



PAKISTAN RAILWAYS

REQUEST FOR PROPOSAL (RFP) FOR

**PREPARATION OF BID DOCUMENTS AND RESIDENT
CONSTRUCTION SUPERVISION FOR CBI & AUTO BLOCK
SIGNALING SYSTEM INCLUDING ATP AND CTC ON
LODHRAN-KOTRI SECTION
OF MAIN LINE-1 OF PAKISTAN RAILWAYS**

JULY, 2015

**Chief Signal Engineer
Headquarters Office
Empress Road, Lahore Pakistan.
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TABLE OF CONTENTS

DESCRIPTION	PAGE NOS.
Section – 1: Invitation for RFP	1
General Information	3
Form General-1 - Basic Information.....	4
Form General-2 - Litigation History	5
Section – 2: Instructions to Consultants	
Definitions	6
1. Introduction	7
Conflict of Interest	7
Conflicting activities	7
Conflicting assignments.....	8
Conflicting relationships.....	8
Unfair Advantage.....	9
Fraud and corruption	9
Only One Proposal	10
Proposal Validity.....	10
2. Clarification and Amendment of RFP Documents.....	10
3. Preparation of Proposal	11
Technical Proposal Format and Content	11
Financial Proposal.....	12
Payment of Consultancy Fee	12
Taxes.....	12
4. Submission, Receipt and Opening of Proposal.....	13
5. Proposal evaluation	14
Evaluation of Technical Proposal	14
Public Opening and evaluation of financial proposals	14
6. Technical Negotiations.....	15
Availability of professional staff / experts.....	15
Conclusion of the negotiations	16
7. Award of Agreement	16
8. Confidentiality	16
Integrity Pact.....	16
Registration of Foreign Firms with Pakistan Engineering Council (PEC).....	16
Time for Completion.....	16
Data Sheet.....	17
Appendix –I to Data Sheet.....	21

DESCRIPTION	PAGE NOS.
Section – 3: Technical Proposal- Standard Forms	26
Form Tech-1: Technical Proposal Submission Form	27
Form Tech-2: Consultant's Organization and Experience	
A – Consultant's Organization	28
B – Consultant's Experience	29
Form Tech-3: Comments and suggestions on the Terms of Reference (ToR)	30
Form Tech-4: Description of approach, methodology and work Plan for performing the assignment	31
Form Tech-5: Composition of team to be deployed for this assignment and task assigned	32
Form Tech-6: Curriculum vitae (CV) for proposed professional staff	33
Form Tech-7: Staffing Schedule	36
Form Tech-8: Financial Capabilities	37
Section – 4: Financial Proposal – Standard Forms	38
Form FIN-1: Financial Proposal Submission Form	39
Form FIN-2: Summary of Costs	40
Form FIN-3: Breakdown of salaries of staff for designing	41
Form FIN-4: Breakdown of Remuneration of Construction Management	42
Form FIN-5: Breakdown of Reimbursable Expenses	43
Form FIN-6: Break Up For Resident Construction Supervision	44
Section – 5: Terms of Reference (TOR)	45

Section 1: Invitation for RFP

No. 264-SIG/RFP(LON-KPR-KOT)

Date: 6th July, 2015

To,

SUBJECT: INVITATION FOR RFP (REQUEST FOR PROPOSAL) FOR SELECTION OF CONSULTANTS FOR PREPARATION OF BID DOCUMENTS, SPECIFICATIONS AND RESIDENT CONSTRUCTION SUPERVISION FOR CBI & AUTO BLOCK SIGNALING SYSTEM INCLUDING ATP AND CTC ON LODHRAN-KOTRI SECTION OF MAIN LINE-1 OF PAKISTAN RAILWAYS.

1. The Chief Signal Engineer invites Technical and Financial proposals to provide the following consultancy services:

- ❖ Preparation of Bid Documents, Specifications and Resident Construction Supervision for CBI & Auto Block Signaling System including ATP and CTC on Lodhran – Kotri Section of Main Line-1 of Pakistan Railways.

2. Consultants will be selected under Selection Method: Quality and Cost Based Selection (QCBS) described in this RFP,

3. The RFP includes the following documents:

Section 1: General Information
Section 2: Instructions to Consultants (including Data Sheet)
Section 3: Technical Proposal – Standard Forms
Section 4: Financial Proposal – Standard Forms
Section 5: Terms of Reference

4. It is mandatory for proposals to be prepared using Standard Forms of RFP. Any proposal not prepared according to prescribed format may be rejected. If any information required in the Forms is found missing or written elsewhere, no credit will be given in the relevant section of the evaluation.

5. The Consultants / Firms should submit details of **Three (3)** of their most relevant assignments of similar projects for technical evaluation using the prescribed format. Assignment given beyond the given number will not be

considered.

6. CVs of key personnel corresponding to the list given in Data Sheet should provide details of **Five (5)** projects done by each individual in the past.
7. The Technical and Financial proposals are to be submitted in separate sealed envelopes at following address on or before **6th August, 2015 till 2:00 pm.**

**Chief Signal Engineer
Pakistan Railways
Empress Road, Headquarter Office
Lahore
042-99201712
cse@pakrail.com**

General Information

The Consultants are required to provide following information which is necessary for further processing of the proposal:

1. Applied as Single Entity or Joint Venture, please specify.
2. In case of Single Entity specify the name of Firm and provide the information as per prescribed Form **General-1** attached.
3. In case of Joint Venture provide the following information as well as prescribed in attached Form **General-1** for all JV partners.

S.No.	Name of JV partners	% share proposed for this assignment
1.	Lead Partner	
2.	Partner No.1	
3.	Partner No.2	

4. The Consultants are required to provide accurate information on any litigation or arbitration, arising out of the assignments completed or in progress over the last five years in the manner as prescribed in the Form **General-2**
5. Certificate / affidavit that the Firm is not blacklisted by any government department / authority.
6. National Income Tax number (NTN).
7. For local firms Registration with Pakistan Engineering Council (PEC) and for foreign firms relevant registration with relevant engineering bodies of parent country. (please attach copies of valid registration)
8. Last three years audited reports of accounts of the firm.
9. Power of attorney to sign the proposals.
10. Joint Venture agreement (if applicable).

Form General-1 – Basic Information

1. Name of Firm.
2. Office address in Pakistan.
3. Office address overseas (if applicable).
4. Organization Chart.
5. Telephone & Fax
6. e-mail
7. Contact person
8. Place of incorporation / registration
9. Year of incorporation / registration
10. Country of origin (if other than Pakistan)
11. Type of organization (whether partnership / sole proprietorship / public limited company / private limited company (Attach copy of Memorandum of Article, Memorandum of Association and registration certificate with Security Exchange or Registrar of Firm)

In case of JV above information should be provided for all partners.

