



(Request for Proposal RFP)

**For
Preparation of**

**“Master Plan for Gilgit Division
(District Gilgit, Ghizer, Hunza and Nagar)”**

**Gilgit Development Authority
Yadgar Chowk, Khomer, Gilgit
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Important:

- This Request for Proposal ('RFP') does not constitute a binding agreement or an offer or invitation by Gilgit Development Authority (GDA) to any party other than the qualified Bidders to submit the Bids. The principle purpose of this RFP is to provide the Bidders with information that shall form the basis of their proposals or bids. Each Bidder may conduct its own investigations and analysis and check the accuracy, reliability and completeness of the information given in this RFP to its satisfaction. GDA will make no representation or warranty and shall incur no liability under any law, rules or regulations as to the accuracy, reliability or completeness of the RFP. GDA may, at its sole discretion but without being under any obligation to do so, update, improve or supplement the information in this RFP.
- Bidders must ensure that they submit all the required documents indicated in the Bidding Documents without fail. Bids received without valid documentary evidence, supporting documents and various requirements mentioned in the Bidding Documents are liable to be rejected at the initial stage. It is intimated that no objection/revision/supplement shall be entertained regarding the terms and conditions of the Bidding Documents submitted by the Bidder.
- The Bidders are requested to access the website of Pakistan Procurement Regulatory Authority (<http://www.gbppra.gov.pk>) and also on (<http://www.gbppra.gov.pk>)

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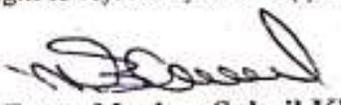
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REQUEST FOR PROPOSALS (RFP)

For preparation of "Master Plan for Gilgit Division (District Gilgit, Ghizer, Hunza & Nagar)"

1. Gilgit Development Authority has been entrusted by the Government of the Gilgit Baltistan (GoGB) to invite proposals for consultancy services from the eligible consultant firms / JVs, for preparation "Master Plan Gilgit Division (District Gilgit, Ghizer, Hunza and Nagar)"
2. Method of selection will be **Quality and Cost Based Selection on the basis of Single Stage Two envelopes procedure.**
3. Request for Proposal **RFP** document, containing eligibility criteria and detailed terms/conditions, etc. can be obtained upon payment of Rs. 15,000/- (non-refundable) during office hours from office of the undersigned. Enlistment with GDA is mandatory for participation in bidding process.
4. The Proposals, prepared in accordance with the RFP document, must reach at undersigned office on or before **04th February, 2025 by 11:00 am.** The Technical Proposals will be opened **at 11:30am on the same day.**
5. A Pre-Bid Meeting will be held on 20th January, 2025 in the office of Deputy Director (Engineering), GDA.
6. This advertisement is also available on PPRA website at www.ppra.org.pk and GB-PPRA website www.gbppra.org.pk
7. This authority reserves the right to reject any or all applications as per PPRA Rules.


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SECTION 1: INVITATION TO BID (ITB)

1. Gilgit Development Authority has been entrusted by the Government of the Gilgit Baltistan (GoGB) to invite proposals for consultancy services for “**Master Plan Gilgit Division District Gilgit, Ghizer, Hunza and Nagar**”. Details about the required services are provided in Section 4: Terms of Reference.
2. The Consultant will be selected using a Single Stage - Two Envelope Process and procedures described in this RFP, in accordance with the GB Pakistan Procurement Regulatory Authority (GBPPRA) Rules.
3. The RFP includes the following additional documents:

Section 1 - Instructions to Consultants (including Data Sheet)

Section 2 - Technical Proposal - Standard Forms

Section 3 - Financial Proposal - Standard Forms

Section 4 - Terms of Reference

Section 5 - Technical Evaluation Criteria

Section 6 - Draft Agreement

4. It is mandatory for bidders to submit proposals using the Standard Forms furnished in Section 2 and Section 3 of this RFP. Proposals that are not submitted in the prescribed format may be discarded. If any information required in the forms is found missing or written elsewhere, no credit shall be given in the relevant section of the evaluation.
5. All Bidders must furnish Bid Security, equal to **PKR 1.0 Million**, in the shape of CDR issued by a bank scheduled in Pakistan, in favor of **Deputy Director Engineering, GDA** in Pak Rupees (PKR), as part of the Technical Proposal, failing which shall cause rejection of the bid (Also see Clause no. 9 in Section 2)
6. All bidders shall submit the following documents/information as part of their proposal in order to qualify the mandatory conditions ;
 - a. Certificate of registration of the firm as a legal entity (in its Country of Origin);
 - b. Registration of firm with relevant professional body i.e. Pakistan Engineering Council (PEC) in the relevant category as a Consultant and with Pakistan Council of Architects and Town Planners (PCATP) (PEC registration is mandatory);
 - c. Memorandum(s) of Understanding between the lead partner and associate(s) to substantiate the forming of JV (if applicable);
 - d. Copy of Registration with the Income Tax Department (in its Country of Origin) Audited annual financial statements for the last three (3) years;
 - e. An Affidavit/sworn statement that the firm is not blacklisted or debarred by any Government / Semi-Government / Autonomous/ International Body
 - f. Enlistment with GDA.

7. Firms should submit details of *their most recent and most relevant assignments* for technical evaluation using the format prescribed in Section 3 of this RFP. Assignments submitted beyond the given number will not be considered.
8. In case of submission of assignments more than required numbers then top assignments in ascending order will be considered irrespective of its nature of work.
9. The tender document should have a detailed table of content with proper page numbering.
10. All documents should be duly signed and sealed.
11. CVs of key personnel corresponding to the list provided in the Data Sheet must be submitted to provide details of relevant projects undertaken by the individual in the past.
12. The Client shall hold a pre-bid meeting, at its office. Tentative date and Time for meeting will be at 1130 hours on **January 20, 2025**. Interested Consultants are strongly encouraged to attend the pre-bid conference.

SECTION 2: INSTRUCTIONS TO CONSULTANTS

Definitions

- (a) "Applicable Law" means the law of Government of Pakistan/Government of the Gilgit Baltistan and as those may be issued and enforced from time to time.
- (b) "RFP" means the Request for Proposal to be prepared by the Client for the selection of Consultants, based on the Standard RFP.
- (c) "Agreement" means the Agreement signed by the Parties and all the attached documents.
- (d) "Client" means the organization with which the selected Consultant signs the Agreement for the Services.
- (e) "Consultant" means any registered concern/entity that may provide or provides the Services to the Client under the Agreement.
- (f) "Data Sheet" means such part of the "Instructions to Consultants" section of this RFP used to reflect specific conditions provided.
- (g) "Day" means calendar day.
- (h) GoGB means The Government of the Gilgit Baltistan
- (i) GoP mean The Government of Pakistan
- (j) "Instructions to Consultants" means the document which provides Consultants with all information needed to prepare their Proposals.
- (k) "ITB" means the Invitation to Bid included in the RFP as Section 1.
- (l) "Personnel" means professionals and support staff provided by the Consultant or by any Sub-Consultant and assigned to 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.
- (m) "Sub-Consultant" means any person or entity to whom the Consultant sub- contracts any part of the Services required under this RFP.
- (n) "Proposal" means the Technical Proposal and the Financial Proposal being submitted in response to this RFP.
- (o) "Services" means the work to be performed by the Consultant pursuant to the Agreement.
- (p) "Terms of Reference" (TOR) means the document included in the RFP as Section 5 which explains the objectives, scope of work, activities, tasks to be performed,

respective responsibilities of the Client and the Consultant, and expected results and deliverables of the assignment.

1. INTRODUCTION

Client: The Client 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.

Proposal Submission Method: 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 and this RFP document will form the basis for a contractual agreement to be signed with the selected Consultant.

Pre-Bid Conference: The 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 pre-bid conference specified in the Invitation to Bid section of this RFP. Attending the pre-bid conference is optional. Consultants should contact the Client's representative named in the Data Sheet to obtain additional information on the pre-bid conference. Consultants should ensure these officials are informed well-ahead of time in case they wish to visit the Client.

Inputs and Facilities from Client: The Client will timely provide, at no cost, to the Consultants the inputs and facilities specified in the Data Sheet, assist the firm in obtaining licenses and permits needed to carry out the services, and make available relevant project data and reports.

Proposal Preparation Cost Liability: The Consultants shall bear all costs associated with the preparation and submission of their proposals and the subsequent agreement. 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.

Conflict of Interest: The GoGB's 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.

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:

- (a) **Conflicting Activities:** 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; and vice versa. For the purpose of this Clause, services other than consulting services are defined as those leading to a measurable physical output, for example, exploratory drilling, aerial photography, and satellite imagery.
- (b) **Conflicting Assignments:** 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 not purchase, nor advise purchasers of, such assets. Similarly, a Consultant hired to prepare Terms of Reference for an assignment shall not be hired for the assignment in question.
- (c) **Conflicting Relationships:** 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 Client throughout the selection process and the execution of the Agreement.

Consultants have an obligation to disclose any situation of actual or potential conflict that impacts their capacity to serve the best interest of the 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.

No agency or current employees of the Client shall work as Consultants under their own Ministries, Departments or Agencies. 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.

Unfair Advantage: If a Consultant (A) could derive a competitive advantage by having previously provided consulting services related to the assignment in question, the Client shall make every effort to disseminate such information or the source of such information to all interested Consultants, which in that respect could otherwise give Consultant (A) any competitive advantage over the other competing Consultants.

Fraud and Corruption: The GoGB 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. For the purpose of this Clause, the GoGB:

- (a) Defines the following terms:
 - (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 An agreement; “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;
 - (iii) “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 an 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 GoGB 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 GoGB agreement; and
- (d) will have the right to require that a provision be included requiring

Consultants to unconditionally allow inspection of 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 GoGB.

Consultants, their Sub-Consultants, and their associates shall not be under a declaration of ineligibility for corrupt and fraudulent practices issued by the GoGB in accordance with the Clause no. 1.7. Furthermore, the Consultants shall be aware of the provisions on fraud and corruption stated in the specific clauses in the General Conditions of Agreement.

Consultants shall furnish information on commissions and gratuities, if any, paid or to be paid to agents relating to this proposal and during execution of the assignment if the Consultant is awarded the Agreement, as requested in the Financial Proposal submission form (Section 4).

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.

Proposal Validity: 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. 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 without forfeiture of their Bid Security.

Eligibility of Sub-Consultants: In case a Consultant intends to associate with other Consultants/Individual expert(s) who have not been selected, such associations shall be initiated subject to the written approval of the Client.

2. CLARIFICATION AND AMENDMENT OF RFP DOCUMENTS

Consultants may request a clarification of any of the RFP documents up to the date of the pre-bid conference. Any request for clarification must be sent in writing, or by standard electronic means to the Client's address indicated in the Data Sheet, or be raised during the pre-bid conference. The Client shall document all such queries and respond in writing, or by standard electronic means, or verbally during the pre-bid conference. Pursuant to the pre-bid conference, the Client shall also upload, within 2 days, a consolidated document containing queries raised before/or during the pre-bid conference, their responses and origin of query. Should the Client deem it necessary to amend the RFP as a result of a clarification, it shall do so following the procedure under Clause no. 2.2.

At any time before the date of submission of Proposals, the Client may amend the RFP by issuing an addendum in writing and make it available on the websites of PPRA. Information contained in the addendum shall supersede relevant sections of previous RFP document and

accordingly the modification in RFP document shall be communicated to all consultants. To give Consultants reasonable time to take into account a material amendment, in preparing their Proposals, the Client may extend the deadline for the submission of Proposals as deemed necessary. It is the sole responsibility of Bidders to stay abreast with all such addendums by frequently visiting the above website.

3. PREPARATION OF PROPOSALS

Language: The Proposal (see Clause no. 1.2), supporting documents, and related correspondence exchanged by the Consultants and the Client, shall be written in English.

In preparing their Proposal, Consultants are expected to examine in detail the documents comprising the RFP. Material deficiencies in providing the required information may result in rejection of a Proposal.

While preparing the Technical Proposal, Consultants must give particular attention to the following:

- (a) A Consultant may enhance its expertise for the assignment by associating with other Consultants in a joint venture or sub-consultancy. A maximum of three (3) consultancy firms/entities may join to form a JV. Any associations must be clearly indicated in the technical proposal. In case of a JV, all partners shall be jointly and severally liable and shall indicate who will act as the leader of the joint venture.
- (b) This is a fixed-budget assignment for the given Terms of Reference. Additional payment will be made if additional services are requested.
- (c) Alternative professional staff shall not be proposed, and only one curriculum vitae (CV) may be submitted for each position.

Technical Proposal and Format Content: The Technical Proposal shall provide the information indicated in the following sub-clauses from (a) to (g) using the attached Standard Forms (Section 3). Please also refer to Sub-clause (c) for the description of the approach, methodology and work plan of the Technical Proposal. The maximum number of pages for the approach, methodology and work plan is specified in Data Sheet. A page is considered to be one printed side of A4 or letter size paper.

- (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 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 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.

Consultants shall provide details for a maximum number of previous similar assignments as mentioned in the Data Sheet.

- (b) Comments and suggestions on the Terms of Reference including workable suggestions that could improve the quality/ effectiveness of the assignment; (Form 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 & staffing schedule. Guidance on the content of this section of the Technical Proposals is provided under Form TECH-4 of Section 3. The work plan should be consistent with the Work Schedule (Form TECH-8 of Section 3) which will show the timing proposed for each activity in the form of a bar chart.
- (d) The list of the proposed Professional staff by area of expertise, along with task and the position to be assigned to each staff member (Form TECH-5 of Section 3).
- (e) Estimates of the staff input (staff-months of foreign and local professionals) 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, and for foreign and local Professional staff.
- (f) 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). CVs shall contain the description of project experience of the professional staff for a maximum number of projects and in the number of years as mentioned in the Data Sheet.
- (g) A detailed description of the proposed methodology and staffing for training (also see Data Sheet 3.4 (g))

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

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

Taxes: The Consultant may be subject to local taxes (such as: value added or sales tax or income taxes on non-resident Foreign Personnel, duties, fees, levies) on amounts payable by the Client under the Agreement. Payment of all taxes, duties and other impositions as may be levied under the applicable law in respect of the JV, Consultant, sub-Consultants, and their Personnel (both local and expatriate including their family members and their belongings) shall not be responsibility of the Client (see Data Sheet). Furthermore, the price quoted by the Consultant in their Financial Proposal shall be inclusive of General Sales Tax (GST) on Services in accordance with the Applicable Law.

Currency: Consultants must express their bids in Pakistan Rupees (PKR).

Commissions and Gratuities: Commissions and gratuities related to the assignment, if any, paid or to be paid by Consultants will be listed in the Financial Proposal Form FIN-1 of Section 4.

4. SUBMISSION, RECEIPT AND OPENING OF PROPOSALS

The original proposal (Technical Proposal and Financial Proposal; see Clause no. 1.2) 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.

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".

The Technical Proposal shall be marked "ORIGINAL" or "DUPLICATE" as appropriate. Original and required number of copies (duplicates) of the Technical Proposal (as specified in the Data Sheet) shall be sent to the addresses referred to in Clause no. 4.7. All required copies (duplicates) of the Technical Proposal are to be made from the original. If there are discrepancies between the original and the copies(duplicates) of the Technical Proposal, the original governs.

The Bidder shall follow the instructions laid down as under:

The Bidder shall seal the Original Technical Proposal in an envelopeduly marked as under:

Envelope No. 1A: Original Technical Proposal forProject
Name. [Name of Assignment]

[Name of the Client]
[Address of the Client]

[Name of the Bidder]

[Address of the Bidder]
[Phone No. of the Bidder]

The Bidder shall seal the Duplicate Technical Proposal in an envelope duly marked as under:

Envelope No. 1B: Duplicate Technical Proposal for
Project Name. [Name of Assignment]
[Name of the Client]
[Address of the Client]

[Name of the Bidder]
[Address of the Bidder]
[Phone No. of the Bidder]

The Bidder shall seal the Original Financial Proposal in an envelope duly marked as under:

Envelope No. 2A: Original Financial Proposal for Project
Name. [Name of Assignment]
“DO NOT OPEN WITH THE TECHNICAL PROPOSAL”
[Name of the Client]
[Address of the Client]

[Name of the Bidder]
[Address of the Bidder]
[Phone No. of the Bidder]

The Bidder shall seal the Duplicate Financial Proposal in an envelope duly marked as under:

Envelope No. 2B: Duplicate Financial Proposal for Project
Name. [Name of Assignment]
“DO NOT OPEN WITH THE TECHNICAL PROPOSAL”
[Name of the Client]
[Address of the Client]

[Name of the Bidder]
[Address of the Bidder]
[Phone No. of the Bidder]

The Bidder shall again seal in a covering envelope the sealed envelopes of Original Technical Proposal and the Original Financial Proposal, duly marking the envelope as under:

Envelope No. (1+2)A: Original Bid for
Project Name. [Name of Assignment]
Strictly Confidential

Open on [Last Date of submission of the Bid]

[Name of the Client]

[Address of the Client]

[Name of the Bidder]

[Address of the Bidder]

[Phone No. of the Bidder]

Similarly, the Bidder shall again seal in a covering envelope the sealed envelopes of Duplicate Technical Proposal and the Duplicate Financial Proposal, duly marking the envelope as under:

Envelope No. (1+2)B: Duplicate Bid for

Project Name. [Name of Assignment]

Strictly Confidential

[Name of the Client]

[Address of the Client]

[Name of the Bidder]

[Address of the Bidder]

[Phone No. of the Bidder]

The Bidder shall again seal Envelope Nos. (1+2)A, and (1+2) B in another single envelope titled [Name of Assignment].

