

REQUEST FOR EXPRESSION OF INTEREST

Issuance Date of EOI:	08 th October 2019
Last Date for Queries:	15 th October 2019
Response to Queries:	18 th October 2019
Closing Date of EOI:	24 th October 2019
Project Duration:	Within 3 years
Address EOI response to:	Deputy Director (Operations/Project Manager ETI) 8 th Floor, EOBI Head Office, 190/1/B, Block 2, PECHS, Karachi Employees' Old-Age Benefits Institution
Email Address:	ali.muttaqi@eobi.gov.pk & pmeti@eobi.gov.pk

Employees' Old-Age Benefits Institution (**EOBI**) was created under the EOB Act 1976 to achieve the objective of Article 38 (C) of the Constitution, by providing for compulsory social insurance. It extends following benefits to insured persons or their survivors:-

a) Old Age Pension; b) Survivors Pension; c) Invalidity Pension; d) Old Age Grant.

Key Functions of EOBI include:

- Identification & Registration of Establishments and Industries.
- Identification & Registration of Insured Persons
- Collection of Contribution
- Provision of Benefits as per Laws
- EOB Fund Management
- Verify contribution from Employer's record & raise notices to recover arrears
- Record keeping of Employers, Employees and Pensioners

1. PROJECT DESCRIPTION

EOBI invites **Expressions of Interest (EOI)** for the "**EOBI Transformation Initiative**" (**ETI**) with the aim to radically changing the focus from claims based to service oriented model. This initiative is to enable innovative, flexible, mobile & multi-channel capabilities to provide the maximum customer service capabilities to EOBI stakeholders which interalia improve contributors experience with EOBI, EOBI data quality & data leveraging at EOBI. The core objective is to ensure that ETI is benchmarked for quality service delivery capabilities in the Government Sector.

1.1. Background & Objectives:

Our vision for the future is on being the "**Best Technology driven service-oriented Institution**" in the Country with the following focus areas:-

- to ensure collections & disbursements of due benefits promptly & gracefully.
- To ensure all eligible employers contribute to EOBI & expand the EOBI contribution Net to ensure every working person is covered for social benefits
- To enable and empower Employees to engage, track and facilitate the upkeep of their information with EOBI

- To enable the pension disbursement on timely, prompt and service basis with the utmost convenience for the contributor.

1.2. Scope of Work

We are looking for Bidder which can facilitate the achievement of these targets for EOBI by:

- Helping translate the above objectives into quantifiable rollout within a specified period.
- To support end-2-end customer service capabilities enhancement for maximum efficiency and flexibility for EOBI stakeholders with optimal digitization of data & services.
- Deliver tangible impact/results to the EOBI Contributors and Pensioners.
- To deliver Change Management within and for EOBI by eliminating all redundancies/deficiencies/bottlenecks in the existing system
- To reduce/eliminate gaps in the processes which enable leakages in EOBI contributions.
- To expand and build the EOBI payment perception with Employers & Employees.
- To make EOBI interactions as seamless, easy and convenient for the Pensioners, Employers and Employees with immediate information access - simplified.

1.3. Project Deliverables

The successful Bidder will complete the activities and submit the deliverables as per details defined in the RFP document which will be shared after EOI shortlisting.

2. Preferred Bidder Characteristics

The Bidder should bring the following key elements, listed in no specific order of priority:

- Prior experience in large scale Govt. Projects/ Initiatives.
- Locally incorporated with minimum age of Company at time of submission of final proposal should be 5 years.
- Last 3 years accumulated revenue must be higher than 1000Million PKR as per audited accounts.
- Bidder must have completed government projects worth more than 400Million PKR in the last 2 years.
- Experience in Pakistan in:
 - Backbone infrastructure rollout projects,
 - Hardware & End-User Infrastructure Projects
 - Scalability Solutions Rollout
 - 24x7x365 support capability
 - Data Analytics & Strategic Reporting Teams with experience in local Projects
 - Innovative Financial Solutions Development
 - Customer Visit Management and Call Center Management
 - Integration between Complex Systems
 - ERP & Custom Applications Rollout
 - Mobile Solutions Rollout
 - Branding & Rebranding Initiatives
 - Strong Project Management & Project Delivery Profile

