

AZAD KASHMIR SMALL INDUSTRIES CORPORATION (AKSIC)

EXPRESSION OF INTEREST FOR PROCUREMENT OF CONSULTANCY SERVICE

The Azad Kashmir Small Industries Corporation intends to conduct a feasibility study for identification of Small & Cottage Industrial Potential of Azad Jammu & Kashmir. Consultancy Services are required from the well reputed consultancy firms/companies/consultant having experience in Identification of Small & Cottage Industrial Potential, Master Planning, Development Planning, Policy Framework and Feasibility Study including development of Business Plan, Feasibility Reports, Marketing strategy, Financial, Economic & Social Analysis to conduct Survey & Feasibility Study. RFP & TORs can be obtained from the office of undersign during working hours. Consultancy firms of AJ&K are also encouraged to apply.

The interested Consultancy Firm/Companies/Consultant having relevant expertise/experience is required to submit their Technical & Financial proposals along with complete bio-data of firms including the following details.

- I. Name of firm, Address, Phone, Fax Number, Email Address and website (if any).
- II. Legal status of registration and latest registration renewal letter.
- III. Financial status (Bank statement, Balance sheet, Audit report of last three years).
- IV. Income tax registration certificate and Income Tax certificates of last Five years.
- V. Core Staff strength and profile of human resources (annex CVs of not more than one page for each individual).
- VI. Organization's professional experience (list of assignments and clients over the last three years).
- VII. Total length of professional experience relevant of projects specified including brief detail of already completed and ongoing projects of similar nature (one page summaries of the projects undertaken) and experience of working in similar activity.
- VIII. Total amount turnover in Pak Rupees for last Five years (in case of consortium disaggregated information for each firm). One year?-2 year ago?-3 year ago?
- IX. Affidavit on stamp paper duly attested by First Class Magistrate that the firm has neither been black listed nor any contract in the past for not fulfillment of contractual obligations and also firm is not involved in any litigation. The statement referred also to include the certification that the statement is correct and nothing has been kept hidden intentionally.
- X. Accomplishment list of projects of similar kind of various provinces and AJK.

- Bidding Process will be conducted through Single Stage Two Envelope Process. The proposal shall comprise a single package containing two separate envelopes. Each envelope shall contain separately the financial proposal and the technical proposal and evaluation to be marked as **"FINANCIAL PROPOSAL"** and **"TECHNICAL PROPOSAL"** in bold and legible letters to avoid confusion.
- Bidders are required to furnish Bid Security (Refundable) in the form of Bank Draft/Pay Order equivalent to 3% of the total bid price in favor of Managing Director, Azad Kashmir Small Industries Corporation.
- The bidding documents can be obtained through an application on the letter head of the firm/company/Consultant. Price of the bidding documents is Rs. 1000/- (non-refundable) in the form of Pay order/ Demand draft in favor of Managing Director AKSIC till August 12, 2020 before 14:00 PM.
- The Bid prepared in accordance with the instructions given in the bidding documents must reach at the address below on or before August 17, 2020 at 14:00 PM and will be opened in the presence of bidder/ bidder's representatives at 14:30 PM on the same day.
- The Bid Evaluation Committee reserves the right to accept or reject any or all proposals in accordance with Rules 33(1) of AJ&K PPRA Rules 2017.
- Un-sealed applications or those received via Fax/E-mail shall not be accepted.
- This advertisement is also available at PPRA's website: www.ajkppra.gov.pk as well as on AKSIC website: sic.ajk.gov.pk.


Director Projects

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