



## SECURITIES AND EXCHANGE COMMISSION OF PAKISTAN

**T#37/23-24**

### **Re-Invitation for Proposal**

The Securities & Exchange Commission of Pakistan invites sealed proposals in accordance with the bidding document ONLY through PPRA's **e-Pak Acquisition & Disposal System (EPADS)** i.e. <https://eprocure.gov.pk/> from firms registered with Pakistan Engineering Council, Federal Board of Revenue/Respective Revenue Boards for Income Tax and Sales Tax and who are on Active Taxpayers List (Income and Sales tax) of the Federal Board of Revenue/Relevant Tax Authority for

### **Procurement of Consultancy Services for undertaking Environment Impact Assessment (EIA) for establishment of SECP Head Office Building Project, Islamabad**

Bidding document containing detailed terms and conditions, method of procurement, procedure for submission of bids, bid security, bid validity, opening of bid, evaluation criteria, clarification/rejection of bids etc. against above requirement are available for the interested bidders from the undersigned free of cost and can also be downloaded from <https://www.secp.gov.pk/procurement/> OR <https://eprocure.gov.pk/>

The proposals prepared in accordance with the instructions in the bidding document, should be submitted ONLY through EPADS on or before **April 24, 2024 by 1100Hrs** and will be opened on the same day at **1130Hrs**.

*In case of any technical difficulty in using EPADS prospective bidders may contact PPRA at <https://www.ppra.org.pk/>*

In case of any query, Admin Department may be contacted on Telephone No. 051-9195551/051-9195437 during office hours (Monday to Friday excluding Public Holidays)

**Engr. Anwar Ghani**  
**Project Manager/Head Project Management Unit**  
NICL Building, 63 Jinnah Avenue, Blue Area Islamabad

## **REQUEST FOR PROPOSALS (RFP)**

**PROCUREMENT OF CONSULTANCY SERVICES FOR UNDERTAKING  
ENVIRONMENTAL IMPACT ASSESSMENT (EIA)**

**FOR**

**CONSTRUCTION OF SECP HEAD OFFICE BUILDING G-11/1  
ISLAMABAD**

**MARCH 2024**

**Prepared**

**By**

**Project Management SECP**

## **Instructions to Consultants**

### **Definitions**

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

- 2. Introduction**
- 2.1 The Procuring Agency named in the Data Sheet will select a Consultant, in accordance with the method of selection specified in the Data Sheet.
- 2.2 The eligible Consultants are invited to submit a Technical Proposal and a Financial Proposal, or a Technical Proposal only, 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.
- 2.3 Consultants should familiarize themselves with rules / conditions and take them into account while preparing their Proposals. Consultants are encouraged to attend a pre-proposal conference if one is specified in the Data Sheet. Attending the pre-proposal conference is, however optional. Consultants may liaise with procuring agency's representative named in the Data Sheet for gaining better insight into the assignment.
- 2.4 Consultants shall bear all costs associated with the preparation and submission of their proposals and contract negotiation. 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.
- 2.5 Procuring Agency may provide facilities and inputs as specified in Data Sheet.
- 3. Conflict of Interest**
- 3.1.1 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.
- 3.1.2 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 that has been engaged by the procuring agency to provide goods, works or services other than consulting services for a project,

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

(ii) A Consultant (including its Personnel and Sub-Consultants) or any of its affiliates shall not be hired for any assignment that, by its nature, may be in conflict with another assignment of the Consultant to be executed for the same or for another Procuring Agency.

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

**Conflicting Relationships**

3.2

Government officials and civil servants may be hired as consultants only if:

- (i) They are on leave of absence without pay;
- (ii) They are not being hired by the agency they were working for, six months prior to going on leave; and
- (iv) Their employment would not give rise to any conflict of interest.

**4. Fraud and-Corruption**

It is Government's policy that Consultants under the contract(s), observe the highest standard of ethics during the procurement and execution of such contracts. In pursuit of this policy, the Procuring Agency follows the instructions contained in Public procurement Rules 2004 which defines:

"corrupt and fraudulent practices" includes the offering, giving, receiving, or soliciting of anything of value to influence the action of a public official or the supplier or contractor in the procurement process or in contract execution to the detriment of the procuring agencies; or misrepresentation of facts in order to influence a procurement process or the execution of a

contract, collusive practices among bidders (prior to or after bid submission) designed to established prices at artificial, non-competitive levels and to deprive the procuring agencies of the benefits of free and open competition and any request for, or solicitation of anything of value by any public official in the course of the exercise of his duty;

Under Rule 19 of PPRA2004, “The PA can inter-alia blacklist Bidders found to be indulging in corrupt or fraudulent practices. Such barring action shall be duly publicized and communicated to the PPRA. Provided that any supplier or contractor who is to be blacklisted shall be accorded adequate opportunity of being heard”.

**5. Integrity Pact**

Pursuant to Rule 7 of PPRA 2004 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.

