



**FEASIBILITY STUDY AND DETAILED DESIGN
OF THE PROJECT TITLED
“PROVISION OF CLEAN DRINKING WATER SUPPLY TO SKAWAR
AND MINAWAR AREA GILGIT**

ADP#619/2026-27

October, 2026

**REQUEST FOR PROPOSAL (RFP) FOR
FEASIBILITY STUDY AND DETAILED DESIGN**

**OFFICE OF THE DEPUTY DIRECTOR WORKS
GILGIT DEVELOPMENT AUTHORITY GDA
GOVERNMENT OF GILGIT BALTISTAN**

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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 Gilgit Baltistan Regulatory Authority (<http://www.gbppra.gov.pk>).

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) **Agreement** means the Agreement signed by the Parties and all the attached documents
- c) **Client** means the agency with which the selected Consultant signs the Contract for the Services.
- d) **Consultant** means any entity including a Joint Venture that will provide the Services to the Client under the Contract.
- e) **Contract** means the Contract signed by the Parties and all the attached documents listed in its Clause1, which is the General Conditions (GC), the Special Conditions (SC) by which the GC may be amended or supplemented, and the Appendices.
- f) **"Data Sheet"** means such part of the Instructions to Consultants used to reflect specific assignment conditions.
- g) **"Day"** means calendar day.
- h) **GoGB** shall mean The Government of the Gilgit Baltistan
- i) **"GoP"** means the Government of Pakistan.
- j) **"Instructions to Consultants"** means the document which provides short listed Consultants with all information needed to prepare their Proposals.
- k) **"Joint Venture"** means a Consultant which comprises two or more Partners each of whom will be jointly and severally liable to the Client for all the Consultant's obligations under the Contract.
- l) **"Personnel"** means qualified persons provided by the Consultant and assigned to perform the Services or any part thereof.
- m) **"Proposal"** means a technical proposal or a financial proposal, or both.
- n) **"QBS"** means Quality-Based Selection.
- o) **"QCBS"** means Quality-and Cost-Based Selection.
- p) **"RFP"** means this Request for Proposal.
- q) **"Services"** means the work to be performed pursuant to the Contract.
- r) **"Sub-Consultant"** means any person or entity with whom the Consultant associates for performance of any part of the Services and for whom the Consultant is fully responsible.
- s) **"Terms of Reference"(TOR)** means the document included in the RFP, which explains the objectives, scope of work, activities, tasks to be performed, respective responsibilities of the Client and the Consultant, and expected results and deliverables of the assignment.



LETTER OF INVITATION



HIRING OF CONSULTANCY FIRM FOR “Consultancy services for Provision of Clean Drinking Water Supply to Skawar and Minawar area Gilgit”

Gilgit Development Authority (GDA) invites Sealed Bids for hiring of a well reputed consultancy firm for **Provision of Clean Drinking Water Supply to Skawar and Minawar area Gilgit**, from eligible consultant firms engaged in provision of similar services, who are registered with Pakistan Engineering Council (PEC) or Pakistan Council of Architects and Town Planners (PCATP) and renewed for the year 2026-27. The Bids shall be received as per single stage – two envelope procedure and will be evaluated on QCBS method.

Title	Pre-Bid Meeting	Bid Submission	Bid Opening
Consultancy services for Provision of Clean Drinking Water Supply to Skawar and Minawar area Gilgit	10 th November, 2026 11:30 AM	18 th November, 2026 11:00 A.M	18 th November, 2026 11:30 A.M

- Bidding documents will be available after publication of press advertisement.
- Consultants firms may obtain detailed bidding documents (Evaluation criteria and TORs) from the office of **Deputy Director Works, Gilgit Development Authority (GDA) Yadgar Chowk, Khomer, Gilgit** or request through email at gdagilgit@gmail.com upon payment of Rs.15000/- (non-refundable) by 17th November, 2026 during office hours.
- Reputed National firms having expertise and experience in formulation of Water Supply Projects are invited to submit their proposals.
- Procurement will be carried out as per Public Procurement Regulatory Authority Rules 2022 to the extent applicable. Competitive bidding will be conducted in accordance with the Single Stage Two Envelopes Procedure.
- Bids, which are incomplete, not sealed, not signed, unstamped, late or submitted by other than specified mode will not be considered.
- All Bids must be accompanied by a Bid Security of **PKR 0.500 Million** in the form of CDR issued by a scheduled bank regulated by State Bank of Pakistan in the name of **“Deputy Director Works Gilgit Development Authority”**
- A pre-bid meeting will take place at **1130 Hours on 10th November, 2026** at GDA head office (address given below) for the applicants who wish to attend.
- Applications along with two sets of **“Technical Proposal”** and **“Financial Proposal”** separately sealed, signed & stamped on the prescribed forms given in the bidding documents for invitation for consultancy service must be delivered in sealed envelopes by hand or through registered mail, to the office of the Deputy Director Works, GDA, Yadgar Chowk, Khomer, Gilgit, not later 18th November, 2026 at 11:00 AM. Bids will be opened on same day and venue at 11:30 AM.
- GDA will not be responsible for any cost or expense incurred by Bidders in connection with the preparation or delivery of Bids.
- In case of official holiday on the day of submission, next day will be treated as closing date.
- GDA reserves the right to cancel the bidding process at any time prior to the acceptance of a proposal.

Engr. Behroz Ali
Deputy Director (Works), GDA

GDA OFFICE YADGAR CHOWK GILGIT, PAKISTAN Phone: 05811-92230

Email: gdagilgit@gmail.com

Info@gilgitdevelopmentauthority.gov.pk



Annex A

INSTRUCITONS TO CONSULTANTS

1. GENERAL

- 1.1. Desiring consultants are invited to submit a technical and a financial proposal for consulting services required for the assignment named in the attached Data Sheet (Annex B). The proposals could form the basis for future negotiations and ultimately a Contract between the selected Consultant and the Client named in the Data Sheet.
- 1.2. A brief description of the assignment and its objectives are given in the Data Sheet which are elaborated in Appendix A (Terms of Reference) to this RFP.
- 1.3. The assignment shall be implemented in accordance with the phasing indicated in the Data Sheet. (When the assignment includes several phases, continuation of services for the next phase shall be subject to satisfactory performance of the previous phase, as determined by the Client).
- 1.4. The Client has been entrusted the duty to implement the Project as Executing Agency by Govt. of GB and funds for the project have been approved by GB Government and provided in the budget for utilization towards the cost of the assignment, and the Client intends to apply part of the funds to eligible payments under the Contract for which this LOI is issued.
- 1.5. Consultants should familiarize themselves with rules / conditions and take them into account while preparing their Proposals. To obtain first-hand information on the assignment and on the local conditions, you are encouraged to pay a visit to the site/ client before submitting a proposal and attend a pre- proposal conference if specified in the Data Sheet. You must fully inform yourself of local conditions and take them into account in preparing your proposal.
- 1.6. Procuring Entity may provide facilities and inputs as specified in Data Sheet.
- 1.7. Please note that:
 - i. The cost of preparing the proposal and of negotiating the Contract, including visit to the Site/ Client, are not reimbursable as a direct cost of the Assignment.
 - ii. The Procuring Entity reserves the right to annul the selection process at any time prior to Contract award, without thereby incurring any liability to the Consultants.
- 1.8. An invitation to submit proposals has been sent to the firms as listed/stated in the Data Sheet.
- 1.9. In order to avoid conflicts of interest;



- i. As a basic principle, it is essential that consultants should not have any interest, directly or indirectly, in the construction or manufacturing or supply of materials and equipment for the project under consideration and should thus be free from any possible conflict of interest arising there from.
- ii. The freedom from conflict of interests: Suffice it to add here that freedom from conflict of interest should not only exist at the commencement of the services, but must be maintained throughout the duration of the services.

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

- 1.10 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
- 1.11 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
 - i Defines the following terms:
 - a. "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;
 - b. "Fraudulent practice" means a misrepresentation or omission of facts in order to influence a selection process or the execution of
 - c. 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;
 - d. "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.
 - e. 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;



- f. 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
 - g. 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
- 1.12 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



2. DOCUMENTS

- 2.1. To prepare a proposal, please use the attached Forms/Documents listed in the Data Sheet.
- 2.2. Consultants requiring a clarification of the Documents must notify the Client, in writing, not later than Seven (07) days before the proposal submission date. Any request for clarification in writing, or by cable, telex or tele-fax shall be sent to the Client's address indicated in the Data Sheet. The Client shall respond by writing or cable, telex or tele-fax to such requests and copies of the response shall be sent to all interested Consultants who opt to participate in this process.
- 2.3. At any time before the submission of proposals, the Client may, for any reason, whether at its own initiative or in response to a clarification requested by a consulting firm, modify the Documents by amendment. The amendment shall be sent in writing or by cable, telex or tele fax to all participating consulting firms and will be binding on them. The Client may at its discretion extend the deadlines for the submission of proposals.

3. PREPARATION OF PROPOSAL

Desiring consultants will submit a Technical and a Financial Proposal. The proposals shall be written in English language.

In preparing their Proposal, Consultants are expected to examine in detail the documents comprising the RFP. Material deficiencies (deviation from scope, experience and qualification of Personnel) in providing the information requested may result in rejection of a Proposal.

3.1 Technical Proposal

- 3.1.1 The Technical Proposal should be submitted using the format specified and shall include duly signed and stamped forms appended with the RFP. This is a mandatory requirement for evaluation of proposals and needs to be filled up carefully.

The proposals should be bound in the hard book binding form to deny the possibility of removal or addition of page(s). All the pages of proposals must be signed and stamped in original by authorized representative of the JV. All the pages must be numbered starting from first page to last.

- 3.1.2 The Technical Proposal should be submitted with bid security (Mandatory to be made **part of Technical Proposal**) and in the shape as specified in the data sheet and using the format specified and enclosed with this RFP. Bid Security shall be released after signing of the Contract. The successful Consultant shall submit Performance Security as specified in the Data Sheet, which shall remain



valid until completion of Services including Defects Liability Period.

3.1.3 In the Technical Proposal, the general approach and methodology shall be proposed for carrying out the services covered in the Terms of Reference, including such detailed information as deemed relevant together with consultant's appreciation of the and Project from provided details and

- a. A brief description of the consultant organization and an outline of recent experience on assignments of a similar nature. For each assignment, the outline should indicate, *inter alia*, the profiles of the staff, duration of the assignment, contract amount, and firm's involvement.
- b. A detailed overall work program to be provided with timing of the assignment of each Key Personnel or other staff member assigned to the Project.
- c. An estimate of the total number of person-months and Project duration required.
- d. Clear description of the responsibilities of each Key Personnel within the overall work program.
- e. The Curricula Vitae of all Key Personnel and an Affidavit on stamp paper duly attested by Oath Commissioner to the effect that the proposed personnel shall be available for the assignment in the project duration and their present place of duty may also be mentioned. Failure to provide the Affidavit may result in to cancelling further evaluation of the proposal. The consultants are advised to suggest such names that shall be available for the Assignment.
- f. The Technical Proposal shall include duly filled-informs provided in this RFP: the name, background and professional experience of each Key Personnel to be assigned to the Project, with particular reference to his experience of work of a nature similar to that of the proposed assignment.
- g. Current commitments and past performance are the basic criteria in evaluation of Technical Proposal. Consultants are required to provide the details of present commitments/ongoing jobs as referred in the Form TECH-9 Current Commitments of the Firm.
- h. While preparing the Technical Proposal, consultants are expected to examine all terms and instructions included in the RFP. Failure to provide all requested information shall be at consultant's risk and may result adversely in the scoring of the proposal. The proposal should be prepared as per RFP and any suggestion or review of staff etc. should be clearly spelt out in Form TECH-4, A and B, -COMMENTS/SUGGESTIONS OF



CONSULTANT. This will be discussed at the time of negotiation meeting as and when called.