The Bidder shall enclose soft copies of the Technical Proposal and the Financial Proposal in their respective Envelopes, including all Forms, Annexes, Schedules, Charts, Drawings, Documents, Brochures, Literature, etc., in the form of MS Word & PDF Documents, MS Excel Worksheets and Scanned images, with the hard copies on a media such as DVD or USB and enclose it in the relevant proposal envelopes.

The Proposals must be sent to the address/addresses indicated in the Data Sheet and received by the Client no later than the time and the date indicated in the Data Sheet, or any extension to this date in accordance with Clause no.

2.2. Any proposal received by the Client after the deadline for submission shall be returned unopened.

The Client shall initially open the outermost envelope and retrieve envelopes marked (1+2)A and (1+2)B, the latter envelope to be kept sealed and set aside for record. The sub-envelope (1+2)A shall be opened as follows:

- (a) Envelopes 1A and 2A shall be retrieved from the sub-envelope marked (1+2)A.
- (b) Initially, only the ENVELOPE NO. 1A marked TECHNICAL PROPOSAL shall be opened, along with the Bid Security, and evaluated in a manner as per the clauses mentioned in this document; and proposals which do not conform to the specified requirements as listed in said document will be rejected.
- (c) ENVELOPE NO. 2A shall be retained in the custody of the Client without

being opened;

- (d) During the technical evaluation no amendments in the technical proposal shall be permitted;
- (e) The ENVELOPE NO. 2A: FINANCIAL PROPOSAL of technically qualified bidders shall be opened publicly at a time, date and venue announced and communicated to the bidders after completing the Technical Evaluation process;
- (f) The technically qualified bidder with the lowest financial bid will be the successful bidder, subject to necessary approval.

Gilgit Development Authority will invite the successful bidder to enter into an agreement to conduct the Consultancy Services for “**Master Plan for Gilgit Division (District Gilgit, Ghizer, Hunza and Nagar)**”

5. PROPOSAL EVALUATION

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’ Proposals.

Evaluators of Technical Proposals shall have no access to the Financial Proposals until the technical evaluation is concluded.

Evaluation of Technical Proposals: 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 Data Sheet and section 6 of this document. Each responsive Proposal will be given a technical score (St). 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 Data Sheet.

Public Opening and Evaluation of Financial Proposals: After the technical evaluation is completed, the Client shall inform the technical scores to Consultants who have submitted proposals, and shall notify those Consultants whose Proposals did not meet the minimum qualifying mark or were considered non-responsive to the RFP and TOR, that their Financial Proposals will be returned unopened after completing the selection process. The bid security of technically unsuccessful bidders will also be returned after completion of the selection process. The Client shall notify in writing Consultants that have secured the minimum qualifying marks, the date, time and location for opening the Financial Proposals.

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 have met the minimum qualifying marks will then be inspected to confirm that they have remained sealed and unopened. These Financial Proposals shall then be opened, and the total prices read aloud and recorded.

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 figures and words, the latter will prevail. In addition to the above corrections, as indicated under Clause no. 3.6, 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.

The evaluation committee shall determine whether the financial proposals are complete and without computational errors. The lowest financial proposal (Fm) shall be given a financial score (Sf) of 100 points. The financial scores of the proposals shall be computed as follows:

$$Sf = \frac{100 \times Fm}{F}$$

F

(F = amount of specific financial proposal)

Proposals, in the quality cum cost based selection shall finally be ranked according to their combined technical (St) and financial (Sf) scores using the weights (T- the weight given to the technical proposal, P = the weight given to the financial proposal; and T+P=1) indicated in the Data Sheet:

$$S = St \times T \% + Sf \times P \%$$

The Technical proposal will have a weightage of 80% and financial of 20% (Technical: Financial = 80:20).

6. AVAILABILITY OF PROFESSIONAL STAFF/EXPERTS

Having selected the Consultant on the basis of, among other things, an evaluation of proposed Professional staff, the Client expects to finalize an Agreement on the basis of the Professional staff named in the Proposal. At the time of signing of the Agreement, the Client shall require assurance regarding the confirmed availability of the named Professional staff. The Client shall not consider substitutions during agreement stage unless both the parties agree that undue delay in the selection process makes such substitution unavoidable or for reasons such as death or medical incapacity of the Staff member being substituted. If this is not the case and if it is established, beyond any reasonable doubt, that Professional staff were offered in the proposal without confirming their availability; or if any substitute proposed is not a holder of an equivalent or better qualification(s) and experience than the original candidate; the Consultant shall be disqualified and Bid Security shall be forfeited accordingly.

7. AWARD OF AGREEMENT

Upon conclusion of the procurement process, the Client shall, subject to necessary approvals, award the Agreement to the selected Consultant. After signing of the Agreement, the Client shall return the unopened Financial Proposals to the unsuccessful Consultants. In addition, the Client shall return the Bid Security of all unsuccessful Consultants.

The selected Consultant is expected to commence the assignment on the date and at the location specified in the Data Sheet.

8. CONFIDENTIALITY

Information relating to evaluation of Proposals and recommendations concerning awards shall not be disclosed to the Consultants who have submitted the Proposals or to other persons not officially concerned with the process, until the publication of the award of the Agreement. If it is established, beyond any reasonable doubt, that a Consultant has exploited the selection process by any means or divulged confidential information acquired during the selection process, the said Consultant shall be disqualified along with forfeiture of its Bid Security. In addition, the provisions of the PPRA Rules relating to fraud and corruption shall be invoked.

9. BID SECURITY

The proceeds of the bid Security shall be payable to the Client, on the occurrence of any one of the following:

- (i) if the consultant withdraws the bid during the bid validity period specified in the Data Sheet;
- (ii) if the consultant does not accept the correction of total bid price as per Clause no. 5.5 of Section 2 of this RFP;
- (iii) if the consultant, having been notified as a successful bidder, refuses to sign the agreement within the timeframe specified in Data Sheet or as mutually agreed with the Client;
- (iv) if the professionals whose CVs are submitted in the technical proposal or professionals of equivalent or better professional caliber are not made available by the consultant before signing of the agreement as per Clause no. 6.1;
- (v) if the successful Consultant fails or refuses to furnish the Performance Guarantee as specified in Clause 10;
- (vi) if it is established, beyond any reasonable doubt, that a Consultant has exploited the selection process by any means or divulged confidential information acquired during the selection process.

DATA SHEET

The name of the Assignment is “Master Plan for Gilgit Division (District Gilgit, Ghizer, Hunza and Nagar)”

Detail of selected Towns / Villages for Master Planning of Gilgit Division are listed as below

1. District Gilgit	
	Name of Town / Village
	Chilmish Dass KIU to Nomal via Faiz Abad, Juglote Soniyar Bazar area Paidandass, Parri Das, Minawar and Sakwar, Baseen area upto Hanzel & Saeedabad Theengi, Kargah Nallah, Sultanabad to Goru Juglote along KKH, Muhammad Abad, up to Chamugarh Village. (Plan detailed as Annexed)
2. District Ghizer	
	Phander Valley , Khalty , Gupis , Taus Yasin , Gahkuch HQ , Chatorkhand, Gullapur Valley. (Plan detailed as Annexed)
3. District Hunza	
	Nasirabad, Central Hunza (Aliabad, Hyderabad, Karimabad, Murtazabad, Altit, Attabad, Shishkat, Gulmit, Sost (including Khudabad) Sost. (Plan detailed as Annexed)
4. District Nagar	
	Chalt (Tehsil HQ) Gappa Valley , Sikanderabad (District /Sub divisional HQ) to Ghulmet (Rakaposhi View Point/Main KKH) , Pissan (Natural Stadium), Minapin (Hapakun,Tagafari) , SAS Valley (Shayar, Asqurdas and Sumayr are the developing towns opposite to Aliabad,Hunza, having potential to become a tourism hub and due to Chomarbakur, Gemstone mines, have potential for industrial hub as well) , Nagar Khas (Tehsil HQ), Hoper (Plan detailed as Annexed)

1. The name of the Client Department is Gilgit Development Authority Gilgit, **Pakistan.**
2. The Government of Gilgit-Baltistan has approved a project to undertake **Master Plan of selected Towns/Villages of Gilgit Division (District Ghizer, Gilgit, Hunza and Nagar).** Under this study, Village Development Plans of identified/listed towns/villages will be prepared which will further on consolidate into Master plan of Gilgit Division. The study will include the following major deliverables:

2.1. Background Analysis

2.1.1 Analysis of the historical Background of Gilgit, Hunza, Ghizer, Nagar and their Premises and locations of historical importance.

2.1.2 Study of Physical Characteristics (Location, Topography, Hydrological Setup and Climate).

2.1.3 Analysis and reports in GIS formats (spatial maps and shape files) would be required.

Civil infrastructure.

Buildings: Clear cut recommendations will be given as to what standards (architectural designs must be followed considering the tourism potential of the area and making buildings (public buildings including schools and health facilities, private buildings esthetically good-looking).

Schools and health facilities

Consultants will analyze existing education and health facilities and identify gaps with respect to accessibility and resultantly will identify sites viz each village.

Consultant linking the tourism strength with natural beauty of these towns/villages will give clear cut recommendations viz impact of constructing the vertical and high-rise buildings. One of the adverse effects of high-rise buildings is that it can destroy the natural beauty/landscape while stopping views to people in the background. Therefore, consultant will explore potential impact of high-rise buildings and unplanned constructions on living standards of local inhabitants and on the other sustainability of tourism itself. Accordingly, clear cut recommendations as to how many story's must be allowed in these areas.

Seismic aspects will also be considered in giving recommendations.

Roads: There must be recommendations for making roads especially town roads which are hot spots of tourism in the district. Clear recommendations must be given whether metaled or stone pitching will be environmentally and aesthetically good for the townships etc.

Foot paths and side drains: Recommendations for side drains and foot paths be given as what cross sections to be followed.

HT and LT Lines of power: Recommendations must be given for fixing of HT and LT lines i.e where and how. Detailed cross sections viz how far from foot path and what kind of base should be HT and LT lines and of what design. In addition, designs of HT and LT Lines may also be proposed.

Streetlights: Clear recommendations will be given as which source of energy may be durable and environmentally friendly. Designs will be proposed keeping in view the tourism potential and aesthetics beauty and recommendations will be given as how to fix the poles.

2.2. Demographic study

Consultant will study demographic change pattern so that accordingly as per actual population growth and migration trends, futuristic planning could be made. Consultant will also study the prevailing Social and living standards. The study will include a detailed analysis of the existing social and living standards of the local inhabitants and sources from which they drive their income.

- 2.2.1. Impact of tourism on socio economic features.
- 2.2.2. Study of Employment, Industry and Commerce
- 2.2.3. Recommendations for employment generation to highly educated youth through knowledge-based industries i.e. IT hubs, incubation centers, online marketing platforms, call centers etc.
- 2.2.4. Recommendations for middle income groups through semi-skilled jobs creation and their employability.
- 2.2.5. Recommendations with respect to enterprise development centers.
- 2.2.6. Divisional gender insensitive income growth centers through Minerals, Gems and Jewelry Centers/Enterprises in major tourist hotspots.
- 2.2.7. Recommendations as how handicraft centers/enterprises can be boosted by linking market value chain.
- 2.2.8. In all the above sectors value chain concept will be specially focused.

2.3. Land Use and Land Development Plan

- 2.3.1. Based on the study, identification of areas for establishment of Central Business Districts (CBDs), establishment of recreational areas, establishment of schools, establishment of health centers.

2.4. Recreation facilities and parks

- 2.4.1. Consultant will clearly identify sites within existing built ups for parks, recreational areas and green areas. As per global standards certain percentage of area in each suburb and towns will be identified for green areas. For the existing buildups, waste areas will be catered for the same purpose.

2.5. Plan for Housing

- 2.5.1. Given the pattern of land use, recommendations for vertical housing and cluster housing as prevalent in the past be suggested. In addition, as per analysis of the demographic study mentioned above demands for housing in the future.

2.6. Master plan for Planning and Zoning

Recommendations viz Planning and futuristic growth be given and translating master plan/village development plans in a scientific and planned manner.

2.7. Environmental study and plan

- 2.7.1. Recommendations will be submitted as how solid waste issues can be dealt on sustainable basis. Sites (for each village or for cluster of villages or whatever is environmentally good and economically feasible) with environmentally friendly solutions will be given.
- 2.7.2. Sorting of waste and recycling and making solid waste an income generation and self-sustainable activity will be given.
- 2.7.3. To encourage healthy activities around business centers, conceptualization of introducing public bicycles, exercise machines etc.

2.8. Building Regulations and By Laws

2.8.1. Formulating building regulations and bylaws for municipal committees, union council, district administration and line department, in synch with the recommendations of village development plans/master plans. The regulations and bylaws will be implementation guidelines for village and district plan.

2.9. Promoting Public private partnership

2.9.1. Submitting recommendations as how plan can be implemented in Public Private Partnerships. As to how technical and financial backstopping of private partnership i.e. community and others be explored.

2.10. Transportation and Traffic Management Plan

2.10.1. Recommendations for traffic and traffic management plan will be given with clear study of existing and futuristic traffic growth.

2.10.2. Parking solutions along with bylaws for markets will be given.

2.10.3. In addition, study of a most livable city will be made and accordingly solutions for local transport i.e. within district center and adjoining areas will be given. The solution must be devised on the basis of local resources i.e. electrical trams/buses and accordingly fixation of electric poles along the roads.

2.11. **Master Plan for Community Facilities** (Education, Health, Recreational Facilities, Fire Fighting, Religious Buildings, Graveyards, Slaughter-House)

2.12. **Master Plan for Public Utilities** (Electricity, Telephone/ Communication Lines)

2.12.1. Water Supply Plan

2.12.2. Sewerage plan

2.12.3. Flood Protection Plan

2.12.4. Cross sections and designs

2.13. Dove-tailing development planning with master plans.

2.14. Resource mobilization plan for implementation of VDP and MP.

2.14.1. Separate PC-I annexes will be devised for dovetailing of all public sector investment with village development plans(VDP)/master plans(MP) so the all public sector investment can me made aligned with VDP and MP.

2.14.2. Habitat Development Plan for selected villages in each District.

2.14.3. Hazard Risk Assessment Report.

2.14.4. Review of existing Master Plans prepared by Gilgit Development Authority i.e 1. Master Plan for Gilgit and Naltar 2040, 2. Master Plan for Sanitary & Sewerage System Gilgit City, 3. Master Plan for Traffic Management System in Gilgit City.

2.14.5. Preparation of implementation plan/strategy for “Master Plan for Gilgit & Naltar 2040” prepared by Gilgit Development Authority.

2.14.6. Master plan/design for “Development of Theme Park at earmarked land at Nomal Gilgit” and Botanic park at STP Gilgit.

2.14.7. Master plan/design for “Development of Theme Park at earmarked land in Each District Gilgit Region.

2.14.8. As categorically directed by GoGB for timely MP of Attabad and Sust area, it is complimentary to start job from noted towns, in this regard all requisite submissions as per TOR given should be prepared in first phase of project on priority.

3. Phasing of the Assignment (if any): NA

4. Pre-Proposal / Bid Conference will be held as per the advertisement: Yes.

5. The Client shall provide the following inputs: Assist the Consultant in obtaining the required regulatory approvals and acquisition of data from concerned government agencies.