Form General-2 - Litigation History

Consultants, including each of the partners of a joint venture, should provide information on any history of litigation or arbitration resulting from contracts executed in the last five years or currently under execution. A separate sheet should be used for each partner of joint venture.

Party / Parties of the claim / dispute	Nature of Claim / Dispute	Amount of the claim / dispute.	Date initiated	Status (Award FOR or AGAINST Consultant)

Section 2: Instructions to Consultants

2.1 Definitions

- 2.1.1 "Government of Pakistan" means the Government of Pakistan and all its associated departments, agencies, autonomous/semi- autonomous bodies, boards, universities and similar other organizations.
- 2.1.2 "Client" means Pakistan Railways acting through Chief Signal Engineer or Project Director/Signals, Pakistan Railways, Headquarter Office, Lahore.
- 2.1.3 "Consultants" means any entity / firm / Joint venture of firms that may provide the Services to the Client under the Agreement. The Consultant can be single entity or Joint Venture / consortium of International and national firms, with total number of firms in JV not more than three.
- 2.1.4 "Agreement" means the Agreement signed by the Client and the Consultants and all the attached documents.
- 2.1.5 "Data Sheet" means such part of the Instructions to Consultants used to reflect specific conditions.
- 2.1.6 "Day" means calendar day.
- 2.1.7 "Instructions to Consultants" means the document which provides Consultants with all information needed to prepare their Proposals.
- 2.1.8 "Personnel" means professionals and support staff provided by the Consultant or by any Sub-Consultant and perform the Services or any part thereof; "Foreign Personnel" means such professionals and support staff who at the time of being so provided had their domicile outside Pakistan; "Local Personnel" means such professionals and support staff who at the time of being so provided had their domicile inside Pakistan.
- 2.1.9 "Proposal" means the Technical Proposal and the Financial Proposal.
- 2.1.10 "RFP" means the Request for Proposal issued by the Client for the selection of Consultants.
- 2.1.11 "Services" means the work to be performed by the Consultants pursuant to the Agreement.
- 2.1.12 "Sub-Consultant" means any person or entity with whom the Consultants enter into sub-agreement(s) for any part of the Services.
- 2.1.13 "Terms of Reference" (TOR) means the document included in the RFP which explains the objectives, scope of work, activities, tasks to be performed, respective responsibilities of the Client and the Consultant, and expected results and deliverables of the assignment.
- 2.1.14 "Similar Assignment" means preparation of Bidding Documents for EPC contract for modern signaling system (project costing over US\$100 million) or Preparation of Specification/Design of Modern Signaling System comprising CBI/Auto Block/CTC/ATP, etc.

2.2 Introduction

- 2.2.1 The Client named in the Data Sheet will select a consulting firm/organization (the Consultants) in accordance with the method of selection specified in the Data Sheet.
- 2.2.2 The Consultants are invited to submit a Technical Proposal and a Financial Proposal for consulting services required for the assignment named in the Data Sheet. The proposals should be in separate marked and sealed envelopes. The Proposal will be the basis for agreement negotiations and ultimately for a signed Agreement with the selected Consultants.
- 2.2.3 Consultants should familiarize themselves with assignment conditions and take them into account in preparing their Proposals. To obtain first-hand information on the assignment, Consultants are encouraged to visit the Client before submitting a proposal and to attend a pre-proposal conference as per schedule specified in Data Sheet.
- 2.2.4 Consultants should contact the Client's representative named in the Data Sheet to obtain information regarding the assignment. Consultants should ensure the official is informed well- ahead of time in case they wish to visit the Client.
- 2.2.5 Consultants shall bear all costs associated with the preparation and submission of their proposals and agreement negotiation. The Client is not bound to accept any proposal, and reserves the right to annul the selection process at any time prior to Agreement award, without thereby incurring any liability to the Consultants.

2.3 Conflict of Interest

- 2.3.1 Government of Pakistan policy requires that Consultants provide professional, objective, and impartial advice and at all times hold the Client's interests paramount, strictly avoid conflicts with other assignments or their own corporate interests and act without any consideration for future work.
- 2.3.2 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:

2.4 Conflicting activities

- 2.4.1 A firm that has been engaged by the Client to provide goods, works or services other than consulting services for a project, and any of its affiliates, shall be disqualified from providing consulting services related

to those goods, works or services. Conversely, a firm hired to provide consulting services for the preparation or implementation of a project, and 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. For the purpose of this paragraph, services other than consulting services are defined as those leading to a measurable physical output, for example surveys, exploratory drilling, aerial photography, and satellite imagery.

2.5 Conflicting assignments

- 2.5.1 A Consultant (including its Personnel and Sub- Consultants) or any of its affiliates shall not be hired for any assignment that, by its nature, may be in conflict with another assignment of the Consultant to be executed for the same or for another Client. For example, a Consultant hired to prepare engineering design for an infrastructure project shall not be engaged to prepare an independent environmental assessment for the same project, and a Consultant assisting a Client in the privatization of public assets shall neither purchase, nor advise purchasers of, such assets. Similarly, a Consultant hired to prepare Terms of Reference for an assignment should not be hired for the assignment in question.

2.6 Conflicting relationships

- 2.6.1 A Consultant (including its Personnel and Sub- Consultants) that has a business or family relationship with a member of the Client's staff who is directly or indirectly involved in any part of (i) the preparation of the Terms of Reference of the assignment, (ii) the selection process for such assignment, or (iii) supervision of the Agreement, may not be awarded an Agreement, unless the conflict stemming from this relationship has been resolved in a manner acceptable to the Pakistan Railways throughout the selection process and the execution of the Agreement.
- 2.6.2 Consultants have an obligation to disclose any situation of actual or potential conflict that impacts their capacity to serve the best interest of their Client, or that may reasonably be perceived as having this effect. Failure to disclose said situations may lead to the disqualification of the Consultant or the termination of its Agreement.
- 2.6.3 No agency or current employees of the Client shall work as Consultants under their own ministries, departments or agencies except those employees who are posted on deputation. Recruiting former government employees of the Client to work for their former ministries, departments or agencies is acceptable provided no conflict of interest exists. When the Consultant nominates any government employee as

Personnel in their technical proposal, such Personnel must have written certification from their government or employer confirming that they are on leave without pay from their official position and allowed to work full-time outside of their previous official position. Such certification shall be provided to the Client by the Consultant as part of his technical proposal.

2.7 Unfair Advantage

- 2.7.1 If a Consultant could derive a competitive advantage from having provided consulting services related to the assignment in question, the Client shall make available to all applicants together with this RFP all information that would in that respect give such Consultant any competitive advantage over competing Consultants.

