bank Guarantee will be submitted by successful Bidder strictly in accordance with the format to be provided by EDB at the time of soliciting financial proposals. In case of non-submission within the time stipulated in Letter of Intent (LoI) to be issued to successful Consultant, EDB may cancel the LoI and shall proceed accordingly.
2. The duration of Performance Guarantee, as submitted by the successful bidder shall vary from contract to contract and shall primarily be determined by the duration of that particular project.
3. Any delay in project execution shall lead to the imposition of Liquidated Damages @1% per week of the value of the contract and up to a maximum deduction of ten [10%] percent of the contract. Once the maximum is reached, EDB shall have the right to en-cash the Performance Guarantee and terminate the Contract.
4. The contract may be terminated not only in case of delay in execution but also on unsatisfactory performance as per Section-12. EDB would not be liable to remunerate consultant for this.
5. If and to the extent that a Consultant's performance of any of its obligations pursuant to this Agreement is prevented, hindered or delayed by reason of a Force Majeure event and such non-performance, hindrance or delay could not have been prevented by reasonable foresight or precautions, and cannot reasonably be circumvented through the use of alternate sources, work-around plans or other means, then the non-performing, hindered or delayed Consultant may give written notice (a "Force Majeure Notice") to EDB within seven (7) business days of occurrence of such event.
 - a. Subsequently Consultant shall provide initial evidence in support of the notice within 7 business days after such notice.

- b. A Force Majeure Notice shall contain reasonable particulars of the Force Majeure Event in question and the effect of such Force Majeure Event as it relates to the obligations of the non-performing, hindered or delayed project/contract hereunder.
 - c. Where a FM has been awarded, LD shall not be imposed.
- 6. Any Liquidated Damages shall be deducted from the invoice (s) submitted by Consultant or performance bond. The imposition of Liquidated Damages and its payment shall not absolve the Consultant from its obligations to delivery or from any other liabilities or obligations under the Contract.
- 7. Unsatisfactory performance by Consultant shall lead to its delisting from prequalified panel and may lead to its blacklisting.

7.0 Technical Proposal

Technical Proposals to be submitted by the bidder shall be in compliance with the requirements laid down in the RFP, shall be clearly marked as such and shall include:

1. A covering letter from the head of the company or an authorized representative of the applicant covering the key features of the technical solution.
2. The Bidder must have been incorporated minimum three (03) years before the date of bid submission and have proven work experience in the following areas:
 - a. Development of policies on planning, development, research, evaluation and promotion of the industrial sector in Pakistan or internationally;
 - b. Development of Academia-Industry linkages for designing, manufacturing and commercialization of industrial technologies;
 - c. Sector studies/research in the engineering sector;
 - d. Value chain analysis and benchmarking of industrial concerns/sectors;
 - e. Sector development, promotion, marketing & export enhancement;
 - f. Experience of analysis of global supply chains, global benchmarks and performance indicators;
 - g. Understanding of fiscal/monetary measures, tariffs, taxes, etc. and government bodies dealing with such matters.
3. The bidder must provide documentary proof of completed projects as part of technical proposal with references.
4. The following documentation will be provided as part of the technical proposal:
 - a. Brief company profile.
 - b. Major areas of expertise.
 - c. Outline of work experience with references to work/scope on projects, name of the client along with their references and project value in the format specified in Table 1.

- d. Complete address along with contact details and point of contact for all offices.
 - e. CVs of proposed team, which should include contact details (mobile number and email), trainings attended, certifications, relevant work experience and educational details.
 - f. Assigned roles and responsibilities of each proposed team member.
 - g. Proposed methodology & sample work plan.
 - h. Compliance against each clause and sub-clause of RFP. Following conventions shall be used in the compliance checklist:
 - i) Fully Complied (FC)
 - ii) Not Complied (NC)
 - i. Additional Information which can facilitate EDB in evaluation of technical proposal (if any).
5. Failure to meet any of the above-mentioned clauses will lead to declaration of Technical proposal as non-responsive and such non-responsive bid will not be considered for Technical evaluation as per Section 9 (Evaluation criteria) of this RFP.

S. No.	[Insert Serial Number of the project reference provided]
Project Title	[Insert title of the project]
Client	[Insert name of the Client]
Client Contact Information	[Insert the Name and Contact details (mobile & official email) of Point of Contact who can be contacted for verification]
Brief Description of the Project	[Brief Description of the project, area of operations, Team details]
Value of the Project	[Insert the value of the project]
Duration of the project	[Insert the duration i.e., total time taken for the completion of the project]
Documentary Evidence	[Attach documentary evidence (acceptance certificate, Reference letter, Purchase Orders, etc.)]