6. The Documents are:

6.1. Instruction to bidders

6.2. Letter of Invitation along with Data sheet

6.3. Terms of Reference & Draft Form of Contract

7. The address for seeking clarification is:

**Deputy Director Engineering GDA,
GDA Office near Yadgar Chowk, Gilgit.
Telephone: +92-5811-920307, +92-5811-922518**

8. _____ **The same sub-consultant may participate in several proposals Yes**

9. _____ **Engagement of key Staff:**

9.1. Proposed key staff shall give signed consent to be employed with the Consultants for at least six months after getting the project

9.2. The minimum required experience of proposed Key staff is as per TOR

10. Capacity Building:

10.1. Training sessions/ Understanding/ Capacity Building for Implementation **Master Plan and Building Bye laws** in each District of Gilgit Division. Minimum Week Crush coarse. Officials and Staff 15Nos Each District.

10.2 Foreign visits of relevant officers to any successful model city. The cost of such trainings and visits as given at 10.1 and 10.2 will be part of Bid amount. Additional information in the technical proposal includes as per TOR.

11. Professional liability, insurances as per applicable laws of Pakistan.

12. The number of copies of the Proposal required is: One original and one copy (Hard Copy) & One Soft Copy).

13. The date and time of proposal will be as per Advertisement.

Clause Reference	
1.1	<p>Name of the Client: Gilgit Development Authority(GDA)</p> <p>Method of Selection: Single Stage Two Envelope Process Stage 1: Technical Evaluation requiring a qualifying score of Seventy (70) or more marks Stage 2: Financial bid opening and evaluation for Most Advantageous Bid on QCBS method. 80:20 T:F</p>
1.2	<p>Technical and Financial Proposal to be submitted in separate sealed envelopes both enclosed in a single envelope. Bid security required to be submitted as a part of the technical envelope.</p> <p>Name of the assignment is: “Master Plan for Gilgit Division (District Gilgit, Ghizer, Hunza and Nagar)”</p>
1.3	<p>A pre- bid/proposal conference will be held: Yes</p> <p><u>Date & Time:</u> 20th January, 2025, 1130 Hours <u>Venue:</u> Office of the Deputy Director (Engineering), GDA <u>Address:</u> GDA Office, Yadgar Chowk, Khomer, Gilgit <u>E-mail:</u> gdagilgit@gmail.com</p>
1.4	<p>The Client will provide the following inputs and facilities:</p> <ul style="list-style-type: none"> ➤ All related available & Reports data ➤ Notify a dedicated Technical staff as a Coordinator
2.1	<p>Clarifications may be requested in writing by authorized representative not later than 7 days before the submission date.</p> <p>The address for requesting clarifications is</p> <p style="text-align: center;">DEPUTY DIRECTOR ENGINEERING Gilgit Development Authority Yadgar Chowk, Khomer, Gilgit GilgitPhone # 05811-922307 Fax: 05811-922518 Email: gdagilgit@gmail.com</p>

3.1	Proposals shall be submitted in the following language: English																																																							
3.4(f)	CVs of the individuals should contain details on conduct of relevant assignments in the past ten years.																																																							
3.4 (g)	Training is a specific component of this assignment: Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>																																																							
3.6	Amounts in PKR payable by the Client to the Consultant under the Agreement to be subject to all local taxation: Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Taxes are deducted at source from payment to the Consultants unless they have Tax Exemption Certificate.																																																							
4.3	Consultant must submit the original Technical Proposal, and Financial Proposal and one copy of Technical Bid marked as duplicate.																																																							
4.7	The Proposal submission address is DEPUTY DIRECTOR ENGINEERING Gilgit Development Authority River, Yadgar Chowk, Khomer Gilgit Phone # 05811-922307, Fax: 05811-922518 Email: gdagilgit@gmail.com Proposals must be submitted no later than the following date and time: 04th February, 2025 before 11:00 AM.																																																							
5.2	<p>Criteria, sub-criteria, and point system for the evaluation of Technical Proposals are as per section 6:</p> <p style="text-align: right;"><u>Points</u></p> <p>(A1) Relevant Experience and past performance [200]</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 5%; text-align: center; vertical-align: top;">a)</td> <td colspan="3" style="padding: 5px;">Number of similar assignments completed (30 numbers for each similar project) (Max 3 projects) i.e Master Planning of Towns/Cities (Evidences should be provided for evaluation)</td> <td rowspan="10" style="width: 5%; text-align: center; vertical-align: middle;">90</td> </tr> <tr> <td></td> <td colspan="3" style="padding: 5px;">i. Strong = 30 Marks</td> </tr> <tr> <td></td> <td style="width: 15%; text-align: center;">Age</td> <td style="width: 35%; text-align: center;">Area</td> <td style="width: 15%; text-align: center;">%</td> <td style="width: 15%; text-align: center;">Marks</td> </tr> <tr> <td></td> <td style="text-align: center;">1-5</td> <td style="text-align: center;">50 Sq Km or above</td> <td style="text-align: center;">100%</td> <td style="text-align: center;">30</td> </tr> <tr> <td></td> <td style="text-align: center;">5-10</td> <td style="text-align: center;">30 to 50 Sq Km</td> <td style="text-align: center;">65%</td> <td style="text-align: center;">19.5</td> </tr> <tr> <td></td> <td style="text-align: center;">10 + years</td> <td style="text-align: center;">20 to 30 Sq Km</td> <td style="text-align: center;">30%</td> <td style="text-align: center;">9</td> </tr> <tr> <td></td> <td colspan="3" style="padding: 5px;">ii. Medium = 20 Marks</td> </tr> <tr> <td></td> <td style="text-align: center;">Age</td> <td style="text-align: center;">Area</td> <td style="text-align: center;">%</td> <td style="text-align: center;">Marks</td> </tr> <tr> <td></td> <td style="text-align: center;">1-5</td> <td style="text-align: center;">30 Sq Km</td> <td style="text-align: center;">100%</td> <td style="text-align: center;">20</td> </tr> <tr> <td></td> <td style="text-align: center;">5-10</td> <td style="text-align: center;">20 to 30 Sq Km</td> <td style="text-align: center;">65%</td> <td style="text-align: center;">13</td> </tr> <tr> <td></td> <td style="text-align: center;">10 + years</td> <td style="text-align: center;">15 to 20 Sq Km</td> <td style="text-align: center;">30%</td> <td style="text-align: center;">6</td> </tr> </table>			a)	Number of similar assignments completed (30 numbers for each similar project) (Max 3 projects) i.e Master Planning of Towns/Cities (Evidences should be provided for evaluation)			90		i. Strong = 30 Marks				Age	Area	%	Marks		1-5	50 Sq Km or above	100%	30		5-10	30 to 50 Sq Km	65%	19.5		10 + years	20 to 30 Sq Km	30%	9		ii. Medium = 20 Marks				Age	Area	%	Marks		1-5	30 Sq Km	100%	20		5-10	20 to 30 Sq Km	65%	13		10 + years	15 to 20 Sq Km	30%	6
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	b)	<p>Number of similar assignments in hand (25 numbers for each similar project) (Max 3 projects) i.e Master Planning of Towns/Cities (Evidences should be provided for evaluation)</p> <p>i. Strong = Master Planning of City/Town/Village having area of 50 Sq KM = 25 Marks (100%)</p> <p>ii. Medium = Master Planning of City/Town/Village having area of 30 to 50 Sq KM = 16.25 Marks (65%)</p> <p>iii. Weak = Master Planning of City/Town/Village having area of 20 to 30 Sq KM = 7.5 Marks (30%)</p>	75
	c)	<p>a) General Experience</p> <p>i. Establishment / Registration of firm with recognized bodies = 15 Marks (Full marks for experience more than 30 years)</p> <p>ii. General Assignments / Feasibilities (5 Marks for each assignment completed up to 4 assignments.</p>	35
	Total = A1	200	

	<p>(A2) Project Team: [200]</p> <p>a) Urban Planner (Team Leader) (20)</p> <p>b) Infrastructure Planning Expert (20)</p> <p>c) Transportation Planning Expert (20)</p> <p>d) Environmental Expert (20)</p> <p>e) Urban Economic Expert (20)</p> <p>f) Archeologist (20)</p> <p>g) Sociologist (20)</p> <p>h) GIS Expert (20)</p> <p>i) Demographer / Urban Geographer (15)</p> <p>j) Legal Expert (15)</p> <p>k) Auto Cade / 3D Animation specialist (10)</p> <p>l) Surveyor (10)</p> <p style="text-align: right;">Total = A2 200</p> <p>The number of points to be assigned to each of the above positions or disciplines shall be determined considering the criteria under Section 6.</p> <p>(A3) Approach & Methodology: [100]</p> <p>a) Understanding & Innovativeness [50]</p> <p>b) Methodology & Work plan [50]</p> <p style="text-align: right;">Total = A3 100</p> <p>(A4) Financial Capabilities [100]</p> <p>c) Full marks for annual turnover of last three years upto 300 million or above</p> <p>d) 75 marks for annual turnover of last three years upto 200 million or above</p> <p>e) 50 marks for annual turnover of last three years upto 100 million or above</p> <p style="text-align: right;">Total = A4</p> <p>$Technical\ Score(St) = (A1[40])/100 + (A2[20])/100 + (A3[20])/100 + (A4[20])/100$</p> <p>➤ The minimum technical score (St) required to pass is: Seventy (70) Points</p> <p>➤ Minimum 50% marks are mandatory in each of (i), (ii), (iii) and (iv).</p>
5.4	Financial proposals of only technically qualified bidders shall be opened.

6.1	<p>Expected date and address for agreement negotiations: 03rd March, 2025</p> <p>DEPUTY DIRECTOR ENGINEERING</p> <p>Gilgit Development Authority River Yadgar Chowk, Khomer, Gilgit Phone # 05811-922307, Fax: 05811-922518 Email: gdagilgit@gmail.com</p>
7.2	<p>Expected date for commencement of consulting services: 10th March, 2025</p>
7.3	<p>Deliverables as per Section 5: Terms Of References</p>

SECTION 3: TECHNICAL PROPOSAL - STANDARD FORMS

Refer to Clause no. 3.4 of the Data Sheet for format of Technical Proposal to be submitted, and Clause no. 3.4 of Section 2 of the RFP for Standard Forms required and number of pages recommended.

TECH-1 Technical Proposal Submission Form TECH- _____

2 Consultant's Organization and Experience

A Consultant's OrganizationB _____

Consultant's Experience _____

TECH-3 Comments or Suggestions on the Terms of Reference provided by the Client

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

TECH-5 Team Composition and Task Assignments

TECH-6 Curriculum Vitae (CV) for Proposed Professional Staff

TECH-7 Staffing Schedule

TECH-8 Work Schedule

FORM TECH-1 TECHNICAL PROPOSAL SUBMISSION FORM

[Location, Date]

To: [Name and address of Client]

Dear Sir,

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

We are submitting our Proposal in association with: [Insert a list with full name and address of each associated Consultant]¹

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 the agreement is signed during the period of validity of the Proposal, i.e., before the date indicated in Clause no. 1.11 of the Data Sheet, Our Proposal is binding upon us.

We undertake, if our Proposal is accepted, to initiate the consulting services related to the assignment not later than the date indicated in Clause no. 7.2 of the Data Sheet.

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

remain,

Yours
sincerely,

Authorized Name and Address: _____
Signature and _____
[In full Title of _____ and _____
initials]: Signatory: Firm:

¹ [Delete in case no association is foreseen.]

FORM TECH-2 CONSULTANT'S ORGANIZATION AND EXPERIENCE

A - Consultant's Organization

[Provide here a brief (three pages) description of the background and organization of your firm/entity (including organogram) and each associate for this assignment.]

1. Firm Background:
2. Chief Executive Officer
3. Board of Directors / Partners.
4. Departmental Structure of the Firm.
5. Organogram

A-I,

Whether your firm is ISO Certified? If so provide a copy of ISO Certification.

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. Use maximum 20 pages. Please provide Client's certification and/or evidence of the contract agreement.]

Assignment name:	Cost of the Project
Country: Location within country:	Duration of assignment (months):
Name of Client:	Total No of staff-months (by your firm) on the assignment:
Start date (month/year): Completion date (month/year):	1. Total value of the consultancy agreement 2. Value of consultancy services provided by your firm under the agreement (in current PKR or US\$):
Name of associated Consultants, if any:	No of professional staff-months 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 (<i>You may attach one extra sheet-one side only</i>):	
Description of actual services provided by your staff within the assignment:	
1. Firms Name: 2. Certificate by the Client / Employer that the work was successfully completed by the consultant.	

**FORM TECH-3 COMMENTS AND SUGGESTIONS ON THE TERMS
OF REFERENCE PROVIDED BY THE CLIENT**

On the Terms of Reference

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

**FORM TECH-4 DESCRIPTION OF APPROACH,
METHODOLOGY AND WORKPLAN 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 (50 pages, inclusive of charts and diagrams) divided into the following three chapters:

- a) Technical Approach and Methodology,
- b) Work Plan, and
- 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. The work plan should be consistent with the Work Schedule of Form TECH-8.

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 expert responsible, and proposed technical and support staff.

Section 3 – Technical Proposal – Standard Forms
FORM TECH-5 TEAM COMPOSITION AND TASK ASSIGNMENT

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

FORM TECH-6 CURRICULUM VITAE (CV) FOR 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** :

<i>Degree</i>	<i>Major/Minor</i>	<i>Institution</i>	<i>Date (MM/YYYY)</i>

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.*]:

<i>Employer</i>	<i>Position</i>	<i>From (MM/YYYY)</i>	<i>To (MM/YYYY)</i>

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 & Location: _____ Cost of Project
Date of Start: _____ Date of
Completion: Actual time spent on the project: _____ in months.
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: _____

[Unroll the project details group and continue numbering (4, 5, ...) as many times as is required]

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 of the staff] Date: _____
 Day/Month/Year

Full name of authorized representative(attach authority letter): _____

FORM TECH-7 STAFFING SCHEDULE¹

Full time
input Part
time input

Year: _____																	
N°	Name of Staff	Staff input (in the form of a bar chart) ²												Total staff-month input			
		Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Home ³	Field ³	Total	
Foreign																	
1		[Home]													<input type="checkbox"/>	<input type="checkbox"/>	
		[Field]													<input type="checkbox"/>	<input type="checkbox"/>	
2															<input type="checkbox"/>	<input type="checkbox"/>	
3															<input type="checkbox"/>	<input type="checkbox"/>	
n															<input type="checkbox"/>	<input type="checkbox"/>	
												Subtotal					
Local																	
1		Home]													<input type="checkbox"/>	<input type="checkbox"/>	
		[Field]													<input type="checkbox"/>	<input type="checkbox"/>	
2															<input type="checkbox"/>	<input type="checkbox"/>	
n															<input type="checkbox"/>	<input type="checkbox"/>	
												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.

SECTION 4: FINANCIAL PROPOSAL - STANDARD FORMS

[Comments within brackets [] provide guidance to the shortlisted Consultants for the preparation of their Financial Proposals; they should not appear on the Financial Proposals to be submitted.]

Financial Proposal Standard Forms shall be used for the preparation of the Financial Proposal according to the instructions provided under Clause no. 3.6 of Section 2.

FIN-1 Financial Proposal Submission Form

FIN-2 Summary of Costs

FIN-3 Breakdown of Costs by Activity

**FORM FIN-1 FINANCIAL PROPOSAL SUBMISSION
FORM**

[Location, Date]

To: [Name and address of Client]

Dear Sir,

We, the undersigned, offer to provide the consulting services for [Insert title of assignment] in accordance with your Request for Proposal dated [Insert Date] and our Technical Proposal. Our attached Financial Proposal is for the sum of [Insert amount(s) in words and figures¹]. This amount is inclusive of all the taxes.

Our Financial Proposal shall be binding upon us up to the expiry of the validity period of the Proposal, i.e. before the date indicated in Clause no. 1.11 of the Data Sheet.

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 Name Name Address:	Signature and	[In Title of	full of	and	initials]: Signatory: Firm:

FORM FIN-2 SUMMARY OF COSTS

Item	Costs
	Pak Rupees
Total Costs of Financial Proposal ¹	

- 1 Indicate the total costs inclusive of local taxes, to be paid by the Client in each currency. Such total costs must coincide with the sum of the relevant Subtotals indicated in all Forms FIN -3 provided with the Proposal.

