

## REQUEST FOR EXPRESSIONS OF INTEREST

International Competitive Bidding (ICB)

### **“HIRING OF SERVICES OF FIRM TO STUDY AND SUGGEST MEASURES/INTERVENTIONS FOR INSTITUTIONAL REFORMS AND CAPACITY BUILDING OF INDUS RIVER SYSTEM AUTHORITY (IRSA)”**

**No. 1-1/Proc/PPDU/CS/2021-22**

Project Planning & Development Unit (PPDU), Ministry of Water Resources, Government of Pakistan (GoP) Islamabad invites eligible **Consulting Firms** to indicate their interest in providing the required services. In this regard, there are prescribed standards which have been mentioned in the **Instructions for Consulting Firms** which may be downloaded from the websites [www.mowr.gov.pk](http://www.mowr.gov.pk) or [www.ppra.org.pk](http://www.ppra.org.pk). Prospective firms are encouraged to provide materials/information that would be specific to the proposed services. The parameters for evaluating EOI responses are given below:-

- a) Complete historical profile of the firm with the information i.e. incorporation certificate, total experience, affiliation with relevant bodies and ratings (if any) and corporate profile indicating their years of operations, core competencies, management structure and systems etc. {**Max Score = 20**}
- b) Details of completed projects of similar nature and size with requisite information i.e. project description, cost of the project, client, duration etc. {**Max Score = 50**}
- c) Requisite technical competence to carry out the intended services. {**Max Score= 30**}

A consultancy firm, will be selected through **“Quality & Cost Based Selection (QCBS) Method”** in accordance with the procedures set out in the Procurement of Consultancy Services Regulations 2010 issued by the Public Procurement Regulatory Authority, (as amended from time to time) which can be perused at the website: [www.ppra.org.pk/legal documents/regulations](http://www.ppra.org.pk/legal documents/regulations).

Expressions of Interest response, carefully prepared in accordance with the instructions provided in the REOI Notice & instructions to Consultants, must be delivered in a written form to the address below (in person, via email or by post) by or before **11:00 hours (Pakistan Standard Time) on 4<sup>th</sup> July, 2022**, which shall be opened on same day at **11:30 hours (PST)** in the presence of representatives of consulting firms who may choose to be present.

Further information may be obtained at the address/email given below during office hours from 0900 to 1700 hours. This REOI & TORs are also available on the websites: [www.mowr.gov.pk](http://www.mowr.gov.pk) and [www.ppra.org.pk](http://www.ppra.org.pk).

### **Procurement Expert Project Planning & Development Unit (PPDU)**

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# **INSTRUCTIONS FOR CONSULTING FIRMS**

**For Submission of**

**EXPRESSION OF INTEREST**

**“Hiring of Consulting Firm for Consultancy Services to Study and Suggest Measures/Interventions for Institutional Reforms and Capacity Building of Indus River System Authority (IRSA)”**

**Project Planning & Development Unit (PPDU)**  
**MINISTRY OF WATER RESOURCES**  
**GOVERNMENT OF PAKISTAN**

**June, 2022**

# INSTRUCTIONS

1. Project Planning & Development Unit (PPDU), Ministry of Water Resources invites eligible **Consultancy Firms** with specific and proven competence and experience to indicate their interest in providing the intended services. Eligible firm(s) should submit Expression of Interest (**EOI**) in English language along with relevant complete details of their qualification and experience as requested hereunder and in the REOI Notice: -
  - i. Name, address, Phone, Fax and E-mail address along with postal and telegraphic address for the head office, branch offices and contact personnel;
  - ii. Interested Firms are required to submit certificate of Incorporation/Registration with authorized government department(s), of their respective country, of Consulting Firm/Joint Venture, as Legal Entity. The registration shall be provided in respect of each associating firm of a joint venture or sub-consultant association formation.
  - iii. Corporate Profile providing sufficient information/details in following, but not limited to, areas in respect of a consulting firm/each associating firm of a Joint venture: -
    - (a) Years of operations;
    - (b) Management Structure/Organogram & Systems of the firm with relevant information about Board/Directors etc.;
    - (c) Core competencies related information etc.;
  - iv. Interested Firms/JV members shall submit
    - a. Name of Actual Country of Registration.
    - b. Firm's Address of Actual Country of Registration.
    - c. Articles of Incorporation (or equivalent documents of constitution), and/or documents of registration of the legal entity.
  - v. Annual Audited Financial Statements for the last 5 years.
  - vi. Data Sheets of relevant (similar and specific experiences) assignments/works, duly substantiated, by the Firm/Joint venture's either completed or in progress, with the following details. The experience which shall not be provided with the required details shall not be taken into consideration while evaluating the profile of the Firm/JV for shortlisting:
    - a. Name of the Project
    - b. Cost of the Project
    - c. Name and address of the Client
    - d. If case of association of service providers, the names and address of all the partners
    - e. Start & Completion Date
    - f. Number of staff-months provided by the firm (in case of association/JV, by other partner firms)
    - g. Brief description of the services rendered
  - vi. Any additional documents to support relevant experience of Consulting Firm/Joint venture;

- vii. In case of Firms, participating in an association, sub-consultant or JV, original Letter(s) of Association from each associating partner, confirming the Lead Partner/Partner in Charge, on the letter head of a Firm/Partner duly signed and stamped, must be provided;
  - viii. Firms are required to submit affidavit on stamp paper duly notarized confirming that: (a) applicant Firm/Joint venture(s) has never been blacklisted by any Government/International Institution and (b) list and status of litigation/arbitration (if any) by applicant Firm/Joint Venture (c) All the information provided by the applicant Firm/Joint venture is correct.
2. Firms interested to participate in JV should submit information for each partner, which will be assessed independently regardless of capacity/experience of the other partner. For firms in arrangement of lead sub-consultant, only the experience and capacity of lead firm will be assessed. However, such arrangements should be clearly mentioned in Expressions of Interest Response.
  3. Interested firm(s) must provide lucid information as per above requirements indicating that they are qualified to perform above services and must provide only materials that would be specific to the proposed services, and to avoid submitting generic promotional material. Non-provision of requisite documentary evidences/ information as per Instructions of EOI Notice and those provided in this Instructions to Consultants, may lead to “Non-Responsiveness” of the Firm’s/JV’s response/ application.
  4. If the EOI response consists of more than one volume, the applicant must clearly number the volumes constituting the EOI and provide an indexed table of contents for each volume. All documents should be securely bound.
  5. Any further information/clarification by PPDU, Ministry of Water Resources can be sought.
  6. Terms of Reference (TORs) of the assignment can be downloaded from the website [www.mowr.gov.pk](http://www.mowr.gov.pk).

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