



REQUEST FOR PROPOSAL

FOR

**IMPLEMENTATION OF E-GOVERNANCE IN
LIVESTOCK DEPARTMENT, GOVERNMENT OF
SINDH.**

INFORMATION, SCIENCE & TECHNOLOGY DEPARTMENT

GOVERNMENT OF SINDH



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



CONTENTS

INVITATION TO BID.....	1
DEFINITIONS	2
INSTRUCTION TO THE BIDDERS.....	3
GENERAL.....	3
Scope of Bid & Source of Funds	3
Eligible Bidders	3
Cost of Bidding.....	3
Contents of the Bidding Documents.....	4
Clarification of the Bidding Document	4
Amendments in the Bidding Documents	4
PREPARATION OF BIDS.....	5
BID OPENING AND EVALUATION	9
AWARD OF CONTRACT.....	12
BID DATA SHEET	15
SCOPE OF WORK.....	17
Project Background	17
Project Objectives.....	17
Scope of Work	18
EVALUATION CRITERIA AND SCORING SYSTEM.....	21
TECHNICAL PROPOSAL SUBMISSION FORM.....	25
GENERAL INFORMATION OF THE COMPANY	26
FORM FOR WORK SCHEDULE	28
FORMAT OF RESUME FOR PROPOSED KEY PROFESSIONAL STAFF	29
INTEGRITY PACT.....	30
AFFIDAVIT	31
BID SECURITY FORM.....	32
PERFORMANCE SECURITY FORM.....	33
FINANCIAL PROPOSAL FORMS.....	34
FINANCIAL PROPOSAL SUBMISSION FORM.....	34
ANNUAL TURN OVER.....	35
FINANCIAL PROPOSAL	36

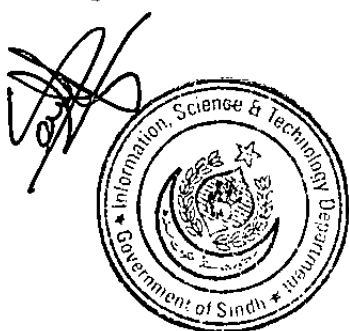


INVITATION TO BID

Information Science & Technology Department, Government of the Sindh (hereinafter referred to as the Client), invites sealed bids from eligible bidders (National or International) for Consultancy Services for **“Implementation of E-Governance in Livestock Department, Government of Sindh”**.

Tender Bids in sealed envelopes as per information are required. Proponents applying for bids should submit duplicate Financial Proposal and Technical Proposal in two separate envelopes with clear marking of “Technical Proposal” and “Financial Proposal” as per Rule 72(3) Quality and cost based selection method (Single Stage - Two Envelope) process of SPPRA RULES, 2010 (AMENDED 2019). The interested bidder must have valid NTN. Only Income Tax, Sales Tax, SRB, FBR & SECP / firms registered with concerned authorities are eligible to participate.

1. The Technical Proposal should contain all the bid items without quoting the price and must list firm's clientele, resumes / CV's of the team. Financial bids of Firms not obtaining minimum passing criteria on Technical basis will not be opened.
2. All bids must be accompanied by an earnest money 2.0% of total bid amount, and must be accompanied with the financial offer. Bid without bid security of required amount and prescribed form shall be rejected.
3. Information, Science & Technology Department, Government of the Sindh will not be responsible for any costs or expenses incurred by bidders in connection with the preparation or delivery of bids.
4. The Bid prices and rates are fixed during currency of contract and under no circumstance shall any contractor be entitled to claim enhanced rates for any item in this contract.
5. Bidders shall submit Bids, which comply with the Bidding Documents. Alternative Bids will not be considered. The attention of bidders is drawn to the provisions of Clause on “Determination of Responsiveness of Bid” regarding the rejection of Bids, which are not substantially responsive to the requirements of the Bidding Documents.
6. Information, Science & Technology Department, Government of Sindh shall have right of rejecting all or any of the tenders as per provisions of SPPRA RULES, 2010 (AMENDED 2019). Rule No 25(1).
7. All prices quoted must include any Taxes applicable, such as Income Tax, etc. If not specifically mentioned in the quotation, then it will be presumed that the prices include all the taxes.
8. Failure to Complete the Task within the stipulated time will invoke liquidated damage of 0.025% of delayed Portion Consultancy Service on per day basis. In addition to that, Department have right to forfeit the submitted Performance Guarantee and the company/JV will not be allowed to participate in future tenders as well.



DEFINITIONS

1. **"Bid"** means a tender, or an offer by a person, consultant, firm, company or an organization expressing willingness to undertake a specified task at a price, in response to an invitation by a procuring agency.
2. **"Bidder"** means Bidding Company/Joint Venture, as defined below that has submitted a Bid in response to this RFP. The local partner shall be the bidder and duly incorporated in Pakistan as per Companies Ordinance 1984.
3. **"Bidding Documents"** means the documents notified by the Authority for preparation of bids in uniform manner.
4. **"Bidding Process"** means the procurement procedure under which sealed bids are invited, received, opened, examined and evaluated for the purpose of awarding a contract.
5. **"Competent Authority"** means an officer of the procuring agency empowered to exercise financial powers and approve the award of contract for procurement of goods, works or services, as the cases may be.
6. **"Commencement Date of the Contract"** means the date of signing of the Contract between the Purchaser and the Contractor.
7. **"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.
8. **"Consulting Services"** means services of an advisory and intellectual nature provided by consultants using their professional skills to study, design, organize, and manage projects, encompassing multiple activities and disciplines, including the crafting of sector policies and institutional reforms, specialist advice, legal advice and integrated solutions, change management and financial advisory services, planning and engineering studies, and architectural design services, supervision, social and environmental assessments, technical assistance, and programme implementation.
9. **"Contract"** means the agreement entered into between the Purchaser and the Contractor, as recorded in the Contract Form signed by the parties, including all Attachments thereto and all documents incorporated by reference therein.
10. **"Contractor"** "Contract Price" means the price payable to the Contractor under the Contract for the full and proper performance of its contractual obligations.
11. **"Contract Value"** means that portion of the Contract Price adjusted to give effect to such additions or deductions as are provided for in the Contract, which is properly apportionable to the Software or Services in question.
12. **"Government"** means the government of Sindh.