FORM FIN-3 BREAKDOWN OF COSTS BY ACTIVITY¹

Group of Activities (Phase):²	Description:³
Cost component	Costs
	Pak Rupees
Remuneration ⁴	
Reimbursable Expenses ⁴	
Subtotals	

- 1 Form FIN-3 shall be filled at least for the whole assignment. In case some of the activities require different modes of billing and payment (e.g.: the assignment is phased, and each phase has a different payment schedule), the Consultant shall fill a separate Form FIN-3 for each group of activities. The sum of the relevant Subtotals of all Forms FIN-3 provided must coincide with the Total Costs of Financial Proposal indicated in Form FIN-2.
- 2 Names of activities (phase) should be the same as, or correspond to the ones indicated in the second column of Form TECH-8.
- 3 Short description of the activities whose cost breakdown is provided in this Form.
- 4 Remuneration and Reimbursable Expenses must respectively coincide with relevant Total Costs indicated in Forms FIN-4, and FIN-5. Reimbursable expenses includes costs other than man-months

SECTION 5: TERMS OF REFERENCE

Master Plan for Gilgit Division (District Hunza, Nagar and Ghizer)

1. Introduction

- i) The Government of Gilgit Baltistan intends to develop Master Plan of Gilgit Division (Selected Towns/Villages of District Gilgit, Hunza, Nagar and Ghizer), and wishes to appoint an interdisciplinary team of specialist consultants or consulting firm led by an urban/rural policy or planning expert. The development plans shall be prepared in under the supervision of Gilgit Development Authority and in consultation with the GB- P&DD, District administration, GB-C&W, AKDN, Local Support Organizations, GoGB and other stakeholders. It will provide justification for decision making, guided growth of the promotion, implementation and timing of all master plan initiatives in the districts.
- ii) In Pakistan, large master planning exercises have not been successful due to a variety of reasons, some due to lack of political will, legislation or simply an inadequate administrative and financial system which has not been put in place, as well as bad governance. Land acquisition is still a chronic problem in implementation of master plans with a major role played by land developers. For successful launching and implementation exercise, all the above factors will have to be catered for.
- iii) Project areas (Gilgit, Hunza, Nagar and Ghizer) provides immense potential for all sort of tourism especially all mountaineering expeditions in Gilgit Division. Almost all tourists headed for treks in Karakoram or Himalaya Ranges arrive in GB and some to these districts.
- iv) The Karakoram Highway connects Gilgit Division to Mansehra and Islamabad in the south. In the north it is connected to Sust to the Chinese cities of Tashkurgan, Upal and Kashgar in Xinjiang, in east it connects with the Chitral District of Khyber Pukhtunkhwa. Other than trekking, Hunza, Nagar & Ghizer are also home to many archaeological, sites and breath-taking valleys and attractive destination.
- v) GoGB is also responsible for preparation, implementation and enforcement of schemes for environmental, improvements, housing, urban renewal including slums improvement and redevelopment, solid waste disposal, transportation and traffic, and preservation of objects or places of historical, archaeological, scientific, cultural and recreational importance. The detailed Master Plans are proposed by the governance and development authorities for the development of master plans of Hunza, Nagar and Ghizer to cater for its future requirements.
- vi) So far no master plans or related activity has been undertaken in these areas. Day by day, the target area faces numerous challenges such as:
 - a. Housing shortage,
 - b. Spread of houses/settlements irrespective of zoning
 - c. Construction of residential areas in vulnerable areas
 - d. Inadequate water supply,
 - e. Poor transportation system,
 - f. Traffic congestion,
 - g. Traffic issues,
 - h. Solid waste management,

- i. Parking issues especially during peak tourist season,
- j. The hazards emanating from power supply companies,
- k. Civil work infrastructure,
- l. Deteriorating landscape,
- m. Unplanned urban centers,
- n. Non-existence of play areas and leisure areas,
- o. Haphazard urbanization,
- p. Non-existence of sewerage system
- q. Absence of business and employment centers
- r. Ineffective development control etc.
- s. Lack of building and urbanization codes and regulations to implement them.

Issues of strategic significance have cropped up such as axis of future growth, overall urban design and configuration of commercial areas, expansion of administrative, sustainable Management of Natural resources e.g. streams, green spaces and other ecological features. To cope with all above, it is imperative to prepare master plans for these Districts of Gilgit Division. Basically, Master plans would be consolidation of village development plans.

The Government of Gilgit-Baltistan has therefore decided to prepare District Development Plans for these areas through Gilgit Development Authority. The main Terms of Reference broadly will be achieved by consulting with District Administration, LSOs, Departments and the community on how to ensure progress in future sustainability and promoting delicate environment. Future of these Divisions will heavily depend on tourism. Therefore, ensuring development based on a scientifically prepared document/master plans/village development plan would ensure sustainable development.

Basically this exercise is being undertaken to ensure that development process and development program is aligned with sustainable development wherein the development would be carried out to ensure that:

- Social service delivery is optimized
- Environment is protected by managing sewerage system, solid waste management,
- Creating a business center that generates employment,
- promoting an environmentally friendly local transport system,
- Ensuring that local produce is linked with value chain through online ICT platforms.
- Community tourism is promoted by providing opportunities to all to raise their incomes,
- That blue prints and instructions are given for each Public sector investment whether it is power sector investment, civil infrastructure investment or Local Government / Authority investment.
- That play areas are clearly defined through zonation.
- That model of a most livable city center contours be aligned with village development plans/master plans.
- Recommendations for the involvement of private sector and community participation in each sector be given.
- Proposal for the future development and aligning the master plan in short term, medium term and long terms plans.

2. Scope of Services.

2.1. The Consultants shall provide the necessary planning services required for the final Plans, Regulations & Action programs as per TOR and this Scope of Work. The services shall include all investigations, studies, surveys, maps, reports, documents etc. The scope of work shall be carried out in a manner compatible with the sound urban design, planning and management practices and shall include, but not limited to the scope as stipulated further in this Terms of Reference.

2.2. The Consultants shall be required to collect and submit such information, data and services as may be necessary for the preparations of Master Plans, Action Programs and Regulation.

2.3. The Consultants are expected to conduct following studies for review and preparation of Master Plan to identify the existing situation and future forecasting: -

2.2 Background Analysis

2.2.1 Analysis of the historical Background of Gilgit, Hunza, Ghizer, Nagar and their Premises and locations of historical importance.

2.2.2 Study of Physical Characteristics (Location, Topography, Hydrological Setup and Climate).

2.2.3 Analysis and reports in GIS formats (spatial maps and shape files) would be required.

Civil infrastructure.

Buildings: Clear cut recommendations will be given as to what standards (architectural designs must be followed considering the tourism potential of the area and making buildings (public buildings including schools and health facilities, private buildings esthetically good-looking).

Schools and health facilities

Consultants will analyze existing education and health facilities and identify gaps with respect to accessibility and resultantly will identify sites viz each village.

Consultant linking the tourism strength with natural beauty of these towns/villages will give clear cut recommendations viz impact of constructing the vertical and high-rise buildings. One of the adverse effects of high-rise buildings is that it can destroy the natural beauty/landscape while stopping views to people in the background. Therefore, consultant will explore potential impact of high-rise buildings and unplanned constructions on living standards of local inhabitants and on the other sustainability of tourism itself. Accordingly, clear cut recommendations as to how many story's must be allowed in these areas.

Seismic aspects will also be considered in giving recommendations.

Roads: There must be recommendations for making roads especially town roads which are hot spots of tourism in the district. Clear recommendations must be given whether metaled or stone pitching will be environmentally and aesthetically good for the townships etc.

Foot paths and side drains: Recommendations for side drains and foot paths be given as what cross sections to be followed.

HT and LT Lines of power: Recommendations must be given for fixing of HT and LT lines i.e where and how. Detailed cross sections viz how far from foot path and what kind of base should be HT and LT lines and of what design. In addition, designs of HT and LT Lines may also be proposed.

Streetlights: Clear recommendations will be given as which source of energy may be durable and environmentally friendly. Designs will be proposed keeping in view the tourism potential and aesthetics beauty and recommendations will be given as how to fix the poles.

2.3 Demographic study

Consultant will study demographic change pattern so that accordingly as per actual population growth and migration trends, futuristic planning could be made. Consultant will also study the prevailing Social and living standards. The study will include a detailed analysis of the existing social and living standards of the local inhabitants and sources from which they drive their income.

- 2.3.1 Impact of tourism on socio economic features.
- 2.3.2 Study of Employment, Industry and Commerce
- 2.3.3 Recommendations for employment generation to highly educated youth through knowledge-based industries i.e. IT hubs, incubation centers, online marketing platforms, call centers etc.
- 2.3.4 Recommendations for middle income groups through semi-skilled jobs creation and their employability.
- 2.3.5 Recommendations with respect to enterprise development centers.
- 2.3.6 Divisional gender insensitive income growth centers through Minerals, Gems and Jewelry Centers/Enterprises in major tourist hotspots.
- 2.3.7 Recommendations as how handicraft centers/enterprises can be boosted by linking market value chain.
- 2.3.8 In all the above sectors value chain concept will be specially focused.

2.4 Land Use and Land Development Plan

- 2.4.1 Based on the study, identification of areas for establishment of Central Business Districts (CBDs), establishment of recreational areas, establishment of schools, establishment of health centers.

2.5 Recreation facilities and parks

- 2.5.1 Consultant will clearly identify sites within existing built ups for parks, recreational areas and green areas. As per global standards certain percentage of area in each suburb and towns will be identified for green areas. For the existing buildups, waste areas will be catered for the same purpose.

2.6 Plan for Housing

- 2.6.1 Given the pattern of land use, recommendations for vertical housing and cluster housing as prevalent in the past be suggested. In addition, as per analysis of the demographic study mentioned above demands for housing in the future.

2.7 Master plan for Planning and Zoning

Recommendations viz Planning and futuristic growth be given and translating master plan/village development plans in a scientific and planned manner.

2.8 Environmental study and plan

- 2.8.1 Recommendations will be submitted as how solid waste issues can be dealt on sustainable basis. Sites (for each village or for cluster of villages or whatever is environmentally good and economically feasible) with environmentally friendly solutions will be given.
- 2.8.2 Sorting of waste and recycling and making solid waste an income generation and self-sustainable activity will be given.
- 2.8.3 To encourage healthy activities around business centers, conceptualization of introducing public

bicycles, exercise machines etc.

2.9 Building Regulations and By Laws

2.9.1 Formulating building regulations and bylaws for municipal committees, union council, district administration and line department, in synch with the recommendations of village development plans/master plans. The regulations and bylaws will be implementation guidelines for village and district plan.

2.10 Promoting Public private partnership

2.10.1 Submitting recommendations as how plan can be implemented in Public Private Partnerships. As to how technical and financial backstopping of private partnership i.e. community and others be explored.

2.11 Transportation and Traffic Management Plan

2.11.1 Recommendations for traffic and traffic management plan will be given with clear study of existing and futuristic traffic growth.

2.11.2 Parking solutions along with bylaws for markets will be given.

2.11.3 In addition, study of a most livable city will be made and accordingly solutions for local transport i.e. within district center and adjoining areas will be given. The solution must be devised on the basis of local resources i.e. electrical trams/buses and accordingly fixation of electric poles along the roads.

2.12 Master Plan for Community Facilities

2.13 (Education, Health, Recreational Facilities, Fire Fighting, Religious Buildings, Graveyards, Slaughter-House)

2.14 Master Plan for Public Utilities (Electricity, Telephone/ Communication Lines)

2.14.1 Water Supply Plan

2.14.2 Sewerage plan

2.14.3 Flood Protection Plan

2.14.4 Cross sections and designs

2.15 Dove-tailing development planning with master plans.

2.16 Resource mobilization plan for implementation of VDP and MP.

2.16.1 Separate PC-I annexes will be devised for dovetailing of all public sector investment with village development plans(VDP)/master plans(MP) so the all public sector investment can me made aligned with VDP and MP.

2.16.2 Habitat Development Plan for selected villages in each District.

2.16.3 Hazard Risk Assessment Report.

2.16.4 Review of existing Master Plans prepared by Gilgit Development Authority i.e 1. Master Plan for Gilgit and Naltar 2040, 2. Master Plan for Sanitary & Sewerage System Gilgit City, 3. Master Plan for Traffic Management System in Gilgit City.

2.16.5 Preparation of implementation plan/strategy for “Master Plan for Gilgit & Naltar 2040” prepared by Gilgit Development Authority.

2.16.6 Master plan/design for “Development of Theme Park at earmarked land at Nomal Gilgit” and Botanic park at STP Gilgit.

- 2.16.7 Master plan/design for “Development of Theme Park at earmarked land in Each District Gilgit Region.
- 2.16.8 As categorically directed by GoGB for timely MP of Attabad and Sust area, it is complimentary to start job from noted towns, in this regard all requisite submissions as per TOR given should be prepared in first phase of project on priority.
- 2.17 Based on the above studies and findings the Consultant shall develop Master plan information System MIS software for implementation phase included with strategy plan.
- 2.18 Thirty sets (10) of printed and soft copies of above studies mentioned in clauses 2.2 & 2.15 along with all GIS analysis, Transport data or any other primary and secondary information gathered by the consultant will be furnished to the client at the time of submission of draft master plan.
- 2.19 Based upon the findings of the aforementioned reviews and analysis, the consultants shall develop a list of strategic issues as part of the Master Plan review.
- 2.20 The Consultants shall provide action program to address the strategic issues for next 20 years and prepare short term plan or phased program for 5 years. The detailed action program must address the following issues (Data sheet may also be consulted for detailed deliverables required):-
- i. Strategy for possible regularization of illegal and unauthorized construction and measures to address haphazard urban sprawl.
 - ii. Commercial area up gradation using ‘compact, high-density and mixed-use’ urban design approach.
 - iii. Trunk infrastructure improvement plan.
 - iv. Sustainable supply and management of water, energy, and food systems at different scale levels (household and neighborhood and Divisional).
 - v. Community facilities including parks, playgrounds, graveyards etc.
 - vi. Institutional facilities improvement including education, health, social and cultural buildings.
 - vii. “Comprehensive Mobility Plan” for the multi-modal development of pedestrians, bicycle, mass transit and vehicular traffic infrastructure. The plan shall also meet the transportation requirement including identification of terminals for various modes of transportation.
 - viii. Sustainable Urban design of new and existing sectors (regeneration).
 - ix. Tourism development plan including archeology, art galleries, museums and entertainment centers.
 - x. Detailed Plan for environmental management focusing on solid waste management, protection of natural streams and improvement of air quality.
 - xi. Development of smart and sustainable plan incorporating energy efficiency.
 - xii. Climate Change Action Programme.
 - xiii. Recommendations for conservation and enhancement of local agriculture, flora and fauna.
 - xiv. Institutional strengthening framework for implementation of the Master Plan.
 - xv. Financial Plan including City Business Modes including revenue generation and resource mobilization.
 - xvi. Mechanism for Public Private Partnership in City Planning & Development.

- 2.21 The consultant shall also review and propose amendments to the existing laws, rules, and regulations for implementation of the proposed Master Plans also provide city land & housing policy, rules and regulations.
- 2.22 The Consultants shall coordinate their work with different local agencies /authorities of the area for understanding and assimilating their view point towards formulating their proposals. The consultant shall conduct public consultation with general public, technical experts, DCs, LSOs, AKDN Institutions, builders, media, civil society, ministries, local political representatives, NGOs etc. The consultation may be held in the shape of conferences, workshops, talk shows, meetings etc. In formulating the future policies opinions of stake holders may be incorporated.
- 2.23 Within 15 days from the date of award of the consultancy services, the consultant shall submit a detailed work plan for approval for completion of assigned work within the stipulated Time Period and shall also establish office facilities in Gilgit. The consultant shall also submit Monthly progress report to the Client showing progress of various planning activities.
- 2.24 The Consultants shall develop three (3) alternative planning proposals with the recommendations for submission to the Client.
- 2.25 Based on the approved proposals the consultant shall prepare Master Plan, Regulations and Action Program incorporating all the pertinent details acquired in the previous stages of the study.
- 2.26 The Consultants shall engage specialized firms for any aspect for which they do not possess the requisite expertise. The cost of such services shall be borne by the Consultants and it shall be deemed to be included it in their financial proposal.

3. Deliverables

1. Key Deliverables

The consultants shall submit 30 hard copies and 30 soft copies on CDs & USBs of the following deliverables to the client (as given in the data sheet above):

A. Preliminary Reports.

- i. Inception Report.
- ii. Community / Stakeholders consultation Strategy/Plan.
- iii. Topographic Survey Report.
- iv. Land use survey Report.
- v. Traffic Management Report.
- vi. Hazard Risk Assessment Report.
- vii. Cultural Heritage Management Report / Plan.
- viii. Review report of Gilgit-Naltar Master Plan 2040.
- ix. Review / validation of Attabad Master Plan.
- x. Review report of Gilgit Traffic Master Plan.
- xi. Review report of Gilgit Business Hub Plan (Gilgit Walks).

