

Invitation for Expression of Interest (EOI)

Procurement of Consultancy Services for preparation, review and Finalization of RFPs for Critical IT Infrastructure Projects

National Bank of Pakistan (NBP) invites Expression of Interest (EOI) from the consultant firms for preparation, review and Finalization of RFPs for critical IT Infrastructure projects. The objective of the required services is to develop and finalize Request for Proposals / technical requirement document for critical IT Infrastructure projects in coordination with relevant IT Infrastructure teams in NBP.

The consultant should be a locally/internationally renowned firm with experience of offering similar consultancy around the world or in Pakistan, preferably through a local office or a local partner (to be on active taxpayer list), if the firm is not based in Pakistan.

Scope of Services:

- Requirement gathering and assessment with the relevant Infra team including networks, Systems and IT Security and architecture, to understand existing setup, deficiencies/ shortfalls and technical requirements for each project.
- Consolidate and record all technical requirements from all relevant teams for each individual project (list of projects and details will be shared in the RFP).
- Propose and suggest technical requirements feasible for the bank for respective project.
- Have knowledge/information regarding multiple available solutions/ options/ products and prepare and comparative analysis for available products in the market for individual project RFP.
- Develop technical requirement document of the RFP for each project with technical requirements which are general, un-biased and ensure open completion for market vendors and cost effective product for the bank.
- Finalize technical aspects of the requirements in light of best practices, latest industry trends and solutions, feasibility and requirements submitted by NBP team, with in the given timelines.

Eligibility Criteria

- The Bidder/principal should be a registered entity in Pakistan in the form of Public Ltd/Private Ltd/Sole Proprietorship or any other form permissible under Legal system of Pakistan and should be in business for a tenure of at least 10 years. Relevant proof of existence (Certificate of Incorporation, Certificate of commencement of business, Extract from the Register of Firms maintained by the Registrar etc. confirming the incorporation of the commercial entity or



other relevant documents where applicable depending on the type of entity as mentioned above) shall be provided with valid tax payment documentation (FBR, Sales Tax Returns, NTN individual, NTN Company, Provincial Tax) whichever is applicable depending on type of organization (Public Ltd/Private Ltd/Sole Proprietorship or any other form permissible under Pakistan Law).

- Bidder's/Principal company must be a renowned (based on experience and exposure) Local/International firm, having at least **10 years** of experience in the field, with preferably experience of similar projects in Pakistan. If the firm is not based in Pakistan and is engaging a local partner, they should be on Active Taxpayers List of the Federal Board of Revenue, Pakistan.
- The Bidder/Principal must be an active taxpayer and should provide NTN Certificate. Attested copy of most recent tax certificate should be provided.
- The Bidder/Principal should submit its complete profile including organization structure, date of establishment, Name, qualifications and job experiences of key personnel.
- The average sales revenue of the bidder, for each last three years, should be at least **PKR 100 Million**. Attested copy of audited financial statement for last 3 years should be attached. In case if audited statement is not available for last year then Bidder should provide letter from company's CFO or senior management staff confirming that Sale Volume / Revenue of company is at least PKR 100 Million for each last three years.
- The Consultancy Firm should provide an undertaking stating, "The bidder's company is not blacklisted by any Government entity in Pakistan for unsatisfactory past performance, corrupt, fraudulent or any other unethical business practices and also not involved in any kind of lawsuits in this regard either current or pending".
- The Consultancy Firm should have an experienced team of at least **four** IT experts/consultants in the areas of banking strategy consultants including IT architecture, networks & systems design, hardware & software, IT infrastructure security and digitalization and related areas. This would be evidenced through CVs/Resumes of the proposed team.
- The Consultancy Firm should provide undertaking that they have experience of providing IT consultancy services and support to different reputed organizations in Financial/Telecom/Public Sector either locally/ internationally. Bidder should also provide reference letters/purchase/work orders of at least three (03) similar assignments. Firms who have run **similar engagements** in Pakistan would be preferred.
- The Consultancy Firm should not be already engaged for any assignment which by its nature is in conflict with another assignment at the bank. If a consultant has been engaged to provide goods or works for any NBP's project, it shall not be eligible to provide consultancy services for the same project. Bidder/joint venture partner should provide a list of services for which they are engaged with NBP for similar nature projects and other assignments, if any, in order to establish the conflict of interest element. If any conflict found, the bank reserves the right to disqualify the bidder.

GUIDELINES FOR SUBMISSION OF EOI:

After completion of short listing process and notification of results on NBP's website, only shortlisted Consultancy firm(s) shall be contacted for further participation in the process as per the Procurement of Consultancy Services Regulations, 2010.

Furthermore, **Quality and Cost Based** selection method as per Regulation 3 (B) of the Procurement of Consultancy Services Regulation, 2010 will be adopted for selection of the Consultancy firm.

The sealed EOI applications complete in all aspects, duly signed and stamped by the authorized person of the Consultancy firm should be dropped in the Tender Box placed in the Conference Room of the Divisional Head, Procurement Division, 3rd Floor, Logistic Support Group, National Bank of Pakistan, Head Office, Karachi, on EOI opening date i.e. May 11, 2020 till 11:00 a.m.

Sealed Applications will be opened on same day i.e. May 11, 2020 at 11:30 a.m. by the Tender Opening Committee and in presence of representative of parties, who wish to be present at the time of EOI opening.

In case the office remains closed for any reason, it will be opened on next working day at same time. The profiles submitted after the bid submission time will not be entertained. Envelopes containing applications must be marked with capital letters "Expression of Interest for Procurement of Consultancy Services for Development and Finalization of RFPs for Critical IT Infrastructure Projects".

The Bank reserves the right to cancel this invitation at any stage of tender as per PPRA Rule 33.

For more details please contact on 99062533 and 99062966.

This Expression of Interest is also available on following websites:

<http://www.nbp.com.pk>

<http://www.ppra.org.pk>

**SVP/Divisional Head (A)
Procurement Division,
Logistic Support Group,
3rd Floor, NBP Head Office,
I.I. Chundrigar Road, Karachi.**