

Khyber Medical College, Peshawar

REQUEST FOR PROPOSAL (RFP)
HIRING OF DESIGN CONSULTANT

FOR THE PROJECT

"IMPROVEMENT, UPGRADATION, RENOVATION AND
INFRASTRUCTURE EXPANSION OF THE GIRLS HOSTEL
KHYBER MEDICAL COLLEGE, UNIVERSITY CAMPUS
PESHAWAR"

MTI KHYBER MEDICAL COLLEGE PESHAWAR
GOVERNMENT OF KHYBER PAKHTUNKHWA UNIVERSITY
OF PESHAWAR

REQUEST FOR PROPOSAL (RFP)

1. Letter of Invitation (LOI)

Subject: Hiring of Design Consultant for the Project: “Improvement, Upgradation, Renovation and Infrastructure Expansion of the Girls Hostel Khyber Medical College, University Campus Peshawar”

Sub Head:

(a) Construction of a New Block at the Girls Hostel KMC

(b) Improvement and Rehabilitation of the Drainage System at the Girls Hostel KMC

(c) Upgradation and Renovation Works at the Girls Hostel KMC”

1.1. Background:

The Khyber Medical College, Peshawar has been designated an Autonomous Medical Teaching Institution with the Board of Governors as prescribed by the Government of Khyber Pakhtunkhwa under Medical Teaching Institutions Reforms Act, 2015 (MTI Reforms Act 2015). The Board of Governors is determined to develop the College into a state-of-the-art medical teaching facility. The Girls Hostel at Khyber Medical College currently serves as the residential space for female students of the institute. The hostel building, particularly the drainage system, flooring, mess and toilet blocks etc. requires improvement, upgradation and renovation works as well as there is a need for construction of an additional block to accommodate the increasing student population. The Girls Hostel having a total of 145 rooms currently accommodates 390 resident students while having an actual capacity of 252. The hostel administration faces a lot of problems every year making arrangements for the surplus students.

Location: The project will be located within the Girls Hostel KMC premises, situated at University Campus Peshawar. The new block will be built in the adjacent open space available near the existing hostel building to ensure minimal disruption to the current residents.

1.2. Request for Proposal:

Suitable Registered Consulting firms are invited to submit their proposals for the above project, as per scope of services (SOS) and terms of reference (TOR) given in the RFP.

1.3. Eligible Firm:

The firm submitting the proposal should have:

1. Firm / Consultant Organization should be registered with Pakistan Engineering Council (PEC) or Pakistan Council of Architecture & Town Planning (PCATP).

2. Qualifying the mandatory technical criteria.

1.4. Place of Submission:

Through EPADS.

1.5. Enquires:

RFP related enquiries in writing can be directed to office of the Dean Khyber Medical College, Peshawar. Last date for submission of enquiries is till 5 days before the last closing day.

1.6. Authority:

The Dean Khyber Medical College, Peshawar reserves the right to reject any or all offers with valid reasons, if such action is conspired to be in the best interest of the Institution.

**Dean
MTI KMC, Peshawar**

2. Instructions to Consultants

2.1. Introduction:

- 2.1.1. Khyber Medical College, Peshawar will select a consulting firm/organization (the Consultant) in accordance with the method of selection specified in the Data Sheet.
- 2.1.2. The eligible Consultants are invited to submit a technical proposal and a financial proposal through EPADS as specified in the Data Sheet. The proposal will be the basis for contract negotiations and ultimately for a signed Contract with the selected Consultant.
- 2.1.3. Consultants should familiarize themselves with rules / conditions and take them into account while preparing their Proposals. Consultants may liaise with Procuring Entity's representative named in the Data Sheet for gaining better insight into the assignment.
- 2.1.4. Consultants shall bear all costs associated with the preparation and submission of their proposals and contract negotiation. 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 Consultant.
- 2.1.5. Procuring Entity may provide facilities and inputs as specified in Data Sheet.

2.2. Conflict of Interest:

- 2.2.1. Consultants are required to provide professional, objective, and impartial advice and holding the Procuring Entity interest paramount. They shall strictly avoid conflict with other assignments or their own corporate interest. Consultants have an obligation to disclose any situation of actual or potential conflict that impacts their capacity to serve the best interest of the procuring entity, or that may reasonably be perceived as having

such effect. Failure to disclose said situations may lead to the disqualification of the consultant or the termination of its contract.