2.1. Documents to be submitted for EOI (Pre-requisites & Project Brief) and Evaluation Criteria:

- 2.1.1. The Bidder must submit documents in response to this EOI either as a single entity or a consortium comprising of a lead entity and one or more partners. But one must be a lead/anchor Company, complying with the stated criteria. (See Appendix-B)
- 2.1.2. If participation is as a consortium, there must be a lead entity appointed through a letter executed by all consortium partners individually, authorising the lead entity to act on their behalf and to enter into legally binding obligations. (See Appendix-C)
- 2.1.3. In the case of consortium, all communications and correspondence shall be routed through lead entity. EOI shall only correspond with the lead entity and as such a delivery of any notice, information or other correspondence to the lead entity shall be deemed to be delivered to all the partners in the consortium.)
- 2.1.4. An entity can participate only in one bid; as a single bidder, as a lead in a consortium or as a partner in a consortium. Partnership firms or similar entities in different jurisdiction which work under common brand name or a part of affiliated network will be regarded as single entity and may not participate in more than one bid. Similarly associates and subsidiaries of an entity will be regarded as a part of a group and may not participate in multiple bids.
- 2.1.5. Bidders may ask for clarification related to EOI from EOBI and any decision in this regard by EOBI shall be deemed final.

2.2. SUBMISSION OF APPLICATIONS

2.2.1. Sealing and Identification of Applications

The Applicant shall enclose the original and the copies of the application in a sealed envelope that shall:

- a) bear the name and address of the Applicant;
- b) be addressed to EOBI, in accordance with EOI guidelines.

2.3. Deadline for Submission of Applications

EOBI shall not be responsible for any costs incurred in the submission of the EOIs. **The EOI must reach EOBI at the below mentioned address in sealed packet before 1200 hours on October 24th, 2019.**

Any application received after the deadline for submission will not be accepted and considered for qualification. The received EOIs will be opened on October 24th, 2019, 12.30 hours sharp at the Committee Room, EOBI Head Office, in the presence of Bidder representatives as per PPRA procedures.

Applicants must submit their applications by registered posts or by hand. Additionally, a softcopy version (PDF) should be emailed to the email address listed below.

Mr. Ali Muttaqi Shah

Deputy Director /Project Manager ETI

8th Floor EOBI Head office

190/1/B, Block-2, PECHS, Near Nursery, Karachi -Pakistan

Telephone No: 92-21-34328040 Facsimile: 92-21-34328036 Cell No. 03468209460

E-mail: ali.muttaqi@eobi.gov.pk

[Subject: EOBI Transformation Initiative \(ETI\) Project](#)

EOBI may, at its discretion, extend the deadline for the submission of applications in which case all rights and obligations of EOBI and the Applicants subject to the previous deadline shall thereafter be subject to the deadline as extended.

3. GENERAL

SCOPE OF APPLICATION In connection with the Invitation for Pre-qualification indicated in this Pre-Qualification Document (EOI), EOBI, as defined in the Data Sheet, issues this EOI to applicants interested in bidding for the works described in Scope of Work.

3.1. Confidentiality

Information relating to the evaluation of applications, and recommendation for prequalification, shall not be disclosed to Applicants or any other persons not officially concerned with such process.

3.2. Eligible Applicants

- 3.2.1. An Applicant shall be a private or public owned legal entity (Company/Firm/), or any combination of them in the form of association(s) including Joint Venture (JV) with the formal intent, as evidenced by a letter of intent, to enter into an agreement or under an existing agreement. In the case of a JV, unless otherwise specified in this EOI, (i) all parties shall be jointly and severally liable in all respect.
- 3.2.2. The eligibility criteria listed in this Clause shall apply to the Applicant, including the parties constituting the Applicant, i.e., its proposed partners, subcontractors or suppliers for any part of the Contract including related services.
- 3.2.3. An Applicant or Lead Member of Consortium/Joint Venture (JV) shall be registered with Securities & Exchange Commission of Pakistan (SECP) and shall have a valid registration Certificate for year 2019 as mentioned in this EOI.
- 3.2.4. An Applicant shall submit only one application for the underlying Prequalification process/ EOI, either individually or as a partner of a joint venture. None of the Applicant can be a subcontractor while submitting individual application as sole bidder or as a partner of a joint venture. An Applicant who submits, or participates in, more than one application will cause all the applications in which the Applicant has participated to be disqualified.
- 3.2.5. The applicant must not be a defaulter of any government/semi-government/private entity of their country of origin, in any case/shape, or inventory/assets loss or utility bills.
- 3.2.6. The applicant shall not be declared Blacklisted by any government/semi government/private entity of their country of origin, in any case/shape, or inventory/assets loss or utility bills.
- 3.2.7. The company/firm is required to provide SECP registered certificate of Incorporation or Registrar of Firms Certificate, GSTN issued by provincial sales tax department, NTN Certificate, whichever is applicable.

