

Tender for Services

1. In compliance with the requirement as stipulated in Regulation 5 of the Azad Jammu and Kashmir Public Procurement of Consultancy Services Regulations 2018, this notice seeks to receive Expression of Interest (EOI) from consultants interested to participate in the assignment described herein under.
2. This Request for Expression of Interest advertisement is uploaded on both websites of AJK PPRA (www.ajkppra.gov.pk) and BAJK (www.bankajk.com)
3. **Assignment Description:** The Bank of Azad Jammu and Kashmir (BAJK) is a public unlisted bank incorporated as a corporate entity in 2006 under the Bank of Azad Jammu and Kashmir Act 2005 (the Act). BAJK is principally engaged in commercial banking and related services and operating in state of Azad Jammu and Kashmir with a network of 81 branches. It enjoys the mandate by the AJK government to mobilize public and private funds for application towards productive channels including effective investment. Keeping in view the existing potential of Islamic banking, the bank intends to facilitate its customers according to the shariah approved banking products and services. For the said purpose, bank is going to establish Islamic banking division and also to open Islamic banking branches. In this regard BAJK desires to hire services of shariah consultant to meet the requirements stipulated above.
4. **Engagement of Consultants:** The purpose is to select **Consultants to develop shariah framework** phase-wise. The Consultants eligible to apply for this assignment can be an individual, firm, company or any other registered body.
5. **Rules Regulations for Engagement of Consultants:** The engagement of Consultants shall be made under provisions of the Azad Jammu and Kashmir Public Procurement of Consultancy Services Regulations 2018 read with Azad Jammu and Kashmir Public Procurement Regulatory Authority Act 2017 and the Public Procurement Rules 2017.
6. **Criteria for selection of Bidders:** The following are the requirements which must be met by consultants desiring to participate in execution of this assignment: -

a.

S.NO	PARAMETERS	WEIGHTAGE (%)	DOCUMENTS REQUIRED
1	Islamic Banking Experience	Total: 25% Up to 5 years 05% Above 5 years to 7 years 10% Above 7 years to 10 years 15% Above 10 years 25%	Relevant documents regarding Qualification and experience
2	Similar Projects completed for establishment of Islamic Banking Division and launching of Islamic Banking	Total: 40% One project 05% Two projects 10% Three projects 20% Four projects 30% Five projects 40%	Completion certificate for each project
3	Time span for completion of project	Total: 20% One year 05% Nine Months 10% Six Months 15% Three Months 20%	Phase wise completion plan to be provided
4	Demonstration of work plan (To be allotted by the Committee)	Total: 15%	

B. Have Not been blacklisted by any government or public body and to this end it is required to furnish that they are neither blacklisted or in conflict with the government anywhere in the territory of the State of AJK, Federally Administrated Areas, or Islamic Republic of Pakistan - Certificate is required.

c. Consultants should provide an experience & satisfactory performance certificate (from client) of completion of similar nature.

The applicants meeting the above requirements shall be participate in the bid for this assignment.

Applicants are requested to file their Expression of Interest for to participate in bidding process at the address given below within 15 days of the publication.

The Bank will not be responsible for any cost incurred in submission of the documents related to the project.

9. Submission of Bids by Consultants:

Consultants meeting above criteria may obtain the bidding documents for the aforementioned task after submission of written application along with tender fees of Rs. 500 in the form of Bank Draft/Pay Order (Non-Refundable).

b. The complete set of bidding documents shall be issued against written application of the eligible bidders only during working hours which shall be issued only during working hours (9 am to 5 pm) on working days (Monday to Friday) within the period stipulated for such collection immediately after publication of this tender from the from Establishment Section BAJK Head Office Muzaffarabad Azad Kashmir.

c. Bidders who are going to submit bid are required to submit amount Rs. 200,000/- of bid security, refundable in case of un-successful bidder.

d. The bidders are required to submit the complete bid within the stipulated time and at the stipulated place of Establishment Section BAJK Head Office Muzaffarabad Azad Kashmir.

e. Bidding documents submitted by bidders shall only be considered if they are complete in all respect as laid down in the detailed Bidding Document would be considered.

f. The "Quality and Cost Based Selection Method (QCBS)" as specified in Regulation 3B of the AJK Public Procurement of Consultancy Services Regulation 2018, read with Rule 36(b) of the AJK-Public Procurement Rules 2017 shall be used for selection of the Consultants involving a **single stage two envelope process** in which one envelope containing Technical Proposal and the second containing the Financial Proposal shall be submitted, each clearly marked as Technical Proposal and Financial Proposal.

g. last date to submit the bid will be 23-12-2022, Technical proposal will be opened in the presence of bidders or authorized representative of bidder who chose to attend at 03:30pm on 26-12-2022 and venue where RFP is submitted. The Technical proposal shall be evaluated first based on the stipulated criteria. Thereafter, Financial Proposal of responsive proposals shall be opened in the presence of the applicants or their representatives. The combined evaluation of Technical Proposal shall follow and the applicant with the winning proposal will be accepted.

h. The Selection Committee established for evaluation of the bid reserves the right to accept or reject any or all the bids as per AJK PPRA Rules.

i. Evaluation report/award of contract shall also be displayed at AJK PPRA Website. j. The Proposals/bids should be valid for a minimum period of 120 days.

10. **Address for Submission of Bidding documents:** The Address for submission/venue of opening of EOI and Bidding Documents are as under: -



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