

Khyber College of Dentistry Peshawar

REQUEST FOR PROPOSAL (RFP)
HIRING OF SUPERVISORY CONSULTANT

FOR THE PROJECT
"CONSTRUCTION OF NEW BLOCK IN GIRLS HOSTEL OF KCD"

MTI KHYBER COLLEGE OF DENTISTRY PESHAWAR
GOVERNMENT OF KHYBER PAKHTUNKHWA UNIVERSITY
OF PESHAWAR.

REQUEST FOR PROPOSAL (RFP)

1. Letter of invitation (LOI)

Subject: Hiring of Supervisory Consultant for the project, “Construction of New Block in Girls Hostel of KCD Peshawar KPK. Pakistan”

1.1. Background

The Khyber College of Dentistry Peshawar has been designated an Autonomous Medical Teaching Institution with the Board of Governors as prescribed by the Government of Khyber Pakhtunkhwa under Medical Teaching Institution Reform Act 2015 (MTI Reform Act. 2015). The Board of Governors is determined to develop the College into a state-of-the-art teaching medical facility as rapidly as possible.

1.2. Request for Proposal:

Suitable Registered Engineering Consulting firms are invited to submit their proposals for the above project (KCD) as per scope of services (SOS) and terms of reference (TOR) given in the RFP.

1.3. Eligible Firm:

The firm Submitting Proposal should have:

1. Firm / Consultant Organization should be registered with Pakistan Engineering Council (PEC) or Pakistan Council of Architecture & Town Planning (PCATP) in the relevant Field of Specialty.
2. Qualifying the mandatory technical criteria.

1.4. Place of Submission:

Office of the Dean Khyber College of Dentistry, University of Peshawar.

1.5. Enquires& Pre Bid Meeting:

RFP related enquiries in writing can be directed to office of the Dean Khyber College of Dentistry Peshawar. Last date for submission of enquiries is till 5 days before than the last closing day.

1.6. Authority:

The Dean Khyber College of Dentistry Peshawar reserves the right to reject any or all offers with valid reasons, if such action is conspired to be in the best interest of the Institution

Dean

MT KCD Peshawar

1. **Instruction to consultant**

1.1. Introduction

- 1.1.1. The Procuring Entity named in the Data Sheet will select a consulting firm/organization (The consultant) in accordance with the method of selection specified in the Data Sheet.
- 1.1.2. The eligible Consultants are invited to submit a Technical Proposal and a financial proposal through EPADS 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.
- 1.1.3. Consultants should familiarize themselves with rules / conditions and take them into account while preparing their Proposals. Consultants may liaise with procuring Entity's representative named in the Data Sheet for gaining better insight into the assignment.
- 1.1.4. Consultants shall bear all costs associated with the preparation and submission of their proposals and contract negotiation. The Procuring Entity reserves the right to annul the selection process at any time prior to Contract award, without thereby incurring any liability to the Consultant.
- 1.1.5. Procuring Entity may provide facilities and inputs as specified in Data Sheet.

1.2. Conflict of Interest

- 1.2.1. Consultants are required to provide professional, objective, and impartial advice and holding the Procuring Entity 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 entity, 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.
- 1.2.2. 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 entity 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, 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

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another assignment of the consultant to be executed for the same or for another procuring entity.

- III. A Consultant (including its Personnel and Sub-Consultants) that has a business or family relationship with a member of the Procuring Entity's staff who is directly or indirectly involved in any Part of (i) the preparation of the Terms of Reference of 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.

1.3. Conflicting Relationship:

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

- a) They are on leave of absence without Pay;
- b) They are not being hired by the Entity they were working for, six months prior to going on leave; and
- c) Their employment would not give rise to any conflict of interest.

1.4. 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 Entity follows the instructions contained in Khyber Pakhtunkhwa Public Procurement Rules 2014 which defines: "corrupt and fraudulent practices" includes the offering, giving, receiving, or soliciting, directly or indirectly of anything of value to influence the act of another Party for wrongful gain or any act or omission, including misrepresentation, that knowingly or recklessly misleads or attempt mislead a Party to obtain a financial or other benefit or to avoid an obligation; Under Rule 44 of KPPRA 2014, "The PE 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 KPPRA. Provided that any supplier or contractor who is to be blacklisted shall be accorded adequate opportunity of being heard".

1.5. Integrity Pact:

Pursuant to section 16(2) & (3) of KPPRA Act 2012 Consultant undertakes to sign an Integrity Pact in accordance with prescribed format attached hereto.