4. CONTENTS OF THE PREQUALIFICATION DOCUMENT

4.1. Sections of Prequalification Document

- 4.1.1. The document for the prequalification of Applicants (hereinafter "prequalification document") consists of parts 1 and 2 which comprise all the sections indicated below and should be read in conjunction with any Appendices issued in accordance with Instruction to Applications.
- 4.1.2. Part 1: Prequalification Procedures

- ♣ Section II: Instructions to Applicants as identified in 4,5& 6.
 - ♣ Section III: Qualification Criteria and Requirements as identified in 8
 - ♣ Section IV: Application Forms in Appendices (A-J)
- 4.1.3. Part 2: Works Requirements
- ♣ Section I: Scope of Works as identified under 1.2 Above.
- 4.1.4. The "Invitation for Prequalification Applications" issued by EOBI is not part of the pre-qualification document.
- 4.1.5. The Applicant is expected to examine all instructions, forms, and terms in the Pre-qualification Document and to furnish all information or documentation required by the Prequalification Document in Properly bound form, sealed and signed / stamped by the applicant. No loose paper will be accepted. No claim pertaining to loose papers and incomplete applications will be accepted. All documents must have page numbers and containing a proper index at the start of documents.

4.2. Clarification of Prequalification Document

- 4.2.1. A prospective Applicant requiring any clarification of the Prequalification Document shall contact EOBI in writing at EOBI's address indicated in this EOI.
- 4.2.2. EOBI will respond in writing to any request for clarification provided that such request is received no later than seven (07) days prior to the deadline for submission of applications. EOBI shall forward copies of its response to all applicants who have acquired the prequalification document including a description of the inquiry but without identifying its source. Should EOBI deem it necessary to amend the prequalification document as a result of a clarification, it shall be done in accordance with the provisions of Instruction to Applicants.

4.3. Amendment of Prequalification Document

- 4.3.1. At any time prior to the deadline for submission of applications, EOBI may amend the Prequalification Document by issuing addendum/ Corrigendum.
- 4.3.2. Any addendum/ Corrigendum issued shall be part of the Prequalification Document and shall be communicated through advertisement in print media and on relevant agencies websites i.e. PPRA (ppra.org.pk).

5. Submission Requirements

- Profile of the applicant firm/consortium (in case of consortium, copies of the agreement/ MOU indicating the nature of association to be furnished) with an organogram, summary of qualifications and experience of designated staff.
- Name and Address of applicant's firm/consortium, including detail of Registration (including the year of incorporation and number of years of relevant experience).
- Registration with SECP.
- Audited Financial Statements for last 3 years (complete)
- Undertaking that the firm has not been blacklisted or debarred by any government, semi-government and/or autonomous body in Pakistan.
- Proof of registration, NTN and sales tax for the applicant.

6. Documents Comprising the Application

The application shall comprise the following:

- a) All Applicable Forms from the Appendices;
- b) documentary evidence establishing the Applicant's eligibility for its pre-qualification in line with the criteria defined;

- c) documentary evidence establishing the Applicant's qualifications, for its prequalification; and
- d) any other document required as specified in this EOI.

6.1. Application Submission Form

- 6.1.1. The Applicant shall prepare an Application Submission Sheet using the form furnished in Section - Application Forms. This Form must be completed and submitted duly attested, signed and stamped without any alteration to its format.

6.2. Documents Establishing the Eligibility of the Applicant

- 6.2.1. To establish its eligibility, the Applicant shall complete the eligibility declarations in the Application Submission Form and other related Forms included in Section Application Forms.