**6. Eligible Consultants**

6.1 Short listed consultants emerging from request of expression of interest are eligible.

6.2 National consultant in case of NCB (National Competitive bidding) and international consultant in case of ICB (International competitive Bidding) shall comply with applicable laws concerning Federal, Provincial & Local taxes and specific eligible parameters defined in the Data sheet, terms of reference ToRs ; and consultant from eligible source countries (for ICB) as defined under the rules, laws statues or relevant instructions of Federal/Provincial Government are eligible

**7. Eligibility of Sub-Consultants**

A prequalified/shortlisted Consultant would not be allowed to associate with Consultants who have failed to qualify the pre-qualification/short listing process.

**8. Only one Proposal**

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

**9 Proposal Validity**

9.1 The Data Sheet indicates Proposals validity that shall not be more than 90 days in case of National Competitive Bidding (NCB) and 120 days in case of International competitive Bidding (ICB). 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.

**10. Clarification and Amendment in RFP Documents**

10.1 Consultants may request for a clarification of contents of the bidding document in writing, and procuring agency shall respond to such queries in writing within three calendar days, provided they are received at least five calendar days prior to the date of opening of proposal. Should the PA deem it necessary to amend the RFP as a result of a clarification, it shall do so.

10.2 At any time before the submission of Proposals, the Procuring Agency may amend the RFP by issuing an addendum/ corrigendum in writing. To give Consultants reasonable time in which to take an amendment into account in their Proposals the Procuring Agency may, if the amendment is substantial, extend the deadline for the submission of Proposals.

**11. Preparation of Proposals**

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

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

**12. Language**

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.

**13. Technical  
Proposal Format  
and Content**

- 13.1 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 or sub- consultancy, as appropriate. The international consultants are encouraged to seek the participation of local consultants by entering into a joint venture with, or subcontracting part of the assignment to, national consultants.
  - (ii) For assignments on a staff-time basis, the estimated number of professional staff-months is given in the Data Sheet. The proposal shall, however, be based on the number of professional staff-months estimated by the firm. For fixed-budget-based assignments, the available budget is given in the Data Sheet, and the Financial Proposal shall not exceed this budget.
  - (iii) It is desirable that the majority of the key professional staff proposed be permanent employees of the firm or have an extended and stable working relation- ship with it.
  - (iv) Proposed professional staff must, at a minimum, have the experience indicated in the Data Sheet, preferably working under similar geographical condition.
  - (v) Alternative professional staff shall not be proposed, and only one curriculum vitae (CV) shall submitted for each position.
- 13.2 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 (Section 3-2) 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 (Section 3-3).



(iii) The list of the proposed staff team by specialty, the tasks that would be assigned to each staff team member, and their timing (Section 3-5).

(iv) CVs recently signed by the proposed professional staff and the authorized representative submitting the proposal (Section 3-6). Key information should include number of years working for the consultant and degree of responsibility held in various assignments during the last (PA may give number of years as per their requirement) years.

(v) Estimates of the total staff input (professional and support staff; staff time) needed to carry out the assignment, supported by bar chart diagrams showing the time proposed for each professional staff team member (Sections 3-7 and 3-8).

(vi) A detailed description of the proposed methodology, work plan for performing the assignment, staffing, and monitoring of training, if the Data Sheet specifies training as a major component of the assignment (Section 3-4).

(vii) Any additional information requested in the Data Sheet.

13.3 The Technical Proposal shall not include any financial information.

**14. Financial Proposals**

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

**15. Taxes**

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

**16. Submission, Receipt, and**

16.1 Proposal shall contain no interlineations or overwriting. Submission letters for both Technical and Financial Proposals should respectively be in the format of

**Opening of  
Proposals**

TECH-1 of Section 3, and FIN-1 of Section 4. All pages of the original Technical and Financial Proposals will be initiated by an authorized representative of the Consultants (Individual Consultant). 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 original and all copies of the Technical Proposal shall be placed in a sealed envelope clearly marked "TECHNICAL PROPOSAL". Similarly, the original Financial Proposal (if required under the selection method indicated in the Data Sheet) 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 despatch workings, Consultants should ensure that proposals to be sent through couriers should reach a day before the deadline for submission.

**17. Proposal  
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.

**18. Evaluation of Technical Proposals**

- 18.1 PA 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 (St). A Proposal shall be rejected at this stage if it fails to achieve the minimum technical score indicated in the Data Sheet.

**Public Opening and Evaluation of Financial Proposals:**

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

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

**19. Evaluation of Financial Proposals**

- 19.1 Financial Proposals shall be opened publicly in the presence of the Consultants' representatives who choose to attend. The name of the Consultants, and the technical scores of the Consultants shall be read aloud. The Financial Proposal of the Consultants who met the minimum qualifying mark will then be inspected to confirm that they have remained sealed and unopened. These Financial Proposals shall be then opened, and the total prices read aloud and recorded.
- 19.2 The Evaluation Committee will correct any computational errors. When correcting computational errors, in case of discrepancy between a partial amount and the total amount, or between word and figures the formers will prevail. In addition to the above corrections, activities and items described in the Technical Proposal but not priced, shall be assumed to be included in the prices of other activities or items.
- 19.3 The lowest evaluated Financial Proposal (Fm) will be given the maximum financial score (Sf) of 100 points. The financial scores (Sf) of the other Financial Proposals will be computed as indicated in the Data Sheet. Proposals will be ranked according to their combined technical (St) and financial (Sf) scores using the weights (T = the weight given to the Technical Proposal; P= the weight given to the Financial Proposal; T + P = 1) indicated in the Data Sheet:  $CS = St$

$x T\% + S_f \times P\%$ . The firm achieving the highest combined technical and financial score will be invited for negotiations.