1.6. Eligible Consultants:

Consultants qualifying the mandatory & technical criteria shall be considered as eligible consultants.

1.7. Eligibility of Sub-Consultant:

A shortlisted Consultant would not be allowed to associate with consultants who have failed to qualify the short-listing process.

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1.8. 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.

2.9. Proposal Validity:

2.9.1. The Data Sheet indicates Proposals validity that shall not be more than 120 days in case of National Competitive Bidding. During this Period, Consultants shall maintain the availability of Professional staff nominated in the Proposal. The Procuring Entity will make its best effort to complete negotiations within this period. Should the need arise; however, the Procuring Entity 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.

2.10. Clarification and Amendment in RFP Documents:

2.10.1. Consultants may request for a clarification of contents of the bidding document in writing, and procuring Entity shall respond to such queries in writing within three calendar days, provided they are received at least eight calendar days prior to the date of opening of proposal. The procuring Entity shall communicate such response to all parties who have obtained RFP document without identifying the source of inquiry. Should the procuring entity deem it necessary to amend the RFP as a result of a clarification, it shall do so.

2.10.2. The Procuring Entity may amend the RFP five days before the closing date by issuing an addendum/ corrigendum in writing. The addendum shall be advertised in national newspaper & will also be uploaded on procuring entity & authority websites & will be applicable on all consultants. To give consultants reasonable time in which to take an amendment into account in their proposals the Procuring Entity may, if the amendment is substantial, extend the deadline for the submission of Proposals.

2.11. Preparation of Proposals

2.11.1. In preparing their Proposal, Consultants are exacted 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.

2.12. Language

2.12.1. The Proposal as well as all related correspondence exchanged by the Consultants and the Procuring Entity shall be written in English. However it is desirable that the firm's

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Personnel have a working knowledge of the national and regional languages of Islamic Republic of Pakistan.

2.13. Technical Proposal Format and Content

2.13.1. While preparing the Technical Proposal, consultants must give Particular attention to the following:

- a. 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.
- b. 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 relationship with it.
- c. Proposed professional staff must, at a minimum, have the experience indicated in the TOR, preferably working under similar geographical condition.
- d. Alternative professional staff shall not be proposed, and only one curriculum vitae (CV) shall be submitted for each position.

2.13.2. The Technical Proposal shall provide the following information using the attached Standard Forms.

- e. A brief description of the consultant organization and an outline of recent experience on assignments 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.
- f. The list of the proposed staff team by specialty, the tasks that would be assigned to each staff team member, and their timing.
- g. CVs of the proposed professional staff and the authorized representative submitting the proposal. Key information should include number of years working for the consultant and degree of responsibility held in various assignments during the last 5 (five years).
- h. 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.
- i. A detailed description of the proposed methodology, work plan for performing the assignment, staffing, and monitoring of training, if the Data Sheet pacifies training as a major component of the assignment.
- j. Any additional information requested in the Data Sheet.

2.13.2.1. The Technical Proposal shall not include any financial information.

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2.1.4. Financial Proposals

2.14.1. The Financial Proposal shall be prepared using the attached format shall list all costs associated with the assignment. 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. All the cost shall include government applicable taxes.

2.15. Taxes:

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

2.16. Submission, Receipt, and Opening of Proposals

2.16.1. 16.1 Proposal shall contain no interlineations or overwriting. Submission letters for both Technical and Financial Proposals should respectively be in the format of technical & financial proposals. All Pages of the original Technical and Financial Proposals will be initialled by an authorized representative of the Consultants. The authorization shall be in the form of a written power of attorney accompanying the Proposal.

2.16.2. 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.

2.16.3. 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 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.

2.16.4. The Proposals must be sent to the address indicated in the Data Sheet and received by the Procuring Entity no later than the time and the date indicated in the Data Sheet, or any extension to this date. Any proposal received by the PE after the deadline for submission shall be returned unopened. In order to avoid any delay arising from the postal or PE's internal dispatch workings, Consultants should ensure that proposals to be sent through couriers should reach a day before the deadline for submission.

2.17. Proposal Evaluation:

2.17.1. From the time the Proposals are opened to the time the Contract is awarded, the Consultants should not contact the PE on any matter related to its Technical and/or Financial Proposal. Any effort by consultants to influence the PE in the examination, evaluation, ranking of Proposals, and recommendation for award of Contract may result

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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.

2.18. Evaluation of Technical & Financial Proposals

2.18.1. The evaluation committee 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 TOR. Each responsive Proposal will be marked as Fail or Pass.

