

## Expression of Interest

### PROCUREMENT OF CONSULTANCY SERVICES FOR I.T. PROCUREMENT

National Bank of Pakistan invites tax registered, experienced and competent consulting firm to submit Expression of Interest (EOI) for conducting the procurement of its critical and crucial I.T. projects in a transparent manner by adopting PPRA Rules, 2004 and Procurement of Consultancy Services Regulations, 2010.

#### Objective and Scope

The scope of work includes but not limited to preparation of tender advertisement / Expression of Interest by suggesting an appropriate method and procedure of procurement keeping in mind an individual procurement complexity of each project and NBP timelines. In addition to this, mainly the consulting firm shall be responsible for developing Request for Proposals, generic specifications of required I.T. Products and Services, bidder qualification requirements, technical evaluation matrix, bill of quantity and also responsible to perform technical and financial evaluations of assigned projects by submitting their findings / observations and recommendations in the form of a report to NBP in a transparent manner in compliance with PPRA and NBP Procurement rules.

Furthermore the consulting firm will have to develop templates of agreements and notes for submission to the management.

The contract shall be awarded for 02 years from the date of project award.

#### Eligibility Criteria

The following eligibility criteria shall be followed:

<u>S/N</u>	<u>Terms and Conditions</u>	<u>Allocated Score</u>	<u>Scoring Methodology</u>
1	The interested firm shall be a tax registered firm	Total Allocated Score for this requirement =10 marks	If registered with Sales Tax and Income Tax departments (where applicable) then 10 marks, if not registered then 0 marks.
2	Consulting firm should have been incorporated for at least five (5) years for offering similar services	Total Allocated Score for this requirement =20 marks	<ul style="list-style-type: none"><li>• 05 years or more experience =20 marks</li><li>• 04 years' experience =16 marks</li><li>• 03 years' experience=12 marks</li><li>• 02 years' experience = 08 marks</li><li>• 01 year experience = 04 marks</li><li>• Less than 01 year experience =0</li></ul> Note: experience of more than 4 years but less than 5 years and similarly more than 3 years but

			less than 4 years shall be treated equivalent to 04 years and 03 years respectively and shall be assigned the score as per 04 years and 03 years as the case may be .The same methodology shall also be applied in the cases of 02 years and 01 year of experience.
3	The firm should completed consultancy services of at least two (2) projects of I.T. Procurement of similar scale and complexity in any banking/financial and/or public sector institutions that follows the PPRA Rules and Regulations of Pakistan for their procurement. The firm should provide details documentary evidence e.g. contract award or reference letter from the clients stating scope of services and deliverables of all such projects for last three (3) or more years during which they were completed	Total Allocated Score for this requirement =20 marks	Experience of completion of two projects of I.T Procurement as mentioned in the requirement =20 marks  Experience of completion of one project of I.T Procurement as mentioned in the requirement =10 marks  If consulting firm is not able to show any experience then it shall be assigned 0 marks
4	Consulting firm should have completed consultancy services of at least 01 project of I.T. Procurement (of similar scale and complexity) by following World Bank /Asian Development Bank (Procurement Rules and /or Guidelines) for project which is funded by World Bank/ ADB. The firm should provide details, documentary evidence e.g. contract award or reference letter from the clients stating scope of services and deliverables of all such projects for last three (3) or more years during which they were completed.	Total Allocated Score for this requirement =15 marks	experience of completion of an international project of I.T Procurement as mentioned in the requirement =15 marks  If consulting firm is not able to show any experience then it shall be assigned 0 marks
5	The company should deploy sufficient manpower with adequate education/qualifications (at least Masters in I.T. and/or related discipline) and experience (minimum 03 years of experience in the area of Information Technology and /or I.T Procurement/ PPRA Rules and Regulations) to handle three project simultaneously by separate team/personnel within given time period and also deploy exclusive supervisor for all projects	Total Allocated Score for this requirement =20 marks  10 marks for qualification  ( up to 10 resources, if more than 10 resources	10 marks for qualification  BS/BCS/ BBA –I.T. or MIS -0.5 weightage  MS/MCS/ MBA –I.T. or MIS - 1.0 weightage  Scoring Calculation formula shall be as follows  (Number of Human Resource x weightage score as per qualification of each individual resource )

		quoted shall be treated as equivalent to 10 resources )  10 marks for experience	10 marks for experience  Less than 03 years' experience=0 marks 3 years individual experience = 4 marks  4-6 years individual experience = 6 marks  7-9 years individual experience = 8 marks  10 years + experience = 10 marks
6	A firm must also have strong financial background and should provide audited financial statements of last three years (2009-2011) ➤ Positive Operating Cash flows in last three years (2009-2011)	Total Allocated Score for this requirement =15 marks	Positive Operating Cash flows for 2009 =05 marks  Positive Operating Cash flows for 2010 =05 marks  Positive Operating Cash flows for 2011 =05 marks
7	A consulting firm should not be currently engaged with NBP as a vendor for supply of I.T equipment/software and/or providing IT support or maintenance services.	Mandatory	
8	Please note that NBP shall not allow any possible consortium to execute this project.	Mandatory	

In order to qualify for the next stage, 60% or more score should be obtained by respective consultant.

Interested firms having the requisite qualification are requested to submit their Expression of Interest by providing information that they possess which reflects their required capabilities and expertise (including company profile, project details, relevant experience, description and experience of similar work, resume of key personnel with appropriate skills, audited financial statements etc.).

Expression of Interest shall be submitted in two separate envelopes, one marked ORIGINAL and one marked COPY and must be delivered to the address below not later than June 27, 2013 till 05:00PM.

Shortlisted firms who will qualify the stated eligibility criteria will be contacted for submission of Technical and Financial Proposal. Pursuant to Regulation- 3(B) Methods of Selection of Consultants of “Procurement of Consultancy Services Regulations, 2010” of PPRA; Quality and Cost Based Selection will be adopted for the selection of consultant.

NBP also reserves the right to cancel this invitation at any stage. This invitation of EOI is also posted on the websites: <http://www.ppra.org.pk>; <http://www.nbp.com.pk>

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