- 19.4 Financial proposal must be accompanied by a bid bond of not less than 2% of the total bid value; the bid bond must be submitted in the shape of bank / demand draft OR pay order only. Financial proposals submitted without the 2% bid bond shall not be considered.

**20. Negotiations**

- 20.1 Negotiations will be held at the date and address indicated in the Data Sheet. The invited Consultant will, as a pre-requisite for attendance at the negotiations, confirm availability of all Professional staff. Failure in satisfying such requirements may result in the PA proceeding to negotiate with the next-ranked Consultant. Representatives conducting negotiations on behalf of the Consultant must have written authority to negotiate and conclude a Contract.

**21. Technical negotiations**

- 21.1 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 "Description of Services". Minutes of negotiations, which will be signed by the PA and the Consultant, will become part of Contract Agreement.

**22. Financial negotiations**

- 22.1 If applicable, it is the responsibility of the Consultant, before starting financial negotiations, to contact the local tax authorities to determine the tax amount to be paid by the Consultant under the Contract. The financial negotiations will include a clarification (if any) of the firm's tax liability, and the manner in which it will be reflected in the Contract; and will reflect the agreed technical modifications in the cost of the services. Consultants will provide the PA with the information on remuneration rates described in the Appendix attached to Section 4 (i.e. Financial Proposal  
- Standard Forms of this RFP.

**23. Availability of Professional**

- 23.1 Having selected the Consultant on the basis of, among other things, an evaluation of proposed Professional staff, the PA staff/experts expects to negotiate a Contract on the basis of the Professional

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

**24. Award of Contract**

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

**25. Confidentiality**

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

## DATA SHEET

Paragraph Reference	Particular
2	<p>Name of the Client: <b><u>SECURITIES AND EXCHANGE COMMISSION OF PAKISTAN (SECP)</u></b></p> <p>Method of selection: <b><u>Quality and Cost-Based Selection Method (QCBS)/Single Stage Two Envelop Method</u></b></p>
2.1	<p>Name of the assignment is:</p> <p>PROCUREMENT OF CONSULTANCY SERVICES FOR UNDERTAKING ENVIRONMENT IMPACT ASSESSMENT (EIA) FOR ESTABLISHMENT OF SECP HEAD OFFICE BUILDING PROJECT, ISLAMABAD</p> <p>The Name of the PA's official (s):</p> <p>Engr. Anwar Ghani</p> <p>Project Manager/Head PMU</p> <p>4<sup>th</sup> Floor, NICL Building, 63-Jinnah Avenue, Blue Area Islamabad</p> <p>Tel: 051-9195551</p> <p>email: <a href="mailto:anwar.ghani@secp.gov.pk">anwar.ghani@secp.gov.pk</a></p>
9.1	Proposals validity shall be at least 90 days from the date of submission of proposals
10.1	<p>Clarifications may be requested no later than 05 days before the submission date. The address for requesting clarifications is:</p> <p><u>Attention:</u></p> <p>Engr. Anwar Ghani</p> <p>Project Manager/Head PMU</p> <p>4<sup>th</sup> Floor, NICL Building, 63-Jinnah Avenue, Blue Area Islamabad</p> <p>Tel: 051-9195551</p> <p>email: <a href="mailto:anwar.ghani@secp.gov.pk">anwar.ghani@secp.gov.pk</a></p>
13	<p>The format of the Technical Proposal to be submitted ONLY through PPRA's <b>e-Pak Acquisition &amp; Disposal System (EPADS)</b> i.e. <a href="https://eprocure.gov.pk/">https://eprocure.gov.pk/</a> is:</p>
15.1	<p>Amounts payable by the Client to the Consultant under the contract to be subject to local taxation: <u>Yes</u></p> <p>The Consultant will pay local taxes without reimbursement by the Client.</p>
16.2	<p>Consultant must submit the Technical Proposal and the Financial Proposal ONLY through PPRA's <b>e-Pak Acquisition &amp; Disposal System (EPADS)</b> i.e. <a href="https://eprocure.gov.pk/">https://eprocure.gov.pk/</a></p>
16.2	NA
16.3	NA