6.3. Documents Establishing the Qualifications of the Applicant

- 6.3.1. To establish its qualifications to perform the contract(s) in accordance with Section III, Qualification Criteria and Requirements, the Applicant shall provide the information requested in the corresponding Data Sheets included in Section- Application Forms.

6.4. Signing of the Application and Number of Copies

- 6.4.1. The Applicant shall prepare one original copy of the documents comprising the application clearly marked "ORIGINAL". The original of the application shall be typed or written in indelible ink and shall be signed by a person duly authorized to sign on behalf of the Applicant.
- 6.4.2. The Applicant shall submit two (02) duplicate copies of the signed original application, as specified in this EOI, and clearly marked "Duplicate". In the event of any discrepancy between the original and the copies, the original shall prevail.

7. EVALUATION OF APPLICATIONS AND PREQUALIFICATION OF APPLICANTS

7.1. Evaluation of Applications

- 7.1.1. EOBI shall use the methods, criteria, and requirements defined in Section III, Qualification Criteria and Requirements to evaluate the qualifications of the Applicants. The use of other methods, criteria, or requirements shall not be permitted. EOBI reserves the right to request any documentary evidence for the information mentioned in the EOI by the applicant that do not materially affect the evaluation scoring of an Applicant.
- 7.1.2. EOBI shall also evaluate the performance of the applicant against its completed and ongoing projects.

7.2. Client's Right to Accept or Reject Applications

- 7.2.1. EOBI reserves the right to accept or reject any application, and to annul the prequalification process and reject all applications at any time, without thereby incurring any liability to Applicants.

7.3. Prequalification of Applicants

- 7.3.1. All Applicants whose applications have met or exceeded ("passed") the specified threshold requirements will, to the exclusion of all others, be pre-qualified by EOBI.

7.4. Notification of Prequalification

- 7.4.1. Once EOBI has completed the evaluation of the applications it shall notify in writing of the names of those applicants who have been pre-qualified and same will be displayed on the EOBI website.

7.5. Invitation to Bid

- 7.5.1. Promptly after the notification of the results of the prequalification EOBI shall invite bids by issuing Request for Proposal from all the Applicants that have been pre-qualified.

7.6. Changes in Qualifications of Applicants

- 7.6.1. Any change in the structure or formation of an Applicant (firm, JV, Consortium, etc.) after being pre-qualified and invited to bid shall be subject to a written approval of EOBI prior to the deadline for submission of bids. Such approval shall be denied if as a consequence of the change the Applicant no longer substantially meets the qualification criteria set forth, Qualification Criteria and Requirements, or if in the opinion of EOBI, a substantial reduction in competition may result. Any such changes shall be submitted to EOBI not later than seven (07) days after the date of issuance of Request for Proposal.

8. Qualification Criteria and Requirements

This Section contains all the methods, criteria, and requirements that EOBI shall use to evaluate applications. The information to be provided in relation to each requirement and the definitions of the corresponding terms are included in the respective Application Forms/ Data Sheets.