3.1.4 During preparation of the Technical Proposal, consultants must give particular attention to the following:

- i. Consultant may utilize the services of expatriate experts but only to the extent for which the requisite expertise is not available with any Pakistani firm. In case of JV, the proposal should state clearly partners will be “Jointly and Severally” responsible for performance under the Contract and One (Representative) partner will be solely responsible for all dealings with the Client on behalf of the JV. Its Power of Attorney on this account is to be enclosed. The Representative partner shall retain the responsibility for the performance of obligations and satisfactory completion of the consultancy services.
- ii. Sub-consultancy is not permitted, except for individual specialists with unique expertise, subject to prior written approval of the Client. Such specialists shall not be evaluated as JV partners.
- iii. The Key Personnel proposed shall preferably be permanent employees of the firm or have an extended and stable working relationship with it.
- iv. Proposed professional staff must, at a minimum, have the experience indicated in the Data Sheet, preferably working under similar geographical condition.
- v. Alternative professional staff shall not be proposed, and only one curriculum vitae (CV) shall be submitted for each position.
- vi. The estimated number of Key Personnel person-months required for the Assignment is stated in the Data Sheet. The proposal should be based on a number of Key Personnel person-months substantially in accordance with the above number.

3.1.5 The Technical Proposal shall not include any financial information. The Consultant’s comments, if any, on the data, services and facilities to be provided by the Client and indicated in the TOR shall be included in the Technical Proposal. A Technical Proposal containing any financial information will be treated as non-responsive resulting in rejection of the proposal.



3.2 Financial Proposal

- 3.2.1 The financial proposal should be submitted using the format specified and enclosed with this RFP. This is a mandatory requirement for evaluation of proposals and needs to be filled up carefully. The total cost of services is to be mentioned in the Form FIN- I.
- 3.2.2 The Consultant will be subject to all admissible taxes including stamp duty and service charges at a rate prevailing on the date of contract agreement unless exempted by relevant tax authority.
- 3.2.3 The Financial Proposal should list the costs associated with the Assignment. These normally cover remuneration for staff in the field and at headquarters, per diem, housing, transportation for mobilization and demobilization, services and equipment (vehicles, office, equipment, furniture and supplies), printing of documents, surveys and investigations. Your firm Financial Proposal should be prepared using the formats attached as Forms FIN-1 to FIN- 8.
- 3.2.4 The Financial Proposal shall also take into account the professional liability as provided under the relevant PEC Bye-Laws and cost of insurances specified in the Data Sheet.
- 3.2.5 The evaluation committee will correct any computational errors. When correcting computational errors, in case of discrepancy between a partial amount and the total amount, or between word and figures the former will prevail.
- 3.2.6 Costs may be expressed in currency(s) listed in the Data Sheet.

4. SUBMISSION OF PROPOSALS

- 4.1. Consultants shall submit one original Technical Proposal and one original Financial Proposal and the number of copies of each indicated in the Data Sheet in hard copies. Each proposal shall be in a separate envelope indicating original or copy, as appropriate. All Technical Proposals shall be placed in an envelope clearly marked "Technical Proposal" and the Financial Proposals in the one marked "Financial Proposal". These two envelopes, in turn, shall be sealed in an outer envelope bearing the address and information indicated in the Data Sheet. The envelope shall be clearly marked, "DO NOT OPEN, EXCEPT IN PRESENCE OF THE EVALUATION COMMITTEE."
- 4.2. An authorized representative of the Consultants shall initial all pages of the original Technical and Financial Proposals. The authorization shall be in the form of a written power of attorney accompanying the Proposal or in any other form demonstrating that the representative has been duly authorized to sign. The signed Technical and Financial Proposals shall be marked "ORIGINAL"



- 4.3.** In the event of any discrepancy between the copies of the proposal, the original shall govern. The original and each copy of the Technical and Financial Proposals shall be prepared in indelible ink and shall be signed by the authorized representative of the consultant. The representative's authorization shall be confirmed by a written power of attorney accompanying the proposals. All pages of the Technical and Financial Proposals shall be signed by the person or persons signing the proposal.
- 4.4.** The proposal shall contain no interlineations or overwriting except as necessary to correct errors made by the consultants themselves. Any such corrections shall be initialed by the person or persons signing the proposal.
- 4.5.** The completed Technical and Financial Proposals shall be delivered on or before the time and date stated in the Data Sheet. The location for the submission of proposals is indicated in the Data Sheet.
- 4.6.** 4.5 The proposals shall be valid for the number of days stated in the Data Sheet from the date of its submission. During this period, consultants shall keep available the Key Personnel proposed for the Assignment. The Client shall make its best effort to complete negotiations at the location stated in the Data Sheet within this period.

5. PROPOSAL EVALUATION

5.1. Evaluation Procedure and Criteria

- 5.1.1.** A Single Stage-Two envelope procedure shall be adopted for this procurement. Consultant's selection will be based on Quality cum Cost basis. The technical evaluation shall be carried out first, followed by the financial evaluation. Firms shall be ranked using a combined technical/financial score.



- 5.1.2. The evaluation committee will correct any computational errors in Financial Proposals. When correcting computational errors, in case of discrepancy (i) between a partial (subtotal) amount and the total amount, or (ii) between the amounts derived by multiplying unit price with quantity and the total price or (iii) between words and figures, the formers will prevail. However, items described in the Technical Proposals but not priced, in the Financial Proposals shall be assumed to be included in the prices of other activities or items and no corrections are made to the Financial Proposal. In case an activity or item is quantified in the Financial Proposal differently from the Technical Proposal, the evaluation committee shall correct the quantification indicated in the Financial Proposal so as to make it consistent with that indicated in the Technical Proposal for further correction by applying the unit price included in the Financial Proposal to the consistent/ corrected quantity. However, the proposals that quote higher than the required input of person-months as per this RFP will not be adjusted. Whereas the proposals quoting lesser than the required input of person months as per this RFP shall be adjusted as follows. If unit price for the subject person-month is available, the same shall be applied; and if the unit price for the subject person-months is not available, highest unit price for an activity or item of the same category [international or national (Key Personnel or other Personnel)] as provided in the Financial Proposals shall be applied. The Reimbursable direct cost shall not be adjusted and the same shall be capped for the Assignment.
- 5.1.3. From the time the Proposals are opened to the time the Contract 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 Contract may result in the rejection of the Consultants' Proposal.

5.2. Technical Proposal

- 5.2.1. The evaluation committee will 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. Each responsive Proposal will be given a technical score (St). A Proposal shall be rejected at this stage if it fails to achieve the minimum technical score indicated in the Data Sheet and their financial proposals will be returned unopened.
- 5.2.2. 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



5.3. Financial Proposal

- 5.3.1. The financial proposals of technically qualified consulting firms shall be opened in the presence of the representatives of these firms, who shall be invited for the occasion and who care to attend. The date, time and address for opening of financial proposals are indicated in the letter of invitation LOI. The total cost and major components of each proposal shall be publicly announced to the attending representatives of the firms.
- 5.3.2. The evaluation committee shall determine whether the Financial Proposals are complete and without computational errors; all errors/discrepancies and deviations from respective Technical Proposals as well as RFP shall be dealt with for subsequent scoring in accordance with procedure and criteria given in Para5.1.2 herein above. The lowest Financial Proposal (Fm) among all shall be given a financial score (Sf) of 1000 points. The financial scores of the proposals shall be computed as follows:

$$Sf = (1000 \times Fm) / F$$

(F=amount of specific Financial Proposal)

- 5.3.3. Proposals, in the quality cum cost-based selections (QCBS) 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:

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



- 5.3.4. The firm achieving the highest combined technical and financial score will be invited for negotiations.
- 5.3.5. Breakup of the approved cost of contract shall be carried out according to the phases of the Terms of Reference for the temporary payments to the consultant.

6. NEGOTIATION

- 6.1.** Negotiations will be held at the date and address indicated in the Data Sheet. The invited Consultant will, as a pre-requisite for attendance at the negotiations, confirm availability of all Professional staff. Failure in satisfying such requirements may result in the PE proceeding to negotiate with the next-ranked Consultant. Representatives conducting negotiations on behalf of the Consultant must have written authority to negotiate and conclude a Contract.
- 6.2.** Technical Negotiations will include a discussion of the Technical Proposal, the proposed technical approach and methodology, work plan, organization and staffing, and any suggestions made by the Consultant to improve the Terms of Reference. The PE and the Consultants will finalize the Terms of Reference, staffing schedule, work schedule, logistics, and reporting. These documents will then be incorporated in the Contract as "Description of Services". Minutes of negotiations, which will be signed by the PE and the Consultant, will become Part of Contract Agreement.
- 6.3.** If financial negotiations are applicable, it is the responsibility of the Consultant, before starting financial negotiations, to contact the local tax authorities to determine the tax amount to be paid by the Consultant under the Contract. The financial negotiations will include a clarification (if any) of the firm's tax liability, and the manner in which it will be reflected in the Contract; and will reflect the agreed technical modifications in the cost of the services. Consultants will provide the PE with the information on remuneration rates described in the Appendix attached as Financial Proposal - Standard Forms of this RFP.



- 6.4.** Having selected the Consultant on the basis of, among other things, an evaluation of proposed Professional staff, the PE expects to negotiate a Contract on the basis of the Professional staff named in the Proposal. Before contract negotiations, the PE will require assurances that the Professional staff will be actually available. The PE will not consider substitutions during contract negotiations unless both Parties agree that undue delay in the selection process makes such substitution unavoidable or for reasons such as death or medical incapacity. If this is not the case and if it is established that Professional staff were offered in the proposal without confirming their availability, the Consultant may be disqualified. Any proposed substitute shall have equivalent or better qualifications and experience than the original candidate and be submitted by the Consultant within the period of time specified in the letter of invitation to negotiate.
- 6.5.** The negotiations shall be concluded with a review of the draft form of the contract. The Client and the Consultant shall finalize the contract to conclude negotiations. If negotiations fail, the Client shall invite the consultant that received the second highest score in ranking to Contract negotiations. The procedure will continue with the third in case the negotiation process is not successful with the second ranked consultant (and so on).

7. AWARD OF CONTRACT

- 7.1.** The Contract shall be awarded after successful negotiations with the selected Consultant and approved by the competent authority. Upon successful completion of negotiations/initialing of the draft contract, the Client shall promptly inform the other consultants that their proposals have not been selected.
- 7.2.** After publishing of award of contract consultant required to submit a Performance security at the rate indicated in data sheet.
- 7.3.** The selected Consultant is expected to commence the Assignment on the date and at the location specified in the Data Sheet.
- 7.4.** The bid security of the Consultant who fails to sign the Contract will be forfeited.

8. CONFIDENTIALITY

- 8.1.** Information relating to evaluation of Proposals and recommendations concerning awards shall not be disclosed to the Consultants who submitted the Proposals or to other Persons not officially concerned with the process, until the publication of the award of Contract. The undue use by any Consultant of confidential information related to the process may result in the rejection of its Proposal.