16.3	Financial Proposal to be submitted ONLY through EPADS together with Technical Proposal: <u>Yes</u>
16.4	Consultant must submit the Technical Proposal, and the Financial Proposal to the Client ONLY through PPRA's <b>e-Pak Acquisition &amp; Disposal System (EPADS)</b> i.e. <a href="https://eprocure.gov.pk/">https://eprocure.gov.pk/</a>
17.1	<p>Criteria, sub-criteria, and point system for the evaluation of Technical Proposals are those indicated in the Evaluation Sheets listed in <b>Section (IX)</b>.</p> <p>The minimum technical score required to pass is 70 from a maximum of 100 points for QCBS.</p> <p>In addition, the firm will be required to submit the following, along with their technical proposal:</p> <ul style="list-style-type: none"> <li>i. Firm's Litigation History</li> <li>ii. Affidavit that firm has never been black listed as per Annex BB</li> <li>iii. Firms' NTN, GST, Incorporation Certificates and registration with relevant professional body.</li> <li>iv. Certification with Pakistan Engineering Council having project profile code "1232 (ii) – Environment planning and protection" and service code "0518 – Environmental Studies" .</li> </ul> <p><b>NOTE: ALL DOCUMENTS MENTIONED ABOVE MUST BE SUBMITTED WITH THE PROPOSAL.</b> Applicants will be declared as non-responsive and their proposals will not be evaluated further if the above documents are not attached with the application. In such a case, their financial proposals shall be opened as per PPRA Rules.</p>
19.1	<p>The Proposal submission address is: <b>ONLY</b> through PPRA's <b>e-Pak Acquisition &amp; Disposal System (EPADS)</b> i.e. <a href="https://eprocure.gov.pk/">https://eprocure.gov.pk/</a> The Proposal submission address is:</p> <p>Securities and Exchange Commission of Pakistan NICL Building, 63-Jinnah Avenue, Blue Area Islamabad Tel: 051-9195551</p> <p>Proposals must be submitted no later than the following date and time: <b>April 24, 2024 at 11:00 AM PST.</b> Proposal will be opened on the same day at <b>11:30 AM PST</b></p> <p>Representative's of the bidders who wish to attend the opening must reach by the deadline of proposal submission.</p>

### Section 3 – Technical Proposal – Standard Forms

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<b>19.4</b>	The Proposals must be accompanied by bid security (refundable) amounting to 2% of the bid value in shape of either pay order, demand draft in favor of Securities and Exchange Commission of Pakistan. Cheque will not be acceptable. The bid security instrument should be part of the Technical Proposal.
<b>20.1</b>	Expected date and address for contract negotiations: To be announced later.
<b>22.1</b>	Deleted

### Technical Proposal - Standard Forms

- TECH-1 Technical Proposal Submission Form
- TECH-2 Consultant's Organization and Experience
  - A Consultant's Organization
  - B Consultant's Experience
- TECH-4 Description of the Approach, Methodology and Work Plan for Performing the Assignment
- TECH-5 Team Composition, Task Assignments, and Summary of CV Information
- TECH-6 Curriculum Vitae (CV) for Proposed Professional Experts
- TECH-7 Personnel Schedule
- TECH-8 Work Schedule



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

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[Location, Date]

To:

Engr. Anwar Ghani,  
Project Manager/Head PMU  
4<sup>th</sup> Floor, NICL Building, 63-Jinnah Avenue,  
Blue Area Islamabad  
Tel: 051-9195551  
email: [anwar.ghani@secp.gov.pk](mailto:anwar.ghani@secp.gov.pk)

Dear Sir:

We, the undersigned, offer to provide the consulting services for *[Insert title of assignment]* in accordance with your Request for Proposal dated *[Insert Date]* and our Proposal. We are hereby submitting our Proposal, which includes this Technical Proposal, and a Financial Proposal sealed<sup>1</sup> under a separate envelope.

We are submitting our Proposal in association with/as a Joint Venture: *[Insert a list with full name and address of each joint venture partner or sub-Consultant]*.<sup>2</sup>

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

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

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

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

We remain,

Yours sincerely,

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

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

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

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

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

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**A - Consultant's Organization**

*[Provide here a brief (two pages) description of the background and organization of the Consultant and, if applicable, Sub-Consultant and each joint venture partner for this assignment.]*

**B - Consultant's Experience**

[For Full Technical Proposals Only]

*[Using the format below, provide information on each assignment for which your firm, and each joint venture partner or sub-consultant for this assignment, was legally contracted either individually as a corporate entity or as one of the major companies within a joint venture or sub-consultancy, for carrying out consulting services similar to the ones requested under this assignment.]*

Assignment name:	Approx. value of the contract (in current PKR):
Country: Location within country:	Duration of assignment (months):
Name of Client:	Total No. of person-months of the assignment:
Address:	Approx. value of the services provided by your firm under the contract:
Start date (month/year): Completion date (month/year):	No. of professional person-months provided by the joint venture partners or the Sub-Consultants:
Name of joint venture partner or sub-Consultants, if any:	Name of employees of your firm involved and functions performed:
Narrative description of Project:	
Description of actual services provided in the assignment:	

Firm's

Name:

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**FORM TECH-3 COMMENTS AND SUGGESTIONS ON THE TERMS OF  
REFERENCE AND ON COUNTERPART STAFF AND FACILITIES TO BE  
PROVIDED BY THE CLIENT**

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**A - On the Terms of Reference**

[For Full Technical Proposals Only]

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

## **B – On Counterpart Staff and Facilities**

[For Full Technical Proposals Only]

*[Comment here on counterpart staff and facilities to be provided by the Client including: administrative support, office space, local transportation, equipment, data, etcetera.]*

**Form TECH-4 Description of Approach, Methodology and Work Plan for Performing the Assignment**

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*[Technical approach, methodology and work plan are key components of the Technical Proposal divided into the following three chapters:*