INSTRUCTION TO THE BIDDERS

GENERAL

- 1 Scope of Bid & Source of Funds**
- 1.1 The procuring agency as defined in the bidding data wishes to receive sealed bids for Consultancy Services for “**Implementation of E-Governance in Livestock Department, Government of Sindh**” at Information, Science & Technology Department, Govt. of Sindh.
- 1.2 Information, Science & Technology Department, Govt. of Sindh has received funds from provincial government in Pak rupee towards the cost of the subject procurement in the bidding data and it is intended that part of the proceeds of this funds will be applied to eligible payments under the contract for which these bidding documents are issued.
- 2 Eligible Bidders**
- 2.1 Bidding is open to all firms and persons meeting the following requirements:
- a) Only Bidders who have already been pre-qualified and invited by the Client to bid are eligible to participate in this bidding process. Unsolicited proposals would not be entertained.
 - b) The bidder is duly registered with FBR, SRB, SECP/Firms registered with concerned authorities and Professional Tax.
 - c) The bidder shall not be under a declaration of ineligibility for corrupt and fraudulent practices issued by the Government.
 - d) In compliance with the Survey and Mapping Act 2014, the bidder shall be a registered entity with Survey of Pakistan.
 - e) The bidder must have experience in ICT, Research and conduction of Impact Assessments.
 - f) The bidder may preferably have experience of working with Government Sector.
 - g) Bidders may submit bids as a Joint Venture but in such case one bidder shall be appointed as a lead bidder who shall be solely responsible for end to end delivery of the entire project.
- 3 Cost of Bidding**
- 3.1 The bidder shall bear all the costs associated with the preparation and submission of its bids and the Procuring Agency will in no case be responsible or liable for those costs, regardless of the conduct or outcome of the bidding process (SPPRA Rules 24).



BIDDING DOCUMENTS

- 4 Contents of the Bidding Documents**
- 4.1 In addition to Invitation for Bids, the Bidding Documents are those stated below, and should be read in conjunction with any Addendum issued in accordance with sub clause 6.1.
- a) Instruction to the Bidders
 - b) Bidding Data Sheet
 - c) Scope of Work
 - d) Evaluation Criteria
 - e) Forms
 - f) Conditions of the Contract
- 4.2 The Bidder is expected to examine all instructions, forms, terms, and specifications in the bidding documents. Failure to furnish all information required by the bidding documents or to submit a bid not substantially responsive to the bidding documents in every respect will be at the Bidder's risk and may result in the rejection of its bid.
- 5 Clarification of the Bidding Document**
- 5.1 Any interested Bidder requiring any clarification of the bidding documents may notify the Procuring agency in writing. The Procuring agency will respond in writing to any request for clarification of the bidding documents which it receives no later than three working days prior to the deadline for the submission of bids prescribed in the bidding document. Written copies of the Procuring agency's response (including an explanation of the query but without identifying the source of inquiry) will be sent to all interested bidders that have received the bidding documents.
- 6 Amendments in the Bidding Documents**
- 6.1 At any time prior to the deadline for submission of Bids, the Procuring Agency may, for any reason, whether at his own initiative or in response to a clarification requested by a interested bidder, modify the bidding documents by issuing addendum.
- 6.2 Any addendum thus issued shall be a part of the Bidding Document pursuant to Sub-Clause 6.1 hereof, and shall be communicated in writing to all purchasers of the Bidding Documents. Prospective bidders shall acknowledge receipt of each addendum in writing to the Procuring Agency.
- 6.3 To afford interested bidders reasonable time in which to take addendum into account in preparing their Bids, the Procuring Agency may at its discretion extend the deadline for Submission of bids.



PREPARATION OF BIDS

- 7 Language of Bid** 7.1 The bid prepared by the Bidder, as well as all correspondence and documents relating to the bid exchanged by the Bidder and the Procuring agency shall be written in the language specified in the Bidding document. Supporting documents and printed literature furnished by the Bidder may be in another language provided they are accompanied by an accurate translation of the relevant passages in the language specified in the bidding document, in which case, for purposes of interpretation of the Bid, the translation shall govern.
- 8 Documents Comprising the Bid** 8.1 The Bid submitted by the bidder shall comprise the following:
- a) Sealed Envelopes
 - b) Covering Letter
 - c) Attachments
 - d) Bid Security furnished in accordance with 13.
 - e) Power of attorney in accordance with 14.6
 - f) Documentary evidence in accordance with 2.1 and 11.
 - g) Documentary evidence in accordance with 12.
- 9 Sufficiency of Bid** 9.1 Each bidder shall satisfy himself before bidding as to the correctness and sufficiency of his bid and of the rates and prices quoted in the schedule of prices, which rates and prices shall cover all his obligations under the Contract and all matters and things necessary for proper completion of the works.
- 9.2 The bidder is advised to obtain for himself at his own cost and responsibility all information that may be necessary for preparing the bid and entering into a Contract for execution of the Works.
- 10 Bid Prices, Currency of Bid and Payment** 10.1 The bidder shall fill up the schedule of prices indicating the percentage above or below the Composite Schedule of Rates / Unit Rates and prices of the Services to be performed under the Contract. Prices in the Schedule of Prices / Bill of Quantities shall be quoted entirely in Pak Rupees keeping in view the instructions contained in the Preamble to Schedule of Prices.
- 10.2 Unless otherwise stipulated in the conditions of the contract, prices quoted by the bidder shall remain fixed during the bidder's performance of the contract and not subject to variation on any account.
- 10.3 The unit rates and prices in the Schedule of Prices or percentage above or below on the composite schedule of rates shall be quoted by the bidder in the currency as stipulated in the Bidding Data.
- 10.4 Items for which no rate or price is entered by the Bidder will not be paid for by the Procuring Agency when executed and shall be deemed covered by the other rates and prices in the Bill of Quantities.
- 10.5 Payments against Partial delivery and/or services are allowed. The bidder must specify milestones for payment modality in the bid.



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| <p>11 Documents Establishing Bidder's Eligibility and Qualifications</p> | <p>11.1 Pursuant to ITB Clause 8, the bidder shall furnish, as a part of its bid, documents establishing the bidder's eligibility to bid and its qualification to perform the contract if its bid is accepted.</p> <p>11.2 Bidder must possess and provide evidence of its capability and the experience as stipulated in the Bidding Data and Qualification Criteria mentioned in the Bidding Documents.</p> |
| <p>12 Documents Establishing Works' Conformity to Bidding Documents</p> | <p>12.1 The documentary evidence of the Works' conformity to the bidding documents may be in the form of literature, drawings and data and the bidder shall furnish documentation as set out in the Bidding Data.</p> |
| <p>13 Bid Security</p> | <p>13.1 Each bidder shall furnish, as a part of his bid, at the option of the bidder, a Bid Security of 2.0% of Bid Price or in the amount stipulated in the bidding data in Pak Rupees in the form of Bank Draft, Pay Order in favor of Consultancy Services for "Implementation of E-Governance in Livestock Department, Government of Sindh" valid for a period of 1 month beyond the validity of the bid.</p> <p>13.2 Any bid not accompanied by an acceptable bid security shall be rejected by the Procuring Agency as non-responsive.</p> <p>13.3 The bid securities of unsuccessful bidders will be returned upon award of contract to the successful bidders or on the expiry of validity of Bid Security whichever is earlier.</p> <p>13.4 The bid security of the successful bidders will be returned when the bidder has furnished the required performance security, and signed the Contract of Agreement.</p> <p>13.5 The bid security may be forfeited:</p> <ul style="list-style-type: none"> a) If the bidder withdraws his bid during the period of bid validity; or b) If a bidder does not accept the correction of his Bid Price, pursuant to Sub Clause 16.4 b hereof; or c) In the case of successful bidder, if he fails within the specified time limit to: <ul style="list-style-type: none"> a. Furnish the required performance security. b. Signing the Contract of Agreement. |
| <p>14 Validity of Bids, Format, Signing and Submission of Bid.</p> | <p>14.1 Bids shall remain valid for a period of 90 Days after the date of bid opening.</p> <p>14.2 In exceptional circumstances, Procuring agency may request the bidder to extend the period of validity for additional period but not exceeding of the original period. The request and the bidders' responses shall be made in writing. A bidder may refuse the request</p> |



