




REQUEST FOR EXPRESSION OF INTEREST (REOI)
FOR
HIRING OF ENGINEERING DESIGN & SUPERVISION CONSULTING SERVICES

1. Federal Board of Revenue (FBR), Islamabad, intends to build an Officer Mess for Pakistan Customs in Islamabad. Accordingly, well-reputed Architectural and Engineering (A&E) Consultancy Firms, registered with Pakistan Engineering Council (PEC) for 15 Years and above, and who are on Active Taxpayers List of FBR for the intended services, are requested to submit their Expression of Interest (EOI) under National Competitive Bidding. Method of selection will be Quality and Cost Based Selection (QCBS) under Hiring of Consultancy Services Regulations, 2010, read with Public Procurement Rules, 2004.
2. The Consultancy Firms must submit:
 - Valid registration certificate with the PEC.
 - Income Tax returns for the last three years.
 - The details of their international presence / accreditation.
 - The profile of the firm exhibiting the details of the registered office address, phone lines and email user IDs, professional / non-professional staffing and their exposure in terms of years of work experience. The professional staffing is expecting to include architects, engineers, and landscape planners with 10 years and above hands on work exposure related to engineering design and supervision.
 - The details of similar works during the past five years – also including photographs and the client's views.
 - Any other information which may help us in better understanding the firm's credentials.
3. Request for Expression of Interest (ReoI) and related EOI Form can be downloaded from www.fbr.gov.pk/tenders and www.ppra.org.pk. The short listed firms will get the detailed RFP document alongwith Terms of Reference (TORs) from the office of the Deputy Collector Collector Customs (HQ), MCC Islamabad, 24-Mauve Area, G-9/1, Islamabad for Rs 2000/-.
4. The aspiring A&E firms, meeting the requirements, are requested to submit their EOI details in the office of the Deputy Collector Customs (HQ), MCC Islamabad on 12th June, 2019 before 11.00 a.m. Expressions of Interest will be opened at 11.30 a.m. publicly on the same day.


(MUHAMMAD ASHFAQ)
Deputy Project Director,
Model Customs Collectorate,
Off: +92 (51) 910 6007



Expression of Interest (EOI)

Project Name	
Assignment	

I. Consulting Firm Information

Consultant Name:	Country of Incorporation:
Acronym:	
EOI Submission Authorized by:	Position

Associations (Joint Venture or Sub-consultancy)

Consultant	Acronym	Country of Incorporation ²	Joint Venture (JV) or Sub-consultant	EOI Submission Authorized By	Position

Present the rationale for and benefits of working in association (JV or Sub-consultant) with others rather than undertaking the assignment independently in terms of providing Engineering Design & Supervision Consulting Services (as appropriate). Describe the proposed management and coordination approach of the association and the role of each firm.

I confirm that:

- Documentation regarding our corporate structure including beneficial ownership has been attached.

- A written agreement to associate for the purpose of this Expression of Interest has been signed between the consortium partners and has been attached.

Once your team is shortlisted and invited for submission of the Proposal, it is not permissible to transfer the invitation to any other firm, such as Consultant's parent companies, subsidiaries and affiliates. Project Director MCC Islamabad will reject a Proposal if the Consultant drops a JV member without Project Director MCC Islamabad's prior consent, which is given only in exceptional circumstances, such as debarment of the JV

partner or occurrence of Force Majeure.

II. Assignment Specific Qualifications and Experience

A. Technical Competence

Cross-referencing from your profile projects in Section E. Project References, highlight the technical qualifications of your entity/consortium in undertaking similar assignments as an Architectural and Engineering (A&E) Consultancy Firm. Provide details of past experiences working with similar project authorities.

B. Geographical Experience

Cross-referencing from your profile projects in Section E. Project References, present experiences in similar geographic areas.

C. Management Competence (Please answer each question in one paragraph of 3-5 sentences)

1. Describe standard policies, procedures, and practices that your entity has to assure quality interaction with clients and outputs. Please state if your company is PEC registered.

2. How will your firm/consortium handle complaints concerning the performance of engineering design and supervision experts or quality of the reports submitted for this assignment? What internal controls are in place to address and resolve complaints?

3. How will you ensure the quality of your Architectural and Engineering (A&E) Consultancy firm's/consortium's performance over the life of this assignment?

4. Describe standard policies, procedures and practices that your Architectural and Engineering (A&E) Consultancy Firm has put in place to avoid changes/replacements of personnel and to ensure the continuity of professional services once contracted.

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5. Describe what social protection practices you have in place to safeguard the well-being of your proposed experts? Specifically describe arrangements you have in place for medical, accident, and life insurance coverage during the assignment.

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D. Other Information (maximum of 500 words)

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E. Project References

Please select most relevant projects related engineering design and supervision of construction works to demonstrate the firm's technical qualifications and geographical experience in terms of providing Engineering Design & Supervision Consulting Services (maximum 10 projects).

SN	Project	Period	Client	Country	Firm
1					
2					
3					
4					
5					
6					
7					
8					
9					
10					

Project Summary

SN 1	
Project Title	
Country / Region	
Start Date	
Completion Date	
Continuous / Intermittent	
Client	
Funding Source	
Description	(indicate your role and input in person-months)

SN 2	
Project Title	
Country / Region	
Start Date	
Completion Date	
Continuous / Intermittent	
Client	
Funding Source	
Description	(indicate your role and input in person-months)

(Please insert more tables as necessary)

III. EOI Attachments

SN	Description
1	Certificate of Incorporation of the lead member
2	Certificate of Incorporation of the JV member (for each member)
3	Certificate of Incorporation of the Sub-Consultant (for each sub-consultant)
4	Letter of Association
5	Certificate of Pakistan Engineering Council (PEC), Islamabad
6	

(Please insert more rows as necessary)

IV. Eligibility Declaration

We, the undersigned, certify to the best of our knowledge and belief:

- We have read the advertisement, including scope of work, for this assignment.
- Neither the consulting firm nor its JV member or sub-consultant or any of its experts prepared the scope of work for this activity.
- We confirm that the project references submitted as part of this EOI accurately reflect the experience of the specified firm/consortium.
- The lead entity and JV member or sub-consultant are NOT currently /blacklisted sanctioned by the Government of Pakistan, any other government entity, PEC or an

MDB. Neither the consulting firm nor the JV member or sub-consultant has ever been convicted of an integrity-related offense or crime related to theft, corruption, fraud, collusion or coercion.

- We understand that it is our obligation to notify Project Director MCC Islamabad should any member of the consortium become ineligible to work with Government of Pakistan or be convicted of an integrity-related offense or crime as described above.
- JV member or sub-consultant named in this EOI confirmed their interest in this activity in writing.
- JV member or sub-consultant named in this EOI, authorized us in writing to represent them in expressing interest in this activity.
- We understand that any misrepresentations that knowingly or recklessly mislead, or attempt to mislead may lead to the automatic rejection of the proposal or cancellation of the contract, if awarded, and may result in further remedial action, in accordance with the policy of Government of Pakistan.
- We confirm our availability to commence work on the indicative commencement date specified in the consulting services recruitment notice for this assignment.