- a) Technical Approach and Methodology,*
- b) Work Plan, and*
- c) Organization and Personnel,*

*a) Technical Approach and Methodology. In this chapter you should explain your understanding of the objectives of the assignment, approach to the services, methodology for carrying out the activities and obtaining the expected output, and the degree of detail of such output. You should highlight the problems being addressed and their importance, and explain the technical approach you would adopt to address them. You should also explain the methodologies you propose to adopt and highlight the compatibility of those methodologies with the proposed approach.*

*b) Work Plan. In this chapter you should propose the main activities of the assignment, their content and duration, milestones, and delivery dates of the report. The proposed work plan should be consistent with the technical approach and methodology. The work plan should be consistent with the Work Schedule of Form TECH-8.*

*c) Organization and Personnel. In this chapter you should propose the structure and composition of your team. You should list the main disciplines of the assignment, the key expert responsible, and proposed technical and support personnel. [For joint ventures, you must attach a copy of the joint venture agreement.]*

## FORM TECH-5 TEAM COMPOSITION, TASK ASSIGNMENTS AND SUMMARY OF CV INFORMATION

[illegible]

## FORM TECH-6 CURRICULUM VITAE (CV) FOR PROPOSED NATIONAL EXPERTS

1. **Proposed Position:** \_\_\_\_\_

2. **Name of Firm** [*Insert name of firm proposing the expert*]: \_\_\_\_\_

3. **Name of Expert** [*Insert full name*]: \_\_\_\_\_

4. **Date of Birth:** \_\_\_\_\_ **Citizenship:** \_\_\_\_\_

5. **Education** [*Indicate college/university and other specialized education of expert, giving names of institutions, degrees obtained, and dates of obtainment*]: \_\_\_\_\_

6. **Membership in Professional Associations:** \_\_\_\_\_

7. **Other Trainings** [*Indicate significant training*]: \_\_\_\_\_

8. **Countries of Work Experience:** [*List countries where expert has worked in the last ten years*]: \_\_\_\_\_

9. **Languages** [*For each language indicate proficiency: good, fair, or poor in speaking, reading, and writing*]: \_\_\_\_\_

10. **Employment Record** [*Starting with present position, list in reverse order every employment held by expert since graduation, giving for each employment (see format here below): dates of employment, name of employing organization, positions held.*]:

FROM [YEAR]: \_\_\_\_\_ To [YEAR]: \_\_\_\_\_

Employer: \_\_\_\_\_

POSITIONS HELD: \_\_\_\_\_



<p><b>11. DETAILED TASKS ASSIGNED</b></p> <p><b>[LIST ALL TASKS TO BE PERFORMED UNDER THIS ASSIGNMENT]</b></p>	<p><b>12. Work Undertaken that Best Illustrates Capability to Handle the Tasks Assigned</b></p> <p><i>[Among the assignments in which the expert has been involved, indicate the following information for those assignments that best illustrate the expert's capability to handle the tasks listed inline 11.]</i></p> <p>Name of assignment or project: _____</p> <p>Year: _____</p> <p>Location: _____</p> <p>Client: _____</p> <p>Main project features: _____</p> <p>Positions held: _____</p> <p>Activities performed: _____</p>
----------------------------------------------------------------------------------------------------------------	-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

### 13. Certification:

I, the undersigned, certify to the best of my knowledge and belief that

- (i) This CV correctly describes my qualifications and my experience;
- (ii) I am not employed by the Executing /Implementing Agency;
- (iii) In the absence of medical incapacity, I will undertake this assignment for the duration and in terms of the inputs specified for me in the Personnel Schedule in Form TECH-7 provided team mobilization takes place within the validity of this proposal or any agreed extension thereof;
- (iv) I am committed to undertake the assignment within the validity of Proposal;
- (v) I am not part of the team who wrote the terms of reference for this consulting services assignment;

I understand that any willful misstatement described herein may lead to my disqualification or dismissal, if engaged.

\_\_\_\_\_  
*[Signature of expert or authorized representative of the firm]<sup>3</sup>* Date: \_\_\_\_\_  
 \_\_\_\_\_  
*Day/Month/Year*

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

<sup>3</sup> This CV can be signed by a senior representative of the Consultant provided that if the Consultant's proposal is ranked first, a copy of the CV signed by the expert and/or specialist must be submitted to the Client prior to the commencement of contract negotiations.

## FORMTECH-8WORK SCHEDULE

N°	Activity <sup>1</sup>	Weeks <sup>2</sup>												
		1	2	3	4	5	6	7	8	9	10	11	12	n
1														
2														
3														
4														
5														
n														

1 Indicate all main activities of the assignment, including delivery of reports (e.g.: inception, draft, and final reports), and other benchmarks such as Client approvals. For phased assignments indicate activities, delivery of reports, and benchmarks separately for each phase.