9. BID SECURITY

- 9.1.** The proceeds of the bid Security shall be payable to the Client, on the occurrence of any one of the following
- a) if the consultant withdraws the bid during the bid validity period specified in the Data Sheet;
 - b) if the consultant does not accept the correction of total bid price as per Clause no. 5.1.2 of this RFP;
 - c) 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;
 - d) 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
 - e) if the successful Consultant fails or refuses to furnish the Performance Guarantee as specified in Clause 7.2
 - f) 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



Annex-B

DATA SHEET

LOI Clause#

1.1. The name of the Assignment is:

CONSULTANCY SERVICES FOR FEASIBILITY AND DETAILED DESIGN OF THE PROJECT TITLED PROVISION OF CLEAN DRINKING WATER SUPPLY TO SKAWAR AND MINAWAR AREA GILGIT

The name of the Procuring Entity/ Client is:

Gilgit Development Authority (GDA), Government of Gilgit Baltistan

1.2. The description and the objectives of the assignment are: **As per TOR**

1.3. Time for the Assignment:

Time period for Feasibility Study and Detailed Design is 03-months.

The Consultant shall commence the services upon receipt of Letter of Acceptance (LOA) and actual date of commencement.

1.4. Pre-Proposal /Bid Meeting:

Yes _____

Date, 10th November 2026

Time 11:30 AM

**Address: Office of Deputy Director Work Gilgit Development Authority (GDA)
Yadgar Chowk Gilgit.**

Phone: Phone: 05811-922307

Email: gdagilgit@gmail.com

1.5. The Client shall provide the following inputs: As per TOR

1.6. Sub-consultancy is not permitted, except for individual specialists with unique expertise, subject to prior written approval of the Client. Such specialists shall not be evaluated as JV partners.

1.7. Clarifications may be requested in writing by authorized representative not later than 7 days before the submission date.

The address for requesting clarifications is:

**Deputy Director Works Gilgit Development Authority
Yadgar Chowk Gilgit**

Phone # 05811-922307

Email: gdagilgit@gmail.com



- 1.8. The invited firms/JV meeting the following requirements:
- a. Valid Registration Certificate of Pakistan Engineering Council with relevant Service and Project Profile Codes (mentioned herein below).
 - b. The Firm/JV must possess the following PEC Project Profile codes:
1201, 1204, 1205, 1206, 1215
 - c. The Consulting firm or JV must have registration with FBR & SECP
 - d. Affidavit in original bearing the subject with project name on stamp paper duly attested by the Oath Commissioner to the effect that the firm has neither been blacklisted nor any contract rescinded in the past for non-fulfillment of contractual obligations (By all partner firms in case of JV). Non submission of the affidavit may be treated as disqualification resulting in to no further evaluation of the proposal.
 - e. Facilities available with the consultant to perform their functions effectively (proper office premises, software, hardware, record keeping etc.)
 - f. Client's satisfaction certificates (Performance Reports) from the respective Clients. Moreover, any adverse report regarding performance of consultant on **GoGB** projects received from **all GoGB Departments** or relevant quarter may become basis for its disqualification from the Assignment above named in clause 1.1.
 - g. Person-months of staff and Project Duration as per TOR and Bidding Data sheet.

2.1. The Documents are:

- (i) Letter of Invitation
- (ii) Instructions to Consultants
- (iii) Data Sheet
- (iv) Technical Proposal Forms
- (v) Financial Proposal Forms
- (vi) Appendix-A Terms of Reference (including Background information)
- (vii) Appendix-B: Person-Months and Activity Schedule
- (viii) Appendix-C: Client's Requirements from the Consultants
- (ix) Appendix-D: Evaluation Criteria for Personnels

- 3.1.2 The Consultants /bidder shall provide a bid security amounting to **PKR 0.500 Million** (Mandatory to be made part of Technical Proposal) in shape of CDR in favor of Deputy Director Works, Gilgit Development Authority (GDA). Bid Security shall be



released after signing of the Contract. The successful Consultant shall submit Performance Security as specified in the Data Sheet, which shall remain valid until completion of Services including Defects Liability Period.

3.1.4 Proposed Key Personnel shall preferably be from lead firm only and shall preferably be permanent employees or under long-term contractual engagement.

(i) The minimum number of man-months of Personnel is:

As per the Data Sheet/Man months table

(ii) The minimum required Personnel are;

S#	STAFFING	Min. Qualification	No.	Man Month	Minimum Experience
I) KEY STAFF					
01	Team Leader / Water Supply Specialist	BSc/BE Civil + MSc in Water/Environmental Engineering;	1	03	20 years overall; 15 years in water supply planning/design; at least 3 comparable assignments as team leader/design lead
02	Contract & Procurement Expert	B.Sc Civil EngineeringMSc Project/Contract Management	01	02	15 Year overall; 10 year in Contract execution/Administration
03	Hydrologist / Water Resources Specialist	B.Sc./BE Civil Engineering, preferably MSc in Hydrology, Water Resources Engineering:	1	02	12 yrs overall: 8 years in source-yield, catchment, flow measurement and hydrological assessment experience
04	Structure Engineer	B.Sc Civil Engineering+ MSc in Structure Engineering	1	02	15 yrs overall: 10 years in reservoirs, intake structures, pump houses, retaining and other water infrastructure.
05	Design Engineer (Water Supply)	BSc Civil Engg , preferably MSc in Water Resources Engineering	1	02	12 yrs (8 yrs in drinking water supply/treatment design)
06	Design Engineer (Highway / Roads)	BSc Civil Engg. preferably MSc Transportation Engg	1	02	12 yrs overall:(08 yrs in road projects)
07	Mechanical Engineer	BSc/BE Mechanical Engineering; preferably MSc Mechanical Engg.	1	02	12 years overall; 08 yrs in pumps, pump houses,



					equipment selection and surge/system interfaces.
08	Geo-Technical Engineer	BSc Civil Engg preferably MSc Geotechnical Engg.	1	1.5	12 yrs overall: (08 yrs in landslide mitigation projects)
09	Environmental Specialist	BSc Civil/ Environmental Engg preferably MSc Environmental Engg.	1	1.5	12 yrs overall: (08 yrs in water supply/water resources projects)
II) Non-Key Staff					
1	Junior Engineers	B.Sc. Civil Engineering	1	3	05 years with at least 02 year in similar Nature.
2	Chief Surveyor	B-Tech in Civil Engineering	1	3	15 years of experience with at least 08 years in design of Water Supply and Water resources related Projects.
3	GIS Specialist	BSc/Diploma in GIS/RS/ Geography	1	3	12 years' experience
4	Quantity Surveyor	DAE Civil, Preferably B Tech Civil	1	3	12years' Experience
5	Surveyors	Diploma in Civil/Survey Technology	2	6	8 years' Experience
6	Auto CAD Operators	DAE in Civil Technology with certificate in CAD	1	3	8 years' experience
III) Support Staff					
1	Office / Account Manager	Bachelor Degree	1	3	06 years' experience
2	Office Assistants	FA/FSc.	2	6	04 years' experience
3	Office Boys	Matriculate	2	6	-
4	Chowkidars / Security Guards	Matriculate	2	6	-
5	Cooks	Matriculate	1	3	-

Notes:

- At the proposal stage, firms shall submit CVs and supporting documents **only for Key Staff**. CVs and documents for **Non-Key Staff**



will be required at the time of deployment and must be submitted for Client approval.

2. **All Key Staff positions must be nominated and provided by the Lead Firm** to ensure effective execution of the project.

3. **No evaluation marks shall be awarded to “To Be Nominated (TBN)” positions for Key Staff.** Only fully identified and qualified Key staff will be considered during proposal evaluation.

4. **Overlapping of CVs** between the Design Review Stage and the Construction Supervision Stage is permitted, provided that the proposed staff meets the minimum qualification and experience requirements for both assignments.

3.2.4 Professional liability, insurances (description or reference to appropriate documentation):

- (i) The consultants shall be responsible for Professional Indemnity Bond of the required amount at their own cost. This bond shall be in the joint name of Consultant and the Client, and its cost is deemed to be included in the bid price.
- (ii) The consultants are required to insure their Employees and Professionals for Hospitalization/ Medical, Travel and Accident Cover for the duration of the Contract, and its cost is deemed to be included in the bid price.
- (iii) Other details provided in Special Conditions of Contract in Model Agreement.

3.2.6 Cost of the proposal shall be quoted in Pak Rupees.

4.1. The number of copies of the Proposal required is:

Technical Proposal:

One Original and one hard copy with flash memory/ USB (soft form of complete Technical Proposal in PDF Searchable Form) in sealed envelope.

Financial Proposal:

One Original with flash memory/ USB (soft form of complete Financial Proposal in PDF as well as MS Word/ Excel Forms) in sealed envelope.

The address for writing on the proposal is:

Deputy Director Works
Gilgit Development Authority GDA Yadgar
Chowk Gilgit.

4.2. The date and time of proposal submission is:

As per the advertisement.



4.3. Bid Validity period of the proposal is:

Ninety (90) days

Location for Negotiation is: Location for submission of proposal

5.2.1. The Evaluation of Technical Proposal shall be based on following criteria:

S.No	Description	Percentage of Points
(1)	Qualification and Competence of the Key Staff for the Assignment	30%
	(a) Academic and General Qualification	10%
	(b) Relevant Experience in the respective field of expertise and similar assignments	20%
(2)	Experience of the Consultants relevant to the Assignment and standing of firm	50 %
	(a) Proof of Long Standing of the Firm	05%
	(b) Turnover for last three years	03%
	(c) Certification	02%
	(d) Experience in similar nature of Projects	30%
	(e) General Experience	10%
(3)	Adequacy and quality of the proposed Work planned Methodology in responding to the TORs and JV with Saudi Firm	20%

NOTE:

1. The participants must strictly meet the stated criteria; In case of failing to meet the minimum requirement, the whole proposal will be rejected.
2. Consultants meeting the requirements i.e overall passing marks 70% shall be considered technically qualified.
3. Consultant will also submit no litigation certificate.
4. The lead firm shall hold a financial share more than the JV partners. The lead firm must secure a minimum of 60% passing marks in each category in the evaluation. No separate passing criteria shall apply to individual joint venture (JV) partner.



5. The provision in RFP is made keeping in view the requirement of the work. However, actual staff and number of personnel from consultant will be deployed after approval of employer
6. Experience of the personnel will be considered while working on the projects exclusively. Part time working in projects with full-time engagement in government or semi government organization, NGOs or educational institutes will not be considered. If such case exists, the expert must provide an affidavit (on legal stamp paper) that he was not engaged with any of the above-mentioned organization/institutes during his working on the previous as well as this proposed project.



S#	Description/ Item	Points	Document/Record to be provided in Proof		
1	Qualification and Competence of the Key Staff for the Assignment	30	The number of points to be assigned to each of the below positions or disciplines shall be determined considering the criteria under in Appendix D		
	Academic qualifications and experience		Sr. No	Designation	Assigned Points
			K01	Team Leader / Water Supply Specialist	6
			K02	Contract & Procurement Expert	3
			K03	Hydrologist / Water Resources Specialist	3
			K04	Structure Engineer	3
			K05	Design Engineer (Water Supply)	3
			K06	Design Engineer (Highway / Roads)	3
			K07	Mechanical Engineer	3
			K08	Geo-Technical Engineer	3
			K09	Environmental Specialist	3
				Sub-total	30
			Note: <ul style="list-style-type: none"> • Detail CV's (with Picture of candidate) duly signed by authorized Rep. of lead firm • Attested Photocopy of highest qualification degree. • Photocopy of PEC Card (for Engr. Only). • CNIC No. must be mentioned in CV. • Affidavit on stamp paper from the proposed staff about their availability and consent to work on the project. • Experience to be mentioned in the detailed CV, supported by Appointment letters, Experience Certificates etc duly attested. • Reduced points shall be awarded in case of insufficient experience has been provided. 		