2.2.2. Without limitation on the generality of the foregoing, Consultants, and any of their affiliates, shall be considered to have a conflict of interest and shall not be recruited, under any of the circumstances set forth below:

- I. A consultant that has been engaged by the procuring entity to provide goods, works or services other than consulting services for a project, any of its affiliates shall be disqualified from providing consulting services related to those goods, services. Conversely, a firm hired to provide consulting services for the preparation or implementation of a project, any of its affiliates, shall be disqualified from subsequently providing goods or works or services other than consulting services resulting from or directly related to the firm's consulting services for such preparation or implementation.
- II. A Consultant (including its Personnel and Sub Consultants) or any of its affiliates shall not be hired for any assignment that, by its nature, may be in conflict with another assignment of the consultant to be executed for the same or for another procuring entity.
- III. A Consultant (including its Personnel and Sub-Consultants) that has a business or family relationship with a member of the Procuring Entity's staff who is directly or indirectly involved in any Part of (i) the preparation of the Terms of Reference of Assignment, (ii) the selection process for such assignment, or (iii) Supervision of the contract, may not be awarded a contract, unless the conflict stemming from this relationship has been resolved.

2.3. Conflicting Relationship:

2.3.1. Government officials and civil servants may be hired as consultants only if:

- a) They are on leave of absence without Pay;
- b) They are not being hired by the Entity they were working for, six months prior to going on leave; and
- c) Their employment would not give rise to any conflict of interest.

2.4. Fraud and Corruption:

It is Government's policy that Consultants under the contract(s) observe the highest standard of ethics during the procurement and execution of such contracts. In pursuit of this policy, the Procuring Entity follows the instructions contained in Khyber Pakhtunkhwa Public Procurement Rules 2014 which defines: "corrupt and fraudulent practices" includes the offering, giving, receiving, or soliciting, directly or indirectly of anything of value to influence the act of another Party for wrongful gain or any act or omission, including misrepresentation, that knowingly or recklessly misleads or attempt mislead a Party to obtain a financial or other

benefit or to avoid an obligation; Under Rule 44 of KPPRA 2014, “The PE can inter-alia blacklist Bidders found to be indulging in corrupt or fraudulent practices. Such barring action shall be duly publicized and communicated to the KPPRA. Provided that any supplier or contractor who is to be blacklisted shall be accorded adequate opportunity of being heard”.

2.5. Integrity Pact:

Pursuant to section 16(2) & (3) of KPPRA Act 2012 Consultant undertakes to sign an Integrity Pact in accordance with prescribed format.

2.6. Eligible Consultants:

Consultants qualifying the mandatory & technical criteria shall be considered as eligible consultants.

2.7. Eligibility of Sub-Consultant:

A shortlisted Consultant would not be allowed to associate with consultants who have failed to qualify the short-listing process.

2.8. Only One Proposal:

Consultants may only submit one proposal. If a Consultant submits or participates in more than one proposal, such proposals shall be disqualified. Participation of the same Sub Consultant, including individual experts, to more than one proposal is not allowed.

2.9. Proposal Validity:

2.9.1. The Data Sheet indicates Proposals validity that shall not be more than 120 days in case of National Competitive Bidding. During this Period, Consultants shall maintain the availability of Professional staff nominated in the Proposal. The Procuring Entity will make its best effort to complete negotiations within this period. Should the need arise; however, the Procuring Entity 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 may submit new staff in replacement, who would be considered in the final evaluation for contract award. Consultants who do not agree have the right to refuse to extend the validity of their Proposals.

2.10. Clarification and Amendment in RFP Documents:

2.10.1. Consultants may request for a clarification of contents of the bidding document in writing, and procuring Entity shall respond to such queries in writing within three calendar days, provided they are received at least five calendar days prior to the date of opening of proposal. The procuring Entity shall communicate such response to all parties who have obtained RFP document without identifying the source of inquiry.

Should the procuring entity deem it necessary to amend the RFP as a result of a clarification, it shall do so.

2.10.2. The Procuring Entity may amend the RFP five days before the closing date by issuing an addendum/corrigendum in writing. The addendum shall be advertised in national newspaper & will also be uploaded on procuring entity & authority websites & will be applicable on all consultants. To give consultants reasonable time in which to take an amendment into account in their proposals the Procuring Entity may, if the amendment is substantial, extend the deadline for the submission of Proposals.

