

## **Expression of Interest (Hiring of Consultancy Services)**

Women Development Department, Government of Azad Jammu & Kashmir (GoAJ&K) intends to hire the services of reputed consultancy firms (individual/joint venture) having wide experience in relevant field for the **Implementation of Gender Management Information System for AJK** under Development Project "Strengthening of existing institutions of women development and establishment of office of state commission on status of women". Complete bid document can be obtained by submitting an application and payment of non-refundable fee Rs.500/= (Five hundred only) up to **May 12, 2020** from **Directorate of Women Development Chatter Civil Secretariat Muzaffarabad AJK** during office hours. Bids/Application complete in all respect should reach on or before May 15, 2020 at 11:00 AM in the office of the **Director Women Development, GoAJ&K**. Technical proposal received will be evaluated by the Departmental Selection Committee (DSC) and Qualified/responsive bidders will be applicable as per **AJK PPRA Rules**.

### **General Terms & Conditions:**

1. Consultancy firm/individual with at least 10 years of relevant experience at state/provincial, national/international level and required qualifications are eligible to apply.
2. Consultancy firm/individuals should have the specific experience of policy making and information system preferably working with public and private sector.
3. The bidding procedure will be "**Single Stag-Two Envelopes**" the bids shall be submitted by the interested firms/individuals in two separate envelopes marked as "**Technical Proposal**" and "**Financial Proposal**" in legible and bold letter. The Technical proposal shall be opened on the day of the bid opening and financial proposal shall kept sealed in the custody till the final evaluation of the technical proposals. The financial proposal of only those firm/individuals, whom declared as technically qualified/responsive, shall be opened by the DSC on the notified date and time, in the presence of the representative of the qualified/responsive firms/individuals.
4. Each Financial bid must be accompanying by the acceptable CDR/bank draft not less than 3% of the bid value drawn on any scheduled bank, AJK in favor of **Director Women Development, GoAJ&K**.
5. The bids validity period is 90 days from the opening of the bids.
6. Technical and financial proposals will be evaluated keeping in view the section 36(b) AJK-PPRA rules 2017.
7. Firm/Individual also needs to annex affidavit stating that firm/individual was never black listed.
8. Un-sealed application or those received via fax/email or after due date shall not be accepted.
9. All terms & conditions mentioned in AJK PPRA rules 2017 shall be applicable on this consultancy procurement.
10. For further information or clarifications, please contact at the following numbers.

**Director,  
Women Development  
Phone # 05822-924260**