2.8 Fraud and corruption

- 2.8.1 The Pakistan Railways requires Consultants participating in its projects to adhere to the highest ethical standards, both during the selection process and throughout the execution of an agreement. In pursuance of this policy, Pakistan Railways:

- a) defines, for the purpose of this paragraph, the terms set forth below as follows:
 - (i) "corrupt practice" means the offering, giving, receiving, or soliciting, directly or indirectly, of anything of value to influence the action of a public official in the selection process or in agreement execution;
 - (ii) "fraudulent practice" means a misrepresentation or omission of facts in order to influence a selection process or the execution of a agreement;
 - (iii) "collusive practices" means a scheme or arrangement between two or more consultants with or without the knowledge of the Client, designed to establish prices at artificial, noncompetitive levels;
 - (iv) "Coercive practices" 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 agreement.
- (b) will reject a proposal for award if it determines that the Consultant recommended for award has, directly or through an agent, engaged in corrupt, fraudulent, collusive or coercive practices in competing for the agreement in question;
- (c) will sanction a Consultant, including declaring the Consultant

- ineligible, either indefinitely or for a stated period of time, to be awarded a Government of Pakistan agreement if at any time it determines that the Consultant has, directly or through an agent, engaged in corrupt, fraudulent, collusive or coercive practices in competing for, or in executing, a Government of Pakistan agreement; and
- (d) will have the right to require that a provision be included requiring Consultants to permit the Government of Pakistan to inspect their accounts and records and other documents relating to the submission of proposals and agreement performance, and have them audited by auditors appointed by the Government of Pakistan.
 - (e) Consultants, their Sub-Consultants, and their associates shall not be under a declaration of ineligibility for corrupt and fraudulent practices issued by the Government of Pakistan in accordance with the above para of Fraud and Corruption. Furthermore, the Consultants shall be aware of the provisions on fraud and corruption stated in the specific clauses in the General Conditions of Agreement.

2.9 Only one Proposal

- 2.9.1 Each Consultants / JV can submit only one proposal. If a Consultant submits or participates in more than one proposal, all such proposals in which the said Consultant has participated shall be disqualified.

2.10 Proposal Validity

- 2.10.1 The Data Sheet indicates how long Consultants' Proposals must remain valid after the submission date. During this period, Consultants shall maintain the availability of Professional staff nominated in the Proposal. The Client will make its best effort to complete negotiations within this period. Should the need arise, however, the Client 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 could submit new staff in replacement, who would be considered in the final evaluation for agreement award. Consultants who do not agree, have the right to refuse to extend the validity of their Proposals.

2.11 Clarification and Amendment of RFP Documents

- 2.11.1 Consultants may request a clarification of any of the RFP documents up to the number of days indicated in the Data Sheet before the proposal submission date. Any request for clarification must be sent in writing, or by standard electronic means to the Client's address indicated in the

Data Sheet. The Client will respond in writing, or by standard electronic means and will send written copies of the response (including an explanation of the query but without identifying the source of inquiry) to all Consultants. Should the Client deem it necessary to amend the RFP as a result of a clarification, it shall do so following the procedure under para. 2.11.2.

- 2.11.2 At any time before the submission of Proposals, the Client may amend the RFP by issuing an addendum in writing or by standard electronic means. The addendum shall be sent to all Consultants and will be binding on them. Consultants shall acknowledge receipt of all amendments. To give Consultants reasonable time in which to take an amendment into account in their Proposals the Client may, if the amendment is substantial, extend the deadline for the submission of Proposals.

2.12 Preparation of Proposal

- 2.12.1 The Proposal, as well as all related correspondence exchanged by the Consultants and the Client, shall be written in the language (s) specified in the Data Sheet.
- 2.12.2 In preparing their Proposal, Consultants are expected to examine in detail the documents comprising the RFP. Material deficiencies in providing the information requested may result in rejection of a Proposal.

2.13 Technical Proposal Format and Content

- 2.13.1 The Technical Proposal shall provide the information indicated in the following paras from (a) to (g) using the attached Standard Forms (Section 3).
- (a) A brief description of the Consultants' organization and an outline of recent experience of the Consultants (each partner in case of joint venture) on assignments of a similar nature is required in Form TECH-2 of Section 3. For each assignment, the outline should indicate the names of Sub-Consultants/ Professional staff who participated, duration of the assignment, agreement amount, and Consultant's involvement. Information should be provided only for those assignments for which the Consultant was legally engaged by the Client as a firm or as one of the major firms within a joint venture. Assignments completed by individual Professional staff working privately or through other consulting firms cannot be claimed as the experience of the Consultant, or that of the Consultant's associates, but can be claimed by the Professional staff themselves in their CVs. Consultants should be prepared to substantiate the claimed experience if so

requested by the Client.

- (b) Comments and suggestions on the Terms of Reference including workable suggestions that could improve the quality/ effectiveness of the assignment; (TECH-3 of Section 3).
- (c) A description of the approach, methodology and work plan for performing the assignment covering the following subjects: technical approach and methodology, work plan, and organization and staffing schedule. Guidance on the content of this section of the Technical Proposals is provided under Form TECH-4 of Section 3.
- (d) The list of the proposed Professional staff team by area of expertise, the position that would be assigned to each staff team member, and their tasks (Form TECH-5 of Section 3).
- (e) CVs of the Professional staff signed by the staff themselves or by the authorized representative of the Professional Staff (Form TECH-6 of Section 3) along with their Computerized National Identity Card numbers (if local) or Passport numbers (if foreign).
- (f) Estimates of the staff input needed to carry out the assignment (Form TECH-7 of Section 3). The staff- months input should be indicated separately for home office and field activities.

2.13.2 The Technical Proposal shall not include any financial information. A Technical Proposal containing financial information may be declared non responsive.

2.14 Financial Proposal

2.14.1 The Financial Proposal shall be prepared using the attached Standard Forms (Section 4). It shall list all costs associated with the assignment.

2.15 Payment of Consultancy & Services Fee

2.15.1 The amount of remuneration will be claimed / paid as per the relevant clause of section-5 TOR.

2.15.2 5% Retention Money will be deducted from each interim/monthly payment. Retention Money will be returned upon submission of Completion Report.

2.16 Taxes

2.16.1 The Consultant may be subject to local taxes on amounts payable by the Client under the Agreement. The Client will state in the Data Sheet if

the Consultant is subject to payment of any taxes. Payment of all taxes shall be the responsibility of the consultant.