			<ul style="list-style-type: none"> Zero marks will be assigned if any of the above is missing.
2	Experience of the Consultants relevant to the Assignment and standing of firm	50	
(a)	Proof of Long Standing of the Firm (Lead Firm only)	05	Full Points shall be allotted to the firm having Fifteen Years (15) or more years' experience since its registration. Zero points if the criteria are not fulfilled. Note: Lead firm must provide the Proof of legal status in the form TECH-I.
(b)	Average turnover of the firm (Lead Firm only)	03	Full Points shall be allotted to the firm having Average Turnover for last Three Years 200 million. Note: Lead firm Average turnover along with proof in the mandatory section
(c)	Certification	02	For the ISO Certification 9001:2015, 14001:2015, 45001:2015 points will be allocated 0.5 for each certificate. The 0.5 will be allocated for any other ISO certificate.
(d)	Experience in Similar Nature Projects. (Lead Firm only)	30	<p>Four (04) Completed Projects (must include Water Supply) completed during last 05-years, subject to the following sub-criteria: (total 24-marks)</p> <ul style="list-style-type: none"> a. For Project Cost more than PKR 50.00 Millions: 06 Marks per project (full marks) b. For Project Cost more than PKR 25.00 millions: 03 Marks per project c. No marks shall be allotted to works below the above criteria. d. Zero marks shall be allotted in case the Completion Certificate is NOT provided with Data Sheet as proof of completion. <p>Note:</p> <ul style="list-style-type: none"> Maximum of 04 projects can be claimed for this purpose. <p>Three (03) Ongoing Projects (must include Water Supply), subject to the following sub-criteria: (total 06marks)</p>



			<p>a. For Project Cost more than PKR 50.0 Million: 02 Marks per project (full marks)</p> <p>b. For Project Cost more than PKR 25.0 Millions: 01 Marks per project.</p> <p>c. No marks shall be allotted to works below the above criteria.</p> <p>d. Zero marks shall be allotted in case the LOA or Agreement is NOT provided with Data Sheet as proof of</p>
			<p>Note:</p> <ul style="list-style-type: none"> • Maximum of 03 projects can be claimed for this purpose.
	ii) General Experience (Consortium Experience)	10	<p>a) Top Four (04) Completed Hilly Area Road Projects (must include Bridges), subject to the following sub criteria: (total 04-marks)</p> <p>a. for Project Cost more than PKR 40.0 Millions: 01 Marks per project (full marks)</p> <p>b. for Project Cost more than PKR 25.0 Millions: 0.5 Marks per project</p> <p>c. No marks shall be allotted to works below the above criteria.</p> <p>d. Zero marks shall be allotted in case the Substantial Completion Certificate is NOT provided with Data Sheet as proof of completion.</p> <p>Note: Maximum of 04 projects can be claimed for this purpose.</p> <p>Four (04) Completed Buildings Projects, subject to the following sub-criteria: (total 02-marks)</p> <p>a. for Project Cost more than PKR 25.0 Millions: 01 Marks per project (full marks)</p> <p>b. for Project Cost more than PKR 15.0 Millions: 0.5 Marks per project</p> <p>c. No marks shall be allotted to works below the above criteria.</p> <p>d. Zero marks shall be allotted in case the Substantial Completion Certificate is NOT provided with Data Sheet as proof of completion.</p>



			<p>Note: Maximum of 04 projects can be claimed for this purpose.</p> <p>Top two (02) <u>Completed</u> Projects (Other Building & Raods), subject to the following sub-criteria: (total 04marks)</p> <p>a. for Project Cost more than PKR 25.0 Millions: 01 Mark per project (full marks)</p> <p>b. for Project Cost more than PKR 15.0 Millions: 0.5 Marks per project</p> <p>c. No marks shall be allotted to works below the above criteria.</p> <p>d. Zero marks shall be allotted in case the Completion Certificate is NOT provided with Data Sheet as proof of completion.</p> <p>Note: Maximum of 02 projects can be claimed for this purpose</p>
3	Adequacy and quality of the proposed Work planned Methodology in responding to the TORs	20	
	i) Understanding of objective	3	
	ii) Quality of Methodology	6	
	iii) Work Plan & Managing Schedule	5	
	iv) Innovativeness	2	
	v)Proposals Presentation	2	
	vi) Performance Certificates of Engg. Departments (Overall Pakistan)	2	Two (2) No. Performance Certificates recently obtained for the completed projects cost more than 50.00 million other than the projects evaluated in experience of the firm i.e. One (1) mark per certificate



Total Points	100
Qualifying Marks	70/100

5.3.3. Weight of Technical Proposal is 80% Weight of Financial Proposal is 20%
Hence the evaluation is based on 80:20

6.1. Location for Negotiation is: Location for submission of proposal

7.2. Successful consultant is required to submit Performance security in the form of Bank Guarantee equal to 10 % of the contract amount valid till completion of defects liability period of the project.



TECHNICAL PROPOSAL FORMS



Technical Proposal–Forms

{Notes to Consultant shown in brackets throughout this Section provides guidance to the Consultant to prepare the Technical Proposal; they should not appear on the Proposals to be submitted.}

Checklist of Required Forms (subparagraph 3.1.3 of ITC)

Required,(√)	FORM	DESCRIPTION
√	TECH-1	Technical Proposal Submission Form
√	TECH-1 Attachment	Proof of legal status and eligibility
“√”If applicable	TECH-1 Attachment	If the Proposal is submitted by a joint venture, attach a letter of intent OR a copy of an agreement.
“√”If applicable	TECH-1 Attachment Power of Attorney	No pre-set format/form. In the case of a Joint Venture, several are required: a power of attorney for the authorized representative of each JV member and a Special power of attorney for the representative of the lead member to represent all JV members.
√	TECH-2	Consultant’s Organization and Experience.
√	TECH-2A	A. Consultant’s Organization
√	TECH-2B	B. Consultant’s Experience/ Client’s Reference
√	TECH-3	Approach Paper on Methodology proposed for Performing the Assignment
√	TECH-4	Comments/Suggestions of Consultant
√	TECH-4A	A. On the Terms of Reference
√	TECH-4B	B. On the Counter part Staff and Facilities
√	TECH-5	Format of Curriculum Vitae (CV) for proposed Key Personnel
√	TECH-6	Composition of the Team Personnel and the Tasks to Be Assigned to each Team Member
√	TECH-7	Work Plan/Activity Schedule



√	TECH-8	Work Plan and Time Schedule for Key Personnel
√	TECH-9	Current Commitments of the Firm
Note: Failure to provide required attachments with Form TECH-1 will entitle the Client to <u>Reject the proposal</u> .		



TECH-1

TECHNICAL PROPOSAL SUBMISSION FORM

{Location, Date}

To,

Deputy Director Works
Gilgit Development Authority
Yadgar Chowk Gilgit]

Dear Sir!

We, the undersigned, offer to provide the consulting services for **FEASIBILITY STUDY AND DETAILED DESIGN OF THE PROJECT TITLED “PROVISION OF CLEAN DRINKING WATER SUPPLY TO SKAWAR AND MINAWAR AREA GILGIT** in accordance with your Request for Proposal dated [Insert Date].

We are hereby submitting our Proposal, which includes this Technical Proposal and a Financial Proposal sealed in a separate envelope.

We are submitting our Proposal in a joint venture comprising: {Insert a list with full name and the legal address of each member, and indicate the lead member}. We have attached a copy {insert: “of our letter of intent to form a joint venture” or, if a JV is already formed, “of the JV agreement”} signed by every participating member, which details the likely legal structure of and the confirmation of joint and severable liability of the members of the said joint venture.}}

[AND

{If the Consultant’s Proposal includes individual Specialist Sub-consultant, insert the following:

Our Proposal includes: {Insert full name and country of the individual Specialist Sub-consultant}}

We hereby declare that:

- (a) All the information and statements made in this Proposal are true and we accept that any misinterpretation or misrepresentation contained in this



Proposal may lead to our disqualification and/or may be sanctioned by the Client in compliance of relevant rules

(b) Our Proposal shall be valid and remain binding upon us for the period of time specified in the Data Sheet.

(c) We have no conflict of interest in accordance with ITC Clause 1.9.

(d) We meet the eligibility requirements as stated in Data Sheet Clause 1.8.

(e) Neither we, nor our JV member or any of the proposed individual Specialist Sub- consultants prepared the TOR for this consulting assignment.

(f) Within the time limit stated in the Data Sheet, Clause 4.5, we undertake to negotiate a contract on the basis of the proposed Key Personnel. We accept that the substitution of Key Personnel for reasons other than those stated in ITC, Clause 6.4 may lead to the termination of Contract negotiations.

(g) Our Proposal is binding upon us and subject to any modifications resulting from the Contract negotiations.

(h) In compliance (and, if the award is made to us, in execution) of Contract, we undertake to obey the Integrity Pact (attached herewith duly signed by authorized representative and stamped).

We undertake, if our Proposal is accepted and the Contract is signed, to initiate the Services related to the Assignment not later than the date mentioned in Data Sheet (*or the date extended with the written consent of Consultant in case of delay in procurement process*).

We understand that the Client is not bound to accept any or all Proposal(s) that the Client receives.

Yours sincerely,

Authorized Signature {In full and initials}:____ Name and Title of Signatory:____

Name of Consultant (firm's name or JV's name):

In the capacity of:_____

Address:__ Contact information (phone and e-mail):_____

{For a joint venture, either all members shall sign or only the lead member, in which case the power of attorney to sign on behalf of all members shall be attached}



TECH-2A

CONSULTANT'S ORGANIZATION

- [1. Provide here a brief description of the back ground and organization of your Firm, and— in case of a joint venture— of each member for this Assignment.
2. Include organizational chart, a list of Board of Directors, and beneficial ownership¹.]

[¹ Beneficial ownership shows all owners and major share holders of the company, including any person or entity who enjoys the benefit of ownership including, but not limited to power of control and influence of the business transactions, receiving



dividends or profit share. This includes direct or indirect ownership of the company (e.g. ownership by close relatives).]

TECH-2B

CONSULTANT'S EXPERIENCE/ CLIENT'S REFERENCE

Relevant Services Carried Out in the Last 05 Years (by each member in case of JV) and by Specialist Sub-consultant, if any, Which Best Illustrate Qualifications

- [1. Using the format below, provide information on each successfully completed reference assignment for which your firm, either independently or as one of the members of Joint Venture (JV), was largely contracted by indicating the share of the firm itself in the JV.
2. Assignments completed by the Consultant's individual Experts working privately or through other consulting firms or that of the Consultant's Specialist Sub-consultant, cannot be claimed as the relevant experience of the Consultant, but can be claimed by the Experts or the Specialist Subconsultants themselves in their CVs. The Consultant should be prepared to substantiate the claimed experience by presenting copies of relevant documents and references if so, requested by the Client.]

Assignment name	Approx. value of the contract (PKR):
Country: Location within country:	Duration of assignment (months):
Name of Client:	Total No of staff-months of the assignment:
Key Personnel Provided by Your Firm:	No of other personnel provided by your Firm:
Address:	Approx. value of the services provided by your firm under the contract (in PKR):
Start date (month/year): Completion date (month/year):	No of professional staff-months provided by associated Consultants:
Name of associated Consultants, if any:	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:	
Description of actual services provided by your staff within the assignment:	

Consultant's Name: _____



TECH-3

APPROACH PAPER ON METHODOLOGY PROPOSED FOR PERFORMING THE ASSIGNMENT

[In this part of the Technical Proposal, explain 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 the detail of such output. You should explain your methodology to complete the project within time and budget. The approach must be indigenous project specific approach of consultant and not a generic one or copy of the TOR.