2.18.2. Financial proposal of technically qualified consultants will be evaluated & those who quoted lowest bid cost will be selected for award of contract.

2.19. Negotiations

2.19.1. Negotiations will be held at the date and address which will be communicated to the consultant. 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 PE 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.

2.20. Technical Negotiations:

2.20.1. 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 PE 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 PE and the Consultant, will become Part of Contract Agreement.

2.21. Financial Negotiations:

2.21.1. 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.

2.22. Availability of Professional staff/experts:

2.22.1. Having selected the Consultant on the basis of, among other things, an evaluation of proposed Professional staff, the PE expects to negotiate a Contract on the basis of the Professional staff named in the Proposal. Before contract negotiations, the PE will require assurances that the Professional staff will be actually available. The PE 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

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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.

2.23. Award of Contract:

- 2.23.1. After completing negotiations, the Procuring Entity shall award the Contract to the selected Consultant within seven days after letter of acceptance or award has been issued. Procuring Entity shall publish on the website 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. However, the procuring entity shall announce the final results of a bid evaluation giving justifications for acceptance or rejection of bids at least ten days prior to the award of a contract and place the same on its and authority website.
- 2.23.2. After publishing of award of contract consultant required to submit a Performance security at the rate indicated in data sheet & if needed as per government applicable rules.
- 2.23.3. The Consultant is expected to commence the assignment on the date and at the Location specified in the Data Sheet.

2.24. 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.

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DATA SHEET

1.1	Name of Assignment: “Supervision of Construction activities of proposed new block in Girls Hostel of KCD” Name of PE Official: Dean MTI KCD Peshawar.
1.2	The method of selection: 23 (c)Least Cost method as per KPPRA rules. The Edition of the Guidelines is: KPPRA Rule 2014
1.3	Financial Proposal to be submitted together with Technical Proposal: Yes but clearly marked as financial proposal. The submission will be made through EPADs as per KPPRA notification based on single stage single envelop procedure.
1.5	The Proposal submission address is Office of Maintenance Supervisor KCD. & Online through EPADS Prebid Meeting will be held on 05-11-2025 at 11:00 AM Proposals must be submitted not later than the following date and time: 18-11-2025; 10:30 AM
1.6	Expected date for commencement of consulting services: <i>Soon after the award of Contract</i>
9.1	Proposals validity that shall be 120 days from the date of opening of bids. The Procuring Entity may ask for extension in proposal validity if required.
10.1	Clarifications may be requested not later than five days before the submission date. The address for requesting clarifications is: Office of DEAN KCD.
12	The Proposal as well as all related correspondence exchanged by the Consultants and the Procuring Entity 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.
15.1	Amounts Payable by the PE to the Consultant under the contract to be subject to local taxation, stamp duty and service charges, if applicable.
16.2	Consultant must submit the original of the Technical Proposal and the original of the Financial Proposal.
24.2	Performance security is not applicable as per government updated rules.

3. SCOPE OF SERVICES/TERMS OF REFERENCES (TORs).

3.1. Terms of Reference

3.1.1. Provision of Services: The Consultant shall provide professional services, necessary for the proper execution of the Project. The Consultant shall deploy a team of professionals with highly qualified expertise in planning, design, architecture, execution and completion of the project “Construction of additional block within the existing girls Hostel at KCD”. The services to be performed and successfully completed by the Consultant include:

I. The Consultant will assume the role of “The Engineer” as per standard Pakistan Engineering Council (PEC) documents. The Consultant shall provide but not to be limited to the following services: -

- a. Detailed site supervision of the work as per approved construction drawings (Already prepared) and technical specifications.
- b. Monitoring of progress/performance of the contractors.
- c. Scrutiny/verification of the contractors, bill, variation order etc., for payment (interim / final).
- d. Preparation of punch lists and issuance of substantial completion certificate, finalization of project accounts.
- e. Clarifications or minor changes in the design (As per site condition) already prepared & approved.
- f. Services during defect liability period.
- g. Installation, testing, commissioning, verification of equipment/machinery as per approved technical specification and drawings.

Miscellaneous Terms & Conditions

- i. The Consultant shall serve as an integral part of the Employer. The scope of works stated in this TOR, concentrates on deliverables, however, the Consultant should provide a complete proactive consultancy service, attending monthly meetings and workshops as and when required and give comments and advice to other team members when required.
- ii. It is the responsibility of the Consultant to obtain all pertinent information and other data as shall be necessary and liaise with the

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Employer, End Users, Facility Operator, other Consultants (if any) and third parties to carry out his obligations under this request for proposal.