without forfeiting the Bid Security. A bidder agreeing to the request will be required to extend the validity of Bid Security for the period of Extension, and in compliance with ITB 13 in all aspects.

- 14.3 All Forms to bid are to be properly completed and signed.
- 14.4 No alteration is to be made in the Form of Bid except in filling up the blanks as directed. If any alteration be made or if these instructions be not fully complied with, the bid may be rejected.
- 14.5 Each bidder shall prepare Original and number of copies specified in the Bidding Data of the Document comprising the bid as described in ITB 8 and clearly mark them Original and Copy as appropriate. In the event of discrepancy between them, the original shall prevail.
- 14.6 The Original and Copies of the bid shall be typed or written in edible ink and shall be signed by a person or persons duly authorize to sign. This shall be indicated by submitting a written power of attorney authorizing the signatory of the bidder to act for and on behalf of the bidder. All pages of the bid shall be initialed and official seal be affixed by the person signing the bid.
- 14.7 The bid shall be delivered in person or sent by registered mail at the address to the Procuring Agency as given in the Bidding Data.



SUBMISSION OF BID

15 Deadline for Submission, Modification & Withdrawals of Bid.

15.1 Bids must be received by the procuring agency at the address provided in the Bid Data Sheet not later than the time and date stipulated therein.

15.2 Separate technical and financial bids shall be submitted.

- a) The Bidder shall prepare one original and one copy of the bid, clearly marking each one as "TECHNICAL BID - ORIGINAL", "FINANCIAL BID - ORIGINAL", "TECHNICAL BID - COPY," " FINANCIAL BID - COPY". In the event of any discrepancy between them, the original shall govern.
- b) The ORIGINAL and COPY of the bid shall be typed or written in indelible ink and shall be signed and stamped by the Bidder or a person or persons duly authorized to bind the Bidder to the Contract. The person or persons signing the bid shall initial all pages of the bid, except for un-amended printed literature.
- c) The Bidder shall seal both the ORIGINAL and COPY of the bid in separate envelopes, duly marking the envelopes as "TECHNICAL BID – ORIGINAL" and "TECHNICAL BID - COPY" etc. Similarly, the ORIGINAL and COPY of the financial bids shall be enclosed in separate envelopes and duly marked. The envelopes shall then be sealed separately in outer envelopes clearly marked "TECHNICAL BID" and "FINANCIAL BID".
- d) The Technical proposal should not contain any financial data or information as this may be construed as an attempt to influence the technical evaluation process and the bid would be rejected.

15.3 The envelopes shall:

- e) Be addressed to the Procuring Agency at the address provided in the bid data Sheet.
- f) Bear the name and identification number of the contract as defined in the bidding and contract data; and
- g) Provide a warning not to open before specified time and date for Bid Opening as defined in the Bidding Data; and
- h) In addition to the identification required in 15.2., the inner envelopes shall indicate the name and address of the bidder to enable the Bid to be returned unopened in case it is declared late.
- i) If the outer envelope is not sealed and marked as above, the Procuring Agency will assume no responsibility for the misplacement or premature opening of the Bid.

15.4 Bids submitted through any other means shall not be accepted.



- 15.5 Any bid received by the procuring agency after the deadline for submission prescribed in the Bidding Data will be returned unopened to such bidder.
- 15.6 Any bidder can withdraw his bid after bid submission provided that the written notice of withdrawal is received by the Procuring Agency prior to the deadline for submission of Bids.
- 15.7 Withdrawal of bid during the interval between deadline for submission of bids and the expiration period of the validity specified in the Form of Bid may result in forfeiture if the Bid Security pursuant to ITB Clause 13.5.

BID OPENING AND EVALUATION

16 Bid Opening, Evaluation and Clarifications.

- 16.1 The procuring agency will open the bids, in presence of the bidder's representatives who choose to attend, at the time, date and in place specified in the Bidding Data.
- 16.2 The bidder's name, Bid Prices, any discount, the presence and absence of Bid Security, and such other details as the Procuring Agency at its discretion may consider appropriate, will be announced by the Procuring Agency at the Bid Opening. The Procuring Agency will record the minutes of the bid Opening. Representatives of the bidders who choose to attend shall sign the attendance sheet.
- 16.3 To assist in the examination, evaluation and comparison of Bids the Procuring Agency may, at its discretion, ask the bidder for a clarification of its Bid. The request for clarification and the response shall be in writing and no change in the price or substance of the Bid shall be sought, offered or permitted.
- 16.4
- a) Prior to the detailed evaluation, pursuant to IB.16.7 to 16.9, the Procuring Agency will determine the substantial responsiveness of each bid to the Bidding Documents. For purpose of these instructions, a substantially responsive bid is one which conforms to all the terms and conditions of the Bidding Documents without material deviations. It will include determining the requirements listed in Bidding Data.
 - b) Arithmetical errors will be rectified on the following basis:

If there is a discrepancy between the unit price and total price that is obtained by multiplying the unit price and quantity, the unit price shall prevail and the total price shall be corrected. If there is a discrepancy between the words and figures the amount in words shall prevail. If there is a discrepancy between the Total Bid price entered in Form of Bid and the total shown in Schedule of Prices-Summary, the amount stated in the Form of Bid will be corrected by the Procuring Agency in accordance with the Corrected Schedule of Prices.



If the bidder does not accept the corrected amount of Bid, his Bid will be rejected and his Bid Security forfeited.

- 16.5 A Bid determined as substantially non-responsive will be rejected and will not subsequently be made responsive by the bidder by correction of the non-conformity.
- 16.6 Any minor informality or non-conformity or irregularity in a Bid which does not constitute a material deviation (major deviation) may be waived by Procuring Agency, provided such waiver does not prejudice or affect the relative ranking of any other bidders.