Your Technical Proposal (upto 50 Pages, inclusive of charts and diagrams) may be divided into the following three chapters:

- 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 PE), 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 Forms TECH – 7 and 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.]

In case of JV, the role of each member must be clearly highlighted. Likewise, role of Specialist Sub-consultant, if any, along with necessity must be highlighted.]



TECH-4 A and B COMMENTS / SUGGESTIONS OF CONSULTANT

[Provide here comments and suggestions on the Terms of Reference and on Counterpart Staff and facilities to be provided by the client, that could improve the quality/effectiveness of the Assignment separately under Forms TECH-4A and TECH4B respectively.]

A. On the Terms of Reference (TOR)

[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.]

B - On Counterpart Staff and Facilities

[Comment here on counterpart staff and facilities to be provided by the client including: administrative support, office space, local transportation, equipment, data, etc.]

Note:

1. The Consultant may propose a team of experts to best achieve the scope of service and activities and to deliver outputs as required in TOR. Proposed changes in position/individual inputs should be indicated and reasoned in the Technical Proposal but incorporated only in the Financial Proposals (showing excess/saving, in datum Price as worked out with the person months indicated in the RFP, which must be clearly bifurcated and marked red at each place for acceptance or otherwise by the Client at its prerogative during negotiations).

(i) The Proposal may assign person-month inputs differently from TOR. However, Key Personnel input totals in the Proposal should not be less than the minimum totals of personmonths inputs mentioned in Data Sheet.

(ii) The Proposal may include additional expert position/s. However, additional expert will be considered Non-Key Personnel for the purpose of proposal evaluation.

(iii) If the Proposal drops or replaces a Key Personnel position with a different one, the original position will receive zero score in the technical evaluation and the new position added in the Proposal will be considered Non-Key and will not be evaluated.

(iv) DO NOT INCLUDE EXCESS/SAVING INFORMATION IN TECHNICAL PROPOSAL.



If Technical Proposal includes financial information, the Proposal will be rejected under Clauses of ITC.

2. When the Consultant suggests a change in scope of service, activities or output, the Consultant must describe the details in Form TECH-4A and the change should not be incorporated in the Proposal. Enumerate each suggestion in Form TECH- 4A with incremental cost as a separate attachment to Financial Proposal indicating breakdown into individual remuneration and expenses for each suggestion. Forms FIN-1 to 7 should be prepared without incorporating the changes.

- (i) If Financial Proposal provides no separate attachment about incremental cost to a suggestion, the suggestion will be considered at no additional cost to the Client and no negotiations for an incremental cost shall be done;
- (ii) **DO NOT INCLUDE INCREMENTAL COST INFORMATION IN TECHNICAL PRPOSAL.** If Technical Proposal includes financial information, the Proposal will be rejected under Clauses of ITC.



TECH-5

**FORMAT OF CURRICULUM VITAE (CV) FOR PROPOSED KEY PERSONNEL AND
SPECIALIST SUB-CONSULTANT (IF ANY)**

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 & CNIC or Passport No: _____

5. *Education* [Indicate college/university and other specialized education of staff member, giving names of institutions, degrees obtained, and dates of obtainment]:

6. *Key Qualifications*:

[Give an outline of staff member's experience and training most pertinent to tasks on assignment. Describe degree of responsibility held by staff member on relevant previous assignments and give dates and locations. Use up to one page].

7. *Membership of Professional Associations*:

8. *Other Training* [Indicate trainings obtained]:

9. *Countries of Work Experience*: [List countries where staff has worked in the last ten years]:

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

11. *Years with*

Firm: _____

12. **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.]:

From [Year]: ____ To [Year]: ____



Employer: _____

Positions held: _____

13. Details of the assigned tasks [List all tasks to be Performed under this	14. 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 13.] Name of assignment or project: Year: Location: PE:
	Main project features: Positions held:
	Activities Performed:

15. Certification:

I, the undersigned, certify that to the best of my knowledge and belief, that;

- (i) This CV correctly describes me, my qualifications, and my experience;
- (ii) I am not a current employee of the Executing or the Implementing Agency;
- (iii) In the absence of medical incapacity, I will undertake this Assignment for the duration and in terms of the inputs specified for me in Form TECH-5 provided team mobilization takes place within the validity of this Proposal;
- (iv) I was not part of the team who wrote the Terms of Reference for this consulting services Assignment;
- (v) I am not currently debarred by any department/organization/ (semiautonomous/ autonomous) bodies or such like institutions in Pakistan; and
- (vi) I have been informed by the Firm that it is including my CV in the Proposal for the {name of project and contract}. I confirm that I will be available to carry out the Assignment for which my CV has been submitted in accordance with the implementation arrangements and schedule set out in the Proposal.

[If CV is signed by the Firm's authorized Representative:

I, as the authorized representative of the Firm submitting this Proposal for the {name of project and contract}, certify that I have obtained the consent of the named



Key Personnel to submit his/her CV, and that s/he will be available to carry out the Assignment in accordance with the implementation arrangements and schedule set out in the Proposal, and confirm his/her compliance with paras (i) to (v) above.]

I understand that any willful misstatement described herein may lead to my disqualification or dismissal, if engaged.

Date:

[Signature of staff member or authorized representative of the staff]

Day/Month/Year

Full name of authorized representative:

{Note: Copy or scanned signatures are not allowed}



**COMPOSITION OF THE TEAM PERSONNEL AND THE TASKS TO BE ASSIGNED TO
EACH TEAM MEMBER**

1. Key Personnel (and Specialist Sub-consultant, if any)

Name	Position	Area of Expertise	Task Assignment	Present location	Name of assignment involved and clients names at present

2. Other Personnel

Name	Position	Task Assignment

Note: Sub-Consulting is not allowed. In case the consultant requires engaging of personnel for specialized nature of job, prior approval of the employer is necessary.



TECH-7

WORKPLAN/ACTIVITY SCHEDULE

Items of Work/Activities	Monthly Program from date of commencing Assignment (in the form of a Bar Chart)											
	1	2	3	4	5	6	7	8	9	10	11	12

Note: Indicate all main activities of the assignment, including delivery of reports (e.g.: inception, interim, and final reports), and other benchmarks such as PE approvals. For phased assignments indicate activities, delivery of reports, and benchmarks separately for each phase. Duration of activities shall be indicated in the form of a bar chart.



TECH-8

WORK PLAN AND TIME SCHEDULE FOR KEY PERSONNEL

Name	Position	Months (in the form of a Bar Chart)												Number of Months	
		1	2	3	4	5	6	7	8	9	10	11	12	Office/ Field	Total

Continuous: _____

Intermittent: _____

Activities Duration _____

Yours faithfully,

Signature _____
(Authorized Representative)

Full Name _____

Designation_Address

—



TECH-9

CURRENT COMMITMENTS OF THE FIRM
[OF EACH MEMBER IN CASE OF JV AND THE SPECIALIST SUB-CONSULTANT, IF ANY]

List must be comprehensive including project from clients other than P.U as well

Name of project <i>(related to PHE only)</i>	Scope of Services	Client/ Location	Project Cost / Fee	Start Date/ Completion Date

OR any other important data related to above current commitments.



FINANCIAL PROPOSAL FORMS



FIN-1

FINANCIAL PROPOSAL SUBMISSION FORM

{Location, Date}

To:

The Director Works
Gilgit Development Authority (GDA)
Yadgar Chowk Gilgit

Dear Sirs:

We, the undersigned, offer to provide the consulting services for **FEASIBILITY STUDY AND DETAILED DESIGN OF THE PROJECT TITLED "PROVISION OF CLEAN DRINKING WATER SUPPLY TO SKAWAR AND MINAWAR AREA GILGIT** in accordance with your Request for Proposal dated [Insert Date] and Our Technical Proposal. Our attached Financial Proposal is for the amount of -----
-----{Insert amount in words and figures},

All the rates shall be in accordance with the applicable federal and provincial laws, and guidelines of GBPPRA. {Please note that all amounts shall be the same as in Financial Proposal Form FIN-7}.

As indicated and reasoned in Form TECH-4 of our Technical Proposal, in accordance with Note 2 under Form TECH-4 of the RFP, a separate attachment for incremental cost(s) is included/ not included in our Financial Proposal *[if attached, strike out "not included" and vice versa]*

Our Financial Proposal shall be binding upon us subject to the modifications resulting from Contract negotiations, up to expiration of the validity period of the Proposal, i.e. before the date indicated in Clause 4.5 of the Data Sheet (*or the date extended with the written consent of consultant in case of delay in procurement process*).

We confirm that we have no condition to state that may have financial implications over and above the amount quoted above.

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

Yours sincerely,

Authorized Signature {In full and initials}: _____

Name and Title of Signatory: _____ In the capacity of: _

Address: _____

E-mail: _____



{For a joint venture, either all members shall sign or only the lead member, in which case the power of attorney to sign on behalf of all members shall be attached.}

FIN-2

BREAK DOWN OF RATES FOR CONSULTANCY CONTRACT

Firm: _____

Name	Position	Basic Salary per Cal. Month	Social Charges %age of 1)	Overhead (%age of (1+2)	Sub-Total (1+2+3)	Fee(%age of 4)	Rate per Month for project Office	Field Allowance. %age of	Rate per Month for Fieldwork
		(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)
Grand Total									

Notes:

- ItemNo.1 Basic salary shall include actual gross salary before deduction of income tax. Payroll sheet for each proposed personnel should be submitted at the time of negotiations.
- ItemNo.2 Social charges shall include Client's contribution to social security, paid vacation, average sick leave and other standard benefits paid by the firm to the employee. Break down of proposed percentage charges should be submitted and supported {see Form FIN-3}.
- ItemNo.3 Overhead shall include general administration cost, rent, clerical staff and business getting expenses, corporate tax including sales tax on services and insurances, etc. Breakdown of proposed percentage charges for overhead should be submitted and supported {see Form FIN-4}.
- Item No. 5 Fee shall include firm's profit and share of salary of partners and directors {if not billed individually for the project} or indicated in overhead costs of the firm.
- Item No. 7 Normally payable only in case of field work under hard and arduous conditions.
- Note 1 The minimum percentage of item (1) should be preferably 50% of (8).
- Note 2 The Consultant is to provide appointment letter and affidavit/undertaking duly signed by each of the individual Personnel showing salary rates as above. Further during execution each invoice will also be provided showing that the Personnel have been paid their salaries as per basic rates mentioned therein; failing to which, PMU will take punitive action against the Consultant and shall deduct the deficient amount from its monthly invoice. Moreover it will be considered as a negative mark on the Consultant's performance that will be considered for future projects.



Note 3 The Consultant shall provide its audited financial statements of latest three fiscal years, during negotiations, with respect to second paragraph under SC 6.2 (b) of the Model Agreement (APPENDIX-E).