2 Duration of activities shall be indicated in the form of a bar chart.

## Financial Proposal - Format

The content of financial proposal would be as followings;

FIN-1 Financial Proposal Submission Form

FIN-2 Summary of Costs

### FORM FIN-1 FINANCIAL PROPOSAL SUBMISSION FORM

*[Insert Date]*

Engr. Anwar Ghani  
Project Manager/Head PMU  
4<sup>th</sup> Floor, NICL Building, 63-  
Jinnah Avenue, Blue Area  
Islamabad  
Tel: 051-9195551  
email: [anwar.ghani@secp.gov.pk](mailto:anwar.ghani@secp.gov.pk)

Dear Sirs:

We, the undersigned, offer to provide the consulting services for preparation of *[Insert title of assignment]* in accordance with your Request for Proposal date *[Insert Date]* and our Technical Proposal.

Our attached Financial Proposal is for the sum of \_\_\_\_\_.

Our Financial Proposal shall be binding upon is subject to the modifications resulting from Contract negotiations, up to expiration of the validity period of the Proposal.

Currency of Payment

Payment shall be made in Pakistani Rupees (PKR).

Taxation

All payments to the Consultant will be subject to deduction of all applicable taxes as imposed by the Government of Pakistan, Provincial Government or Federal Government including any deduction of withholding tax in accordance with the laws of Pakistan. Above fee offer is inclusive of all applicable tax as applicable including GST.

We confirm that offer made by M/s \_\_\_\_\_ complies with all requirements as detailed out in TOR unless specified otherwise in the covering letter and shall be valid for a period of 90 days after submission date of proposal.

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

Yours sincerely,

Authorized Signature:

Name and Title of Signatory:

Name of Firm:

Address:

**FORM FIN- 2 SUMMARY OF COST**

<b>ITEM</b>	<b>COST (Pak Rupees)</b>
Consultancy Fees (Lumpsum)	
Other Expenses (Travel, Coordination/communication, Public hearing including hall and refreshment, report printings, misc charges for acquisition of EPA NOC)	
<b>TOTAL COST OF FINANCIAL PROPOSAL</b>	

Total cost of Financial Proposal in words (in Pak Rupees): \_\_\_\_\_

Signed and Stamp of Consultant

## **TORs of the Study**

## GENERAL INFORMATION

**Services/Work Description:** Consultancy Services for Undertaking Environment Impact Assessment (EIA)

**Project/Program Title:** ESTABLISHMENT OF SECP BUILDING IN SECTOR G – 11.

**Type of the Contract:** National Consulting Firm

**Duration:** 100 days

**Expected Start Date:** Immediately after concluding the contract agreement

## I. BACKGROUND / RATIONALE

The project site is situated in G-11/1, Mauve Area, Islamabad. The project site includes the area of 5000 sq. Yards.



Figure A: Project Site

The total covered area designed shall be around 432,000 sft.

The project, once completed shall host 700 work force working from the offices constructed in SECP Head Office Building.

## IV. SCOPE OF THE SERVICE / WORK

The consultant shall be responsible for the following:

1. Project Introduction & Objectives
2. b. Detailed Project Description, including location, scale, design, construction, operation, and potential future phases.

## Section 5 – TORs for EIA Study

3. Baseline Environmental Conditions, including air quality, water resources, soil conditions, biodiversity, ecosystems, cultural heritage, noise levels, and socio-economic aspects.
4. Identification and Evaluation of Impacts, including direct and indirect effects such as habitat destruction, pollution, noise, waste generation, community displacement, and socio-economic implications.
5. Mitigation Measures, encompassing design modifications, pollution control strategies, waste management plans, habitat restoration, community engagement programs, and more.
6. Alternatives Assessment, considering alternative project designs or locations that could potentially minimize environmental impacts or conducting a comparative analysis.
7. Monitoring and Environmental Management Plan, outlining procedures for monitoring the implementation of mitigation measures and ensuring compliance with environmental regulations.
8. Public Consultation and Stakeholder Engagement, summarizing the process and key findings of engaging with affected communities, governmental agencies, non-governmental organizations, and other stakeholders.
9. Conclusion and Summary of Findings, providing a concise overview of the main findings, significant impacts, proposed mitigation measures, and any unresolved issues or uncertainties.

All finding must be presented in the EIA report and must reflect the headings in the body of the TORs. The EIA Report so prepared, shall be submitted and got approved by the Sindh Environmental Protection Agency (Pak-EPA) and ten (10) hard copies and Two (02) soft copies of the approved report should be submitted accordingly.

## VI. EXPECTED OUTPUTS / DELIVERABLES

No.	Deliverables / Outputs	Estimated Duration to Complete	Review and Approvals Required
1.	Draft EIA report including EMMP	30 days after contract signing	SECP
2.	Final versions of EIA report	15 days after receiving feedback from PSEB	SECP
3.	Approval of EIA from PEPA (after Public Hearing)	As per Proposed Public Hearing Date by Pak-EPA (within 90 Days of submission of EIA Report to Pak-EPA)	Pak-EPA

## VII. PAYMENT TERMS/MILESTONES AND AUTHORITY:

Installment of Payment/ Period	Deliverables or Documents to be Delivered	Approval should be obtained from:	Percentage of Payment
1 <sup>st</sup> Installment	Submission of Inception Report to SECP	SECP	15%
2 <sup>nd</sup> Installment	Upon submission of Final EPA to Pak EPA and SECP	SECP	45%
3 <sup>rd</sup> Installment	Upon Approval from Pak -EPA	SECP and EPA	40%