2.17 Submission, Receipt and Opening of Proposal

- 2.17.1 The original proposal (Technical Proposal and Financial Proposal) shall contain no interlineations or overwriting, except as necessary to correct errors made by the Consultants themselves. The person who signed the proposal must initial such corrections. Submission letters for both Technical and Financial Proposals should respectively be in the format of TECH-1 of Section 3, and FIN-1 of Section 4.
- 2.17.2 An authorized representative of the Consultants shall initial all pages of the original Technical and Financial Proposals. The authorization shall be in the form of a written power of attorney accompanying the Proposal or in any other form demonstrating that the representative has been duly authorized to sign. The signed Technical and Financial Proposals shall be marked "ORIGINAL".
- 2.17.3 The Technical Proposal shall be marked "ORIGINAL" or "COPY" as appropriate. The Technical Proposals shall be sent to the addresses referred to in para. 4.5 and in the number of copies indicated in the Data Sheet. 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.
- 2.17.4 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 the name of the assignment, and with a warning "DO NOT OPEN WITH THE TECHNICAL PROPOSAL." The envelopes containing the Technical and Financial Proposals shall be placed into an outer envelope and sealed. This outer envelope shall bear the submission address and title of the Assignment, clearly marked "DO NOT OPEN, EXCEPT IN PRESENCE OF THE OFFICIAL APPOINTED, BEFORE SUBMISSION DEADLINE". The Client shall not be responsible for misplacement, losing or premature opening if the outer envelope is not sealed and/or marked as stipulated. This circumstance may be case for Proposal rejection. 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.
- 2.17.5 The Proposals must be sent to the address/addresses indicated in the Data Sheet and received by the Client not later than the time and the date indicated in the Data Sheet, or any extension granted thereof. Any proposal received by the Client after the deadline for submission shall

be returned unopened.

- 2.17.6 The Client shall open the Technical Proposal immediately after the deadline for their submission. The envelopes with the Financial Proposal shall remain sealed and securely stored.

2.18 Proposal evaluation

- 2.18.1 From the time the Proposals are opened to the time the Agreement is awarded, the Consultants should not contact the Client on any matter related to its Technical and/or Financial Proposal. Any effort by Consultants to influence the Client in the examination, evaluation, ranking of Proposals, and recommendation for award of Agreement may result in the rejection of the Consultants' Proposal. Evaluators of Technical Proposals shall have no access to the Financial Proposals until the technical evaluation is concluded.

2.19 Evaluation of Technical Proposal

- 2.19.1 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 Evaluation Criteria in Data Sheet and Appendix-I to Data Sheet and each responsive Proposal will be given a technical score. A Proposal shall be rejected at this stage if it does not respond to important aspects of the RFP, and particularly the Terms of Reference or if it fails to achieve the minimum technical score indicated in the Evaluation Criteria.

2.20 Public Opening and evaluation of financial proposals

- 2.20.1 After the technical evaluation is complete the Client shall notify in writing to Consultants that have secured the minimum qualifying marks, the date, time and location for opening the Financial Proposals. Consultants' attendance at the opening of Financial Proposals is optional. The opening date shall be set so as to allow interested Consultants sufficient time to make arrangements for attending the opening.
- 2.20.2 Financial Proposals shall be opened publicly in the presence of the Consultants' representatives who choose to attend. The name of the Consultants, and the technical scores of the Consultants shall be read aloud. The Financial Proposal of the Consultants who met the minimum qualifying mark will then be inspected to confirm that they have remained sealed and unopened. These Financial Proposals shall be then opened, and the total prices read aloud and recorded.
- 2.20.3 The Evaluation Committee will correct any computational errors. When correcting computational errors, in case of discrepancy between a

partial amount and the total amount, or between word and figures, the formers will prevail. The Evaluation Committee shall correct the quantification indicated in the Financial Proposal so as to make it consistent with that indicated in the Technical Proposal, apply the relevant unit price included in the Financial Proposal to the corrected quantity and correct the total Proposal cost.

- 2.20.4 The weightage of Technical and Financial Proposals would be as indicated in Data Sheet.

2.21 Technical Negotiations

- 2.21.1 Technical Negotiations will be held at the address indicated in the Data Sheet. The invited Consultant will, as a pre-requisite for attendance at the negotiations, confirm availability of all Professional staff. Failure in satisfying such requirements may result in the Client proceeding to negotiate with the next- ranked Consultant. Representatives conducting negotiations on behalf of the Consultant must have written authority to negotiate and conclude an Agreement.
- 2.21.2 Technical Negotiations will include a discussion of the Technical Proposal, the proposed technical approach and methodology, work plan, and organization and staffing, and any suggestions made by the Consultant to improve the Terms of Reference. The Client and the Consultants will finalize the Terms of Reference, staffing schedule, work schedule, logistics, and reporting. These documents will then be incorporated in the Agreement as "Description of Services". Special attention will be paid to clearly defining the inputs and facilities required from the Client to ensure satisfactory implementation of the assignment. The Client shall prepare minutes of negotiations which will be signed by the Client and the Consultant.

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 Client expects to negotiate an Agreement on the basis of the Professional staff named in the Proposal. Before agreement negotiations, the Client will require assurances that the Professional staff will be actually available. The Client will not consider substitutions during agreement negotiations unless both parties agree that undue delay in the selection process makes such substitution unavoidable or for reasons such as death or medical incapacity. If this is not the case and if it is established that Professional staff were offered in the proposal without confirming their availability, the Consultant may be disqualified. Any proposed substitute

shall have equivalent or better qualifications and experience than the original candidate and be submitted by the Consultant within the period of time specified in the letter of invitation to negotiate.

2.23 Conclusion of the negotiations

- 2.23.1 Negotiations will conclude with a review of the draft Agreement. To complete negotiations the Client and the Consultant will initial the agreed Agreement. If negotiations fail, the Client will invite the Consultant whose Proposal received the second highest score to negotiate an Agreement.

2.24 Award of Agreement

- 2.24.1 After completing negotiations the Client shall award the Agreement to the selected Consultant and publish details on the website. The agreement will be executed based on Standard Format of Pakistan Engineering Council (PEC) for large projects (Lump Sum Based).

2.25 Confidentiality

- 2.25.1 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 Agreement. The undue use by any Consultant of confidential information related to the process may result in the rejection of its Proposal and may be subject to the provisions of the Consultant Selection Guidelines relating to fraud and corruption.

2.26 Integrity Pact

- 2.26.1 The successful Bidder shall sign and stamp the Integrity Pact, as per Standard Format of Pakistan Engineering Council (PEC), in case contract value exceeds Pak Rs. 10.000 Million.

2.27 Registration of Foreign Firms with Pakistan Engineering Council (PEC)

- 2.27.1 The successful Bidder shall be required abide by the bylaws of Pakistan Engineering Council (PEC) and in case of foreign firm get registered with PEC after signing of the Contract Agreement.

2.28 Time for Completion

- 2.28.1 Time for completion of the assignment shall be as specified in the Data Sheet.
- 2.28.2 Mobilization Period, after signing of agreement shall be as specified in the Data Sheet.