B. Draft Master Plans and Maps.

- i. Community / Stakeholders consultation/engagement report.
- ii. Draft Master Plans along with maps and other annexures for selected villages of 4 Districts of Gilgit

Region as mentioned in Data Sheet (15 Copies).

- iii. Draft Building control regulations / Bylaws for each District.

C. Final Master Plan and Maps.

Upon completion and approval of the draft Master Plan by the client, the Consultant shall submit to the client thirty (15) sets of the approved Master Plan including all of its annexure. The final report shall include but not limited to the following:

- i. Final Maps of Master Plans of selected villages.
- ii. Final Building Control regulations / Bylaws.

4. Time Period

The final proposals and documents shall be completed and submitted within the following Time Period from the date of award of consultancy services:

- | | |
|--|----------|
| a. Submission of Preliminary Report as mentioned in 3(1) A | 60 days |
| b. Submission of Draft Final Report as mentioned in 3(1) B | 180 days |
| c. Submission of Final Proposal as mentioned in 3 (1) C | 270 days |

Note: Constancy firm will ensure that names of team of experts whose CVs are submitted with the technical proposal will only carry out the assignment and ensure their presence in the target area not less than 60% of the total duration of the study.

5. Payment Schedule

Payment shall be made to the Consultant after approval of the competent authority, as per following schedule: -

- | | |
|--|-----|
| i. On approval Preliminary Reports as mentioned in deliverables 3(A) | 40% |
| ii. On submission of Draft Master Plans as mentioned in deliverables 3(B) | 30% |
| iii. On submission of Final Master Plans as mentioned in deliverables 3(C) | 30% |

Breakdown of Contract Price in Local Currency

Description	Amount (PKR Million)	
<u>Total Cost of Agreement</u> (In words and figures)		
Mode of Payment:	Weightage	Amount (PKR Million)
1. On Submission of Preliminary reports as mentioned in deliverables 3(A)	40%	
a. Inception Report.	10%	
b. Community / Stakeholders consultation plan.	3%	
c. Topographic Survey Report.	3%	
d. Land use survey Report.	3%	
e. Traffic Management Report.	3%	
f. Hazard Risk Assessment Report.	3%	
g. Cultural Heritage Management Report / Plan.	3%	
h. Review report of Gilgit-Naltar Master Plan 2040.	3%	
i. Review / validation of Attabad Master Plan.	3%	
j. Review report of Gilgit Traffic Master Plan.	3%	
k. Review report of Gilgit Business Hub Plan (Gilgit Walks).	3%	
2. On submission of Draft Master Plans as mentioned in deliverables 3(B) (15 Copies)	30%	
a. Community / Stakeholders consultation plan.	7%	
b. Draft Master Plans along with maps and other annexures.	15%	
c. Draft Building control regulations / Bylaws for each District	8%	
d. On submission of Final Master Plans as mentioned in deliverables 3(C)	30%	
a) Final Maps of Master Plans of selected villages.	20%	
b) Final Building Control regulations / Bylaws	10%	
Total:	100%	

Minimum Qualifications and Experience Required for Each Role in Project Team

Position	Qualification	Min Experience
Chief Urban Planner (1 No) (Team Leader)	Masters or above in Urban Planning with specializations in Town Planning, Divisional Development, Urban Master Plan Designing and infrastructure development.	20 years
Infrastructure Planning Expert (1 No) (Deputy Team Leader)	Masters in Civil Engineering with specialization in Infrastructure development.	15 years
Transportation Planning Expert (1 No)	Masters in Transportation Engineering with experience in preparing infrastructure/transportation plans.	15 years
Environmental Expert (1 No)	Masters in Environmental sciences with experience in environmental planning projects.	15 years
Urban Economic Expert (1 No)	Masters in Urban Economics Development / Urban Policy and relevant with relevant experience of preparing urban economic models and policies.	15 years
Archeologist	Masters in Archeology with relevant experience in studies of archeological sites.	15 years
Sociologist (1 No)	MSc in Sociology/Social Sciences with experience Research & analysis, Community outreach coordination.	15 Years
Legal Expert	L.L.B with experience in preparing policy frameworks, Government sector rules & regulations etc.	15 Years
GIS Expert (1 No)	At least Bachelors degree in relevant field with experience in gathering, interpret, and analyzing geographical data including Spatial analysis, Database management, Cartography and GIS software proficiency.	15 years
Demographer / Urban Geographer	MSc in Demography / Geography with experience Research & analysis in relevant field.	
AUTOCAD Operator / 3D Animator (1 No)	Relevant Experience and Qualification	15 years
Surveyor (1 No)	Relevant Experience and Qualification	15 years

SECTION 6: TECHNICAL EVALUATION CRITERIA

1. Technical Evaluation Criteria

Maximum points for Technical Evaluation are **100**. In the 1st stage, technical bids will be opened. Bidders who score 70 or more in the technical evaluation will be technically successful. Bidders who fail to gain a score of 70 in technical evaluation will be disqualified. In order to qualify, bidders also need to achieve 50 or more marks in all of the three criteria ie. Company Profile, Project Team and Approach & Methodology.

Relative Weights given to the different evaluation criteria are shown in the table below:

No	Evaluation Criteria	Weights
W1	Relevant Experience and past performance	40%
W2	Project Team	20%
W3	Approach and Methodology	20%
W4	Financial Capabilities	20%

The Technical Score, S_t will then be obtained by the following formula:

$$S_t = A_1 * W_1 / 100 + A_2 * W_2 / 100 + A_3 * W_3 / 100 + A_4 * W_4 / 100$$

where, A_1 , A_2 , A_3 and A_4 are the total component scores against company profile, project team, Approach & Methodology and Financial Capabilities criteria respectively.

The technical criteria and their details are given below:

Relevant Experience and past performance: Each firm will be evaluated on three factors:

a)	<p>Number of similar assignments completed (30 numbers for each similar project) (Max 3 projects) i.e Master Planning of Towns/Cities (Evidences should be provided for evaluation)</p> <p>iii. Strong = 30 Marks</p> <table border="1"> <thead> <tr> <th>Age</th> <th>Area</th> <th>%</th> <th>Marks</th> </tr> </thead> <tbody> <tr> <td>1-5</td> <td>50 Sq Km or above</td> <td>100%</td> <td>30</td> </tr> <tr> <td>5-10</td> <td>30 to 50 Sq Km</td> <td>65%</td> <td>19.5</td> </tr> <tr> <td>10 + years</td> <td>20 to 30 Sq Km</td> <td>30%</td> <td>9</td> </tr> </tbody> </table> <p>iv. Medium = 20 Marks</p> <table border="1"> <thead> <tr> <th>Age</th> <th>Area</th> <th>%</th> <th>Marks</th> </tr> </thead> <tbody> <tr> <td>1-5</td> <td>30 Sq Km</td> <td>100%</td> <td>20</td> </tr> <tr> <td>5-10</td> <td>20 to 30 Sq Km</td> <td>65%</td> <td>13</td> </tr> <tr> <td>10 + years</td> <td>15 to 20 Sq Km</td> <td>30%</td> <td>6</td> </tr> </tbody> </table>	Age	Area	%	Marks	1-5	50 Sq Km or above	100%	30	5-10	30 to 50 Sq Km	65%	19.5	10 + years	20 to 30 Sq Km	30%	9	Age	Area	%	Marks	1-5	30 Sq Km	100%	20	5-10	20 to 30 Sq Km	65%	13	10 + years	15 to 20 Sq Km	30%	6	90
Age	Area	%	Marks																															
1-5	50 Sq Km or above	100%	30																															
5-10	30 to 50 Sq Km	65%	19.5																															
10 + years	20 to 30 Sq Km	30%	9																															
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1-5	30 Sq Km	100%	20																															
5-10	20 to 30 Sq Km	65%	13																															
10 + years	15 to 20 Sq Km	30%	6																															

b)	<p>Number of similar assignments in hand (25 numbers for each similar project) (Max 3 projects) i.e Master Planning of Towns/Cities (Evidences should be provided for evaluation</p> <p>iv. Strong = Master Planning of City/Town/Village having area of 50 Sq KM = 25 Marks (100%)</p> <p>v. Medium = Master Planning of City/Town/Village having area of 30 to 50 Sq KM = 16.25 Marks (65%)</p> <p>vi. Weak = Master Planning of City/Town/Village having area of 20 to 30 Sq KM = 7.5 Marks (30%)</p>	75
c)	<p>b) General Experience</p> <p>iii. Establishment / Registration of firm with recognized bodies = 15 Marks (Full marks for experience more than 30 years)</p> <p>iv. General Assignments / Feasibilities (5 Marks for each assignment completed up to 4 assignments.</p>	35
	Total = A1	200

Project Team:

This section of the evaluation rates the team nominated by the firm to execute the assignment. For this, each CV will be evaluated separately on the basis of education and past experience. Marks for each individual are provided in Section 2: Instructions to Consultants - Datasheet 5.2 (a).

All firms are to be evaluated for a similar sized project team.

Each CV submitted by the firm is evaluated on following criteria:

Project Team

Master Plan for selected Towns / Villages of three Districts of Gilgit Division (District Hunza, Nagar and Ghizer)

Name of the Firm: _____

Position/ Experience: **Chief Urban Planner (Team Leader)**

Maximum Points: 20

Name of Nominated Staff: _____

S/No	Description	Maximum Weightage		Status	Points Awarded
		Percentage	Points		
A.	ACADEMIC AND GENERAL QUALIFICATION	25% of 20	5		
	a) M.Sc Urban Planning / Town Planning	75% of 5	3.75		
	c) Ph.D in relevant field	25% of 5	1.25		
B.	PROFESSIONAL EXPERIENCE RELATED TO ASSIGNMENT	65% of 20	13		
B-1	Specific Project Planning project	75% of 13	9.75		
	a) Experience as Team Leader for 10 years	50% of 9.75	4.875		
	b) Experience as for Chief Town Planner 5 years	50% of 9.75	4.875		
B-2	General Experience for 5 years	25% of 13	3.25		
C.	KNOWLEDGE OF THE LANGUAGES	5% of 20	1		
	i) English	60% of 1	0.6		
	ii) Urdu	20% of 1	0.2		
	iii) Divisional Languages (Sindhi, Balochi, Pushto, Punjabi, Shina)	20% of 1	0.2		
D.	STATUS WITH THE FIRM	5% of 20	1		
	Permanent Employees	100%	1		
	Total (A+B+C+D)	20			

Project Team

Master Plan for selected Towns / Villages of three Districts of Gilgit Division (District Hunza, Nagar and Ghizer)

Name of the Firm: _____

Position/ Experience: **Infrastructure Planning Expert**

Maximum Points: 20

Name of Nominated Staff: _____

S/No	Description	Maximum Weightage		Status	Points Awarded
		Percentage	Points		
A.	ACADEMIC AND GENERAL QUALIFICATION	25% of 20	5		
	a) M.Sc Civil Engineering / Infrastructure Engineering	75% of 5	3.75		
	b) Ph.D	25% of 5	1.25		
B.	PROFESSIONAL EXPERIENCE RELATED TO ASSIGNMENT	65% of 20	13		
B-1	Specific Project Planning project	75% of 13	9.75		
	a) Experience as Certified Infrastructure Engineer (Team Leader) for 5 years	50% of 9.75	4.875		
	b) Experience as for Deputy Infrastructure Engineer 5 years	50% of 9.75	4.875		
B-2	General Experience for 5 years	25% of 13	3.25		
C.	KNOWLEDGE OF THE LANGUAGES	5% of 20	1		
	i) English	60% of 1	0.6		
	ii) Urdu	20% of 1	0.2		
	iii) Divisional Languages (Sindhi, Balochi, Pushto, Punjabi, Shina)	20% of 1	0.2		
D.	STATUS WITH THE FIRM	5% of 20	1		
	Permanent Employees	100%	1		
	Total (A+B+C+D)	20			

Project Team

Master Plan for selected Towns / Villages of three Districts of Gilgit Division (District Hunza, Nagar and Ghizer)

Name of the Firm: _____

Position/ Experience: **Transportation Planning Expert**

Maximum Points: 20

Name of Nominated Staff: _____

S/No	Description	Maximum Weightage		Status	Points Awarded
		Percentage	Points		
A.	ACADEMIC AND GENERAL QUALIFICATION	25% of 20	5		
	a) M.Sc Transportation Engineering / Infrastructure Engineering	75% of 5	3.75		
	b) Ph.D in relevant field	25% of 5	1.25		
B.	PROFESSIONAL EXPERIENCE RELATED TO ASSIGNMENT	65% of 20	13		
B-1	Specific Master Planning project	75% of 13	9.75		
	a) Experience as Team Leader for 5 years	50% of 9.75	4.875		
	b) Experience as Transportation Engineer for 5 years	50% of 9.75	4.875		
B-2	General Experience for 5 years	25% of 13	3.25		
C.	KNOWLEDGE OF THE LANGUAGES	5% of 20	1		
	i) English	60% of 1	0.6		
	ii) Urdu	20% of 1	0.2		
	iii) Divisional Languages (Sindhi, Balochi, Pushto, Punjabi, Shina)	20% of 1	0.2		
D.	STATUS WITH THE FIRM	5% of 20	1		
	Permanent Employees	100%	1		
	Total (A+B+C+D)	20			

Project Team

Master Plan for selected Towns / Villages of three Districts of Gilgit Division (District Hunza, Nagar and Ghizer)

Name of the Firm: _____

Position/ Experience: **Environmental Expert**

Maximum Points: 20

Name of Nominated Staff: _____

S/No	Description	Maximum Weightage		Status	Points Awarded
		Percentage	Points		
A.	ACADEMIC AND GENERAL QUALIFICATION	25% of 20	5		
	a) M.Sc Environmental Engineering	75% of 5	3.75		
	b) Ph.D in relevant Field	25% of 5	1.25		
B.	PROFESSIONAL EXPERIENCE RELATED TO ASSIGNMENT	65% of 20	13		
B-1	Specific project	75% of 13	9.75		
	a) Experience as Project Engineer for 5 years	50% of 9.75	4.875		
	b) Experience as Environmental Expert Engineer for 5 years	50% of 9.75	4.875		
B-2	General Experience for 5 years	25% of 13	3.25		
C.	KNOWLEDGE OF THE LANGUAGES	5% of 20	1		
	i) English	60% of 1	0.6		
	ii) Urdu	20% of 1	0.2		
	iii) Divisional Languages (Sindhi, Balochi, Pushto, Punjabi, Shina)	20% of 1	0.2		
D.	STATUS WITH THE FIRM	5% of 20	1		
	Permanent Employees	100%	1		
	Total (A+B+C+D)	20			

Project Team

Master Plan for selected Towns / Villages of three Districts of Gilgit Division (District Hunza, Nagar and Ghizer)

Name of the Firm: _____

Position/ Experience: **Urban Economic Expert**

Maximum Points: 20

Name of Nominated Staff: _____

S/No	Description	Maximum Weightage		Status	Points Awarded
		Percentage	Points		
A.	ACADEMIC AND GENERAL QUALIFICATION	25% of 20	5		
	a) M.Sc Urban Economic Development / Urban Policy	75% of 5	3.75		
	b) Ph.D in relevant field	25% of 5	1.25		
B.	PROFESSIONAL EXPERIENCE RELATED TO ASSIGNMENT	65% of 20	13		
B-1	Specific Master Planning project	75% of 13	9.75		
	a) Experience as Economist for 5 years	50% of 9.75	4.875		
	b) Experience as Junior Professional for 5 years	50% of 9.75	4.875		
B-2	General Experience for 5 years	25% of 13	3.25		
C.	KNOWLEDGE OF THE LANGUAGES	5% of 20	1		
	i) English	60% of 1	0.6		
	ii) Urdu	20% of 1	0.2		
	iii) Divisional Languages (Sindhi, Balochi, Pushto, Punjabi, Shina)	20% of 1	0.2		
D.	STATUS WITH THE FIRM	5% of 20	1		
	Permanent Employees	100%	1		
	Total (A+B+C+D)	20			

Project Team

Master Plan for selected Towns / Villages of three Districts of Gilgit Division (District Hunza, Nagar and Ghizer)