- iii. The Consultant shall, in performing the services, use its best endeavours to identify those technical and economic solutions that are most suited to the requirements of the Project and the Project Development budget.
- iv. It is expected that the Consultant will pay attention but not to be limited to, towards the following discipline / area necessitated for modern hospital planning / design.
- v. Assist Technical team of KCD in contract management.
- vi. Certify payments to the contractors.
- vii. Control costs, quality and schedule of contractors' works and deliverables.
- viii. On behalf of the Client, inspect and accept goods and services related to the Program.
- ix. Recommend appropriate mitigation actions when quality of deliverables does not meet the specifications.
- x. Define and ensure that implementation by contractors of an installation safety process manual that follows local regulations, standards and best practices.
- xi. Fully operationalize and ensure the update of the Monitoring and Evaluation System and the associated software. Produce the necessary reports;
- xii. Assist the client in preparing the replies to audit paras.
- xiii. Review and approval of Feasibility & Design Reports
- xiv. Construction supervision
- xv. Ensuring monthly targets with quality
- xvi. Ensuring Contractor equipment, material and supervisory staff at site.
- xvii. To ensure specification compliance through quality assurance and quality control.
- xviii. Measurement of Quantities as per feasibility study and detail design
- xix. Financial invoice process for payments and disbursements
- xx. Payments audit observations
- xxi. Investigation agencies queries.
- xxii.

Project completion certificate.

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xxiii. Tariff Implementation and associated activities. xxiv.

Monitoring of bills collections.

xxv. Implement and maintain a risk management plan to mitigate fraud and corruption risks. Implementing agency to ensure proper implementation of (i) project design and specification, (ii) project selection, (iii) project costing, (iv) component quality, (v) inspection & validation, (vi) payment requests, and (vii) asset management.

xxvi. Any other task deemed necessary during implementation of project.

1. Agreement Timeframe:

1.1. The service of the consultant would be retained for the project only. However, in case of unsatisfactory performance the contract would be terminated on 15 days’ notice.

1.2. Time Schedule for consultancy services:

Following time period for completion of services has been envisaged: -

a. Construction supervision Phase 12 months (tentative Subject to completion of Project)

2. Requirements for Submission of Proposals:

Consulting Companies/Firms wishing to submit their offers as Consultant will submit formal technical financial proposals consisting of the following information:

A. Technical Proposal.

REQUIREMENTS FOR SUBMISSION OF TECHNICAL PROPOSALS			
Technical Proposal Shall be comprising of the following documents& the consultants are required to provide one original & one photo copy to the client. Each copy needed to be separately bind with separator for each annexure:			

	1.	Business Structure (individual entity/firm or Company with year of registration) Registration certificate.	Attach proof as annex-1
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Mandatory Requirements	2.	Updated Registration certificate with PEC/PCATP having relevant codes.	Attach proof as annex-2
	3.	NTN number/Certificate	Attach proof as annex-3
	4.	Registration Certificate KPRA	Attach proof as annex-4
	5.	Number and location of offices with contact details	Provide detail as annex-5
	6.	Bank Certificate	Annex-6(also see application form-2)
	7.	Affidavit on Stamp Paper duly attested by notary public that firm or any of its owner/Director has not blacklisted in the past	Annex-7
-Specific Experience --Relevant to assignment	8.	List of Projects of Similar Nature Supervised in the Last 5 years.	Annex-8
	9.	List of Ongoing Projects of Similar Nature supervising currently.	Annex-9
	10.	List of client references who may be contacted by the Client concerning the firm’s quality of service. At Least 3 Clients	Annex-10
Technical Staff Competence	11.	List with detailed CVs of technical staff to be deputed for supervision of this specific Project (including professional qualification and background)	Annex-11
	12.	List of Technical staff/Design Staff with detailed CVs based in head office who will provide technical inputs during execution of the Project.	Annex-12
Financial Capabilities	14	Updated Bank Statement of the Firm	Annex-13
	15	Audit Reports of the firm for the last three years.	Annex-14
Approach Methodology & Proposed Work Plan	16	Technical approach & methodology proposed by the consultant for the project One page Maximum.	Annex—15
	17	Work Plan for Completion of the Project	Annex-16
Note: Documentary evidence is to be provided wherever necessary. All the pages of the documents should be duly signed and stamped. The set of documents should be properly referenced/indexed.			