DATA SHEET

Paragraph Reference	
2.2.1	<p><u>Name of the Client:</u> Chief Signal Engineer or Project Director/Signals, Pakistan Railways, Headquarter Office, Lahore.</p> <p><u>Method of selection:</u> QCBS (Quality and cost based Selection) in accordance with PPRA Rule 2004 and PPRA Procurement of Consultancy Services Regulations 2010.</p>
2.2.2	<p>Name of the assignment is: Preparation of Bid Documents, Specifications and Resident Construction Supervision for provision of modern signaling system including CBI, Auto Block, ATP and CTC on Lodhran-Kotri section of Main Line-1 of Pakistan Railways.</p> <p>Financial Proposal to be submitted together with Technical Proposal, however, both should be in separate sealed envelopes clearly marked with name of Assignment and Firm.</p>
2.2.3	<p>Pre-proposal conference shall be held as per following schedule:</p> <p>Date: 28th July 2015. Time: 11:00 am at Conference Room. No.1, Pakistan Railways, Headquarters Office, Empress Road, Lahore</p>
2.2.4	<p>(Muhammad Ataullah) Chief Signal Engineer Pakistan Railways, Headquarter Office, Lahore, Pakistan. Phone: +92 42 99201712 E-mail: cse@pakrail.com</p>
2.10.1	Proposals must remain valid for one hundred & twenty (120) days after the submission date
2.11.1	Clarifications may be requested not later than seven (7) days before the submission date.
2.12.1	Proposals shall be submitted in the following language: English.

2.16.1	Withholding / Advance Income Tax will be deducted as per prevailing government rules. It will be exclusively Consultant's responsibility to include all applicable Federal, Provincial, City District Local Government taxes / fees & levies etc in the Financial Proposal.
2.17.1	Consultant must submit one original and three (3) copies of the Technical Proposal and the original of the Financial Proposal.
2.17.5	<p>The Proposal submission address is: The Chief Signal Engineer, Pakistan Railways, Headquarter Office, Empress Road, Lahore</p> <p>Proposals must be submitted not later than the following date and time: On or before <u>6th August, 2015</u> not later than 2:00 pm</p>

DATA SHEET

2.19.1	<p>Criteria, sub-criteria, and point system for the evaluation of Technical Proposals are:</p> <p>(i) Company Profile: 40%</p> <p>(ii) Project Team: 40%</p> <p>(iii) Approach & Methodology: 20%</p> <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;"><u>Description</u></th><th style="text-align: right;"><u>Points</u></th></tr> </thead> <tbody> <tr> <td>(i) Company Profile:</td><td style="text-align: right;">[100]</td></tr> <tr> <td> a) Number of similar assignments</td><td style="text-align: right;">[50]</td></tr> <tr> <td> b) Value of similar assignments</td><td style="text-align: right;">[30]</td></tr> <tr> <td> c) Organizational structure</td><td style="text-align: right;">[10]</td></tr> <tr> <td> d) Financial capabilities</td><td style="text-align: right;">[10]</td></tr> <tr> <td style="text-align: right;">Total = A₁</td><td></td></tr> <tr> <td>(ii) Project Team:</td><td style="text-align: right;">[100]</td></tr> <tr> <td> 1. Project Director</td><td style="text-align: right;">[10]</td></tr> <tr> <td> 2. Senior Signaling System Professional</td><td style="text-align: right;">[08]</td></tr> <tr> <td> 3. Junior Signal Engineer</td><td style="text-align: right;">[05]</td></tr> <tr> <td> 4. Senior Telecommunication System Professional</td><td style="text-align: right;">[08]</td></tr> <tr> <td> 5. Junior Telecommunication Engineer</td><td style="text-align: right;">[05]</td></tr> <tr> <td> 6. CTC System Professional</td><td style="text-align: right;">[08]</td></tr> <tr> <td> 7. ATP System Professional</td><td style="text-align: right;">[06]</td></tr> <tr> <td> 8. Electrical Engineer Power</td><td style="text-align: right;">[06]</td></tr> <tr> <td> 9. Mechatronics Engineer</td><td style="text-align: right;">[06]</td></tr> <tr> <td> 10. Civil Engineer</td><td style="text-align: right;">[10]</td></tr> <tr> <td> 11. Contract Management Expert</td><td style="text-align: right;">[07]</td></tr> <tr> <td> 12. Railway Track Expert</td><td style="text-align: right;">[07]</td></tr> <tr> <td> 13. Project Management Expert</td><td style="text-align: right;">[07]</td></tr> <tr> <td> 14. Software Expert</td><td style="text-align: right;">[07]</td></tr> <tr> <td style="text-align: right;">Total = A₂</td><td></td></tr> <tr> <td>(iii) Approach & Methodology:</td><td style="text-align: right;">[100]</td></tr> <tr> <td> a) Understanding & Innovativeness</td><td style="text-align: right;">[30]</td></tr> <tr> <td> b) Methodology & Work plan</td><td style="text-align: right;">[60]</td></tr> <tr> <td> b) Project Organization</td><td style="text-align: right;">[10]</td></tr> <tr> <td style="text-align: right;">Total = A₃</td><td></td></tr> <tr> <td colspan="2" style="text-align: center;"> $\text{Technical Score} = \frac{A_1[40]}{100} + \frac{A_2[40]}{100} + \frac{A_3[20]}{100}$ </td></tr> <tr> <td colspan="2"> <p>The minimum technical score (St) required to pass is: 70 Points</p> <p><i>Further details of Evaluation Criteria are described in Appendix-I to Data Sheet</i></p> </td></tr> </tbody> </table>	<u>Description</u>	<u>Points</u>	(i) Company Profile:	[100]	a) Number of similar assignments	[50]	b) Value of similar assignments	[30]	c) Organizational structure	[10]	d) Financial capabilities	[10]	Total = A₁		(ii) Project Team:	[100]	1. Project Director	[10]	2. Senior Signaling System Professional	[08]	3. Junior Signal Engineer	[05]	4. Senior Telecommunication System Professional	[08]	5. Junior Telecommunication Engineer	[05]	6. CTC System Professional	[08]	7. ATP System Professional	[06]	8. Electrical Engineer Power	[06]	9. Mechatronics Engineer	[06]	10. Civil Engineer	[10]	11. Contract Management Expert	[07]	12. Railway Track Expert	[07]	13. Project Management Expert	[07]	14. Software Expert	[07]	Total = A₂		(iii) Approach & Methodology:	[100]	a) Understanding & Innovativeness	[30]	b) Methodology & Work plan	[60]	b) Project Organization	[10]	Total = A₃		$\text{Technical Score} = \frac{A_1[40]}{100} + \frac{A_2[40]}{100} + \frac{A_3[20]}{100}$		<p>The minimum technical score (St) required to pass is: 70 Points</p> <p><i>Further details of Evaluation Criteria are described in Appendix-I to Data Sheet</i></p>	
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DATA SHEET