Major Deviations Include:

- a) has been not properly signed;
- b) is not accompanied by the bid security of required amount and manner;
- c) stipulating price adjustment when fixed price bids were called for;
- d) failing to respond to specifications;
- e) failing to comply with Mile-stones/Critical dates provided in Bidding Documents;
- f) sub-contracting contrary to the Conditions of Contract specified in Bidding Documents;
- g) refusing to bear important responsibilities and liabilities allocated in the Bidding Documents, such as performance guarantees and insurance coverage;
- h) taking exception to critical provisions such as applicable law, taxes and duties and dispute resolution procedures;
- i) a material deviation or reservation is one :
 - a. which affect in any substantial way the scope, quality or performance of the works;
 - b. Adoption / rectification whereof would affect unfairly the competitive position of other bidders present substantially responsive bids.

Minor Deviations:

Bids that offer deviations acceptable to the Procuring Agency and which can be assigned a monetary value may be considered substantially responsive at least as to the issue of fairness. This value would however be added as an adjustment for evaluation purposes only during the detailed evaluation process.

- 16.7 The Procuring Agency will evaluate and compare only the bids previously determined to be substantially responsive pursuant to IB.16.4 to 16.6 as per requirements given hereunder. Bids will be evaluated for complete scope of works. The prices will be compared on the basis of the Evaluated Bid Price pursuant to IB.16.8 herein below.



Technical Evaluation:

It will be examined in detail whether the works offered by the bidder complies with the Technical Provisions of the Bidding Documents. For this purpose, the bidder's data submitted with the bid will be compared with technical features/criteria of the works detailed in the Technical Provisions. Other technical information submitted with the bid regarding the Scope of Work will also be reviewed.

16.8 Evaluated Bid Price:

In evaluating the bids, the Procuring Agency will determine for each bid in addition to the Bid Price, the following factors (adjustments) in the manner and to the extent indicated below to determine the Evaluated Bid Price:

- a) making any correction for arithmetic errors pursuant to IB.16.4 hereof
- b) Discount, if any, offered by the bidders as also read out and recorded at the time of bid opening.
- c) excluding provisional sums and the provisions for contingencies in the Bill of Quantities if any, but including Day work, where priced competitively

17 Confidentiality

17.1 Subject to IB.16.3 heretofore, no bidder shall contact Procuring Agency on any matter relating to its Bid from the time of the Bid opening to the time the bid evaluation result is announced by the Procuring Agency. The evaluation result shall be announced at least seven (07) days prior to award of Contract (SPP Rule 45). The announcement to all bidders will include table(s) comprising read out prices, discounted prices, price adjustments made, final evaluated prices and recommendations against all the bids evaluated.

17.2 Any effort by a bidder to influence Procuring Agency in the Bid evaluation, Bid comparison or Contract Award decisions may result in the rejection of his Bid. Whereas any bidder feeling aggrieved, may lodge a written complaint to Complaint Redress Committee as per terms and conditions mentioned in SPP Rules 31 & 32. However, mere fact of lodging a complaint shall not warrant suspension of procurement process.

17.3 Bidders may be excluded if involved in "Corrupt and Fraudulent Practices" means either one or any combination of the practices given below SPP Rule2(q):

- a) "Coercive Practice" means any impairing or harming, or threatening to impair or harm, directly or indirectly, any party or the property of the party to influence the actions of a party to achieve a wrongful gain or to cause a wrongful loss to another party;
- b) "Collusive Practice" means any arrangement between two or more parties to the procurement process or contract execution, designed to achieve with or without the



knowledge of the procuring agency to establish prices at artificial, noncompetitive levels for any wrongful gain;

- c) “Corrupt Practice” means the offering, giving, receiving or soliciting, directly or indirectly, of anything of value to influence the acts of another party for wrongful gain;
- d) “Fraudulent Practice” means any act or omission, including a misrepresentation, that knowingly or recklessly misleads, or attempts to mislead, a party to obtain a financial or other benefit or to avoid an obligation;
- e) “Obstructive Practice” means harming or threatening to harm, directly or indirectly, persons or their property to influence their participation in a procurement process, or affect the execution of a contract or deliberately destroying, falsifying, altering or concealing of evidence material to the investigation or making false statements before investigators in order to materially impede an investigation into allegations of a corrupt, fraudulent, coercive or collusive practice; or threatening, harassing or intimidating any party to prevent it from disclosing its knowledge of matters relevant to the investigation or from pursuing the investigation, or acts intended to materially impede the exercise of inspection and audit rights provided for under the Rules.

AWARD OF CONTRACT

18 Post Qualifications

- 18.1 The Procuring Agency, at any stage of the bid evaluation, having credible reasons for or prima facie evidence of any defect in contractor’s capacities, may require the contractors to provide information concerning their professional, technical, financial, legal or managerial competence whether already pre-qualified or not:

Provided, that such qualification shall only be laid down after recording reasons therefore in writing. They shall form part of the records of that bid evaluation report.

- 18.2 The determination will take into account the bidder’s financial and technical capabilities. It will be based upon an examination of the documentary evidence of the bidders ‘qualifications submitted under ITB.11, as well as such other information required in the Bidding Documents.

19 Award Criteria & Procuring Agency’s Rights

- 19.1 Subject to IB.19.2, the Procuring Agency will award the Contract to the bidder whose bid has been determined to be substantially responsive to the Bidding Documents and who has offered the lowest evaluated Bid Price, provided that such bidder has been determined to be qualified to satisfactory perform the Contract in accordance with the provisions of the IB.18.

- 19.2 Notwithstanding IB.19.1, the Procuring Agency reserves the right to accept or reject any bid, and to annul the bidding process and reject all bids, at any time prior to award of Contract, without thereby



incurring any liability to the affected bidders or any obligation to inform the affected bidders of the grounds for the Procuring Agency's action except that the grounds for its rejection of all bids shall upon request be communicated, to any bidder who submitted a bid, without justification of the grounds. Notice of the rejection of all the bids shall be given promptly to all the bidders (SPP Rule 25).

