



**AZAD GOVERNMENT OF THE STATE OF JAMMU & KASHMIR**  
**Directorate of Social Welfare Muzaffarabad**

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No. D. SW/ /2020

Dated: / /2020

02-09-2020

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

Social Welfare Department, Government of Azad Jammu & Kashmir (GoAJK) intends to hire the services of reputed consultancy firms (individual/joint venture) having wide experience in relevant field for assessing (survey) the vulnerable population including the transgender and drug addicts so that policy interventions may be made to address their plight. Complete bid document can be obtained by submitting an application and payment of non-refundable fee Rs. 1000/= (one thousands only) up to **24<sup>th</sup> September 2020, 2019** from **Directorate of Social Welfare, House # B-95, Upper Chatter Housing Scheme, Muzaffarabad AJK** during office hours. Bids/Application complete in all respect should reach on or before **28<sup>th</sup> September 2020** at 10.00 AM in the office of the **Director Social Welfare, GoAJK** which shall be opened on the same day at 11.00 AM by the Departmental Selection Committee (DSC) in the presence of the bidders or their authorized representatives. Qualified/responsive bidders will be shortlisted which later will be called for the opening of the financial bids. All taxes 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 Surveying/assessing vulnerability preferably working with public and private sector.
3. The bidding procedure will be "**Single Stage-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, who 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 accompanied by the acceptable CDR/bank draft not less than 5% of the bid value drawn on any scheduled bank in Favour of **Director Social Welfare, GoAJK**.
5. The bids validity period should be at least 90 days from the date of 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 Social Welfare,**  
**Azad Govt. of the state of Jammu & Kashmir**  
**Contact #: 05822-921222, 05822-921204**

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**Directorate of Social Welfare, House # B-95, Upper Chatter Housing Scheme, Muzaffarabad AJK**  
**Office No: 05822-921222**