Full Name: _____

Signature: _____

Title: _____



BREAK DOWN OF SOCIAL CHARGES

55



BREAK DOWN OF OVERHEAD COSTS

Sr. No.	Detailed Description	As a %age of Basic Salary and Social Charges

[illegible]



FIN-6

REIMBURSABLE DIRECT/NON-SALARY COSTS

REIMBURSABLE EXPENSES						
No	Description	Unit	Qty	Months	Total Months	Remarks
1	Office Rent	Monthly	1	4	4	
2	Office Furniture etc	LS Budget	1	1	1	
3	Office Utilities, Electricity gas water etc	Monthly	1	4	4	
4	Communication Charges EVE Internet, Mobile Cards, Courier Charges	Monthly	1	4	4	
5	Office Supplies / Stationery etc	Monthly	1	4	4	
6	Rental Transportation with POL and Driver	Monthly	2	4	8	2 No. Vehicles



FIN-7

[inset project title]

SUMMARY OF CONSUTALNCY COST

[Refer also to Notes under Form TECH-4]

S #	DESCRIPTION	Amount (PKR)
(i)	Estimated Salary Cost inclusive of all taxes (FIN-5)	
(ii)	Reimbursable (Non-Salary) Direct Cost inclusive of all taxes (FIN-6)	
GRANDTOTAL :		
(Total Amount in Words)		

Note: 1- The dues and salaries of staff are payable by the Consultant in time and not later than 10th of the following month positively. In case of failure to do so Client shall intervene and pay these dues and salaries of the concerned Personnel and recover from the invoice of the Consultant at actual charges paid plus 1% of the amount. This will also be accounted for adversely in making assessment of the Consultant in the next evaluation process for selection of consultants with report of such defaults.

2- The bid price is inclusive of all applicable taxes.

3- The complete cost of providing services required under this contract cost is supposed to be built up in bid price and if anything is left blank it should be deemed to be included in cost except for items to be provided through construction contract.

**Seal of the Company
Representative**

Signature of the Authorized



APPENDIX-A

TERMS OF REFERENCE (Including Description of Services)



APPENDIX A DESCRIPTION OF THE SERVICES (PART– I)

TERMS OF REFERENCE FOR FEASIBILITY STUDY AND DETAILED DESIGN OF THE PROJECT TITLED “PROVISION OF CLEAN DRINKING WATER SUPPLY TO SKAWAR AND MINAWAR AREA GILGIT”

1. Introduction

Gilgit is the administrative and commercial Capital of Gilgit-Baltistan. The city is rapidly expanding due to its potential to accommodate migrants from all over the region and other parts of the country. At present existing water supply is not sufficient to cater the needs of public both qualitatively and quantitatively

Gilgit City's growing population, urban expansion and increasing demand for reliable potable water require an integrated, technically robust and financially sustainable water supply plan. Existing systems and sources may face constraints relating to supply reliability, seasonal sediment loads, energy consumption, treatment needs, intermittent distribution, ageing assets, operational losses and limited hydraulic information.

The Employer intends to engage a qualified consulting firm to assess gravity, lift and other feasible water sources, develop a city-wide water balance and demand forecast, compare alternative source and conveyance options, and prepare the feasibility study and detailed engineering design of the preferred integrated system. The assignment shall cover source development through treatment, transmission, storage, pumping/energy systems where needed, and distribution/network improvements within the approved service area:

The implementation of project will provide better living conditions and will not only provide safe drinking water to the public but also control water borne diseases; as a result, the environment will greatly improve

The aim of hiring consultant is to ensure high-quality Feasibility & Detailed Design of all the components of water supply system that is treatment plant, distributions system, Pumping arrangement & its storage.

2. OBJECTIVE

The principal objectives are to:

- ✓ Assess the availability, reliability and quality of potential water sources for supplying Sakwar & Minawar areas.
- ✓ Determine present and future water demand based on population projections, service coverage and applicable design criteria.
- ✓ Identify and evaluate technically, economically, environmentally and socially feasible water supply alternatives.
- ✓ Assess the feasibility of gravity-based conveyance or other low-energy solutions wherever technically practicable.
- ✓ Prepare the detailed engineering design of the selected scheme, including source



development, intake structures, transmission mains, treatment facilities, storage reservoirs and associated infrastructure.

- ✓ Prepare detailed drawings, technical specifications, Bills of Materials BoMs, Engineer's cost estimates, PCI and bidding documents.
- ✓ Assess the implementation requirements, operational arrangements, energy requirements and long-term sustainability of the proposed scheme.

3. SCOPE OF SERVICES

3.1. GENERAL

The Consultant shall provide comprehensive consultancy services for the feasibility study and detailed engineering design of the proposed Water Supply Scheme and the integrated water supply system for Gilgit City (Zone-3, 4 and 5) Jutial, Sikwar & Minawar. The services shall be performed to establish the technical, economic, environmental, social and operational feasibility of the proposed scheme and to prepare complete, reliable and implementation-ready engineering designs and associated project documents.

3.2. INCEPTION AND DATA REVIEW

- Hold a kick-off meeting with the Employer and relevant stakeholders; confirm the service boundary, decision-making process and data custodians.
- Collect and review existing reports, PC-I documents, source and flow records, water-quality reports, population and land-use data, maps, as-built drawings, pump and electricity records, reservoir details, complaint/service records and available network information.
- Prepare an asset and information register; identify data gaps, survey requirements, assumptions and critical decisions.
- Submit an inception report with methodology, detailed schedule, stakeholder plan, quality assurance plan, health and safety plan, and investigation programme

3.3. EXISTING SYSTEM AUDIT

- Inventory and map existing sources, intakes, treatment units, pumping stations, rising mains, gravity mains, reservoirs, distribution zones, valves and major consumer/institutional connections, to the extent accessible.
- Assess the operating condition, capacity, remaining serviceability and key deficiencies of existing assets.
- Establish current production, treatment output, storage, supply duration, pressure conditions, energy consumption, operational expenditure and available service coverage.
- Estimate the water balance and assess apparent and real losses using available evidence. Identify data limitations and a practical NRW-reduction programme.
- Develop a GIS-compatible asset database and maps; distinguish verified field data from inferred or unverified information.

3.4. POPULATION AND WATER DEMAND ASSESSMENT

- Define service areas in consultation with the Employer and prepare population estimates using the latest credible census, municipal and planning data.



- Forecast demand for base year, intermediate year and ultimate design horizon; state the proposed years and justify the planning horizon.
- Estimate domestic, commercial, institutional, industrial and other applicable demands, per-capita consumption, seasonal variation, peak-day and peak-hour factors.
- State and justify allowances for losses, operational use, fire demand where applicable, and future expansion; avoid double-counting losses in demand calculations.
- Prepare low, base and high demand scenarios and test their effect on source yield, treatment, transmission, storage and distribution sizing.
- Provide a clear water-demand model/spreadsheet with editable assumptions and traceable calculations

3.5. SOURCE INVESTIGATION AND HYDROLOGY

- Assess potential source and identify other feasible surface-water, spring, groundwater or conjunctive options where locally and technically appropriate.
- Review historical hydrological and meteorological data, streamflow records, rainfall, snowmelt, drought history and available catchment information.
- Undertake reconnaissance and flow measurements using suitable methods; document date, time, location, method, equipment, uncertainty and field conditions.
- Estimate dependable yield for relevant reliability levels and seasons. Account for climate variability, drought, environmental flows, downstream users and competing abstractions.
- Review water rights, customary uses, existing allocations, access, catchment protection and the approvals needed to abstract water.
- Assess sediment load and seasonal turbidity, particularly during high-flow events, and consider intake operability, sediment exclusion and flushing.
- Prepare a source-risk register. Where records are inadequate to establish lean-season yield, clearly state the limitation and propose monitoring before investment approval or construction.

3.6. WATER QUALITY AND TREATMENT ASSESSMENT

- Develop a sampling plan covering source locations and, where relevant, seasonal or event-based conditions.
- Use approved laboratory to test physical, chemical and microbiological parameters required by applicable NEQS/ WHO water standards.
- Assess turbidity, suspended solids, colour, pH, conductivity/TDS, alkalinity, hardness, relevant ions and metals, and microbiological indicators; add parameters based on source-specific risks.
- Recommend treatment processes based on measured raw-water quality and its variability, including screening, sedimentation, filtration, disinfection and sludge handling where necessary.
- Prepare process calculations, design flows, hydraulic profiles, plant layout, equipment schedules, chemical storage/dosing, backwash arrangements, sludge disposal and operator safety provisions.



- Assess options for modular/phased treatment and provide raw-water and treated-water monitoring requirements.

3.7. TOPOGRAPHIC SURVEY AND GEOTECHNICAL INVESTIGATIONS

- Carry out surveys of source/intake sites, transmission corridors, treatment sites, pumping stations, reservoirs and critical distribution facilities.
- Establish survey control and benchmarks; provide coordinates, datum, contours, longitudinal profiles, cross-sections and digital files suitable for design.
- Identify road/river/drain crossings, utilities, private/public land, access constraints, unstable slopes, erosion, rockfall, landslide and flood exposure.
- Conduct geotechnical investigations proportionate to the proposed structures and risks, including boreholes/trial pits and laboratory testing where required.
- Provide design parameters for foundations, excavation, bedding, retaining structures, slope protection and seismic considerations.
- Identify land acquisition, easements, temporary access and construction staging requirements.

3.8. FEASIBILITY AND ALTERNATIVES ANALYSIS

The consultant shall develop and compare feasible alternatives rather than presuming that any one source or technology is selected in advance. At minimum, compare the Bargo option with other viable source options and assess gravity, pumping or hybrid conveyance where applicable.

- Compare source yield/reliability, water quality, conveyance distance/elevation, treatment needs, storage, land, construction complexity and system operability.
- Estimate capital cost, annual O&M, energy use, staffing, chemical consumption, renewal costs and life-cycle cost over a stated evaluation period.
- Assess environmental/social effects, downstream impacts, water rights, permits, land, climate resilience and construction risks.
- Use a transparent multi-criteria analysis with weights agreed with the Employer before scoring. Show assumptions, scoring basis, sensitivity analysis and reasons for the preferred alternative.
- Recommend a preferred option with a concept design, preliminary quantities, order-of-cost estimate, risk register, implementation plan and evidence gaps.

3.9. DETAILED DESIGN

3.9.1. SOURCE AND INTAKE WORK

- Design intake, abstraction, screening, approach/channel works, sediment exclusion and flushing, source protection and access arrangements.
- Check flood levels, debris, scour, erosion, seismic exposure and maintainability.
- Provide design calculations, construction details, quantities and specifications.

3.9.2. TREATMENT FACILITIES

- Design the process train, units, hydraulic profile, capacities, redundancy, bypasses, backwash, sludge management and disinfection arrangements.
- Specify process/mechanical equipment, instruments, control logic, laboratory and monitoring facilities where required.
- Provide process flow diagrams, equipment schedules, layouts, sections, civil/structural details and commissioning tests.



3.9.3. TRANSMISSION AND DISTRIBUTION

- Design transmission and distribution mains using a recognized hydraulic model or equivalent verified calculations; submit native editable model files.
- Check design flows, velocities, head losses, hydraulic grade lines, residual pressures, pipe pressure class, transient/surge conditions and future demand scenarios.
- Design isolation, air-release, scour/washout, pressure-reducing and control valves, chambers, thrust/anchor blocks, pipe supports, crossings and protection works.
- Develop distribution zoning and reservoir operating levels; consider DMAs, bulk metering, pressure management and network rehabilitation where justified.
- Prepare pipe schedules, route plans, profiles, standard details, crossing details, valve schedules and construction sequencing.

3.9.4. STORAGE RESERVOIRS AND STRUCTURAL WORKS

- Determine balancing, emergency and operational storage requirements with transparent assumptions and operating scenarios.
- Design reservoirs, chambers, pump houses, retaining walls, foundations and other structures to applicable standards, including relevant seismic and geotechnical requirements.
- Provide structural calculations, reinforcement drawings, water-tightness details, joints, access, ventilation, overflow, scour and safety provisions.