2.20.4	<p>The weightage of Technical & Financial score will be as under:</p> <p>Technical = 80%</p> <p>Financial = 20%</p> <p>The formula for determining the financial scores is as following:</p> $Sf = 100 \times Fm / F$ <p>Sf = The financial score Fm = The lowest price F = The price of the proposal under consideration.</p>
2.21.1	<p>Address for Technical negotiations:</p> <p>Chief Signal Engineer, Pakistan Railways, Headquarter Office, Empress Road, Lahore</p>
2.28	<p><u>2.28.1</u></p> <p><u>Phase-I (Preparation of Bid Documents)</u></p> <p>The Consultant is required to complete this assignment within maximum period of Four (04) months after mobilization period of 15 days. Mobilization period shall start from the date of signing of the agreement.</p> <p><u>Phase-II (Resident Construction Supervision)</u></p> <p>The initial estimated period for Construction Supervision shall be 36 months. Said period shall start with the commencement of construction contract. However, total time period for this phase shall be till the successful completion of Construction Contract.</p> <p><u>2.28.2</u></p> <p>Mobilization Period, after signing of agreement shall be fifteen (15) days</p>

Appendix-I to Data Sheet

Details of Evaluation Criteria

Mandatory Requirements

1. The Consultant / Firm must be registered with Security & Exchange Commission of Pakistan or Registrar of Firms. In case of foreign firm it should be registered in their country of origin in similar organizations / departments. (Attach copy of Memorandum of Article, Memorandum of Association and registration certificate with Security Exchange or Registrar of Firms)
2. The Consultants must have completed at-least one similar assignments. Any Consultant not fulfilling the said requirement is liable to be technically disqualified.

(1) **Company Profile** (100 Marks)

a) Number of similar assignments (60 Marks)

One Project	= 20
Two Project	= 40
Three Project	= 60

b) Value of similar assignments (21 Marks, 7 marks for each project)

For completed projects having value

80% or more of this assignment	= 100%
50% to 80%	= 80%
Less than 50%	= 70%

For the purpose of awarding scores under this category, the cost of projects handled by the consultants shall be compared with the estimated cost of this project, which is US\$ 200 Million.

c) Organizational structure (10 Marks)

Excellent = 100%, Good = 80%, Satisfactory = 60%

d) Financial Capabilities (9 Marks)

Annual Turnover (Pak Rs in Million)	
More than or equal to 1000	= 100%
More than or equal to 700 but < 1000	= 80%
Less than 500	= 50%

Details of Evaluation Criteria

(2) Project Team

For minimum qualification and experience of project team please refer to Appendix-II to Data Sheet. Each member of Consultant's team will be evaluated on the following criteria:

i). Education (40%)

PhD or equivalent	= 100%
MSc or equivalent	= 90%
BSc or equivalent	= 80%

Higher education i.e., PhD and MSc shall be considered only if these are in relevant field / discipline.

In case the Consultants provide two CVs, one for foreign and other for local professional for particular professional category, then CV of the foreign professional will be considered for the purpose of Technical Evaluation.

ii). Experience (30%)

Where minimum experience is 15 years

Twenty years or more	= 100%
15 to <20 years	= 80%
Less than 15 years	= 0%

Where minimum experience is 10 years

Fifteen years or more	= 100%
10 to <15 years	= 80%
Less than 10 years	= 0%

Where minimum experience is 5 years

Ten years or more	= 100%
5 to <10 years	= 80%
Less than 5 years	= 0%

iii). No of similar assignments (30%)

Five or more	= 100%
3 to less than 5	= 80%
Less than three	= 60%

(3) Approach & Methodology (100 marks)

Methodology submitted by Consultant will be analyzed by evaluating the same on the basis of the description given in sub-paras (a), (b) and (c) below and graded as under:

Quality	Grade	Weight
Excellent	A	100%
Good	B	70%
Average / below average	C	50%
Absent	D	0

Methodology will be analyzed based on following:

- a) Understanding & Innovativeness (30 Marks)
- i). What is the depth of the firm's understanding of the requirements and objectives of the consultancy assignment?
 - ii) What is the quality of the improvements to the TOR suggested by the consultant to improve the outcome of the assignment?
 - iii) What is the level of identification of potential risks that will affect the execution of the assignment, and what is the quality of the mitigation strategies proposed?
- b) Methodology & Work plan (60 Marks)
- i) How in-depth is the Statement of Work: does it fully cover the scope of the assignment and is it sufficiently developed to ensure assignment completion?
 - ii) How developed is the Work Breakdown Structure (WBS) for the assignment?
 - iii) How suitable is the Work Plan (staffing schedule): is the resource utilization sufficient and practical?
- c) Project Organization (10 Marks)
- i) Is the structure and composition of the project team expressed adequately in Project Organization Chart.
 - ii) Have the key experts and other staff been nominated for all the main components / disciplines of the assignment.

Appendix-II to Data Sheet

Minimum Qualification and Experience required for each position in Project Team

1. The professionals having experience less than minimum specified below shall not be considered

Sr. No.	Position	Min-Qualification	Core Specialization	Min-Experience
1	Project Director	Graduate Engineer in any discipline with Project Management degree / certification	Railway Signaling System, Contract Management & Project management	15 Years
2	Senior Signaling System Professional	B.Sc. Electrical / Electronics / Tele Communication Engineering	Railway Signaling system, design and installation	15 years
3	Junior Signaling System Professional	B.Sc. Electrical/Electronics/ Tele Communication Engineering	Railway Signaling system, design and installation	5 years
4	Senior Telecommunication System Professional	B.Sc. Electrical/Electronics/ Tele Communication Engineering	Railway Tele Communication system, design and installation	15 years
5	Junior Telecommunication System Professional	B.Sc. Electrical/Electronics/ Tele Communication Engineering	Railway Telecommunication System, design and installation	5 years
6	CTC System Professional	B.Sc. Electrical/Electronics/ Tele Communication Engineering	Railway CTC system design and installation	15 years
7	ATP System Professional	B.Sc. Electrical/Electronics/ Mechatronics / Tele Communication Engineering	Railway ATP System design and installation	10 years
8	Electrical Engineer (Power)	B.Sc. Electrical Engineering	Electric Power System design and installation	10 years
9	Mechatronics Engineer	B.Sc. Mechatronics / Electrical / Electronic Engineering	Experience of designing and installation of railway signaling related and other electrical /electronic equipments	10 years

10	Civil Engineer	B.Sc. Civil Engineering	Building design and construction supervision	10 years
11	Contract Management Expert	Engineering / Law Graduate (Contract Specialist)	Construction and Installation Contract Management particularly	10 years
12	Railway Track Expert	B.Sc. Civil Engineering	Design, Construction and Maintenance of Railway Track	10 years
13	Project Management Expert	Master in Project Management or B.Sc Engineering with PMP certification or other equivalent qualification in Project Planning and Project Management	Project Management including monitoring, controlling and evaluation. Preparation of Project Plan	10 years
14	Software Expert	Master degree in Computer Science	Software designing of Railway signaling system	10 years

2. Similar Project as has been defined under "Definitions" in para 2.1 is for the purpose of comparison of the projects completed by the Consulting firm and the assignment under consideration. For various professionals, the similar assignment shall be strictly as per their respective field of specialization. For example the minimum qualification for Railway Track Expert is "B.Sc Civil Engineering". However, the individual is required to have specialized expertise of Track Engineering.