2.11. Preparation of Proposals:

2.11.1. In preparing their Proposal, Consultants are exacted 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.

2.12. Language:

2.12.1. The Proposal as well as all related correspondence exchanged by the Consultants and the Procuring Entity shall be written in English. However, it is desirable that the firm's Personnel have a working knowledge of the national and regional languages of Islamic Republic of Pakistan.

2.13. Technical Proposal Format and Content:

2.13.1. While preparing the Technical Proposal, consultants must give particular attention to the following:

- a. If a consultant considers that it does not have all the expertise for the assignment, it may obtain a full range of expertise by associating with individual consultant (s) and/or other firms or entities in a joint venture or sub-Consultancy, as appropriate.
- b. It is desirable that the majority of the key professional staff proposed be Permanent employees of the firm or have an extended and stable working relationship with it.
- c. Proposed professional staff must, at a minimum, have the experience indicated in the TOR, preferably working under similar geographical condition.
- d. Alternative professional staff shall not be proposed, and only one curriculum vitae (CV) shall be submitted for each position.

2.13.2. The Technical Proposal shall provide the following information:

- e. A brief description of the consultant organization and an outline of recent experience on assignments of a similar nature. For each assignment, the outline must indicate, inter alia, the profiles of the staff, duration of the assignment, contract amount, and firm's involvement.

- f. The list of the proposed staff team by specialty, the tasks that would be assigned to each staff team member, and their timing.
- g. CVs of the proposed professional staff and the authorized representative submitting the proposal. Key information should include number of years working for the consultant and degree of responsibility held in various assignments during the last 5 (five years).
- h. Estimates of the total staff input (professional and support staff) needed to carry out the assignment.
- i. A detailed description of the proposed methodology, work plan for performing the assignment, staffing, and monitoring of training, if the Data Sheet pacifies training as a major component of the assignment.
- j. Any additional information requested in the Data Sheet.

2.13.2.1. The Technical Proposal shall not include any financial information.

2.14. Financial Proposals:

2.14.1. The Financial Proposal shall be prepared using the attached format. It shall list all costs associated with the assignment. Alternatively, Consultant may provide their own list of cost. If appropriate, these costs should be broken down by activity. Activities and items described in the Technical Proposal but not priced, shall be assumed to be included in the prices of other activities or items. All the cost shall include government applicable taxes.

2.15. Taxes:

2.15.1. The Consultant will be subject to all admissible taxes including stamp duty and service charges at prevailing government rates, unless exempted by relevant tax authority.

2.16. Submission, Receipt, and Opening of Proposals:

2.16.1. Proposal shall contain no interlineations or overwriting. The bids (both technical and financial) must be submitted through EPADS and all updated government rules will be applicable for opening. All Pages of the original Technical and Financial Proposals will be initialed by an authorized representative of the Consultants.

2.17. Proposal Evaluation:

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

2.18. Evaluation of Technical & Financial Proposals:

2.18.1. The evaluation committee shall evaluate the Technical Proposals on the basis of their responsiveness to the Terms of Reference, applying the evaluation criteria, sub-criteria, and point system specified in the TOR. Each responsive Proposal will be marked as Fail or Pass.

2.18.2. Financial proposal of technically qualified consultants will be evaluated & those who quoted lowest bid cost will be selected for award of contract.

2.19. Negotiations:

2.19.1. Negotiations will be held at the date and address which will be communicated to the consultant. Failure in satisfying such requirements may result in the PE proceeding to negotiate with the next-ranked Consultant.

2.20. Technical Negotiations:

2.20.1. 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.

2.21. Availability of Professional staff/experts:

2.21.1. 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.

2.22. Award of Contract:

2.22.1. After completing negotiations, the Procuring Entity shall award the Contract to the selected Consultant within seven days after letter of acceptance or award has been issued. Procuring Entity shall publish on the website of the Authority and on its own website, if such a website exists, the result of the bidding process, identifying the bid through procuring identifying number, if any and the following information, evaluation report, form of contract and letter of award, bill of quantity or schedule of requirement,

as the case may be. However, the procuring entity shall announce the final results of a bid evaluation giving justifications for acceptance or rejection of bids at least ten days prior to the award of a contract and place the same on its and authority website.

2.22.2. After publishing of award of contract consultant is required to submit a Performance security at the rate indicated in data sheet & if needed as per government applicable rules.

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

2.23. Confidentiality:

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.