3.9.5. PUMPING, ELECTRICAL, CONTROLS AND ENERGY

- Where pumping is required, calculate total dynamic head and system curves and select duty/standby pumps with appropriate operating ranges and efficiency.
- Design pump houses, suction/discharge arrangements, surge protection, motors, switchgear, protection, earthing, cabling, standby power and controls as applicable.
- Assess grid supply, load-shedding exposure, energy consumption and life-cycle cost; consider solar or other renewable energy only where technically and economically justified.
- Provide single-line diagrams, load schedules, control philosophy, equipment data sheets, cable schedules, layouts and commissioning requirements.

3.9.6. CIVIL, ENVIRONMENTAL AND ANCILLARY WORKS

- Design access roads, drainage, erosion control, slope stabilization, river/road crossings and reinstatement measures as required.
- Include construction safety, public safety, confined-space safety, chemical safety and maintainable access.
- Integrate environmental mitigation and climate-resilience measures into drawings, BOQs and specifications.

3.10. HYDRAULIC MODEL, OPTIMIZATION AND RESILIENCE

- Model existing and proposed system scenarios to the level supported by the available network data.
- Run average, peak and future demand scenarios; assess pressures, velocities, storage turnover, operational flexibility and outages.



- Identify critical nodes, bottlenecks, pressure zones, low-pressure areas and resilience measures.
- Provide model files, input data, calibration/validation notes, assumptions and user guidance. Do not represent an uncalibrated model as validated.

3.11. ENVIRONMENTAL, SOCIAL AND REGULATORY REQUIREMENTS

- Screen the project against applicable GB/Pakistan environmental, water abstraction, land, occupational health and safety requirements.
- Identify permits, NOCs, land acquisition/easements, community consultations and approvals needed before implementation.
- Assess impacts on downstream users, aquatic/ecological flows, livelihoods, cultural assets, traffic, spoil disposal, dust, noise and worker/community safety.
- Prepare an EIA Report, Environmental and Social Management Plan or the assessment instrument required by the competent authority, including responsibilities, monitoring and cost allowances.
- Document stakeholder engagement and grievances, and ensure that water allocation and access impacts are addressed.

3.12. COSTING, ECONOMIC ANALYSIS AND PROJECT APPROVAL DOCUMENTS

- Prepare item-wise BOQs from final drawings and specifications, with measurable units and clear measurement/payment rules.
- Prepare an engineer's estimate using applicable government schedule rates and recent market quotations where schedule rates are unavailable or unsuitable; show the basis and date of rates.
- Separate civil, mechanical, electrical, instrumentation, land, environmental mitigation, taxes/duties, contingencies and other cost components.
- Estimate O&M staffing, energy, chemicals, testing, routine maintenance, renewal and replacement costs.
- Compare life-cycle costs of alternatives and undertake economic analysis using stated assumptions and sensitivity tests, where required by the Employer.
- Prepare PC-I, implementation schedule, financial phasing, procurement packaging and risk register.

3.13. TENDER DOCUMENTS & O/M MANUALS

- Prepare complete construction drawings, technical specifications, BOQs, engineer's estimates, construction programme requirements, QA/QC provisions and inspection/testing plans.
- Prepare procurement-ready bidding documents using the applicable approved standard documents and contract conditions; the consultant shall not introduce inconsistent or discriminatory provisions.
- Define factory/site acceptance tests, pressure testing, disinfection, performance testing, commissioning, training and handover requirements.
- Prepare operation and maintenance manuals, asset register templates, preventive maintenance schedules, operating procedures, emergency response plans and operator training outline.
- Submit editable native files and searchable PDFs; all design calculations and



assumptions must be traceable.

4. DELIVERABLES AND ACCEPTANCE

No.	Deliverable	Minimum content / acceptance basis	Target
D1	Inception Report	Methodology, data register, confirmed service boundary, work plan, survey/investigation plan, QA/QC and risk register.	End of Week 2
D2	Existing System, Survey and Investigation Report	Asset inventory, demand baseline, survey data, hydrology/flow measurements, lab results, geotechnical data and data-gap statement.	End of Week 5
D3	Feasibility Study and Preferred Option	Demand forecast, source reliability, alternatives matrix, environmental/social screening, life-cycle cost, sensitivity and recommended option.	End of Week 8
D4	Preliminary Design Report	Design criteria, preliminary layouts, hydraulic model, process selection, key calculations, preliminary drawings and cost estimate.	End of Week 10
D5	Draft Detailed Design Package	Draft calculations, drawings, specifications, BOQs, cost estimate, PC-I inputs, O&M and implementation plans.	End of Week 14
D6	Final Detailed Design and Tender Package	Responses to comments, final signed design report, drawings, calculations, model files, BOQs, estimate and PC-1 and tender documents.	End of Week 16
D7	Final editable archive and briefing	All native files, GIS/CAD/model files, laboratory and survey data, executive presentation, training/hand-over session.	With D6

5. MODE OF PAYMENT

The following proposed payment schedule totals 100% of the accepted contract price. It must be aligned with the final deliverables, applicable tax rules and the approved contract conditions.

Milestone	Description	Percentage
1	Acceptance of Inception Report and detailed work programme	10%
2	Acceptance of existing-system audit, survey and investigation report, including field/laboratory records available within the assignment period	20%
3	Acceptance of Feasibility Study and written approval of preferred option by the Employer	25%
4	Acceptance of Draft Detailed Design Package, including preliminary final drawings, calculations, BOQs and cost estimate	25%
5	Acceptance of Final Detailed Design, tender documents, PC-I, editable files, model files and final briefing/hand-over	20%
TOTAL		100%



Invoices shall be supported by the accepted deliverable and other documents specified in the contract. Payment shall be subject to verification, applicable deductions/taxes and the contract's payment period. Any advance payment, performance security, retention or other security shall be included only if expressly permitted and properly approved under the applicable rules and standard contract

6. EMPLOYER'S RESPONSIBILITIES

- Provide available records, maps, previous reports, water production/consumption data, operating records and known asset information in a timely manner.
- Nominate a focal person and facilitate coordination with relevant departments, utilities, communities and laboratories.
- Facilitate reasonable access to public project sites and provide available information on land ownership, water rights and approvals.
- Review deliverables and issue consolidated comments within the agreed review period where practicable.
- Approve the preferred alternative before the consultant finalizes detailed design.
- Arrange independent technical review where considered necessary; such review does not replace the consultant's professional responsibility

7. CONSULTANT'S OBLIGATIONS

- Maintain a qualified team and replace key staff only with prior written approval and equivalent or better qualifications, as provided in the contract.
- Maintain records of surveys, sampling, field measurements, laboratory chain-of-custody, calculations, model versions and design reviews.
- Use suitable and documented standards and design criteria, and list any deviations for Employer approval.
- Carry out independent checking of hydraulic, structural, mechanical and electrical designs and submit check certificates signed by responsible professionals.
- Notify the Employer promptly of material risks, missing data, scope conflicts or circumstances that could affect quality, cost or completion.
- Maintain professional indemnity insurance where required by the RFP/contract and applicable professional regulations.
- Transfer all data, intellectual property and deliverables as provided in the contract; preserve confidentiality and avoid unauthorized disclosure.

8. LIABILITY OF THE CONSULTANTS

The Consultants are liable for the consequence of errors and omissions on their part or on the part of the client in so far as the design of the Project is concerned to the extent and with the limitations as mentioned herein below.

- If the client suffers any losses or damages as a result of proven faults, errors or omissions in the design of the work, the Consultants shall make good such losses or damages, subject to the conditions that the maximum liability as aforesaid shall not exceed twice the total contract cost of the Consultants in accordance with the terms of the Contract.



- The client is obliged to rely on the information's, submissions, reporting, recommendations and advices made by the Consultants or their sub-Consultants, for the consequences thereof, the Consultants shall be responsible and they shall make the client harmless.
- The Consultant shall be responsible for, and shall indemnify the client of furnishing their professional services and against any and all risks, claims liabilities, obligations, losses, damages, penalties, action, judgment, suites, proceedings, demands, cost, expenses and disbursement whatsoever nature that may be imposed on, incurred by or asserted against the client arising from the negligent acts of the Consultants in the performance of professional services under this Agreement.
- The Consultant shall afford response and defense to any question, observation, loss, damages and claims arising out of their workings, performance, act and proceedings, in any forum and shall be held responsible to bear the consequences of such transactions, proceedings and approvals.

9. OWNERSHIP, DATA & FORMATS

- All assignment-specific reports, survey data, laboratory results, maps, drawings, calculations, hydraulic models, BOQs and other deliverables shall be handed over to the Employer in accordance with the contract.
- Provide searchable PDF plus editable source formats: DOCX/XLSX, CAD, GIS shapefiles/geodatabase or equivalent, and native model files as applicable.
- Clearly distinguish measured/verified data, third-party data, assumptions and modelled outputs.
- Do not include proprietary software or restrictive licensing that prevents the Employer from accessing project deliverables without prior disclosure and written approval.

10. REPORTING, MEETING & COORDINATION

- All Deliverables (Except Tender documents and PC-I) 03 Hard copies + 01 soft copy
- Copies of Tender Documents and Revised PC-I – As per Client requirements
- Kick-off meeting within the first week after commencement.
- Weekly progress update identifying completed work, planned work, decisions required, risks and schedule variance.
- Fortnightly coordination meeting with minutes and action tracker.
- Formal presentation of alternatives before recommendation and written Employer approval of the preferred option.
- Formal presentation of draft detailed design and close-out workshop at completion.
- All meeting minutes, decisions and Employer instructions shall be maintained in the assignment record

11. TIME PERIOD

The Design Review Stage and submission of complete documents including all investigations, documents, work specifications, estimates, BOQ's, tender documents,



Revised PC-I, and drawings etc. shall be completed and submitted within four (04) months from the date of issuing of letter of acceptance or signing of contract agreement for consultancy services whichever is earlier in accordance with the Program and schedule as per agreement with the Client. Time period of construction supervision would be 44 months.

12.COMPLETION AND FINAL ACCEPTANCE

The assignment shall be considered complete only after all deliverables listed in Section 4 have been accepted in writing by the Employer, comments have been addressed, all source and editable files have been handed over, and the final presentation/knowledge-transfer session has been completed. Acceptance shall not waive responsibility for errors, omissions or professional obligations under the contract



APPENDIX-B

MAN MONTHS AND ACTIVITY SCHEDULE	[To estimate Consultant's inputs and costs for the Assignment, month-month and activity schedules are to be provided as per enclosed format (Forms TECH-7 and TECH-8). These two schedules should correlate.]
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APPENDIX- C

CLIENT'S REQUIREMENTS FROM THE CONSULTANTS

[1 Selecting a Consulting Firm is one of the most important decisions a Client makes. The specific criteria for consideration are technical competence, managerial ability, professional integrity and fairness of fee structure. The Client will seek information on all these aspects by:

- a. Obtaining comprehensive written information from the consultants in the form of proposals (against the RFPs) which should be complete in all respects by providing all details as correctly known as possible. It has been experienced that some consultants try to hide their deficiencies vis-a-vis the requirements of TOR by making unclear and vague statements. It will be policy of evaluators that vague statements and lack of clarity in proposals on specific issues may be made the reason to downgrade the rating.
- b. Talking to the senior personnel of the consultants.
- c. Consulting other clients of the consultants.
- d. Viewing the projects the consultants have accomplished and visiting/ interviewing the users of the projects.
- e. Visiting the office premises of the consultants and examining systems and method of working as well as, personnel, hardware and software abilities available therein. Seeking information or visits to the sites for backup support and holding meetings with client's representatives.