Name of the Firm: _____

Position/ Experience: **Archeologist**

Maximum Points: 20

Name of Nominated Staff: _____

S/No	Description	Maximum Weightage		Status	Points Awarded
		Percentage	Points		
A.	ACADEMIC AND GENERAL QUALIFICATION	25% of 20	5		
	a) M.Sc Archeology	75% of 5	3.75		
	b) Ph.D in relevant field	25% of 5	1.25		
B.	PROFESSIONAL EXPERIENCE RELATED TO ASSIGNMENT	65% of 20	13		
B-1	Specific Master Planning project	75% of 13	9.75		
	a) Experience as Senior Professional for 5 years	50% of 9.75	4.875		
	b) Experience as Junior Professional for 5 years	50% of 9.75	4.875		
B-2	General Experience for 5 years	25% of 13	3.25		
C.	KNOWLEDGE OF THE LANGUAGES	5% of 20	1		
	i) English	60% of 1	0.6		
	ii) Urdu	20% of 1	0.2		
	iii) Divisional Languages (Sindhi, Balochi, Pushto, Punjabi, Shina)	20% of 1	0.2		
D.	STATUS WITH THE FIRM	5% of 20	1		
	Permanent Employees	100%	1		
	Total (A+B+C+D)	20			

Project Team

Master Plan for selected Towns / Villages of three Districts of Gilgit Division (District Hunza, Nagar and Ghizer)

Name of the Firm: _____

Position/ Experience: **Sociologist**

Maximum Points: 20

Name of Nominated Staff: _____

S/No	Description	Maximum Weightage		Status	Points Awarded
		Percentage	Points		
A.	ACADEMIC AND GENERAL QUALIFICATION	25% of 20	5		
	a) M.Sc Sociology / Social Sciences	75% of 5	3.75		
	b) Ph.D in relevant field	25% of 5	1.25		
B.	PROFESSIONAL EXPERIENCE RELATED TO ASSIGNMENT	65% of 20	13		
B-1	Specific Master Planning project	75% of 13	9.75		
	a) Experience as Senior Professional for 5 years	50% of 9.75	4.875		
	b) Experience as Junior Professional for 5 years	50% of 9.75	4.875		
B-2	General Experience for 5 years	25% of 13	3.25		
C.	KNOWLEDGE OF THE LANGUAGES	5% of 20	1		
	i) English	60% of 1	0.6		
	ii) Urdu	20% of 1	0.2		
	iii) Divisional Languages (Sindhi, Balochi, Pushto, Punjabi, Shina)	20% of 1	0.2		
D.	STATUS WITH THE FIRM	5% of 20	1		
	Permanent Employees	100%	1		
	Total (A+B+C+D)	20			

Project Team

Master Plan for selected Towns / Villages of three Districts of Gilgit Division (District Hunza, Nagar and Ghizer)

Name of the Firm: _____

Position/ Experience: **GIS Expert**

Maximum Points: 20

Name of Nominated Staff: _____

S/No	Description	Maximum Weightage		Status	Points Awarded
		Percentage	Points		
A.	ACADEMIC AND GENERAL QUALIFICATION	25% of 20	5		
	a) M.Sc	75% of 5	3.75		
	b) Ph.D	25% of 5	1.25		
B.	PROFESSIONAL EXPERIENCE RELATED TO ASSIGNMENT	65% of 20	13		
B-1	Specific Master Planning project	75% of 13	9.75		
	a) Experience as Senior Professional for 5 years	50% of 9.75	4.875		
	b) Experience as Junior Professional for 5 years	50% of 9.75	4.875		
B-2	General Experience for 5 years	25% of 13	3.25		
C.	KNOWLEDGE OF THE LANGUAGES	5% of 20	1		
	i) English	60% of 1	0.6		
	ii) Urdu	20% of 1	0.2		
	iii) Divisional Languages (Sindhi, Balochi, Pushto, Punjabi, Shina)	20% of 1	0.2		
D.	STATUS WITH THE FIRM	5% of 20	1		
	Permanent Employees	100%	1		
	Total (A+B+C+D)	20			

Project Team

Master Plan for selected Towns / Villages of three Districts of Gilgit Division (District Hunza, Nagar and Ghizer)

Name of the Firm: _____

Position/ Experience: **Demographer / Urban Geographer**

Maximum Points: 20

Name of Nominated Staff: _____

S/No	Description	Maximum Weightage		Status	Points Awarded
		Percentage	Points		
A.	ACADEMIC AND GENERAL QUALIFICATION	25% of 20	5		
	a) M.Sc Demography / Geography	75% of 5	3.75		
	b) Ph.D in relevant field	25% of 5	1.25		
B.	PROFESSIONAL EXPERIENCE RELATED TO ASSIGNMENT	65% of 20	13		
B-1	Specific Master Planning project	75% of 13	9.75		
	a) Experience as Senior Professional for 5 years	50% of 9.75	4.875		
	b) Experience as Junior Professional for 5 years	50% of 9.75	4.875		
B-2	General Experience for 5 years	25% of 13	3.25		
C.	KNOWLEDGE OF THE LANGUAGES	5% of 20	1		
	i) English	60% of 1	0.6		
	ii) Urdu	20% of 1	0.2		
	iii) Divisional Languages (Sindhi, Balochi, Pushto, Punjabi, Shina)	20% of 1	0.2		
D.	STATUS WITH THE FIRM	5% of 20	1		
	Permanent Employees	100%	1		
	Total (A+B+C+D)	20			

Project Team

Master Plan for selected Towns / Villages of three Districts of Gilgit Division (District Hunza, Nagar and Ghizer)

Name of the Firm: _____

Position/ Experience: **Legal Expert**

Maximum Points: 10

Name of Nominated Staff: _____

S/No	Description	Maximum Weightage		Status	Points Awarded
		Percentage	Points		
A.	ACADEMIC AND GENERAL QUALIFICATION	25% of 20	5		
	a) L.L.B	75% of 5	3.75		
	b) L.L.M	25% of 5	1.25		
B.	PROFESSIONAL EXPERIENCE RELATED TO ASSIGNMENT	65% of 20	13		
B-1	Specific Master Planning project	75% of 13	9.75		
	a) Experience as Senior Professional for 10 years	50% of 9.75	4.875		
	b) Experience as Junior professional for 5 years	50% of 9.75	4.875		
B-2	General Experience for 5 years	25% of 13	3.25		
C.	KNOWLEDGE OF THE LANGUAGES	5% of 20	1		
	i) English	60% of 1	0.6		
	ii) Urdu	20% of 1	0.2		
	iii) Divisional Languages (Sindhi, Balochi, Pashto, Punjabi, Shina)	20% of 1	0.2		
D.	STATUS WITH THE FIRM	5% of 20	1		
	Permanent Employees	100%	1		
	Total (A+B+C+D)	20			

Project Team

Master Plan for selected Towns / Villages of three Districts of Gilgit Division (District Hunza, Nagar and Ghizer)

Name of the Firm: _____

Position/ Experience: Auto Cad Operator / 3D Animation Specialist

Maximum Points: 10

Name of Nominated Staff: _____

S/No	Description	Maximum Weightage		Status	Points Awarded
		Percentage	Points		
A.	ACADEMIC AND GENERAL QUALIFICATION	25% of 10	2.5		
	a) Diploma in relevant field (Architecture, Auto Cad)	75% of 2.5	1.87		
	b) BS in relevant field	25% of 2.5	0.625		
B.	PROFESSIONAL EXPERIENCE RELATED TO ASSIGNMENT	65% of 10	6.5		
B-1	Specific Master Planning project	75% of 6.5	4.88		
	a) Experience as Senior Professional for 5 years	50% of 4.87	2.44		
	b) Experience as Junior Professional for 5 years	50% of 4.87	2.44		
B-2	General Experience for 5 years	25% of 6.5	1.625		
C.	KNOWLEDGE OF THE LANGUAGES	5% of 10	0.5		
	i) English	60% of 0.5	0.3		
	ii) Urdu	20% of 0.5	0.1		
	iii) Divisional Languages (Sindhi, Balochi, Pushto, Punjabi, Shina)	20% of 0.5	0.1		
D.	STATUS WITH THE FIRM	5% of 10	0.5		
	Permanent Employees	100%	0.5		
	Total (A+B+C+D)	10	10		

Project Team

Master Plan for selected Towns / Villages of three Districts of Gilgit Division (District Hunza, Nagar and Ghizer)

Name of the Firm: _____

Position/ Experience: Surveyor

Maximum Points: 10

Name of Nominated Staff: _____

S/No	Description	Maximum Weightage		Status	Points Awarded
		Percentage	Points		
A.	ACADEMIC AND GENERAL QUALIFICATION	25% of 10	2.5		
	a) DAE (Civil)	75% of 2.5	1.87		
	b) BS Hons (Civil)	25% of 2.5	0.625		
B.	PROFESSIONAL EXPERIENCE RELATED TO ASSIGNMENT	65% of 10	6.5		
B-1	Specific Master Planning project	75% of 6.5	4.88		
	a) Experience as Senior Professional for 5 years	50% of 4.87	2.44		
	b) Experience as Junior Professional for 5 years	50% of 4.87	2.44		
B-2	General Experience for 5 years	25% of 6.5	1.625		
C.	KNOWLEDGE OF THE LANGUAGES	5% of 10	0.5		
	i) English	60% of 0.5	0.3		
	ii) Urdu	20% of 0.5	0.1		
	iii) Divisional Languages (Sindhi, Balochi, Pushto, Punjabi, Shina)	20% of 0.5	0.1		
D.	STATUS WITH THE FIRM	5% of 10	0.5		
	Permanent Employees	100%	0.5		
	Total (A+B+C+D)	10	10		

Approach & Methodology:

This section will evaluate the firm's solution to the given problem, i.e. the consultancy assignment. This section, which comprises two sub sections, i.e. a) Understanding & Innovativeness, and b) Methodology, will be completed by the domain specialists.

	Max. Scores
Understanding and Innovativeness	50
Methodology	50

Each section contains several questions that can be given either of the following grades depending on the content of the technical proposal:

Grade (G)	Quality (Q)	Weight (W)
A	Excellent	1
B	Good	0.65
C	Average/Below Average	0.3
D	Absent	0

Understanding and Innovativeness

Sr#	CRITERIA	GRADE
1	What is the depth of the firm's understanding of the requirements and objectives of the consultancy assignment?	
2	What is the quality of the improvements to the TOR suggested by the consultant to improve the outcome of the assignment?	
3	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?	
4	How suitable are the assumptions made by the firm regarding the consulting assignment?	
5	Are there strategies proposed by the firm to complete the study earlier than proposed timelines without compromising the quality? (Max marks for least period)	

Note: proposal containing understanding, methodology, innovative proposal and work plan is appropriate for assessment / evaluation.

Step 1:

Each grade is converted into its weight (W) and added up to get a total score (N).

Step 2:

N is divided by 6, i.e. the maximum attainable score, and multiplied with the component weight to get the component score:

Component score, A3,UI = (N/6) x 50

Methodology

Sr No.	CRITERIA	GRADE
1	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?	
2	How developed is the Work Breakdown Structure (WBS) for the assignment?	
3	How clear is the mapping of the WBS to the given deliverables?	
4	How suitable is the Resource Assignment Matrix (RAM) and its linkage with the WBS?	
5	How suitable is the Work Plan (staffing schedule): is the resource utilization sufficient and practical?	

Step 1:

Each grade is converted into its weight (W) and added up to get a total score (N).

Step 2:

N is divided by 5, i.e. the maximum attainable score, and multiplied with the component weight to get the component score:

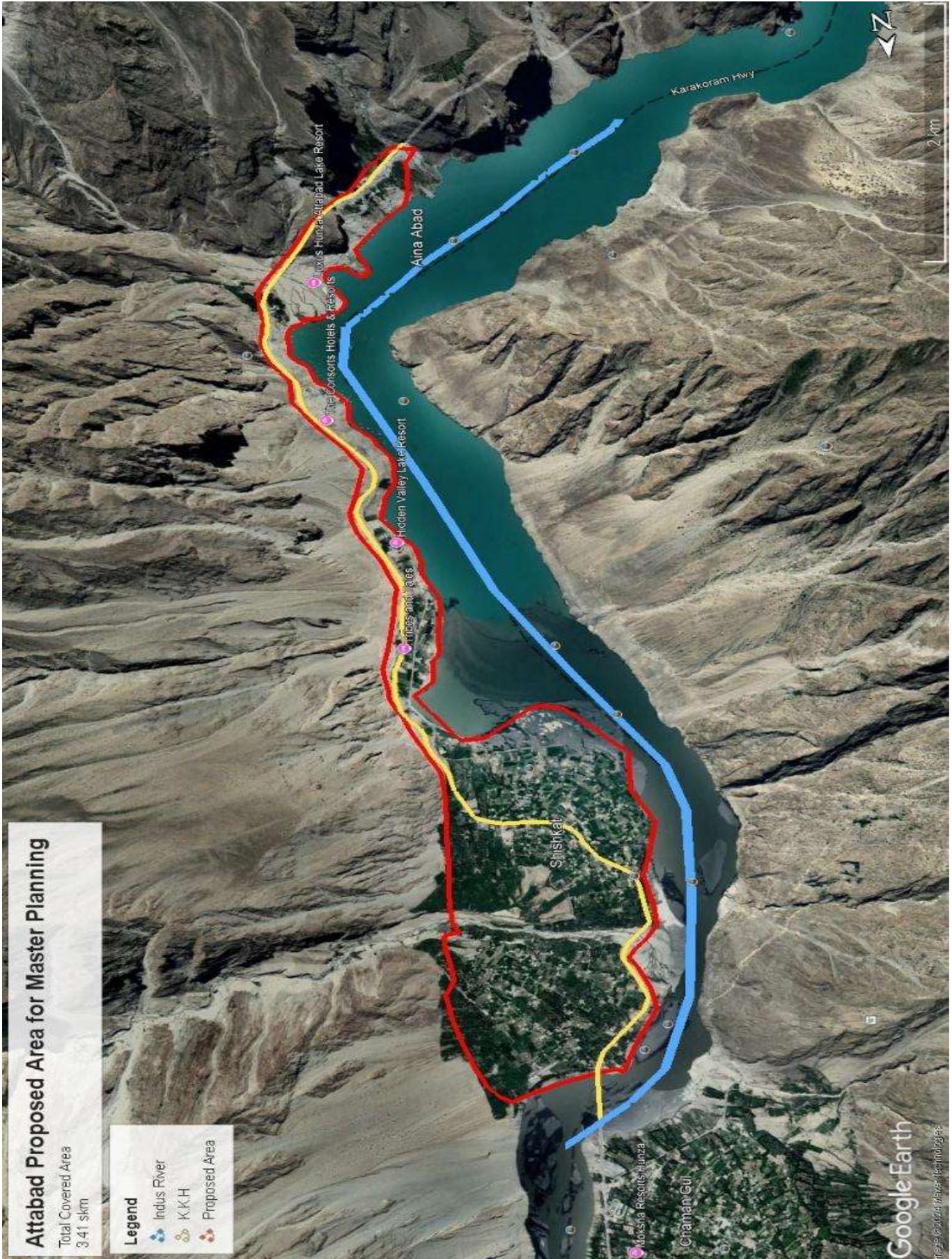
Component score, A3, M = (N/5) x 50

A3= A3, UI + A3, M

CONTRACT AGREEMENT

ATTACH STANDARD CONTRACT AGREEMENT

Google Maps







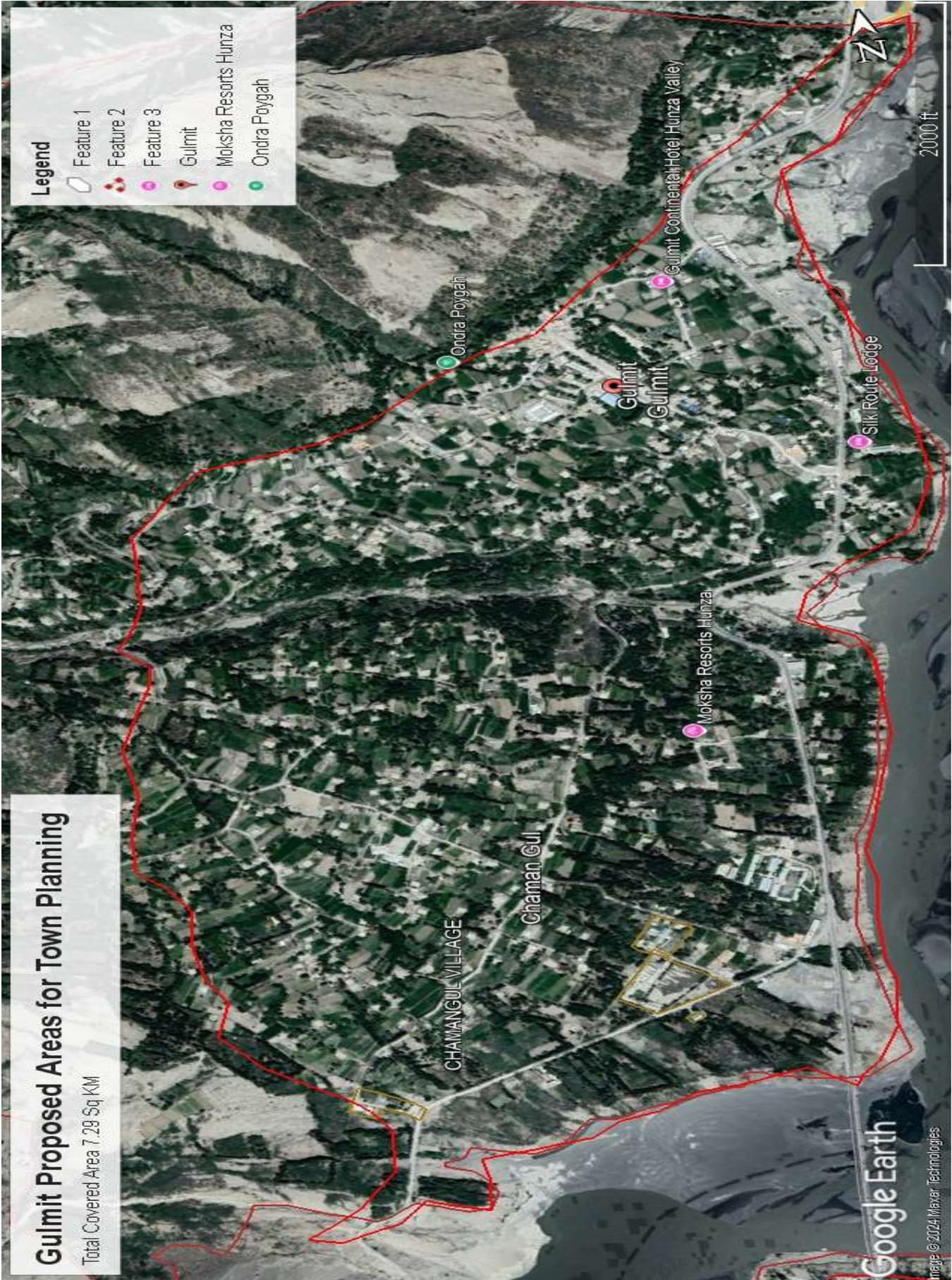
Aeinabad & Attabad lake Proposed Town Planning
 Total Covered Area 3.60 Sq Km