Table 1: Consultants Work Experience

8.0 Submission, Receipt & Opening of Tenders

The technical proposals shall be submitted as:

One Original and one Copy in hard format, along with a soft copy of Technical Proposal on USB shall be submitted. The technical proposal shall be prepared without any interlineations or overwriting.

The technical proposal must be delivered at the address given below within 15 days of publication of the advertisement, by 1400 Hours (PST).

Deputy General Manager (HR&D),

Engineering Development Board

EDB Complex Building, 5-A Constitution Avenue, Islamabad

Tel: (92-51) 9201916, 0345 5129549, 03360973022

Email: Shahzad@edb.gov.pk,

Technical Proposals shall be opened on bid submission day at 1430 Hours (PST), in presence of authorized representatives of all the applicants who choose to be present.

The evaluation of Technical proposal will be carried out as per the evaluation criteria given in the RFP. The results of the evaluation may be communicated to all the Bidders.

9.0 Evaluation Criteria for Technical Proposals

1. EDB will evaluate the Technical proposal based on its compliance with this RFP, ToR, evaluation criteria and the scoring mechanism as specified below in Table-2.
2. Bidders are required to answer queries raised by EDB within Forty-Eight (48) hours, otherwise EDB shall proceed with evaluating bids as per the actual submission and shall not in any case entertain answers to its queries submitted after the specified time.
3. A proposal shall be rejected during technical evaluation if it does not comply with this RFP or disqualified if it fails to achieve the minimum score as indicated in Table-2 below.
4. Bidder shall give undertaking on stamp paper that the Team proposed shall be dedicated to the awarded project and same resources shall not be utilized in any parallel ongoing project.
5. A proposal/bidder shall be disqualified in technical evaluation if it fails to achieve the minimum score

S. No.	Category	Weight	Description
1.	Business Experience	50	Representative consultancy assignments done in: <ol style="list-style-type: none"> a. Development of national/regional policies on planning, development, research, evaluation and promotion of the industrial sector in Pakistan or internationally (each assignment to qualify for 2.5 points, and maximum in this sub-category are 10) b. Econometric/financial analysis, benchmarking, value chain analysis, performance indicators etc. of large corporations (each assignment to qualify for 2.5 points, and maximum in this sub-category are 10) c. Development of Academia-Industry linkages for designing, manufacturing and commercialization of industrial technologies (each assignment to qualify for 2.5 points, and maximum in this category are 10) d. Sector development, promotion, marketing & export enhancement (each assignment to qualify for 2.5 points, and maximum in this category are 10) e. Preparing/framing of fiscal/monetary measures,

			tariffs, taxes, etc. and experience with government bodies dealing with such matters (each assignment to qualify for 2.5 points, and maximum in this category are 10)
2.	Approach, Methodology, Work Plan	20	a. Methodology and Work Plan for sample consulting assignment (10 points) b. Presentation (10 points)
3.	Project Team	20	a. Adequacy of proposed project team for the assignment (10 points) b. Adequacy of individual team members to the assigned project role (evaluation will be based on total experience of each individual consultant and their individual sector experience (10 points) (CV of key staff must be provided as part of the technical proposal)
4.	Public Sector Experience	10	a. Company / Firm experience of working with Federal and/or Provincial governments in Pakistan (each assignment to qualify for 2.5 points, and maximum in this category are 10)
Total Score		100	
Minimum Score required to Prequalify		75	

Table 2: Evaluation Criteria

10.0 Financial Proposal

As mentioned above, after the prequalification of panel, a separate Financial RFP will be issued for each Consultancy project only to the prequalified eligible bidders to submit their Financial Proposals on a per-project basis.

The Bidder shall submit Financial Proposals in original, a copy and a softcopy in USB in a sealed envelope.

Envelop shall be clearly marked with the following:

Tender ID: _____

“FINANCIAL PROPOSAL”

“Do Not Open Prior to Financial Opening”.