Section 3: Technical Proposal – Standard Forms

Consultants are required to prepare Technical Proposal as per following format:

- TECH-1 Technical Proposal Submission Form
- TECH-2 Consultant's Organization and Experience
 - A Consultant's Organization
 - B Consultant's Experience
- TECH-3 Comments or Suggestions on the Terms of Reference.
- TECH-4 Description of the Approach, Methodology and Work Plan for Performing the Assignment
- TECH-5 Composition of Team to be deployed for this assignment and Task Assigned
- TECH-6 Curriculum Vitae (CV) of Proposed Professional Staff
- TECH-7 Staffing Schedule
- TECH-8 Financial Capabilities

FORM TECH-1 TECHNICAL PROPOSAL SUBMISSION FORM
(Please submit on Company's Letterhead)

To: The Chief Signal Engineer / Project Director, Signal Project
Pakistan Railways,
Headquarter Office,
Lahore, Pakistan

Subject: PREPARATION OF BID DOCUMENTS AND RESIDENT
CONSTRUCTION SUPERVISION FOR CBI & AUTO BLOCK
SIGNALING SYSTEM INCLUDING ATP AND CTC ON LODHRAN-
KOTRI SECTION OF MAIN LINE-1 OF PAKISTAN RAILWAYS

Dear Sir,

We, the undersigned, offer to provide the consultancy services for the subject in accordance with your Request for Proposal. We are hereby submitting our Proposal, which includes this Technical Proposal, and a Financial Proposal sealed under separate envelopes.

We are submitting our Proposal in association with: *[Insert a list with full name and address of each associated Consultant]*

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, we undertake to negotiate on the basis of the proposed staff. Our Proposal is binding upon us and subject to the modifications resulting from Agreement 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 of the proposal.

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

Yours sincerely,

Authorized Signature *[In full and initials]*: _____

Name and Title of Signatory: _____

Name of Firm: _____

Address: _____

FORM TECH-2 CONSULTANT'S ORGANIZATION AND EXPERIENCE

A - Consultant's Organization

Please provide the following information for your firm/entity and each associate for this assignment

1. Firm's Background and Achievements (min two pages)
2. Organogram.
3. List of professional Staff with Qualification and Experience.

FORM TECH-2 CONSULTANT'S ORGANIZATION AND EXPERIENCE

B - Consultant's Experience

*[Using the format below, provide information on each assignment for which your firm, and each associate for this assignment, was legally contracted as a corporate entity or as one of the major companies within an association, for carrying out consulting services **similar to the ones requested under this Assignment**. Please provide Client's certification and/or evidence of the contract agreement.]*

Assignment name:	Value of the Project (in Pak Rs or US\$):
Country: Location within country:	Duration of assignment (months):
Name of Client:	
Start date (month/year): Completion date (month/year):	Value of consultancy services provided by your firm under the agreement (in Pak Rs or US\$):
Name of associated Consultants, if any:	Percentage of input provided by associated Consultants:
Name of senior professional staff of your firm involved and functions performed (indicate most significant profiles such as Project Director/Coordinator, Team Leader):	
Narrative description of Project: (Photographs of project be attached)	
Description of actual services provided by your staff within the assignment:	

FORM TECH-3

Comments or suggestions on the TOR.

(Any suggestion provided by the Consultants shall not be a binding upon the Client for its acceptance and these comments are for the purpose of assessing the understanding of the Consultant. Consultants are requested not to depict the impact of cost (if any) due to proposed suggestions)

FORM TECH-4 DESCRIPTION OF APPROACH, METHODOLOGY AND WORK PLAN FOR PERFORMING THE ASSIGNMENT

[Technical approach, methodology and work plan are key components of the Technical Proposal. You are suggested to present your Technical proposal divided into the following three chapters:

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

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

b) Work Plan. In this chapter you should propose the main activities of the assignment, their content and duration, phasing and interrelations, milestones (including interim approvals by the Client), and delivery dates of the reports. The proposed work plan should be consistent with the technical approach and methodology, showing understanding of the TOR and ability to translate them into a feasible working plan. A list of the final documents, including reports, drawings, and tables to be delivered as final output, should be included here.

c) Organization and Staffing. In this chapter you should propose the structure and composition of your team. You should list the main disciplines of the assignment, the key experts responsible, and proposed technical and support staff.

**FORM TECH – 5 COMPOSITION OF TEAM TO BE DEPLOYED FOR
THIS ASSIGNMENT AND TASK ASSIGNED**

Name of Staff	CNIC No./Passport No	Firm	Area of Expertise	Position Assigned	Task Assigned
For Foreign Professional Staff					
For Local Professional Staff					

FORM TECH-6 CURRICULUM VITAE (CV) OF PROPOSED 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: _____ Nationality: _____
5. CNIC No (if Pakistani): _____ or Passport No: _____
6. Education :

Degree	Major/Minor	Institution	Date (MM/YYYY)

7. Membership of Professional Associations: _____

8. Other Training *[Indicate significant training since degrees under 6 - Education were obtained]*:

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

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

Employer	Position	From (MM/YYYY)	To (MM/YYYY)

11. Detailed Tasks Assigned

[List all tasks to be performed under this assignment]

12. Work Undertaken that Best Illustrates Capability to Handle the Tasks Assigned

[Among the assignments in which the staff has been involved, indicate the following information for those assignments that best illustrate staff capability to handle the tasks listed under point 11.]