DATA SHEET

1.1	<p>Name of Assignment: Detailed Designing of “Improvement, Upgradation, Renovation and Infrastructure Expansion of the Girls Hostel Khyber Medical College, University Campus Peshawar</p> <p>Sub Head:</p> <p>(a) Construction of a New Block at the Girls Hostel KMC (b) Improvement and Rehabilitation of the Drainage System at the Girls Hostel KMC (c) Upgradation and Renovation Works at the Girls Hostel KMC”</p> <p>Name of PE Official: Dean Khyber Medical College, Peshawar.</p>
1.2	<p>The method of selection: 23 (c) Least Cost method as per KPPRA rules.</p> <p>The Edition of the Guidelines is: KPPRA Rules 2014 (updated time to time)</p>
1.3	<p>Financial Proposal to be submitted together with Technical Proposal: Yes, but clearly marked as financial proposal. The submission will be made through EPADs as per KPPRA notification based on Single Stage Single Envelope procedure.</p>
1.5	<p>The proposal submission address (only bid security) is “Office of the Dean KMC, University Campus Peshawar” & Online through EPADS</p> <p>Pre-bid Meeting will be held on 16-03-2026 at 10:30 a.m. in the Committee Room of KMC</p> <p>Proposals must be submitted not later than the following date and time: 02-04-2026; 11:00 a.m.</p>
1.6	<p>Expected date for commencement of consulting services:</p> <p><i>Soon after the award of Contract</i></p>
9.1	<p>Proposals validity shall be 120 days from the date of opening of bids. The Procuring Entity may ask for extension in proposal validity if required.</p>
10.1	<p>Clarifications may be requested not later than five days before the last date of submission. The address for requesting clarifications is: Office of the Dean KMC.</p>
12	<p>The Proposal as well as all related correspondence exchanged by the Consultants and the Procuring Entity shall be written in English. However, it is desirable that the firm’s Personnel have a working knowledge of the national and regional languages of Islamic Republic of Pakistan.</p>
15.1	<p>Amounts Payable by the PE to the Consultant under the contract to be subject to local taxation, stamp duty and service charges, if applicable.</p>
16.2	<p>Consultant must submit the original of the Technical Proposal and the original of the Financial Proposal through EPADS.</p>
24.2	<p>Performance security is not applicable as per government updated rules.</p>

3. SCOPE OF SERVICES/TERMS OF REFERENCE (TORs)

3.1. Terms of Reference:

3.1.1. Provision of Services: The Consultant shall provide professional services, necessary for the master planning and detailed design of the Project. The Consultant shall deploy a team of professionals with highly qualified expertise in surveying, planning, architectural design, structural design, drainage design, MEP design and cost estimation in accordance with applicable laws, codes, and standards of the Islamic Republic of Pakistan and local building regulations for the project “Improvement, Upgradation, Renovation and Infrastructure Expansion of the Girls Hostel Khyber Medical College, University Campus Peshawar: (a) Construction of a New Block at the Girls Hostel KMC (b) Improvement and Rehabilitation of the Drainage System at the Girls Hostel KMC (c) Upgradation and Renovation Works at the Girls Hostel KMC”. The services to be performed and successfully completed by the Consultant includes:

I. The Consultant will assume the role of “The Engineer” as per standard Pakistan Engineering Council (PEC) documents. The Consultant shall provide but not to be limited to the following services: -

- a. Detailed Survey of the site, assessment of existing buildings and infrastructure including drainage etc.
- b. Comprehensive Master Planning of the Hostel including space planning for new block and future expansion.
- c. Geotechnical Investigations for the proposed construction of the new hostel block and for upgradation of existing facilities (where required), laboratory testing, foundation recommendations etc.
- d. Complete Architectural Drawings of the new block and where required of the existing buildings.
- e. 3D Modeling and renderings of proposed new block, existing buildings (where required).
- f. Structural analysis and design of new block, structural assessment of existing buildings and retrofitting (if required).
- g. Design of the complete drainage and sewerage system for the Hostel.
- h. MEP Design: Water storage, water supply and pumping systems, electrical load calculations and design, energy backup etc.

- i. CCTV Surveillance System: Cameras placement, cabling and networking layouts etc.
- j. Internet/Wi-Fi System: Network layout planning, structured cabling design, integration with existing network etc.
- k. Fire Safety Measures: Fire extinguishers placement, emergency evacuation plans etc.
- l. Cost Estimation & PC-1: Preparation of detailed cost estimates based upon Market Rate System, BOQs, PC-1 preparation.
- m. All documents shall be submitted in both hard and soft copies (AutoCAD, PDF, Excel, Word formats etc.).
- n. All designs shall comply with Pakistan Building Codes, PEC Bye Laws/Guidelines, Local Building Regulations and other applicable standards.