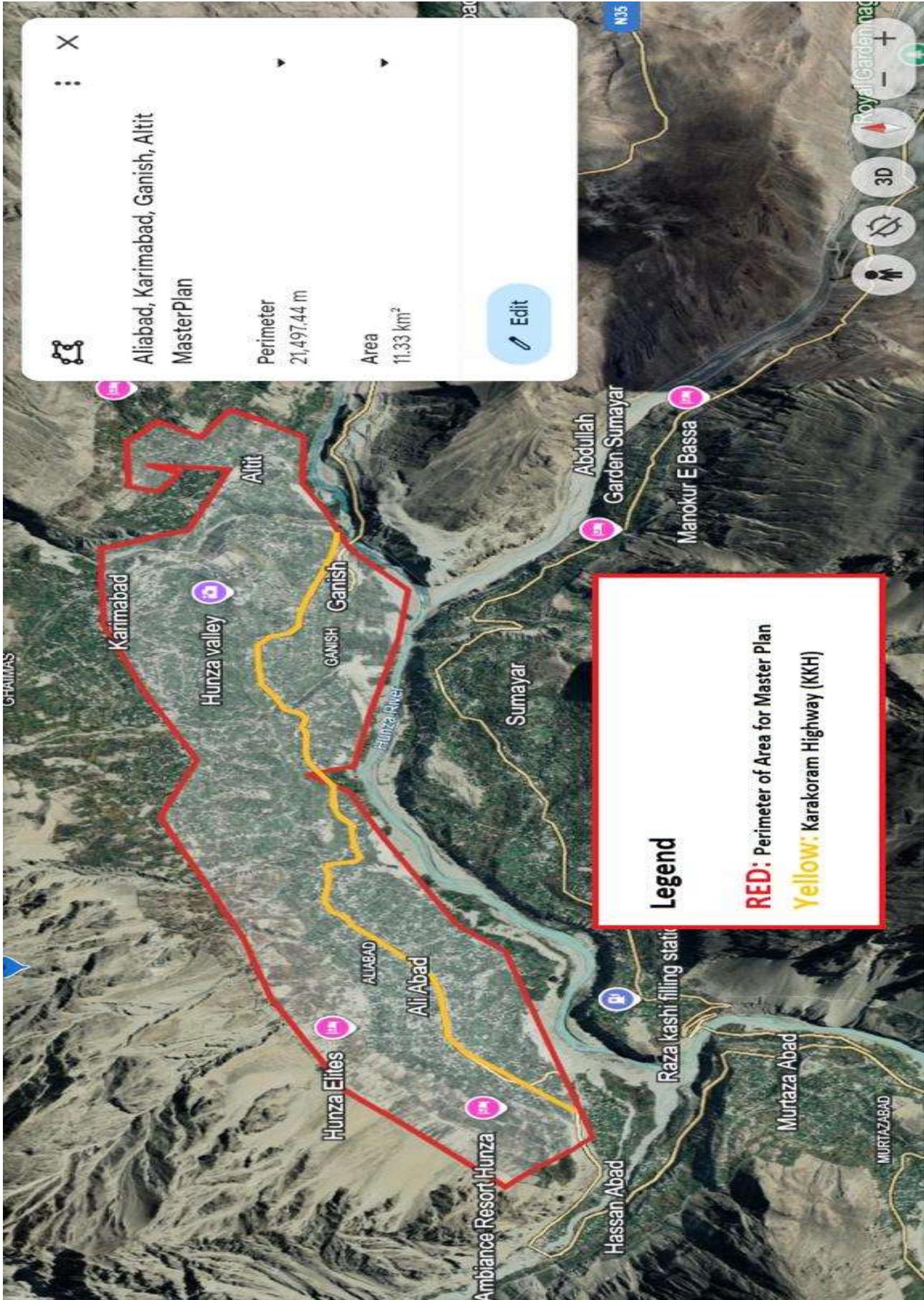
Legend
 CAUD_
 Feature 1
 Feature 2
 Pearl Huts and Resorts

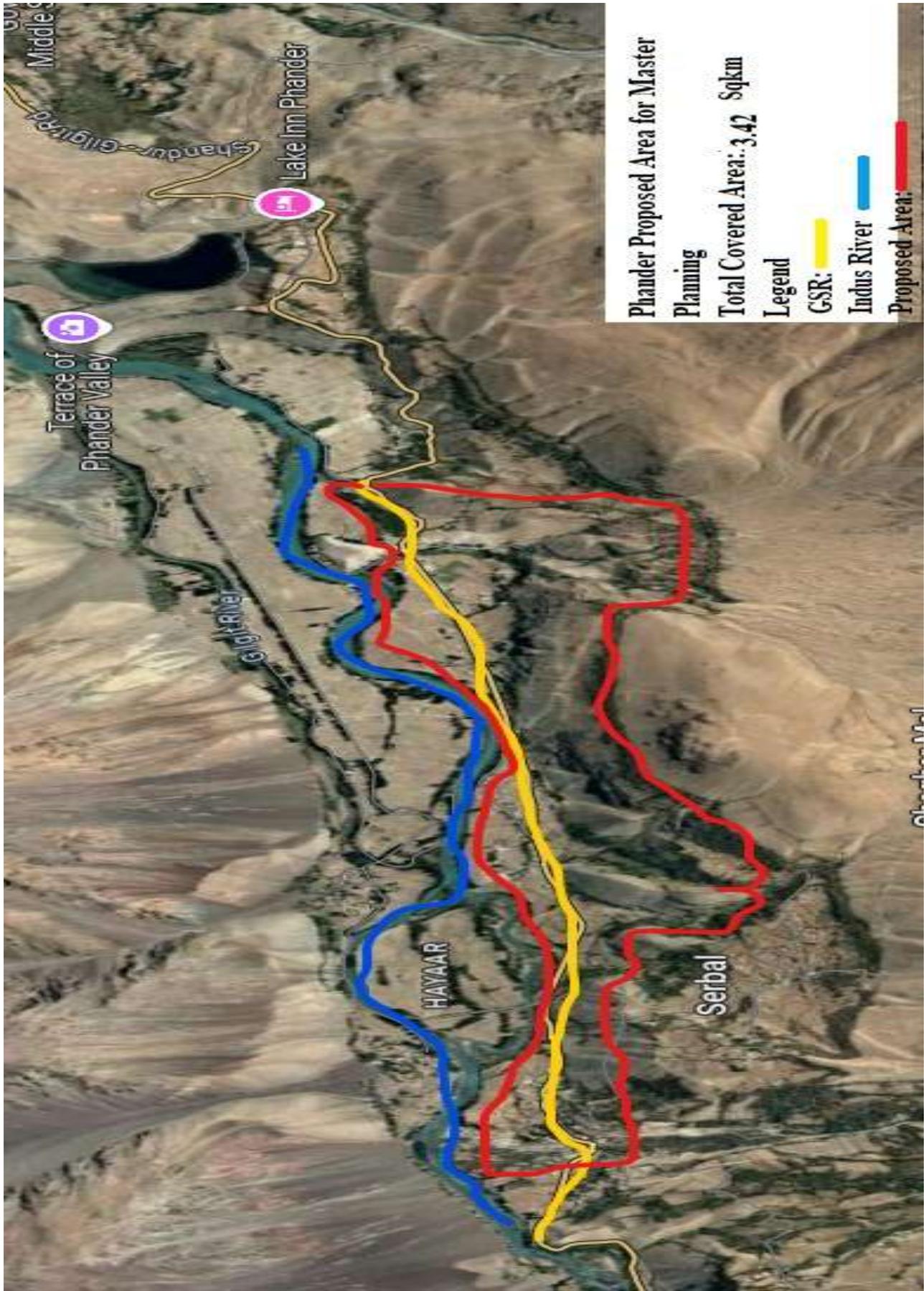
Google Earth
 Image © 2024, Maxar Technologies

