

EVALUATION CRITERIA FOR SELECTION OF CONSULTING FIRM

**PRE-BID MEETING WILL BE HELD ON 11 JANUARY 2018
AT 1200 HRS IN THE COMMITTEE ROOM OF ENERGY &
POWER DEPARTMENT, CIVIL SECRETARIAT, Peshawar.**

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1. All the participating firms are to be registered with FBR and will be on active-tax Payer List otherwise bid will stand rejected.
2. The bid should be accompanied by earnest money in the form of CDR/Bank Draft @ 2% of the quoted bid price in the favor of Deputy Secretary, Energy and Power Department otherwise bid will stand rejected.
3. The participating firm will give undertaking in technical bid on judicial paper that 2 % CDR is enclosed in financial bid.
4. The participating firm will give undertaking in technical bid on judicial paper that their firm has not been black listed by any firm Government, semi Government or private firm. In case provided information is found wrong, the bid will be rejected and 2 % CDR will be forfeited in the favor of the Government
5. All the clientage mentioned by bidder in their bids is to be supported by satisfactory completion certificate.
6. Bids to be submitted on January 15th 2018 by 1200 Hrs in the office of Deputy Secretary, Energy and Power Department, Civil Secretariat, Peshawar and will be opened by committee on same day in the presence of the bidder at 1300 Hrs.
7. No bid will be accepted if received after 1200 Hrs January 15th 2018.
8. The proposal will be based on single stage two envelope system. i.e technical and financial proposals. In first stage, only technical bids will be opened. The financial bids of only those firms will be opened which stand technically qualified.
9. The scoring criteria for the selection of consulting firm is as under: -
 - a. Technical and Financial bids ratio would be 80:20 respectively.
 - b. The technical proposal should not indicate any price otherwise will be considered as non-responsive.
 - c. Technical qualifying score will be 60%.**
 - d. One firm will be selected to carry out performance audit and suggest way forward for both companies as mentioned in ToRs (KPOGCL and PEDO)
 - e. The firm who get highest combined score will be declared successful and contract will be signed accordingly.

- f. The project is funded by E&P Department, Government of Khyber Pakhtunkhwa.
- g. The payment to the consultant will be made based on deliverables as requires in ToRs with the following percentage of bid cost:
 - i. Preliminary Study/ submission of Inception Report as given in para 9(b)(i) of the TORs15 %
 - ii. Draft Report as given in para 9(b)(ii) of the TORs : ... 50%
 - iii. Final Report as given in para 9(b)(iii) of the TORs.....35%
- h. The total duration of the study will be 2 months. No extension will be granted in completion of job.
- i. Successful bidder will submit performance guarantee @ 10% of the bid cost. The performance guarantee is to be from any Pakistani schedule bank.
- j. All payment made to the consulting firms will be in Pakistani rupees.
- k. Technical scoring will be carried out of 100 and later on its weightage of 80% will be taken.
- l. The selection criteria is as under: -
 - The firm overall experience carries 30 marks.
 - Personnel Experience: 70 Marks

EXPERIENCE: 30 MARKS

- The firm who has carried out performance Audit of 04 firms including 2 Reports of Energy Sector, having worth of firm whose performance audit has been carried out should be Rs. 02 Billion each, will get 30 Marks. To be supported by satisfactory completion report from client in respect of audit. The firm will get 30 Marks for total 4 audits including two that of energy firm
- The Firm who has carried performance Audit of 05 Firms including 01 Report belonging to Energy Sector, the worth of the firm whose audit has been carried out should be Rs. 02 Billion each, will get 20 Marks. The firm will get 20 Marks for total 5 audits including one that of energy firm. The audit completion is to be supported by satisfactory completion report from client in respect of audit otherwise half marks per performance will be given.
- The Firm who has carried performance Audit of 07 Firms but no energy firm audit, the worth of firm whose performance audit has been carried out should be Rs. 05 Billion each will get 10 Marks for total 7 audits. The audit completion is to be supported by satisfactory completion report from client in respect of audit otherwise half marks per performance will be given.

PERSONNEL REQUIRED FOR THE STUDY: 70 MARKS

1. Team Leader : 20 Marks

Qualification of Team Leader

- a. MBA in HRM with 15 years' experience in Corporate Sector preferably in the field of Energy Sector
OR
 - b. Chartered Accountancy with 15 years' experience in Corporate Sector preferably in the field of Energy Sector
OR
 - c. BS in Engineering in Electrical/Civil/Mech/Petroleum/Mining with 15 years' experience in Energy Sector
- Should have remained as Team Leader of at least 5 Audit Teams. (Score 15 No's)
 - Should have remained as Team Leader of at least 03 Audit Teams. (Score 9 No's)
 - Should have remained as Team Leader of at least 02 Audit Teams (Score 06 No's)
 - The firm offering his Team Leader with experience of less than 02 Audit leading team will get zero marks and will be non-responsive

2. EXPERTS (50 Marks):

A team of five experts preferably of the following fields with relevant experience of such like reporting are required.

- 1. Finance Expert:** MBA Finance with 10 years' experience in Corporate Sector preferably in Energy Sector (10 marks) with 8 years' experience (8 marks) with 6 years' experience (6 marks)
- 2. HR Expert:** MBA HR with 10 years' experience in Corporate Sector preferably in Energy Sector (10 marks) with 8 years' experience (6 marks) with 6 years' experience (3 marks)
- 3. Account Expert:** MBA Finance/ Chartered Accountancy/ACCA with 10 years' experience in Corporate Sector preferably in Energy (10 marks) with 7 years' experience (7 marks) with 5 years' experience (5 marks)

- 4 Engineering Sector Expert:** BSc Engineering (Civil/Electrical/Mech) with 10 years' experience in Corporate Sector/ Government Sector preferably in Power Sector (10 marks) with 7 years' experience (7 marks) with 5 years' experience (5 marks)
- 5. Oil and Gas Expert:** MS/BSc Engineering in Mining/Civil or MSc in Geology/Geo-Physics with 10 years' experience in Corporate Sector or Government sector in Energy Sector (10 marks) with 7 years' experience (7 marks) with 5 years' experience (5 marks)

Experts with less than required experience will not be given zero marks



DATA WILL BE PROVIDED ON THE FOLLOWING FORMAT OTHERWISE BID WILL STAND REJECTED

<u>S. No</u>	Name	Copy of last Degree. Practical experience will be counted from date of award of Degree In case of MBA, the Major subject like Finance , HR etc. is to be mentioned in Degree or supported by transcript	Position applied for (expert)	Experience With individual firm/ firms supported by experience certificate from that firm. In case no certificate is attached, no marked will be given From- to (1-1-207 to 30-07-3017)	Total Experience	<u>Marks</u>