Miscellaneous Terms & Conditions

- i. The Consultant shall serve as an integral part of the Employer. The scope of works stated in this TOR, concentrates on deliverables, however, the Consultant should provide a complete proactive consultancy service, attending meetings regularly as and when required.
- ii. It is the responsibility of the Consultant to obtain all pertinent information and other data as shall be necessary and liaise with the Employer, End Users, Facility Operator, other Consultants (if any) and third parties to carry out its obligations under this request for proposal.
- iii. The Consultant shall, in performing the services, use its best endeavors to identify those technical and economic solutions that are most suited to the requirements of the Project and the Project Development budget.
- iv. It is expected that the Consultant will pay attention towards the disciplines/areas necessitated for the modern planning/design of the hostel.
- v. Produce the necessary reports.
- vi. Any other task related to the project deemed necessary during design of the project.
- vii. The consultant will provide clarifications/amendments related to the Design of the Project during execution of the Project.

1. Agreement Timeframe:

1.1. The services of the consultant would be retained for the project only. However, in case of unsatisfactory performance the contract would be terminated on 15 days' notice.

1.2. Time Schedule for Consultancy Services: The consultancy services shall be completed within **03 (three) months (maximum)** from the date of issuance of work order. A detailed work schedule shall be submitted by the Consultant.

2. Requirements for Submission of Proposals:

Consulting Companies/Firms wishing to submit their offers as Consultant will submit formal technical and financial proposals consisting of the following information:

A. Technical Proposal:

REQUIREMENTS FOR SUBMISSION OF TECHNICAL PROPOSALS

Technical Proposal shall be comprising of the following documents & must be submitted on EPADS in the required sequence as given below:

Mandatory Requirements	1.	Business Structure (individual entity/firm or Company with year of registration), Registration certificate.	Attach proof as annex-1
	2.	Updated Registration certificate with PEC/PCATP	Attach proof as annex-2
	3.	NTN number/Certificate (active)	Attach proof as annex-3
	4.	Registration Certificate KPRA (active)	Attach proof as annex-4
	5.	Number and location of offices with contact details	Provide detail as annex-5
	6.	Bank Certificate	Annex-6
	7.	Affidavit on Stamp Paper duly attested by notary public/oath commissioner that the firm or any of its owner/Director has never been blacklisted in the past	Annex-7
	8.	List of Projects of Similar Nature Designed in the Last 5 years.	Annex-8

-Specific Experience --Relevant to assignment	9.	List of Ongoing Projects of Similar Nature.	Annex-9
	10.	List of client references who may be contacted by the Client concerning the firm's quality of service. At Least 3 Clients	Annex-10
Technical Staff Competence	11.	List with detailed CVs of technical staff to be deputed for design of this specific Project (including professional qualification and background)	Annex-11
	12.	List of Technical staff/Design Staff with detailed CVs based in head office who will provide technical inputs during design of the Project.	Annex-12
Financial Capabilities	13.	Updated Bank Statement of the Firm	Annex-13
	14.	Audit Reports of the firm	Annex-14
Approach Methodology & Proposed Work Plan	15.	Technical approach & methodology proposed by the consultant for the project (One page Maximum).	Annex-15
	16.	Work Plan for Completion of the Project	Annex-16
Note: Documentary evidence is to be provided wherever necessary. All the pages of the documents must be duly signed and stamped. The set of documents should be properly referenced/indexed.			

The Technical Proposal will be evaluated in detail in the following manner & the results will be marked as Pass or Fail. Passing in each category is mandatory otherwise the Consultant will be considered as Fail.