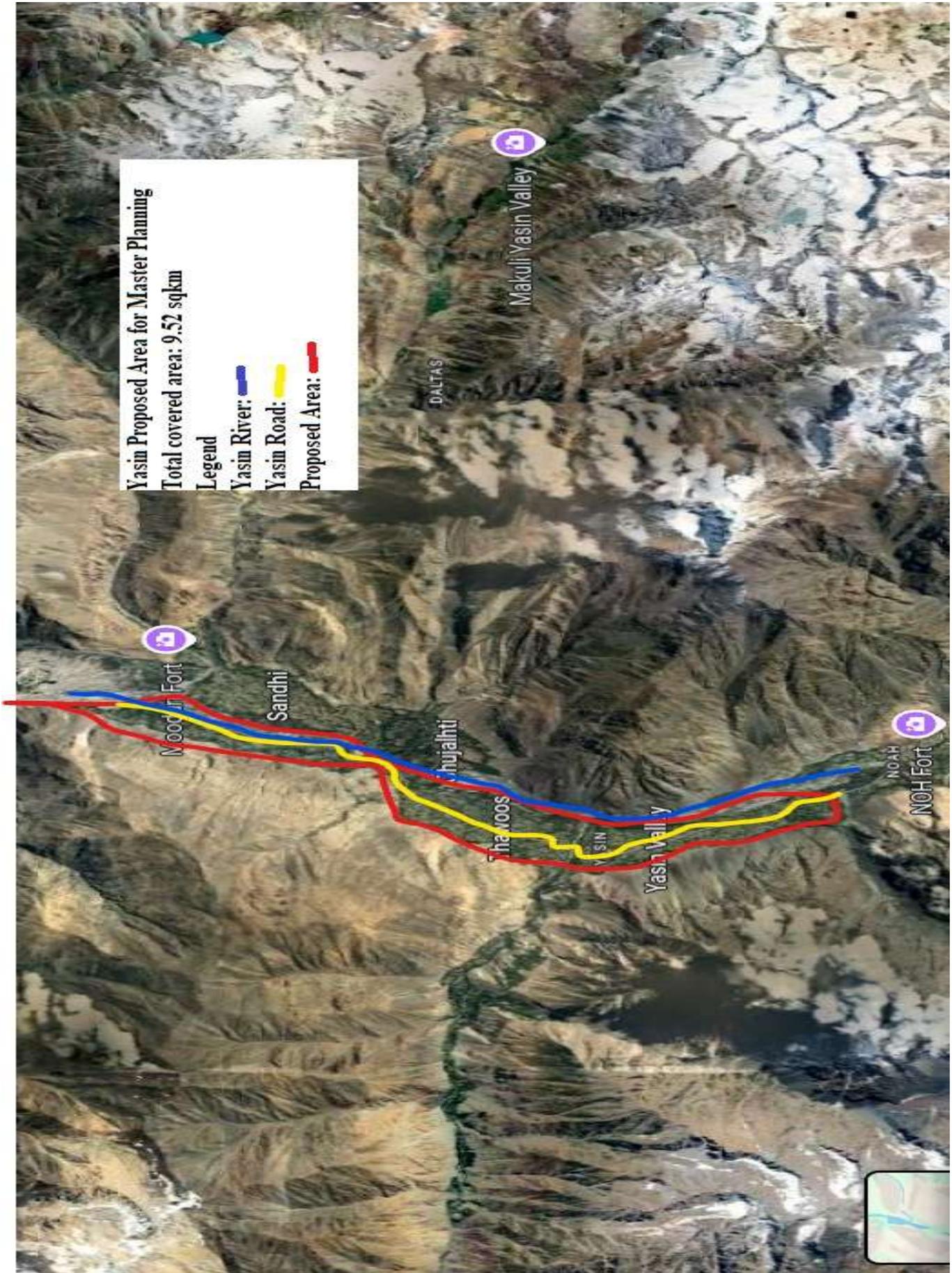
Aina Abad

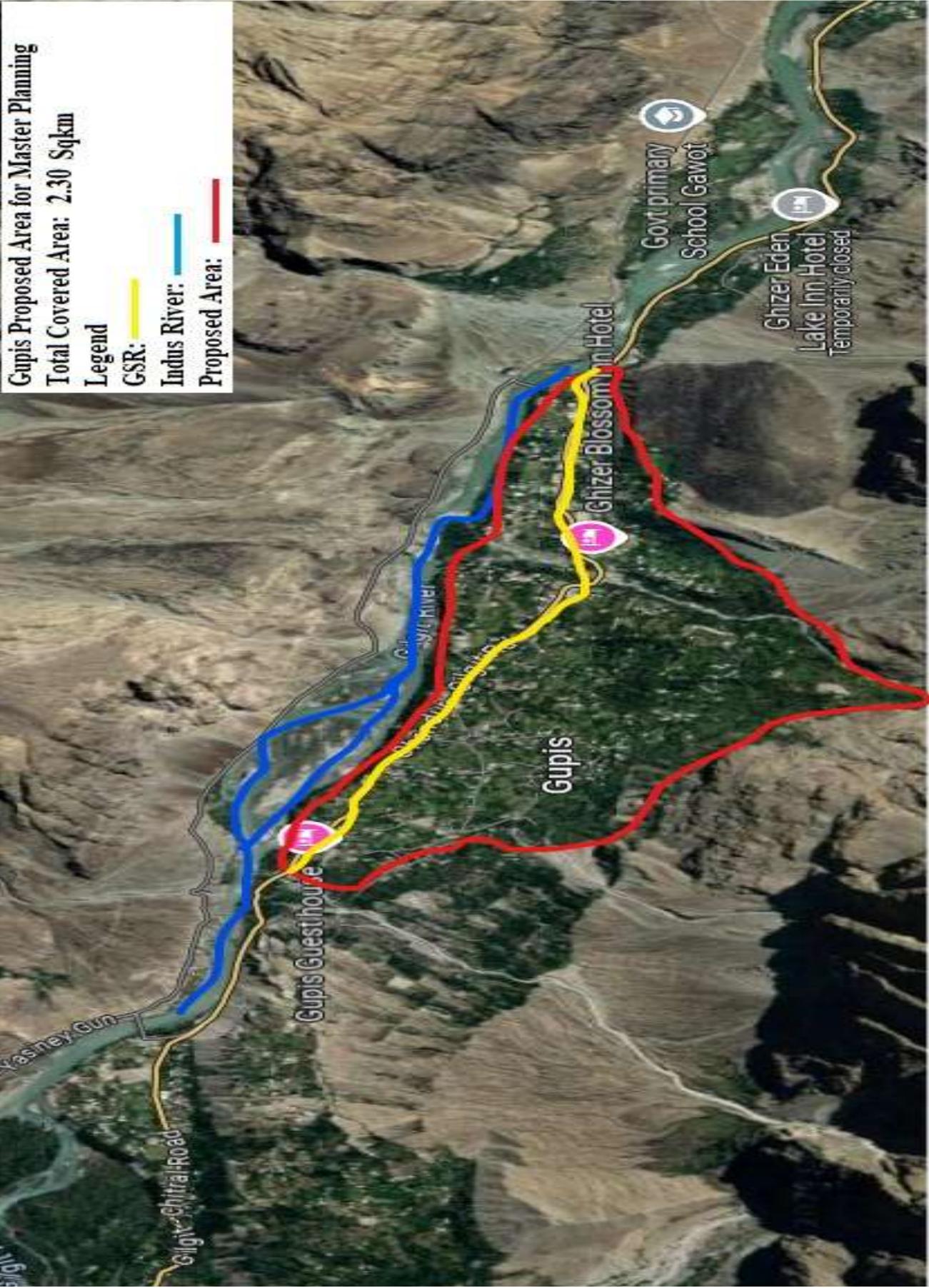
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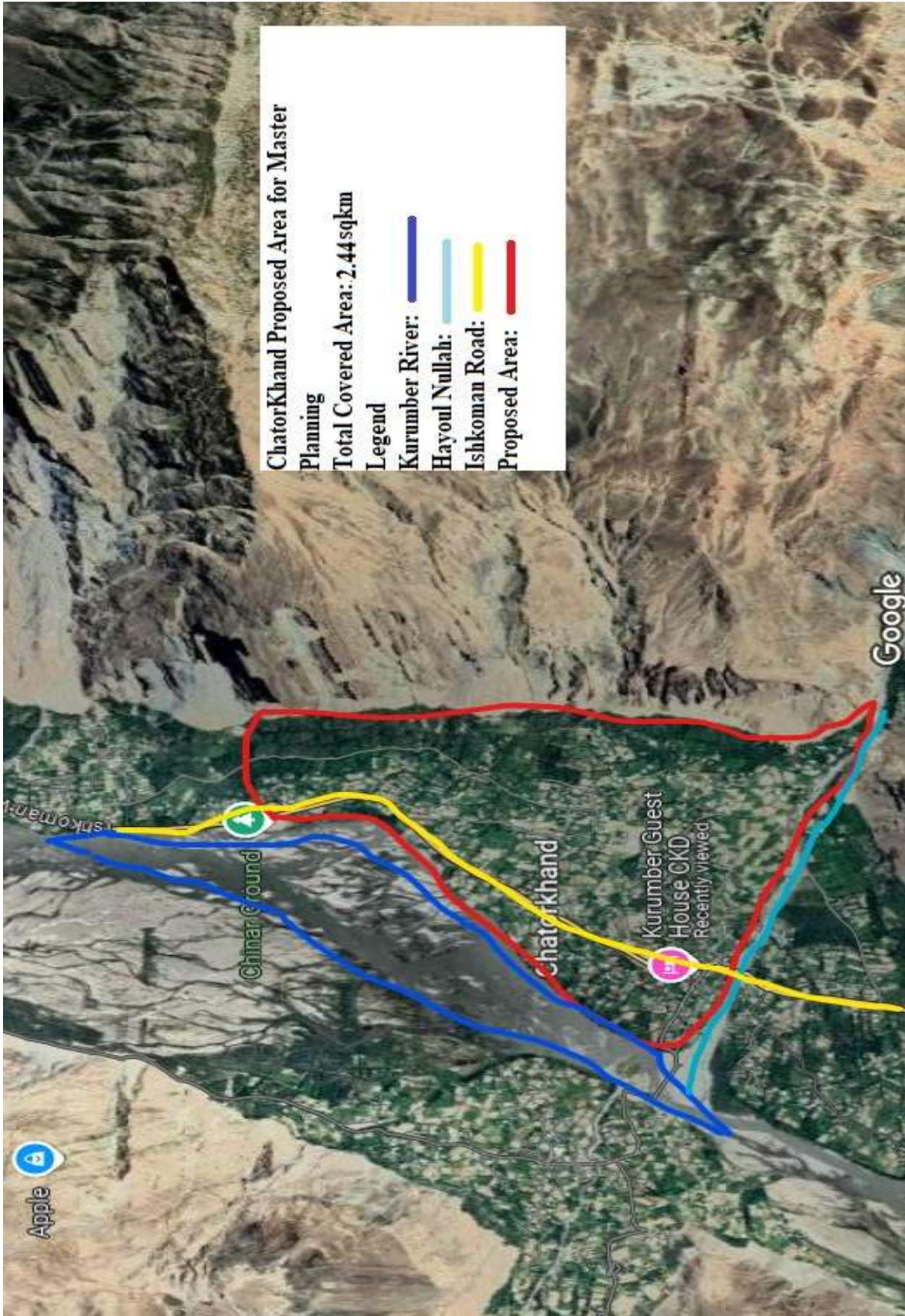


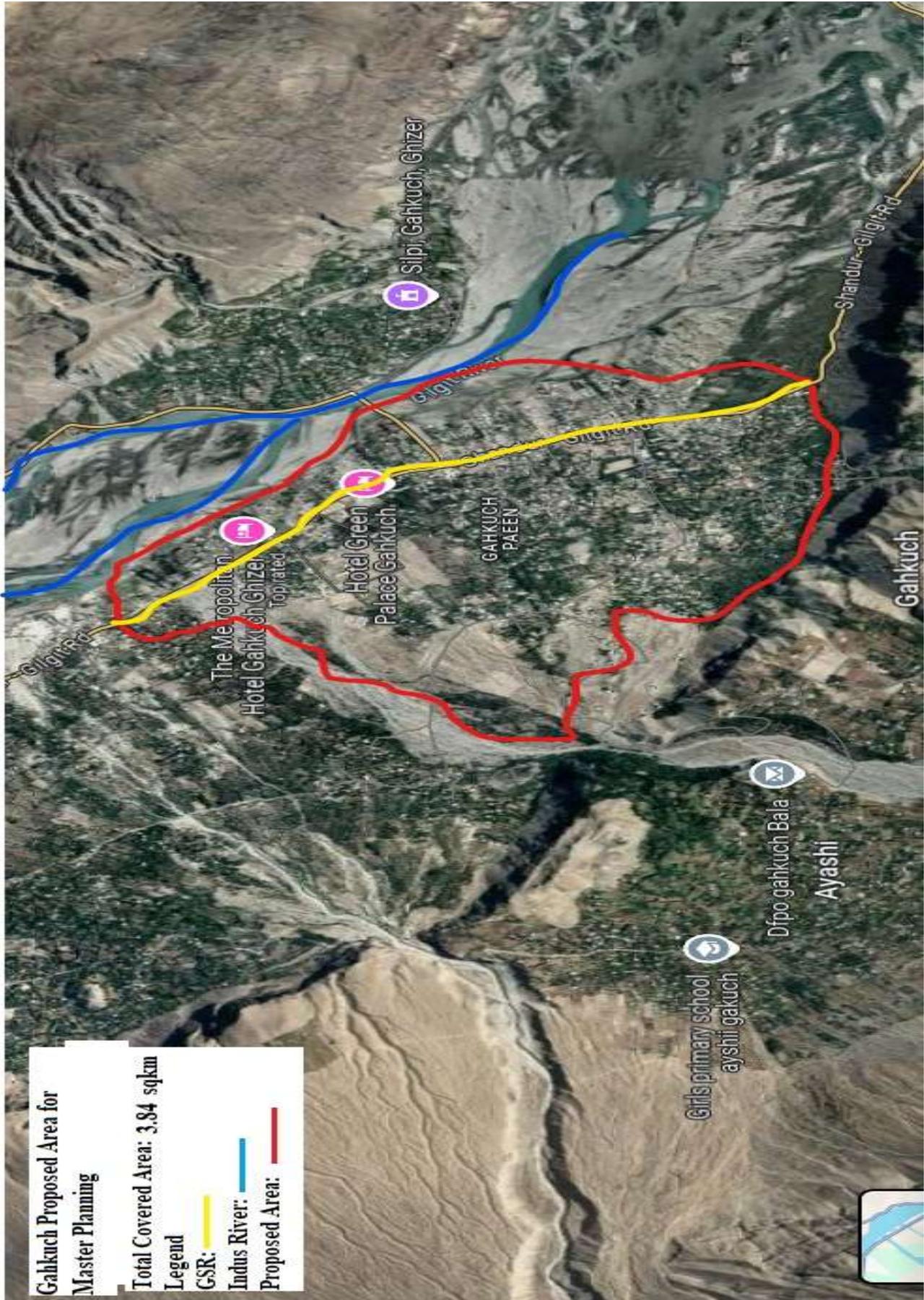












Gahkuch Proposed Area for Master Planning

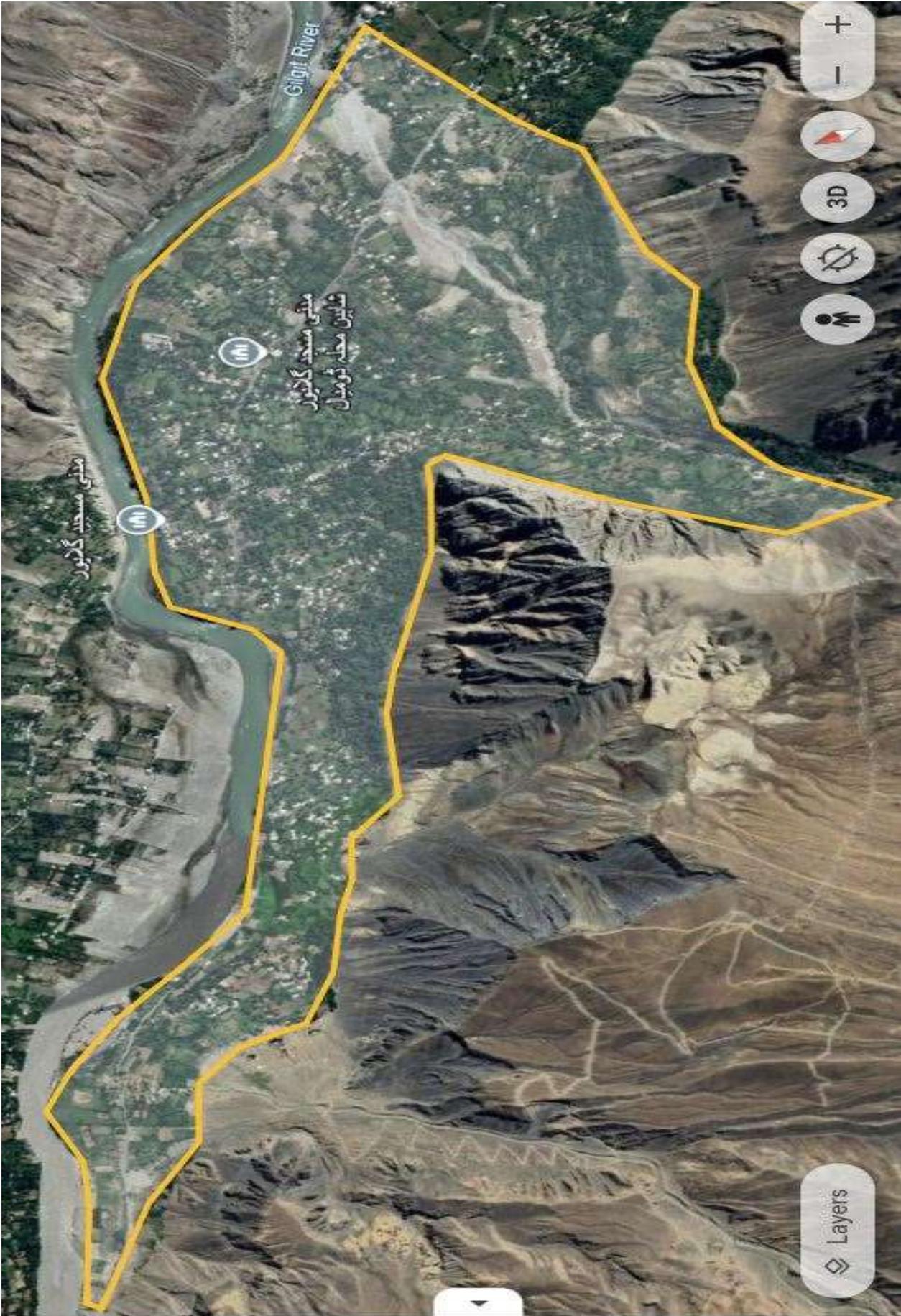
Total Covered Area: 3.84 sqkm

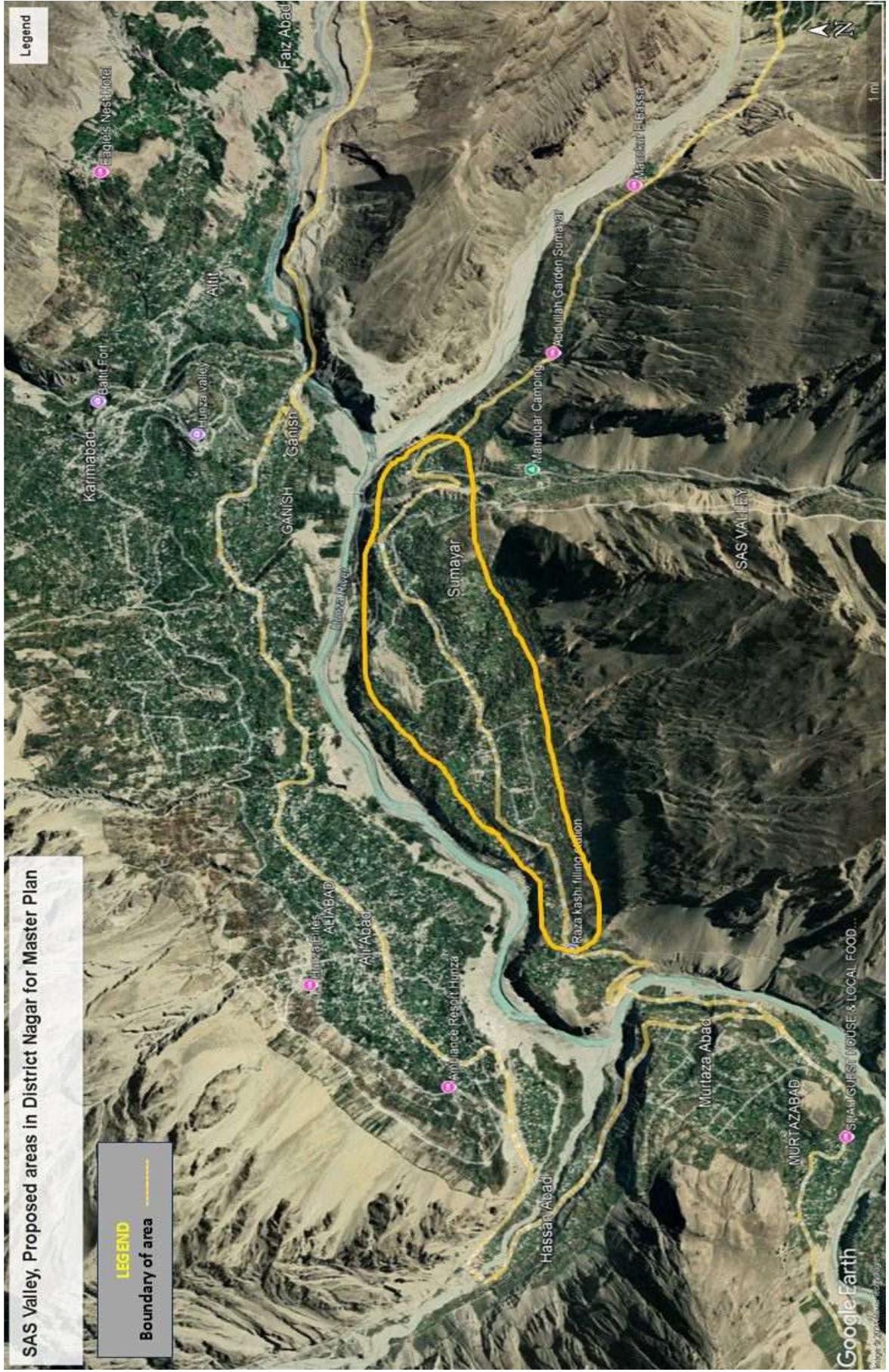
Legend

GSR: [yellow line]

Indus River: [blue line]

Proposed Area: [red line]





Harespo, Sikanderabad to Ghulmet, Proposed areas in District Nagar for Master Plan

LEGEND
Boundary of area