### VIII. CRITERIA FOR SELECTING THE BEST OFFER

Upon the advertisement of the Procurement Notice, qualified Consultancy Firm is expected to submit both the Technical and Financial Proposals. Accordingly; the firm will be evaluated based on Cumulative Analysis as per the following conditions:

- The Bidding Firm must be registered with Securities and Exchange Commission of Pakistan (SECP) or Registrar of Firms. Incorporation/ registration certificate from the concerned body must be attached. In case of foreign bidders, the bidder must be registered with their respective body and incorporation/ registration certificate must be attached.
- Only registered supplier/service providers who are on Active Taxpayers List (Income and Sales Tax) of FBR/respective revenue boards are only eligible to supply goods/provide services to the Commission. Bids of all those who are not registered with the Federal Board of Revenue/Respective Revenue Boards for Income Tax and Sales Tax shall be rejected.
- The Proposals should be accompanied by bid security (refundable) amounting to 2% of the bid value in shape of either pay order, demand draft in favor of Securities and Exchange Commission of Pakistan. Cheque will not be acceptable. The bid security instrument should be part of the Technical Proposal.
- Soft copy of the Bid Security must be attached with Technical bids and original bid security, in sealed envelope, must reach to SECP Head Office before closing date and time of the submission of bid.
- In case bidder (if selected) is not in ATL at the time of payment then the payment shall be stopped till he files his mandatory returns and appears on ATL of FBR OR whole of the tax involved or as applicable to supplies on the basis of gross value of supplies shall be deducted
- The bidding firm must not be backlisted. The bidding firm must provide an undertaking on a legal paper that it is not blacklisted as per Annex BB
- The firm must be registered with concerned Tax Authorities for income and sales tax and Registration certificate must be attached.
- Responsive/compliant/acceptable as per the Instruction to Bidders (ITB)
- Certification with Pakistan Engineering Council having project profile code "1232 (ii) – Environment planning and protection" is mandatory, and service code "0518 – Environmental Studies"
- Award of Contract to firm, having received the highest score out of a pre-determined set of weighted technical and financial criteria specific to the solicitation. In this regard, the respective weight of the proposals are:
  - o Technical Criteria weight is 60%
  - o Financial Criteria weight is 40%

S#	EVALUATION CRITERIA	Total points
1.	Firm Profile	40
i.	Experience	30



## Section 5 – TORs for EIA Study

a.	<i>Environmental Assessment Experience in Minimum 15 years' Experience of Environmental Assessments and developing environmental and social impact assessments of high-rise buildings (Please attach detail of 10 projects along with project cost)</i>	05
b.	<i>Environmental Assessment Specific Experience At least 05 number of Environmental Assessments related to high-rise buildings in Islamabad (Please attach detail of 05 projects along with project cost, completion document and consultancy fee)</i>	35
<b>2.</b>	<b>Approach and Methodology</b>	<b>20</b>
i.	Conformance with TORs	10
ii.	Quality of methodology in achieving deliverables (Please attach time-line for completion of certification process)	10
<b>3.</b>	<b>HR Capacity</b>	<b>20</b>
i.	Bachelor/Master's Engineering Degree in Environment or Civil Engineering with 15 experience of conducting environmental impact assessments.	10
ii.	<b>Environmental Engineer / Scientist</b> Bachelor/ Master's Degree in Environmental Sciences/ Environmental Management with 7 years overall experience respectively in conducting environment assessments	04
iii.	Master's Degree Sociology/Social Work with 05 years' experience in relevant field	03
iv.	<b>Junior Environmentalist</b> Master's Degree in Ecology/Botany or related sciences with minimum 5 years' experience of conducting ecological studies respectively.	03
<b>4.</b>	<b>Financial Profile</b>	<b>20</b>
a.	Turnover with more than: <ul style="list-style-type: none"> <li>▪ Pak Rs. 15 million – 15 marks</li> <li>▪ Pak Rs. 10 million – 10 marks</li> <li>▪ Pak Rs. 5 Million – 5 Marks</li> </ul>	15
	Please provide most recent last three audited financial statements.	5
	<b>Total points</b>	<b>100</b>
	Qualifying points	70

### Details of Evaluation Criteria

#### 1. Firm Profile (40 Marks)

##### i) Experience (05 Marks)

a) Environmental Assessment General Experience

(5) Firm General Experience shall be calculated as follows.

General Experience  $\geq$  15 Years

(100% Marks)

## Section 5 – TORs for EIA Study

General Experience $\geq$ 12 Years but $<$ 15 Years	(90% Marks)
General Experience $\geq$ 12 Years but $<$ 10 Years	(80% Marks)
General Experience $\geq$ 5 Years but $<$ 10 years	(70% Marks)
General Experience $<$ 5 Years	(Zero Marks)

### b) Environmental Assessment Specific Experience (35 Marks)

Environmental Specific Experience will be calculated by assigning 50% weightage to number of similar assignment and 50% weightage to value of such assignments.