8.1. Technical Qualification Criteria

1. Technical Qualification Criteria 15

Sr. No.	Description	Requirement	Max Marks
1	Company Profile	Company Profile, structure, shareholder details etc. + Locally incorporated with minimum age of Company at time of submission of final proposal should be 5 years 10 Marks	10
2	Last 3 years accumulated revenue must be higher than 800Million PKR as per audited accounts	<ul style="list-style-type: none"> • Greater than PKR 1000M * 20 Marks • Between PKR601M to 1000M * 15 Marks • Between PKR201M to 600M * 10 Marks • Less than PKR200M 0 Marks (M* = Million) 	20
3	Prior experience in large scale Govt. Projects/ Initiatives	<ul style="list-style-type: none"> • > 10 Projects * 20 Marks • > 6 Projects <10 Projects * 10 Marks • > 3 Projects <6 Projects * 5 Marks • <3 Projects * 0 Marks 	20
4	Experience in Large Scale Change Management Demonstrated (Govt. & Non Govt.)	<ul style="list-style-type: none"> • > 3 Projects * 10 Marks • <3 Projects * 0 Marks 	10
5	Completed government projects worth more than 400MillionPKR in the last 2 years.	<ul style="list-style-type: none"> • Greater than PKR401 M * 10 Marks • Between PKR 200 M to 400M * 5 Marks • <PKR 200 M * 0 Marks 	10
6	Experience with Mobile Innovative Technologies Rollouts	<ul style="list-style-type: none"> • > 3 Products >2 Projects * 10 Marks • < 3 Products + =2 Projects * 5 Marks • No Products & upto 2 Projects * 2 Marks 	10
7	Experience in Pakistan in: Backbone infrastructure rollout projects, Hardware & End-User Infrastructure Projects, 24x7x365 support capability, Data Analytics, Innovative Financial Solutions Development, Integration between Complex Systems, ERP & Custom Applications Rollout, Mobile Solutions Rollout, Branding & Rebranding Initiatives, Project Management	<ul style="list-style-type: none"> • All 10 Areas experience * 20 Marks • 9 Areas *18 Marks • 8 Areas *16 Marks • 7 Areas *14 Marks • 6 Areas *12 Marks • 5 Areas *10 Marks • <5 Areas 0 Marks 	20
	Total Marks		100

The prospective Bidder must obtain 75% or more score to qualify for issuance of RFP.

Note: Only shortlisted firms/JVs will be issued Request for Proposal (RFP).

Incomplete, unsigned and/or late applications will not be entertained.

8.2. Checklist of Documents

Sr. No.	Description	Attached	Not Attached
1.	Name & Profile of the Bidder		
	Name & Profile of the Lead Company (in Consortium)		
	Type of Firm (Public, Private, Limited, etc.)		
	Copy of CNIC attested from Back/Front		
	Mention the name of Registration Authority/(s) under which organization/firm is registered and provide a copy of proof of registration to prove legal identity of your firm/organization		
	Mention National Tax Number (NTN). SRB and Sales Tax Number in the name of organization and provide a copy of registration (in case of foreign firm provide relevant documents)		
	Attested copy of most recent tax certificate		
	Attested copy of audited financial Statement for last three (03) years complete		
	Was your firm ever blacklisted by any government, semi-government, autonomous body or any bilateral/multi-lateral and/or financial institution? (MUST attach an undertaking by your firm's authorized person with this EOI)		
	Brief description of the project(s) completed/in progress		
	No. of staff in country (Permanent) – Lead		
	No. of staff in country (Contractual) - Lead		
	No. of staff in country (Permanent) – Consortium		
	No. of staff in country (Contractual) – Consortium		
	Years of Experience since Registration		

	Bidder's Authorized Representative Name		
	Name of Board of Directors/ Chief Executive /Chief Operating Officer	Please attach list	
	Present Postal Address		
	Email		
	Phone / Fax		
	Attached are copies of original documents of:	<ul style="list-style-type: none"> • All eligibility document requirements listed in this EOI Appendices • Articles of Incorporation or Registration of firm • National Tax Number & Sales Tax Registration Number 	

APPENDIX A

FORMAT FOR LETTER OF EOI APPLICATION

[On the Letter Head of the Bidder (in case of Single or Lead Member (in case of a Consortium))]

Date: _____

Deputy Director /Project Manager ETI
Employees' Old-Age Benefits Institution
8th Floor EOBI Head office
190/1/B, Block-2, PECHS, Near Nursery, Karachi -Pakistan
[ETI Project of EOBI]

Sir,

Being duly authorized to represent and act on behalf of _____ (hereinafter referred to as "the Bidder"), and having reviewed and fully understood all of the qualification requirements and information provided, the undersigned hereby expresses its interest and apply for qualification for the **ETI Project of EOBI**.

We are enclosing our Expression of Interest (EOI), in one Original and two Copies, with the details as per the requirements of the EOI, for your evaluation.

The undersigned hereby also declares that the statements made, and the information provided in the EOI are complete, true and correct in every detail.