The Financial Proposal shall include the following:

1. A covering letter from the head of the company or an authorized representative of the applicant for applying in specific consultancy projects bidding process stating that the financial proposal shall remain valid for a period of 180 days from the date of opening of financial proposal and announcing the quoted bid and that the bidder has no conflict of interest in rendering his services to EDB.
2. A Bank Guarantee, in the name of ‘Engineering Development Board, Ministry of Industries & Production, Government of Pakistan’ of value PKR 500,000/- (Pak Rupees Five Hundred Thousand Only) must be attached in a separate envelope, with the financial proposal otherwise unopened proposal shall be returned, and bid will be rejected.
3. Each page of the Financial Proposal shall be stamped and signed by an authorized representative of the Bidder. The representative’s authorization shall be confirmed by power of attorney accompanying the proposal on company’s official letter head.

4. The Bidder shall quote a lumpsum as well as breakup/itemized price (if applicable) otherwise, the proposal will be rejected for being non-compliant to this requirement. Subtotal of all line items and grand total shall be written in words as well in numbers. In case of discrepancy between number and words, bids quoted in word shall be preferred.
5. Total cost along with the complete item wise cost breakup inclusive of all applicable taxes shall be provided. However, the payment shall be made either according to the lump sum cost or as per line item-wise actual performed services, whichever is lower.
6. All prices shall be in Pak Rupees. Any exchange rate fluctuations shall be the responsibility of the Bidder and EDB shall not give any price escalation on that account. Bidder will be responsible to pay any fee, taxes, duties, or charges required for successful completion of the scope of work.
7. All withholding taxes levied by the government will be deducted at source by EDB at the time of the payment as per government rules and regulations.
8. If more than one qualified bidder submits equal quotations/bids, the tied qualified bidders shall be notified by EDB, and they will be requested to submit revised financial proposals in compliance with the RFP in sealed envelopes. The revised bid amount must be either equal to or less than the original submitted bid amount.
9. The annual inward remittances of the Bidder must be more than PKR 20,000,000/- (Pak Rupees Twenty Million Only/-) in the last two (02) financial year(s). Provided further that it is mandatory for the Bidder(s) to submit, in support thereof, soft copy of bank statement for the last two financial years.
10. The quoted bid shall be considered as inclusive of all government taxes, levies, charges, fees etc.

11.0 Award of Contract

1. The Award shall be offered to the lowest bidder provided the financial proposal submitted by the lowest bidder is successful in evaluation process as well.
2. A letter of Intent (LoI) will be issued to the qualified Bidder who shall submit Letter of Acceptance (LoA) within Seven (07) days of issuance of the LoI.
3. The Bidder, to whom LoI has been issued, will have to submit the performance guarantee within Fifteen (15) working days after issuance of LoI.
4. After submission of the Letter of Acceptance and Performance Guarantee, the contract will be signed within time stipulated in LoI, failing which EDB may cancel the award and proceed accordingly.
5. Consultant will not be eligible to work on more than one project concurrently.

12.0 Performance Evaluation

1. EDB shall, at its discretion assess the performance and quality of work done under the contract by the Consultant.
2. The assessment of performance and quality of work done by the Consultant may include but not limited to the validation of submitted deliverables, committed and completed work accuracy and precision, professionalism, and the services quality of the Project team for compliance to EDB requirements of qualification, reports submission timelines, reports comprehensiveness and quality and overall project management.
3. In case EDB is not satisfied with the performance of the Consultant, the decision shall be formally shared with the Consultant and the Consultant shall not be eligible to participate for the minimum number of next upcoming project from the date of decision of assessment by EDB.
4. Performance evaluation for the Consultant will be done as per below table which will be shared with all stakeholders.

Performance Evaluation Criteria		
S. No.	Description	Weight
1.	Project Completion as per committed SoW and timelines: i. Project execution as per proposed methodology, work plan, and quality assurance.	25
2.	Adequacy of Team: i. Team Responsibility (5 Marks) ii. Technical Team Composition Strength (5 Marks) iii. Understanding of requirements and Responsiveness during the project (5 Marks) iv. Quality of Final Report (5 Marks)	25
3.	Stakeholders Consultation: i. Comprehensiveness of stakeholders consultation (10 Marks) ii. Professionalism / Coverage of Stakeholders Workshop (10 Marks)	25

4.	Quality of Final Report: i. Number of Iterations (Each iteration will deduct 5 points) ii. Comprehensiveness of coverage of the sector and companies therein iii. Quality of recommendations	20
	Sub Total	100
Minimum Score Required To Qualify Technically		75%

Table 3: Performance Evaluation Criteria.

13.0 End of Document