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| 20 Notification of Award & Signing of Contract | <p>20.1 Prior to expiration of the period of bid validity prescribed by the Procuring Agency, the Procuring Agency will notify the successful bidder in writing (Letter of Acceptance) that his bid has been accepted (SPPRA Rule 49).</p> <p>20.2 Within fifteen (15) days from the date of furnishing of acceptable Performance Security under the Conditions of Contract, the Procuring Agency will send the successful bidder the Form of Contract Agreement provided in the Bidding Documents, incorporating all agreements between the parties.</p> |
| 21 Performance Security | <p>21.1 The successful bidder shall furnish to the Procuring Agency a Performance Security in the form and the amount stipulated in the Conditions of Contract within a period of fourteen (14) days after the receipt of Letter of Acceptance (SPPRA Rule 39).</p> <p>21.2 Failure of the successful bidder to comply with the requirements of Sub-Clauses IB.20.2 & 20.3 or 21.1 or Clause IB.22 shall constitute sufficient grounds for the annulment of the award and forfeiture of the Bid Security.</p> <p>21.3 Publication of Award of Contract: within fifteen days of the award of contract, the procuring shall publish on the website of the authority and on its own website, if such a website exists, the results of the bidding process, identifying the bid through procurement identifying Number if any and the following information:</p> <ul style="list-style-type: none"> a) Evaluation Report b) Form of Contract and Letter of Award c) Bill of Quantities |
| 22 Integrity Pact | <p>22.1 The Bidder shall sign and stamp the Form of Integrity Pact provided as Annex in the Bidding Document for all Sindh Government procurement contracts exceeding Rupees ten (10) million. Failure to provide such Integrity Pact shall make the bid nonresponsive (SPPRA Rule 89).</p> |
| 23 Consortium Agreement | <p>23.1 In case of Consortium of two or more firms, the proposal shall be accompanied by a certified true copy of the Consortium Agreement. The Consortium Agreement as applicable shall confirm the following therein:</p> <ul style="list-style-type: none"> i. Date and place of signing; ii. Purpose of consortium (must include the details of contract works for which the consortium has been invited to bid); iii. A clear and define description of the proposed |



administrative arrangements for the management and execution of the assignments.

- iv. Delineation of duties, responsibilities and scope of work to be undertaken by each along with resources committed by each partner / member of the consortium for the proposed services;
- v. An undertaking that the firms are jointly and severally liable to the Client for the performance of the services;
- vi. Duties, responsibilities and powers of the lead firm;
- vii. The authorized representative of the consortium.

- 23.2 In case of Consortium, it is expected that the lead partner would be authorized to incur liabilities and to receive instructions and payments for and on behalf of the consortium. For a consortium to be eligible for bidding, the experience of lead partner and other partners should be indicated.
- 23.3 Any alternative proposal, such as one by a firm in sole capacity and another in Consortium with another firm or as a part of 2 or more consortiums, for the assignment will be summarily rejected. In such an event, all the proposals submitted by such firm and its Consortium or associate shall be rejected.
- 23.4 The proposal of a firm is liable to be rejected if the firm makes any false or misleading statement in the proposal(s) without prejudice to the rights of the Client to initiate further proceedings against the said firm(s).
- 23.5 Notwithstanding anything to the contrary contained in this RFP, the detailed terms specified in the draft Contract agreement shall have overriding effect; provided, however, that any conditions or obligations imposed on the Bidder hereunder shall continue to have effect in addition to its obligations under the Contract.
- 23.6 Bidders NOT complying with any of the above eligibility pre-requisites would be disqualified. All documentary evidence must be submitted along with the bids; no document will be acceptable after bid submission.
- 23.7 Bidders or any of its consortium partners must not have been black listed or declared bankrupt by any Government or Financial institution.



BID DATA SHEET

(All mandatory/required documents must be properly annexed)

Sr. No.	Categories	Details
01	Name of Procuring Agency	Information, Science & Technology Department, Government of Sindh.
02	Website	www.sindh.gov.pk , www.pprasindh.gov.pk
03	Mode of Tendering	Request for Proposal (RFP)
04	Method of Procurement	Single Stage-Two Envelopes procedure (Quality and Cost Based Selection Method)
05	Evaluation Criteria	“Quality and Cost Based Selection Method” as defined in Rule-72(3) of Sindh Public Procurement Rules, 2010 (amended 2019).
06	Cost of the Bidding Document	Soft Copy will be made available for download on SPPRA website and Government of Sindh Official Website mentioned above..
07	Bid Currency	Bids shall be quoted entirely in Pak Rupees.
08	Bid Security	The Consultant shall deposit a bid security <u>in original Financial Proposal</u> of an amount equivalent to 2% (two per cent) of the bid price in the form of Pay Order in favour of “Section Officer (General), Information, Science & Technology Department”, which shall remain valid for a period of a month beyond the Proposal validity period for bids, in order to provide the Procuring Agency reasonable time to act, if the security is to be called;
09	Bid Validity	The bid shall be valid for 90 days after the bid opening date
10	No. of Copies to be submitted	One Original and one Copy of technical and Financial Bid
11	Performance Security	5% of the Bid Price
12	Date for issuance of Bidding Documents	5th August, 2019
13	Date of Pre-Bid Meeting	28th August, 2019
14	Last Date & Time for submission of Bids	2:00 PM 5th September, 2019
15	Date & Time for Opening of Technical Bids	3:00 PM 5th September, 2019



Sr. No.	Categories	Details
16	Financial Bid Opening (Tentative)	<i>19th September, 2019</i>
17	Announcement of Preferred Bidder (Tentative)	<i>19th September, 2019</i>
18	Letter of Award (Tentative)	<i>26th September, 2019</i>
19	Language of Bid	English
20	RFP qualification criteria	Companies are eligible who have been shortlisted/ pre-qualified in evaluation criteria mentioned EOI application.
21	Contact Details	Information, Science & Technology Department, Name: Saif ul Malook Designation: Focal Person “Implementation of E-Governance in Livestock Department, Government of Sindh” Address: 1 st Floor, Building No. 6, Sindh Secretariat, Kamal Ata-Turk Road, Karachi Email: webmaster@sindh.gov.pk
22	Address for Submission of Bids	Section Officer (General) Information, Science & Technology Department, Government of Sindh Address: 1 st Floor, Building No. 6, Kamal Atta-Turk Road, Sindh Secretariat, Karachi, Pakistan 021-99213407