- Number of Similar Assignments in high-rise building and infrastructure projects. (50% Weightage)

Number of Similar Projects  $\geq$  10 (100% Marks)

Number of Similar Projects  $\geq$  8 but  $<$  10 (90% Marks)

Number of Similar Projects  $\geq$  5 but  $<$  8 (80% Marks)

Number of Similar Projects = 5 (70% Marks)

- Value of Similar Assignments in mega building and infrastructure projects. (50% Weightage)

The bidder with the highest average consultancy fee shall be awarded maximum marks (100%) and subsequent bidders will be awarded proportionately lower marks.

## 2. Approach and Methodology

### a) Conformance with Terms of Reference -TORs (10 Marks)

Technical proposal shall be evaluated on understanding and addressing the stated objectives of the project.

The bidder with the highest score in this criterion will be awarded maximum marks and subsequent bidders will be awarded proportionately lower marks.

100 % Conformance with TORs	(100% Marks)
90-100% Conformance with TORs	(90% Marks)
80-90% Conformance with TORs	(80% Marks)
70-80% Conformance with TORs	(70% Marks)
60-70% Conformance with TORs	(60% Marks)
50-60% Conformance with TORs	(50% Marks)
Below 50% Conformance with TORs	(0% Marks)

### b) Quality of Methodology in Achieving Deliverables (10 Marks)

Time is of crucial importance in completing EIA certification process. Bidder's methodology should be geared towards completing the certification process in lowest possible time.

The quality of methodology will be gauged by adhering to following criteria.

- i. Collection and analysis of secondary data about physical, biological, socio-economic and archeological aspects in the target area. (04 Marks)
- ii. Quality of Survey and field research (Primary Data) including but not limited to public consultation, flora, fauna, water resources and communities. (04 Marks)
- iii. Identification and evaluation of environmental impact. (04 Marks)
- iv. Quality of EIA Report and Timely approval from Pak-EPA. (12)

### Section 5 – TORs for EIA Study

The bidder with the best methodology in achieving deliverables will be awarded maximum marks and subsequent bidders will be awarded proportionately lower marks.

### 3. HR Capacity

The HR team will be evaluated on the basis of relevant experience and qualification. 80% weightage will be given to experience and 20% weightage will be given to qualification.

80% Marks of experience shall be evaluated as follows.

≥15 Years	≥10 Years< 15 Years	≥5 Years < 10 Years	= 5 Years	< 5 Years
100%	90%	80%	70%	0

20% Marks of Qualification shall be assigned as follows.

Ph.D.	M.Phil/MS	Masters	Bachelors
100%	85%	70%	60%

### 4. Financial Profile

#### a) Turnover

Turnover according to most recent audited financial statement.

Average annual turnover for last three (03) years. (Pak Rs. in Million)

More than or equal to 15	=100 %
More than or equal to 10 but < 15	= 80 %
More than or equal to 8 but < 10	= 60 %
More than or equal to 5 but < 8	= 40%
Less than 5	= Zero

Only audited financial statements will be accepted

**Evaluation of proposals submitted by consultants**

## Section 5 – TORs for EIA Study

The system for Combined Evaluation of Technical & Financial Proposals under the QCBS shall be as follows:

i. Financial Proposal Scoring:

$S_f$  (Financial Score of a firm) =  $100 \times F_m / F$  where  
 $F_m$  = the lowest evaluated price of the financial proposals opened  
 $F$  = the financial cost of the Proposal under consideration.

ii. Weightages for Technical & Financial Proposals:

Technical Proposal = 60% and Financial Proposal = 40%

iii. Final Combined Scores:

$$CS = 0.6St + 0.4S_f$$

Where CS = Combined Score of a proposal,  $St$  = Technical Score of the Proposal &  $S_f$  = Financial Score of the Proposal

iv. The Consultant achieving the highest combined technical and financial score will be invited for negotiations.

**Format of Affidavit/Undertaking (DULY NOTARIZED)**

**Bidder must submit following undertaking (on stamp paper of Rs.100 ) ) duly notarized, failing which the bid shall be rejected**

- a) I, Mr. .... S/o..... holding CNIC # ..... from M/s ..... Having Its business office at ....., do hereby solemnly affirm and declare as under;
- b) That M/s ..... is not engaged, under investigation or offences or no proceedings are pending before FBR, Customs, NAB, any Judicial form, FIA or any other Govt. authority with respect to fraud, terror financing, money laundering etc.
- c) We also confirm that our firm has not been black listed by any National/International organization or forum and its entitled to carry out its business activities to the standard business ethics.
- d) That the Partner(s) / Officers of M/s..... have not been subject to financial crime. Nor they every compounded with their creditors in any capacity.
- e) We, hereby agree with all the requirements and terms & conditions of the bidding document and submit the bid.
- f) Neither the firms nor its Directors, Stakeholders, as a whole or as a part of the firm have ever been black listed/ defaulted by any government agency/ department/organization
- g) The above statement is true to the best of my knowledge and belief and nothing has been concealed or is false.

***Note: In case bidder is found in the list of “Blacklisted Firms-Pakistan” or related links at <https://www.ppra.org.pk/> then its bid shall be rejected***

***Name:***

\_\_\_\_\_

***Signature***

\_\_\_\_\_

***Stamp:***

\_\_\_\_\_