



Tender for services

- In compliance with requirement as stipulated in Regulations 5 of the Azad Jammu & Kashmir public procurement of consultancy services Regulation 2018, this notice seeks to receive Expression of interest from the consultant interested to participate in the assignment described herein under:

- This expression of interest uploaded on both web sites of AJK PPRA and Department of Industries and Commerce

- **ASSIGNMENT DESCRIPTIONS**

Capacity building of Business Advisory groups and the uplifting of Departmental staff against approved Development Scheme of Industries Department, "UPLIFTING OF INDUSTRIES & COMMERCE DEPARTMENT FOR PROMOTION OF INDUSTRIALIZATION IN AJ&K"

- **ENGAGEMENT OF CONSULTANTS:** The purpose to select the consultant to train the **Capacity building of Business Advisory.** (150 Nos/ 3 sessions of 2 days)

- a. Lawyer**

Training of lawyers in Taxation & Corporate Law.

- b. Business Administration:**

- i. Training of business graduates as consultant for market surveys/ feasibility studies preparations.
- ii. Training of Commerce Graduates as financial advisors.

- **RULES REGULATIONS FOR ENGAGEMENT OF CONSULTANTS**

The engagement of consultant shall be made under the provision of azad Jammu & Kashmir Public procurement Regulatory authority act 2017 and the Public procurement Rules 2017.

- **CRITERIA FOR PRE-QUALIFICATION OF CONSULTANTS:**

The following are the requirements for pre-qualification which must be met by consultants desiring to participate in execution of this assignment:

- a. Be an firm or company or any other registered body having experience in corporate sector, taxation and feasibility studies.
- b. Be an active tax payer in local or foreign jurisdiction-documentary evidence required.
- c. Have not been black listed 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.
- d. Have demonstrated experience of similar project completed for training on corporate sector, taxation and feasibility study will be preferred.
- e. List of similar nature of works completed and in hand with documentary proof.
- f. Firms / companies should provide an experience & satisfactory performance certificate (from client).
- g. Must have specialists of corporate sector training and feasibility studies (at least 3 for each field)

The applicants meeting the above requirements should be prequalified to participate in the bid for this assignment.

7. submissions of Expression of Interest: Applicants are requested to file their expression of interest for prequalification at the address give below on or before

8. **Prequalification of Consultants:** Those firms and companies who are prequalified shall be intimated in writing of their prequalification and invited to participate in the bidding. The prequalification results will also be displayed at the AJK PPRA website.

9. **Submission of Bids by Prequalified Consultants:** The Consultants who are prequalified may participate in the bidding for the assignment in accordance with the following:-

- a) Prequalified applicants may obtain the bidding documents for the aforementioned task after submission of written application along with tender fees of Rs.1000 in the form of Bank Draft / pay order (Not 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 from 3th April 2023 to 18 April 2023 within the period stipulated for such collection immediately after publication of this tender from the Department of Industries & Commerce Tariqabad near MDA office Muzaffarabad.
- c) Bidders are required to submit the complete bid within the 18th April 2023 at the Directorate of Industries & Commerce Muzaffarabad A.K.
- d) Bidding document 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.
- e) The "Quality and Cost Based Selection Method (QCBS)" as specified in Regulation 3B of the AJK public procurement of consultancy service 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.
- f) Technical proposal will be opened in the presence of bidders or authorized representative of bidder who chose to attend at 11:00 AM on the same date and venue where TFP is submitted. The Technical proposal shall be evaluated first based on the stipulated criteria. Thereafter, Financial proposal of responsive proposal 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.
- g) 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.
- h) Evaluation report/ award of contract shall also be displayed at AJK PPRA website. the proposal/bids

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

(Ibrar Azam)

Director Industries & Commerce

Directorate of Industries & Commerce

Upper Tariqabad, near MDA Office Muzaffarabad A.K

Phone # 05822-921237

Fax# 05822-921359