SCOPE OF WORK

- 1 Project Background**
 - 1.1. Livestock sector plays a critically important role in the agro-based economy of rural Pakistan. Livestock population mainly comprises of cows, buffaloes, sheep, goats, camels and poultry. Sindh, in particular, is endowed with a substantial livestock wealth. However, the potential offered by this scale of livestock farming is not realized due to poor management, lack of infrastructure and impediments in way of information flow among the stakeholders. Resultantly, this leads to questionable management of animals and wastage of thousands of liters of (organic) milk each year.
 - 1.2. With the basics attended, Sindh has the potential to increase the quantum of livestock in its inter-provincial exports. Moreover, as Sindh has major sea-ports, the dairy products, meat products and livestock itself can be exported.
 - 1.3. In light of these factors identified, the Science, Information and Technology Department, has envisioned that through the use of a robust ICT infrastructure the following objectives may be achieved:
 - 1.3.1. Promotion of Conservation Techniques - Livestock conservation practices are changing overtime rapidly in light of policy developments, climate change and advances in technology. These practices should also be made responsive to diversifying market demands. A proper ICT infrastructure can greatly help on all these counts
 - 1.3.2. Use of GIS for Land Use planning to:
 - 1.3.2.1. Identify arable areas to setup fodder banks.
 - 1.3.2.2. Mapping rangelands to ensure quality feed availability for grazing animals.
 - 1.3.2.3. Effective employment of the established disease monitoring / surveillance cells at various locations at district level
 - 1.3.2.4. Establish, control and maintain livestock densities.
 - 1.3.2.5. Identify and designate alternate pastures and passages depending on the patterns of feed and fodder production.
 - 1.3.3. Develop a digital platform for closer coordination between Forest Department and Livestock Department stakeholders.
 - 1.4. Science, Information and Technology Department, Government of Sindh, intends to hire consultancy services of a reputed firm, through National competitive bidding, under Sindh Public Procurement Rules, 2010, for conducting research based situation analysis and in turn suggesting a road map for the department.
- 2 Project Objectives**
 - 2.1 The Consultant is required to conduct a detailed research study using primary and secondary research methodologies in order to gather qualitative and quantitative data from all organizations and offices subservient to the Livestock Department on the Livestock industry of Sindh and its linkages with the market. This data will be utilized to suggest/recommend strategic measures to be adopted by the Science, Information and Technology Department within a period of five to ten years for an efficient and economically supportive



growth of this industry. The Consultant will be expected to gather information and data by coordinating and liaising with all associated elements which fall in the value chain for the Livestock Department, to include relevant government agencies, public and private entities, NGOs/ INGOs down to the local markets.

- 2.2 Since use of ICT based platforms is being adopted by major government departments, the vision under this assignment is also to integrate and visualize this information on an ICT based platform, primarily using Geographical Information System (GIS). Moreover, with the availability of a provincial GIS under the LARMIS Project of Board of Revenue, Government of Sindh, it would become imperative for the consultant to coordinate various interventions in close liaison with the stakeholders.

3 Scope of Work

- 3.1 The findings of the under mentioned research reports are to be interlinked and depicted using GIS so as to develop a futuristic 5 – 10 years’ plan for the expansion of this industry in Sindh.

- 3.2 In order to achieve the vision of this department, the consultant is expected to deliver the following:

3.2.1 Project Inception Report

- a. Vision, goals and objectives of the department
- b. Contemporary GIS based ICT models for Livestock.
- c. Comparative study and analysis of Livestock industry in other provinces

3.2.2 Report on existing Livestock Sector Sindh

- a. Review of the Livestock industry
- b. Gathering of primary data through survey of organizations and offices under Livestock Department, Govt. of Sindh.
- c. Population Densities for livestock
- d. Prevalent challenges
- e. Possible opportunities
- f. Current use of ICT in Livestock sector

3.2.3 Recommendations for ICT Interventions

- a. Importance of E-Governance in Livestock sector
- b. Relevance and Application of MIS in Livestock sector
- c. Developing MIS – GIS Strategy
- d. Proposed ICT interventions

3.2.4 GIS based Mapping Report: Livestock Sector Sindh

- a. Understanding GIS and its application in Livestock sector
- b. Preparation of Geo database Livestock sector:
 - i. Road Networks
 - ii. Proposed Grazing Areas
 - iii. Water Bodies
 - iv. Digital Elevation Model



- v. Relevant Heat Maps
- vi. Others

3.2.5 5-10 Year Strategic Goals and Objectives for Livestock sector

- a. Identification of expansion opportunities including local and international market
- b. Identifying traditional / non-traditional locations of Livestock
- c. Identifying linkages for industry expansion
- d. Recommendations for policy development
- e. Recommendations for enhancing exports using CPEC
- f. Value addition measures that could increase the breeding and quality of Livestock sector.
- g. Appraisal of downstream industries, including; Butchery Industry, Leather Industry etc.
- h. Identifying the Process Industries that encourages a migration from raw exports to finished product exports
- i. Recommend facilities and incentives that could help expand this industry

3.2.6 PC- 1

- a. Project Description / Justification
- b. Overview and Benefits
- c. Plan Provision
- d. Implementation Strategy
- e. Capital Cost Estimations
- f. HR Requirements



4. Implementation Schedule – Deliverables

Sr. No.	Deliverables	Timeline <i>(from signing of Contract)</i>	Payment of total bid amount
1.	Project Inception Report	30 Days	5%
2.	Report on existing Livestock Sector Sindh	45 Days	10%
3.	Recommendations for ICT interventions	60 Days	10%
4.	GIS based Survey Report along with data compilation and analysis	80 Days	25%
5.	5-10 Year Strategic Goals and Objectives for Livestock Sector Sindh	90 Days	25%
6.	PC-1	120 Days	25%



EVALUATION CRITERIA AND SCORING SYSTEM

A – Evaluation Criteria

The evaluation of the technical and financial bids shall be held under the Quality and Cost Based Selection (QCBS). The total score of the technical and financial evaluation shall be 100, out of which 80% weight-age shall be for the technical and remaining 20% weight age shall be for the financial.

1. Evaluation of Technical Proposals

- 1.1 The Technical Proposal will be evaluated on the basis of Consultants' relevant experience, its understanding of assignment, proposed methodology, financial capability and work plan, the experience of Key Professional Staff. Only those Consultants' whose Technical Proposals score 80% marks or more shall qualify for further consideration, and shall be ranked from highest to lowest on basis of their raw technical score (RTS). Financial proposals of those Consultants who secure less than 80% marks shall be returned un-opened to the firm/Consortium.
- 1.2 The total score of the technical and financial evaluation shall be 100, out of which 80% weight-age shall be for the technical and remaining 20% weight-age shall be allocated to the financial evaluation.
- 1.3 The technical proposals shall be assigned marks/ score without weight-age as RTS on the basis of the criteria mentioned in this RFP
- 1.4 The final technical score (TSw) shall be calculated in the following manner: $TSw = RTS \times 0.80$.

2. Financial Bid opening

- 2.1 A public Financial Bid opening shall be held at the time, date and venue which shall be communicated to all technically qualified Bidder(s).
- 2.2 Confirm submission of bid security shall be checked first. In case the bid security is not submitted along with the financial proposal in the same sealed envelope, such proposal(s) shall be rejected without being evaluated.
- 2.3 The financial proposals shall first be checked for arithmetic errors. Financial scores shall be computed on the basis of following formula: $FS = 100 \times (RFS_{min}/RFS)$. Where 'RFSmin' is the lowest bid price and 'RFS' is the bid price of the proposal under consideration. The financial scores thus obtained shall be assigned weight-age (20%) and final weighted score will be arrived at $FSw = FS \times 0.20$, FSw is weighted financial score.