- 1) Name of assignment or project: _____
Year: _____
Location: _____
Client: _____
Main project features: _____
Positions held: _____
Activities performed: _____

- 2) Name of assignment or project: _____
Year: _____
Location: _____
Client: _____
Main project features: _____
Positions held: _____
Activities performed: _____

- 3) Name of assignment or project: _____
Year: _____
Location: _____
Client: _____
Main project features: _____
Positions held: _____
Activities performed: _____

4) Name of assignment or project: _____
Year: _____
Location: _____
Client: _____
Main project features: _____
Positions held: _____
Activities performed: _____

5) Name of assignment or project: _____
Year: _____
Location: _____
Client: _____
Main project features: _____
Positions held: _____
Activities performed: _____

13. Certification:

I, the undersigned, certify that to the best of my knowledge and belief, this CV correctly describes myself, my qualifications, and my experience. I understand that any willful misstatement described herein may lead to my disqualification or dismissal, if engaged.

[Signature of staff member or authorized representative]

Date: _____
Day/Month/Year

Full name of authorized representative: _____

FORM TECH – 7 STAFFING SCHEDULE¹

Year: 2015-16		Staff input (in the form of a bar chart) ²										Total staff-month input		
No	Name of Staff	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Home	Field ³	Total	
Local														
1		[Home]												
		[Field]												
2														
3														
Sub Total														
Foreign														
1		[Home]												
		[Field]												
2														
3														
										Subtotal				
										Total				

- 1 For Professional Staff the input should be indicated individually; for Support Staff it should be indicated by category (e.g.draftsmen, clerical staff, etc.).
- 2 Months are counted from the start of the assignment. For each staff indicate separately staff input for home and field work.
- 3 Field work means work carried out at a place other than the Consultant's home office.

FORM TECH – 8**FINANCIAL CAPABILITIES**

1. Total Assets = (in Million Pak Rs or US\$)

2. Total Liabilities =

3. Annual Turnover

For the Year		
2012-13	2013-14	2014-15

(in case of joint venture please provide above information for all partners)

(For evaluation purpose average Annual Turnover shall be taken into count)

SECTION 4: FINANCIAL PROPOSAL - STANDARD FORMS

Financial Proposal Standard Forms shall be used for the preparation of the Financial Proposal.

FIN-1	Financial Proposal Submission Form
FIN-2	Summary of Costs
FIN-3	Breakdown of Cost for Local Component and Foreign Remittance
FIN-4	Breakdown of Remuneration of Staff deployed for Feasibility Study
FIN-5	Breakdown of Reimbursable Expenses
FIN-6	Breakdown of Monthly Fee of Resident Construction Supervision

FORM FIN-1 FINANCIAL PROPOSAL SUBMISSION FORM

[Location, Date]

To:
The Chief Signal Engineer / Project Director, Signal Project,
Pakistan Railways, Headquarter
Office, Lahore, Pakistan

Subject: **PREPARATION OF BID DOCUMENTS AND RESIDENT
CONSTRUCTION SUPERVISION FOR CBI & AUTO BLOCK
SIGNALING SYSTEM INCLUDING ATP AND CTC ON LODHRAN-
KOTRI SECTION OF MAIN LINE-1 OF PAKISTAN RAILWAYS**

Dear Sir,

We, the undersigned, offer to provide the consultancy for subject assignment in accordance with your Request for Proposal and our Technical Proposal. Our attached Financial Proposal is for the sum of [Insert amount(s) in words and figures]. This amount is inclusive of all applicable taxes.

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

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 [*In full and initials*]: _____

Name and Title of Signatory: _____

Name of Firm: _____

Address: _____

FORM FIN-2 SUMMARY OF COSTS

S.No	Item	Costs (Pak Rupees)	
		In Figure	In Words
1	Phase-I - Preparation of Bidding Documents and Specifications		
2	Phase-II - Resident Construction Supervision (For 36 months)		
3	Vetting / Review of Manuals prepared by EPC contractor		

Note:

1. All costs should be inclusive of all taxes as explained in Data Sheet
2. Cost of Resident Supervision shall be quoted for **Thirty Six (36) months** and should be inclusive of all taxes and any other cost required to complete the assignment as per ToR.

Authorized Signature of Consultants

**FORM FIN-3 BREAKDOWN OF COST FOR LOCAL COMPONENT
AND FOREIGN REMITTANCE**

Item	Amount (Pak Rs)		
	Payment of Local Staff & other expenditure	Payment of Foreign Staff & other expenditure required to be remitted to home country	Total
Phase-I - Preparation of Bidding Documents and Specifications			
Phase-II - Resident Construction Supervision (For 36 months)			
Vetting / Review of Manuals prepared by EPC contractor			

Note:

1. All payments shall be made in Pak Rupees, however the above breakup is to facilitate the Consultants for remittance of remuneration (in case of foreign Consultant).

Authorized Signature of Consultants

**FORM FIN-4 BREAKDOWN OF REMUNERATION OF
STAFF DEPLOYED FOR FEASIBILITY STUDY**

Name	Position	Staff-month Rate	Input (Staff- Months)	Total Pak Rupees

FORM FIN-5 BREAKDOWN OF REIMBURSABLE EXPENSES

(Information to be provided in this Form shall only be used to establish payments to the Consultant for possible additional services requested by the Client)

No	Description ¹	Unit	Unit Cost (Pak Rupees)
	Per diem allowances	Day	
	International Flight ²	Trip	
	Miscellaneous travel expenses	Trip	
	Communication costs between [Insert Place] and [Insert Place]		
	Drafting , reproduction of reports		
	Equipment, Instruments, materials, supplies		
	Shipment of personal effects	Trip	
	Use of Computers , software		
	Laboratory tests / surveys.		
	Sub agreements		
	Local transportation costs		
	Office rent, clerical assistance		
	Training of Client' personnel		

1. Delete items that are not applicable or add other items if required.
2. Indicate route of each flight, and if the trip is one-or two-way.

FORM FIN-6 – BREAKDOWN OF MONTHLY FEE FOR RESIDENT CONSTRUCTION SUPERVISION

The Consultants shall provide the detail of monthly fee for Resident Supervision.

Sr. No.	Description	No.	Total Man Months	Billing/ Month Rate (Rs.)	Total Amount (Rs.)
A. Resident Supervision Team & Consultants HQ Staff (if any)					
				Sub-Total A	
B. Direct Costs					
				Sub-Total B	
				Grant Total (A+B)	

Note:

1. The payment for Resident Construction Supervision shall be made on the basis of man month inputs provided by the Consultant.
2. The billing rates quoted against each professional and staff shall be for twelve (12) Calendar months with effect from the Date of Signing of Contract. The remunerations for subsequent year/period shall be enhanced @ 5% (for both billing rate and direct cost) for each extended year using first year as base rate.
3. The client may direct to increase or the decrease the staff deputed for supervision. In such an eventuality total monthly fee shall be adjusted based on the man month rates quoted above and after applying per annum increase (if required).
4. If due to any reason(s) the Resident Construction Supervision period of the Project is extended beyond the period of 36 months, the remunerations shall be paid based on above mentioned monthly fee.

Authorized Signature of Consultants