Specific Experience:

S. No	Description	Pass/Fail
1.	Designed at least 3 Projects of similar nature with the minimum project cost of each project to PKR 75 million in the last 5 years (Work order/Contract Agreement & completion certificates from the client must be attached). The Work order/Contract agreement & completion certificates must be attested from Gazetted Officer/Class One Officer.	Pass otherwise Fail
2.	One ongoing design project of similar nature having minimum project cost of 50 million (Work order/Contract Agreement must be attached). The Work order/Contract agreement must be attested from Gazetted Officer/Class One Officer.	Pass otherwise Fail

Personnel Capabilities/Staff:

S. No	Description	Pass/Fail
1.	One BSc Engineer Civil registered with PEC & having at least 5 years' relevant experience (CV of engineer & employment contract with the consultant must be attached)	If available then Pass otherwise Fail
2.	One BSc Electrical Design Engineer registered with PEC & having at least 5 years' relevant experience (CV of engineer & employment contract with the consultant must be attached)	If available then Pass otherwise Fail
3.	One B.Arch Architect registered with PCATP & having at least 5 years' relevant experience (CV of architect & employment contract with the consultant must be attached)	If available then Pass otherwise Fail
4.	One Quantity Surveyor having at least 5 years' relevant experience (CV & employment contract with the consultant must be attached)	If available then Pass otherwise Fail
5.	One Structural Engineer registered with PEC & having at least 5 years' relevant experience (CV of engineer & employment contract with the consultant must be attached)	If available then Pass otherwise Fail
6.	One Draftsman having at least 3 years' relevant experience (CV & employment contract with the consultant must be attached)	If available then Pass otherwise Fail

Financial Capabilities:

S. No	Description	Pass/Fail
1.	Average annual turnover	If 01 million or more then pass otherwise Fail
2.	Liquid Assets	If 01 million or more then pass otherwise Fail

Methodology & Work Plan:

S. No	Description	Pass/Fail
1.	Methodology for execution of work (maximum one page)	If provided pass otherwise Fail
2.	Work Plan in line with total allocated time of project	If provided & in line with total allocated time of 03 months (maximum), then pass otherwise Fail

B. Financial Proposal

The Financial Proposal for the design of the Project shall be provided in the following manner:

The bid cost by the Consultant shall be submitted as a single lump-sum fee (inclusive of all taxes) in PKR (**both in words and figures**), for the complete design services of the Project.

The lump-sum price shall be inclusive of all costs required to deliver the full scope of services described in this RFP, including but not limited to professional fees, personnel costs, overheads, coordination, meetings, site visits, drawings, reports, and all associated expenses.

Payment shall be made to the Consultant upon successful completion of the Design of the Project.

The Consultant will ensure full time availability of technical project staff mentioned against Personnel capabilities as & when required to the client.

Submission of Proposals:

All consulting firms who possess the required qualifications and experience may participate and submit their proposals through EPADS.

Award of Contract: After opening the bids, these will be handed over to the committee who will evaluate each proposal on the set-out criteria mentioned above & the firm who qualify/pass technically & quoted lowest financial bid will be selected for award of contract. In case of equal financial bids, the lowest bidder would be decided through draw. Call deposit of unsuccessful bidders/ consultants will be retained till issuance of the work order.

TECHNICAL PROPOSAL SUBMISSION FORM

(Location, Date)

To,

The Dean
Khyber Medical College,
Peshawar

Dear Sir,

We the undersigned, offer to provide the Consultancy services for the *(Insert the name of the Project)* in accordance with the request for proposal dated (insert date) and our proposal. We are hereby submitting our proposal, which includes this technical proposal and a financial proposal.

We hereby declare that the information and statements made in this proposal are true and accept that any misinterpretation contained in it may lead to our disqualification.

If negotiations are held during the period of validity of proposal i-e before the date indicated, we undertake to negotiate on the basis of proposed staff. Our Proposal is biding upon us subject to the modification resulting from contract negotiations.

We undertake, if our proposal is accepted, to initiate the consulting services related to the assignment.

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

We remain,

Yours sincerely

Authorized Signature *(Infull and initials)*: _____

Name and Title of Signatory: _____

Name of the Firm: _____

Address: _____

Financial Proposal Submission Form

To,

The Dean
Khyber Medical College,
Peshawar

Dear Sir,

We the undersigned, offer to provide the Consultancy services for the *(Insert the name of the Project)* in accordance with the request for proposal dated *(insert date)* and our proposal. We are hereby submitting our financial proposal (both in words and figures) as below:

S No	Description	Quoted Bid Cost
1	Complete Design of the <i>[Project Name]</i> <i>As per TORs of the RFP</i>	PKR= _____ (Lump-sum) <i>(Inclusive of all Taxes)</i>

Yours sincerely

Authorized Signature (*Infull and initials*): _____

Name and Title of Signatory: _____

Name of the Firm: _____

Address: _____