3. Combined Score

- 3.1 The combined technical and financial proposal (CS) shall be calculated in the following manner, namely: $CS = TSw + FSw$.
- 3.2 Bid obtaining maximum combined score shall be declared as the Best Evaluated Bid and the Consultants offering the Best Evaluated Bid shall be declared as the successful Bidder and issued Letter of Acceptance, containing invitation for contract negotiation. Any factor having a bearing on the quoted price shall not be subject to negotiations.
- 3.3 The agreement shall however, be signed after getting the same duly vetted and approved from the competent authority.



Evaluation Criteria

Evaluation Criteria		Documentary Evidence	Marks
1	Project Experience The Bidder must have experience in developing feasibility Studies, Survey and Impact Assessments.	Evidence of work in shape of contracts/ MOUs/ project completion certificates or any other admissible document.	<u>Maximum points: 100</u> i. 10 point per project based on conducting survey or demonstrable experience of conducting feasibility through Survey (maximum 80 marks) ii. 10 point per project additional marks if projects done related to livestock sector. (maximum 20 marks)
2	Information, Communication Technology (ICT) Based Experience Bidders will be required to demonstrate their understanding and experience with ICT related projects.	Evidence of work in shape of contracts/MOUs/project completion certificates or any other admissible document.	<u>Maximum points: 50</u> i. 10 marks each per ICT based projects undertaken in the last five [5] years
3	Geographic Information Systems (GIS) Experience Bidders will need to demonstrate their capability and experience in developing / providing GIS solutions.	Evidence of work in shape of contracts/MOUs/project completion certificates or any other admissible document.	<u>Maximum points: 40</u> i. 10 points each per GIS related project.
4	ISO Certifications. ISO 9001 & ISO 27001.	Copies of Certificates.	<u>Maximum points: 10</u> i. 5 points for each Certification (ISO 9001 & ISO 27001).



<p>5</p>	<p>Specialization, Qualification And Competence Of The Key Staff</p> <p>The section will evaluate the required Human Resource potential of the company as well as the quality and experience of the available Human Resource with special reference to the assignment being tendered for.</p>	<p>Resumes of the employees along with supporting documents (qualification and payroll).</p>	<p><u>Maximum points: 50</u></p> <ul style="list-style-type: none"> i. Project Manager (Masters in Management Sciences or related fields with 5 years or above experience, (10 marks). ii. Livestock Sector Expert (DVM or Bachelors in the field of Livestock or Dairy with 5 years or above experience, (10 marks). iii. IT Experts (Bachelors in IT with 5 years or above experience, (10 marks each), requirements mentioned below. <ul style="list-style-type: none"> a. Software, b. Hardware, c. Data Center (Certified) d. Networks e. GIS Expert (At least Bachelors and GIS related experience with 5 years or above experience, (10 marks). iv. IT Experts (Bachelors in IT with 5 years or above experience, (10 marks each), requirements mentioned below. <ul style="list-style-type: none"> f. Software, g. Hardware, h. Data Center (Certified) i. Networks j. GIS Expert (At least Bachelors and GIS related experience with 5 years or above experience, (10 marks).
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6	Proposed Methodology / Implementation Roadmap / Timelines	Technical proposal .	<u>Maximum points: 100</u>
		<u>TOTAL MARKS</u>	350
<u>NOTE: Minimum 80% Marks required to qualify in Technical proposal</u>			



TECHNICAL PROPOSAL FORMS

TECHNICAL PROPOSAL SUBMISSION FORM

Location, Date

To:
The Secretary,
Information, Science & Technology Department,
Government of Sindh
Karachi

REFERENCE: Request for Proposal for “IMPLEMENTATION OF E-GOVERNANCE IN LIVESTOCK DEPARTMENT, GOVERNMENT OF SINDH”

Dear Sir:

I/We, the undersigned, offer to provide the Technical proposal 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 under a separate envelope.

We are submitting our Proposal in association with: [Insert a list with full name and address of each associated Firm/Company/JV]

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 staff. 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.

Authorized Signature:

Name and Title of Signatory:

Name of Consultant JV

In the capacity of:

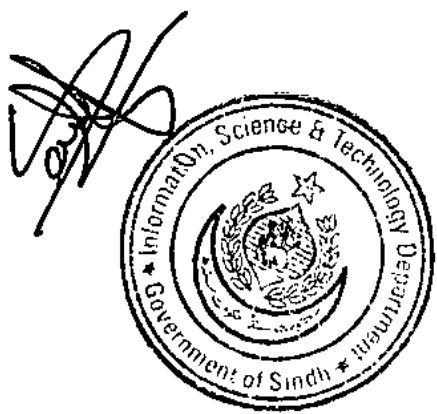
Address:

Contact information (phone and e-mail):



GENERAL INFORMATION OF THE COMPANY

1	Name of Bidder	
2	No. of Years in business in Pakistan	
3	No. of Offices locations in Pakistan	
4	Annual Turnover (Million Rs.) LAST THREE YEARS	
5	Value of projects in hand (details may be given)	
6	Year of Incorporation (Start of Operation)	
7	Status of the Bidder <ul style="list-style-type: none">• Sole Proprietor• Partnership• Private Limited• Public Limited• Entity registered/incorporated outside Pakistan• (if yes, give detail)• Other (please specify)	
8	Names of Owner / Partners / Chief Executive / Directors	
9	Details of Registered Head Office (address, phone, fax, email & website information)	



RELEVANT PROJECT EXPERIENCE

Relevant Project Experience	
General Information	
Name of the Project	
Client for which the project was executed	
Name and contact details of the client	
Project Details	
Description of the Project	
Other Details	
Total Cost of the Project	
Total Cost of the Work provided by the Contractor	
Duration of the Project	
Start Date, and Current Status	
Other Relevant information	
Mandatory Supporting Documents	Letter from the client to indicate the successful completion of the project or work order
Project Capability Demonstration	Complete detail of the scope of the project shall be provided to indicate the relevance to the evaluation criteria



FORM FOR WORK SCHEDULE

S.No.	Activity ¹	Months													
		1	2	3	4	5	6	7	8	9	10	11	12	n	
1															
2															
3															
4															
5															
n															



FORMAT OF RESUME FOR PROPOSED KEY PROFESSIONAL STAFF

1. **Proposed Position** [*only one candidate shall be nominated for each position*]: _____
2. **Name of Firm** [*Insert name of firm proposing the staff*]: _____
3. **Name of Staff** [*insert full name*]: _____
4. **Date of Birth:** _____
6. **Educational Qualification:** [*Summarize college/university and other specialized education of staff member, giving names of schools, dates attended and degrees obtained*]
8. **Other Training** [*indicate significant training since degrees under 6 – Education were obtained*]: _