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The Technical Proposal will be evaluated in detail in the Following Manner & the results will be marked as Pass or Fail. Passing in each category is mandatory otherwise the Consultant will be considered as Fail.

Specific Experience:

S No	Description	Pass /Fail
1	Supervised at least 5 Project of similar nature with the minimum project cost of each project to PKR 100 million in the last 5 years (Work order &	Pass otherwise Fail
	completion certificates from the client must be attached)	
2	Supervising at least 2 projects currently of similar nature having minimum project Cost of each Project to PKR 100 million (Work order must be attached)	Pass otherwise fail

Personnel Capabilities/Staff:

S No	Description	Pass /Fail
1	One BSc Engineer Civil registered with PEC & having at least 5 years’ experience in supervising similar nature work. (Dedicated for this specific Project). (CV of engineer & employment contract with the consultant must be attached)	If available then Pass otherwise Fail
2	One BSc Engineer Electrical registered with PEC & having at least 3 years’ experience in supervising similar nature work (Dedicated for this specific Project) (CV of engineer & employment contract with the consultant must be attached)	If available then Pass otherwise fail
3	One DAE/B Tech Engineer/Sub Engineer Civil with at least 5 years’ experience (CV of engineer & employment contract with the consultant must be attached)	If available then Pass otherwise fail
4	One Quantity Surveyor having at least 5 years relevant experience. (CV of engineer & employment contract with the consultant must be attached)	If available then Pass otherwise fail

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5	One Structural Engineer at Head Office level having at least 5 years' experience in design of building who will give inputs during execution of the project to the project team & contractor.	If available then Pass otherwise Fail
6	One electrical design Engineer at head office level having at least 3 years' experience who will provide inputs to his team during execution of the project.	If available then Pass otherwise Fail

Financial Capabilities:

S No	Description	Pass /Fail
1	Average annual turnover	If 05 million or more then pass otherwise Fail
2	Liquid Assets	If 03 million or more then pass otherwise Fail.

Methodology & Work Plan:

S No	Description	Pass /Fail
1	Methodology for execution of work maximum one page	If Provided pass otherwise Fail
2	Work Plan In line with total allocated time of project	If provided & in line with total allocated time of 12 months then pass otherwise Fail.

B. Financial Proposal

The Financial Proposal for supervision of the Project shall be provided in the following manner:

For the Implementation Phase the quoted bid cost shall be Percentage of Contractor's Bills supervised & verified by the consultants. (Inclusive of administrative cost)

Quoted Bid Cost For supervision of the work including administrative cost= ----- % of Contractor Bill submitted/verified against the work done.

Minimum amount of Contractor bill would be 03 million.

The Consultant will ensure full time availability of technical project staff mentioned against Personnel capabilities & head office staff as & when required to the client.

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Submission of Proposals:

All consulting firms who possess the required qualifications and experience may participate and submit their proposals to the KCD. Following is the process.

Technical & Financial proposals should be submitted in a sealed envelope & addressed to Dean KCD based on single stage single envelope procedure as per KPPRA.

Award of Contract: After opening the bids these will be handed over to the committee who will evaluate each proposal on the set-out criteria mention above & the firm who qualify/pass technically & quoted lowest financial bid will be selected for award of contract.

TECHNICAL PROPOSAL SUBMISSION FORM

(Location, Date)

To,

The Dean
MTI Khyber College of Dentistry, Peshawar

Dear Sir,

We the undersigned, offer to provide the Consultancy services for the *(Insert the name of the Project)* in accordance with the 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 one envelope.

We hereby declare that 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 proposal i-e before the date indicated, we undertake to negotiate on the basis of proposed staff. Our Proposal is bidding upon us subject to the modification resulting from contract negotiations.

We undertake, if our proposal is accepted, to initiate the consulting services related to the assignment.

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

We remain,

Yours sincerely
Authorized Signature *(Infull and initials)*: _____
Name and Title of Signatory: _____
Name of the Firm: _____
Address: _____

Financial Proposal Submission Form:

To,

The Dean
MTI Khyber College of Dentistry,
Peshawar

Dear Sir,

We the undersigned, offer to provide the Consultancy services for the *(Insert the name of the Project)* in accordance with the request for proposal dated (insert date) and our proposal. We are hereby submitting our financial proposal as below:

S No	Description	Quoted Bid Cost
1	Supervision during Implementation	_____% of Contractors IPCs verified by consultant

Yours sincerely

Authorized Signature (*Infull and initials*): _____

Name and Title of Signatory: _____

Name of the Firm: _____

Address: _____