2 The approach and methodology proposed including work plan, activity and man-month schedule should be meaningful and fully coordinated to judge the understanding of the proposed Assignment by the competing consultants.

Note: For Items 1 (b) to 1 (e), inspections can be held any time prior to or after award of the Assignment to the Consultant. If the situation is not found compatible with what is presented during procurement of Consultant or as per Contract, the Consultant will be liable for a suitable punitive action.]



APPENDIX-D

Evaluation Criteria for Personnels



Project

Team



**FEASIBILITY STUDY AND DETAILED DESIGN
OF THE PROJECT TITLED**

“PROVISION OF CLEAN DRINKING WATER SUPPLY TO SKAWAR AND MINAWAR AREA GILGIT

Name of the Firm: _____

Position/ Experience: Team Leader / Water Supply Specialist

Maximum Points: **06**

Name of Nominated Staff: _____

S/No	Description	Maximum Weightage		Status	Points Awarded
		Percentage	Points		
A.	ACADEMIC AND GENERAL QUALIFICATION	25% of 6	1.5		
	a) M.Sc Water/Environmental Engineering	80% of 1.5	1.2		
	b) Ph.D in Relevant field	20% of 1.5	0.3		
B.	PROFESSIONAL EXPERIENCE RELATED TO ASSIGNMENT	65% of 6	3.9		
B-1	Specific Project Planning project	75% of 3.9	2.925		
	a) Experience as Team Leader for 7+ years	50% of 2.925	1.463		
	b) Experience as for Design Engineer Water Supply 5+ years	50% of 2.925	1.463		
B-2	General Experience for 10 years	25% of 3.9	0.975		
C	STATUS WITH THE FIRM	10% of 6	0.60		
	Permanent Employees	100%	0.6		
	Total (A+B+C)	100%	06		



Project Team
**FEASIBILITY STUDY AND DETAILED DESIGN
OF THE PROJECT TITLED**

“PROVISION OF CLEAN DRINKING WATER SUPPLY TO SKAWAR AND MINAWAR AREA GILGIT

Name of the Firm: _____

Position/ Experience: Contract & Procurement Expert

Maximum Points: 03

Name of Nominated Staff: _____

S/No	Description	Maximum Weightage		Status	Points Awarded
		Percentage	Points		
A.	ACADEMIC AND GENERAL QUALIFICATION	25% of 3	0.75		
	a) B.Sc Civil Engineering	80% of 2.5	0.6		
	b) M.Sc Project/Contract Management	20% of 2.5	0.15		
B.	PROFESSIONAL EXPERIENCE RELATED TO ASSIGNMENT	65% of 03	1.95		
B-1	Specific Experience	75% of 1.95	1.463		
	Experience as Contract/ Procurement expert 10 years or more	75% of 1.95	1.463		
B-2	General Experience for 15 years	25% of 1.95	0.487		
C.	STATUS WITH THE FIRM	10% of 3	0.3		
	Permanent Employees	100%	0.3		
	Total (A+B+C)	100%	03		



Project Team

**FEASIBILITY STUDY AND DETAILED DESIGN
OF THE PROJECT TITLED**

“PROVISION OF CLEAN DRINKING WATER SUPPLY TO SKAWAR AND MINAWAR AREA GILGIT

Name of the Firm: _____

Position/ Experience: Hydrologist / Water Resources Specialist

Maximum Points: 03

Name of Nominated Staff: _____

S/No	Description	Maximum Weightage		Status	Points Awarded
		Percentage	Points		
A.	ACADEMIC AND GENERAL QUALIFICATION	25% of 3	0.75		
	a) B.Sc Civil Engineering	80% of 2.5	0.6		
	b) M.Sc Hydrology/Water Resource Management	20% of 2.5	0.15		
B.	PROFESSIONAL EXPERIENCE RELATED TO ASSIGNMENT	65% of 03	1.95		
B-1	Specific Experience	75% of 1.95	1.463		
	a) Experience as Lead Hydrologist for 8 years or more	75% of 1.95	1.463		
B-2	General Experience for 10 years	25% of 1.95	0.487		
C.	STATUS WITH THE FIRM	10% of 3	0.3		
	Permanent Employees	100%	0.3		
	Total (A+B+C)	100%	03		



Project Team

FEASIBILITY STUDY AND DETAILED DESIGN

OF THE PROJECT TITLED

“PROVISION OF CLEAN DRINKING WATER SUPPLY TO SKAWAR AND MINAWAR AREA GILGIT

Name of the Firm: _____

Position/ Experience: Structure Engineer

Maximum Points: 03

Name of Nominated Staff: _____

S/No	Description	Maximum Weightage		Status	Points Awarded
		Percentage	Points		
A.	ACADEMIC AND GENERAL QUALIFICATION	25% of 3	0.75		
	a) M.Sc Structure Engineering	80% of 2.5	0.6		
	b) PhD Structure Engineer	20% of 2.5	0.15		
B.	PROFESSIONAL EXPERIENCE RELATED TO ASSIGNMENT	65% of 03	1.95		
B-1	Specific Experience	75% of 1.95	1.463		
	a) Experience as Structure Engineer 10 Years or More	75% of 1.95	1.463		
B-2	General Experience for 15 years	25% of 1.95	0.487		
C.	STATUS WITH THE FIRM	10% of 3	0.3		
	Permanent Employees	100%	0.3		
	Total (A+B+C)	100%	03		



Project Team

FEASIBILITY STUDY AND DETAILED DESIGN

OF THE PROJECT TITLED

“PROVISION OF CLEAN DRINKING WATER SUPPLY TO SKAWAR AND MINAWAR AREA GILGIT

Name of the Firm: _____

Position/ Experience: Design Engineer (Water Supply)

Maximum Points: 03

Name of Nominated Staff: _____

S/No	Description	Maximum Weightage		Status	Points Awarded
		Percentage	Points		
A.	ACADEMIC AND GENERAL QUALIFICATION	25% of 3	0.75		
	a) B.Sc Civil Engineering	80% of 2.5	0.6		
	b) M.Sc Water/Environmental Engineering	20% of 2.5	0.15		
B.	PROFESSIONAL EXPERIENCE RELATED TO ASSIGNMENT	65% of 03	1.95		
B-1	Specific Experience	75% of 1.95	1.463		
	a) Experience as Design Engineer Water Supply 8 years or more	75% of 1.95	1.463		
B-2	General Experience for 12 years	25% of 1.95	0.487		
C.	STATUS WITH THE FIRM	10% of 3	0.3		
	Permanent Employees	100%	0.3		
	Total (A+B+C)	100%	03		



Project Team

FEASIBILITY STUDY AND DETAILED DESIGN

OF THE PROJECT TITLED

“PROVISION OF CLEAN DRINKING WATER SUPPLY TO SKAWAR AND MINAWAR AREA GILGIT

Name of the Firm: _____

Position/ Experience: Design Engineer Highway/Road

Maximum Points: 03

Name of Nominated Staff: _____

S/No	Description	Maximum Weightage		Status	Points Awarded
		Percentage	Points		
A.	ACADEMIC AND GENERAL QUALIFICATION	25% of 3	0.75		
	a) B.Sc Civil Engineering	80% of 2.5	0.6		
	b) M.Sc Transportation Engineering	20% of 2.5	0.15		
B.	PROFESSIONAL EXPERIENCE RELATED TO ASSIGNMENT	65% of 03	1.95		
B-1	Specific Experience	75% of 1.95	1.463		
	a) Experience as Design Engineer Highway/Roads	75% of 1.95	1.463		
B-2	General Experience for 10 years	25% of 1.95	0.487		
C.	STATUS WITH THE FIRM	10% of 3	0.3		
	Permanent Employees	100%	0.3		
	Total (A+B+C)	100%	03		



Project Team

FEASIBILITY STUDY AND DETAILED DESIGN

OF THE PROJECT TITLED

“PROVISION OF CLEAN DRINKING WATER SUPPLY TO SKAWAR AND MINAWAR AREA GILGIT

Name of the Firm: _____

Position/ Experience: Mechanical Engineer

Maximum Points: 03

Name of Nominated Staff: _____

S/No	Description	Maximum Weightage		Status	Points Awarded
		Percentage	Points		
A.	ACADEMIC AND GENERAL QUALIFICATION	25% of 3	0.75		
	a) B.Sc Mechanical Engineering	80% of 2.5	0.6		
	b) M.Sc Mechanical Engineering	20% of 2.5	0.15		
B.	PROFESSIONAL EXPERIENCE RELATED TO ASSIGNMENT	65% of 03	1.95		
B-1	Specific Experience	75% of 1.95	1.463		
	a) Experience as Design Engineer Mechanical 8 years or more	75% of 1.95	1.463		
B-2	General Experience for 12 years	25% of 1.95	0.487		
C.	STATUS WITH THE FIRM	10% of 3	0.3		
	Permanent Employees	100%	0.3		
	Total (A+B+C)	100%	03		



Project Team

FEASIBILITY STUDY AND DETAILED DESIGN

OF THE PROJECT TITLED

“PROVISION OF CLEAN DRINKING WATER SUPPLY TO SKAWAR AND MINAWAR AREA GILGIT

Name of the Firm: _____

Position/ Experience: Geo-Technical Engineer

Maximum Points: 03

Name of Nominated Staff: _____

S/No	Description	Maximum Weightage		Status	Points Awarded
		Percentage	Points		
A.	ACADEMIC AND GENERAL QUALIFICATION	25% of 3	0.75		
	a) B.Sc Civil Engineering	80% of 2.5	0.6		
	b) M.Sc Geo-technical Engineering	20% of 2.5	0.15		
B.	PROFESSIONAL EXPERIENCE RELATED TO ASSIGNMENT	65% of 03	1.95		
B-1	Specific Experience	75% of 1.95	1.463		
	a) Experience as Geo-Technical Engineer 8 years or more	75% of 1.95	1.463		
B-2	General Experience for 12 years	25% of 1.95	0.487		
C.	STATUS WITH THE FIRM	10% of 3	0.3		
	Permanent Employees	100%	0.3		
	Total (A+B+C)	100%	03		

Project Team

FEASIBILITY STUDY AND DETAILED DESIGN

OF THE PROJECT TITLED

“PROVISION OF CLEAN DRINKING WATER SUPPLY TO SKAWAR AND MINAWAR AREA GILGIT

Name of the Firm: _____

Position/ Experience: Environmental Specialist

Maximum Points: 03

Name of Nominated Staff: _____

S/No	Description	Maximum Weightage		Status	Points Awarded
		Percentage	Points		
A.	ACADEMIC AND GENERAL QUALIFICATION	25% of 3	0.75		
	a) B.Sc Civil/Environmental Engineering	80% of 2.5	0.6		
	b) M.Sc Environmental Engineering	20% of 2.5	0.15		
B.	PROFESSIONAL EXPERIENCE RELATED TO ASSIGNMENT	65% of 03	1.95		
B-1	Specific Experience	75% of 1.95	1.463		
	a) Experience as Environmental Specialist 8 years or more	75% of 1.95	1.463		
B-2	General Experience for 12 years	25% of 1.95	0.487		
C.	STATUS WITH THE FIRM	10% of 3	0.3		
	Permanent Employees	100%	0.3		
	Total (A+B+C)	100%	03		

APPENDIX-E

COPY OF MODEL CONTRACT AGREEMENT (To be finalized during Negotiations)