9. Employment Record:

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

From [Year]: _____ To [Year]: _____
Employer: _____
Position held: _____

Name of assignment or project: _____
Year: _____
Location: _____
Line Department: _____
Main project features: _____
Positions held: _____
Activities performed: _____



INTEGRITY PACT

**DECLARATION OF FEES, COMMISSION AND BROKERAGE ETC PAYABLE BY
CONTRACTORS (FOR CONTRACTS WORTH RS. 10.00 MILLION OR MORE)**

Contract No _____ Dated _____
Contract Value: _____
Contract Title: _____

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

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

[name of Contractor] accepts full responsibility and strict liability that it has made and will make full disclosure of all agreements and arrangements with all persons in respect of or related to the transaction with PA and has not taken any action or will not take any action to circumvent the above declaration, representation or warranty. [name of Contractor] accepts full responsibility and strict liability for making any false declaration, not making full disclosure, misrepresenting facts or taking any action likely to defeat the purpose of this declaration, representation and warranty. It agrees that any contract, right, interest, privilege or other obligation or benefit obtained or procured as aforesaid shall, without prejudice to any other rights and remedies available to PA under any law, contract or other instrument, be voidable at the option of PA.

Notwithstanding any rights and remedies exercised by PA in this regard, [name of Supplier/Contractor/Consultant] agrees to indemnify PA for any loss or damage incurred by it on account of its corrupt business practices and further pay compensation to PA in an amount equivalent to ten time the sum of any commission, gratification, bribe, finder’s fee or kickback given by [name of Contractor] as aforesaid for the purpose of obtaining or inducing the procurement of any contract, right, interest, privilege or other obligation or benefit in whatsoever form from PA.

[Procuring Agency] _____
[Contractor]



AFFIDAVIT

[Date]

To:

The Secretary,
Information, Science & Technology Department,
Government of Sindh

RE: TECHNICAL & FINANCIAL FOR THE PROJECT “IMPLEMENTATION OF E-GOVERNANCE IN LIVESTOCK DEPARTMENT, GOVERNMENT OF SINDH”

Pursuant to the Request for Proposal document dated [*Please insert the Date*] in respect of the Project, [*Name of Prospective Bidder/Partnership*] hereby represents and warrants that, as of the date of this letter [*Name of Prospective Bidder/Partnership*], (if applicable):

- (a) is not in bankruptcy or liquidation proceedings;
- (b) has not been convicted of, fraud, corruption, collusion or money laundering;
- (c) is not aware of any conflict of interest or potential conflict of interest arising from prior or existing contracts or relationships which could materially affect its capability to comply with the obligations under the Consultancy Contract; and
- (d) does not fall within any of the circumstances for ineligibility listed at page 22, (Eligibility Criteria) of the Invitation for Proposal.

Yours Sincerely,

Authorized Signature
Name and Title Signatory
Name of Firm
Address

Dated:



BID SECURITY FORM

WHEREAS------(hereinafter called "**the Bidder**") has submitted its bid dated ----- for the **“IMPLEMENTATION OF E-GOVERNANCE IN LIVESTOCK DEPARTMENT, GOVERNMENT OF SINDH”**, (hereinafter called "**the Bid**").

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

Sealed with the Common Seal of the Bank this-----day of-----, 2019

THE CONDITIONS of this obligation are:

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

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

This guarantee will remain in force up to -----2019, the period of bid validity, and any demand in respect thereof should reach the Bank not later than such date.

(NAME OF BANK)

By-----

(Title)

Authorized Representative



PERFORMANCE SECURITY FORM

To,
The Secretary,
Information, Science & Technology Department, Govt. of Sindh
Government of Sindh
Karachi-Pakistan

WHEREAS (Name of the Contractor)

----- Hereinafter called "the Contractor" has undertaken, in pursuance of the bid for the **"IMPLEMENTATION OF E-GOVERNANCE IN LIVESTOCK DEPARTMENT, GOVERNMENT OF SINDH"**, dated _____ 2019, (hereinafter called "the Contract").

AND WHEREAS it has been stipulated by you in the Contract that the Contractor shall furnish you with a bank guarantee by a recognized bank for the sum specified therein as security for compliance with the Contractor's performance obligations in accordance with the Contract;

AND WHEREAS we have agreed to give the Contractor a Guarantee:

THEREFORE WE hereby affirm that we are Guarantor and responsible to you, on behalf of the Contractor, up to a total of _____ (Amount of the guarantee in words and figures), and we undertake to pay you, upon your first written demand declaring the Contractor to be in default under the Contract, and without cavil or argument, any sum or sums as specified by you, within the limits of _____ (Amount of Guarantee) as aforesaid without your needing to prove or to show grounds or reasons for your demand or the sum specified therein.

This guarantee is valid until _____ day of _____, 2019, or one month of the issue of the Defects Liability Expiry Certificate, whichever is later.

[NAME OF GUARANTOR]

Signature _____
Name _____
Title _____
Address _____
Seal _____



FINANCIAL PROPOSAL FORMS

FINANCIAL PROPOSAL SUBMISSION FORM

[Location, Date]

To:
The Secretary,
Information, Science & Technology Department
Government of Sindh

Subject: **Financial Proposal for “IMPLEMENTATION OF E-GOVERNANCE IN LIVESTOCK DEPARTMENT, GOVERNMENT OF SINDH”**

Dear Sirs:

We, the undersigned, offer to provide the financial proposal for **“IMPLEMENTATION OF E-GOVERNANCE IN LIVESTOCK DEPARTMENT, GOVERNMENT OF SINDH”**, in accordance with your Request for Proposal dated [Insert Date] and our Technical Proposal. Our attached Financial Proposal is for the sum of [Insert amount(s) in words and figures].

No commissions or gratuities have been or are to be paid by us to agents relating to this Proposal and Agreement execution.

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

We remain,

Yours sincerely,

Authorized Signature: _____
Name and Title of Signatory: _____
Name of Consultant JV _____
In the capacity of: _____
Address: _____
Contact information (phone and e-mail): _____





ANNUAL TURN OVER

(Attach FBR Tax Return or relevant authenticated audited financial statement)

Date:

YEAR	ANNUAL TURN OVER
2016-17	
2017-18	
2018-19	
AVERAGE TURN OVER (Last Three Financial Years)	

Note: Please attach relevant documents such as FBR Tax Returns or Audited Financial Statement of last three years.





FINANCIAL PROPOSAL

Sr. No.	Description	Amount inclusive all applicable taxes (PKR)
1.	Primary & Secondary Data Collection / Survey	
2.	Data Entry and Analysis	
3.	Research, Report Writing, Printing, Copying etc.	
4.	GIS Survey along with Data Compilation & Analysis	
5.	Administrative Expense and Overheads	
	Total Cost for the Complete Assignment inclusive all applicable taxes	