Yours faithfully,

(Signature of Authorized Signatory)

(Name, Title and Address of the Bidder)

Firm/Organization seal & stamp

APPENDIX B

FORMAT FOR POWER OF ATTORNEY FOR SIGNING PROPOSAL

(On a Stamp Paper of appropriate value)

POWER OF ATTORNEY

Know all men by these presents, we _____ (name and address of the registered office) do hereby constitute, appoint and authorize Mr./Ms _____(name and address of residence) who is presently employed with us and holding the position of _____as our attorney, to do in our name and on our behalf, all such acts, deeds and things necessary in connection with or incidental to our proposal for the [insert name of project] in the Pakistan including signing and submission of all documents and providing information/ responses to [insert project name], representing us in all matters before EOBI, and generally dealing with **ETI Project of EOBI** in all matters in connection with our proposal for the said project. We hereby agree to ratify all such acts, deeds and things lawfully done by our said attorney pursuant to this Power of Attorney and that all such acts, deeds and things awfully done by our aforesaid attorney shall and shall always be deemed to have been done by us.

For _____

(Signature)

(Name, Title and Address)

Accepted

_____ (Signature)

(Name, Title and Address of the Attorney)

Firm/Organization seal & stamp

Notes:

- 1. To be executed by the sole Bidder or the Lead Member in case of a Consortium duly supported by a Board Resolution*
- 2. The mode of execution of the Power of Attorney should be in accordance with the procedure, if any, laid down by the applicable law and the charter documents of the executants (s) and when it is so required the same should be under common seal affixed in accordance with the required procedure.*
- 3. Also, where required, the executants(s) should submit for verification the extract of the charter documents and documents such as a resolution /power of attorney in favor of the Person executing this Power of Attorney for the delegation of power hereunder on behalf of the Bidder.*

APPENDIX C

FORMAT FOR POWER OF ATTORNEY FOR LEAD MEMBER OF CONSORTIUM

POWER OF ATTORNEY *(On a Stamp Paper of appropriate value)*

EOBI has invited Proposals from interested Bidders for the ETI Project of EOBI. Whereas, the members of the Consortium are interested in competing for the Project in accordance with the terms and conditions of the EOI and other connected documents in respect of the Project, and Whereas, it is necessary under the EOI for the members of the Consortium to nominate one of them as the Lead Member with all necessary power and authority to do for and on behalf of the Consortium, all such acts, deeds and things as may be necessary in connection with or incidental to the Consortium's proposal for the Project.

NOW THIS POWER OF ATTORNEY WITNESSETH THAT: We, M/s._____, and M/s._____ (the respective names and addresses of the registered office) do hereby constitute, appoint and authorize M/s._____ as the Lead Member of the Consortium and as our attorney, to do on behalf of the Consortium, all or any of such acts, deeds or things as may be necessary in connection with or incidental to the Consortium's proposal for the Project, including submission of EOI application/ proposal, participating in conferences, responding to queries, submission of information/ documents and generally to represent the Consortium in all its dealings with EOBI or any other Government Agency or any person, in connection with the Project until culmination of the process of selection and thereafter till the Contract Agreement is entered into with EOBI. We hereby agree to ratify all such acts, deeds and things lawfully done by Lead Member as our said attorney pursuant to this Power of Attorney and that all acts deeds and things lawfully done by our aforesaid attorney shall and shall always be deemed to have been done by us/Consortium.

Dated this _____ Day of _____ 201_.

(To be executed by all the members of the Consortium)

Firm/Organization seal & stamp

Note: 1. The mode of execution of the Power of Attorney should be in accordance with the procedure, if any, laid down by the applicable law and the charter documents of the executants(s) and when it is so required the same should be under common seal affixed in accordance with the required procedure. 2. The executants(s) should submit for verification the extract of the charter documents and documents such as Board Resolution and Power of Attorney in favor of the person executing this Power of Attorney in favor of the Lead Member

Appendix D1

FORMAT FOR ESTABLISHING FINANCIAL CAPABILITY

FINANCIAL CAPABILITY OF SINGLE ENTITY

(Net Worth)

Description	2016-17	2017-18	2018-19
Net Worth (PKR. Millions)			

(Signature of Authorized Signatory)

Firm/Organization seal & stamp

Signature, Name, Address and Membership No. of Chartered Accountant

Appendix D2

FORMAT FOR ESTABLISHING FINANCIAL CAPABILITY

FINANCIAL CAPABILITY OF CONSORTIUM

(Net Worth)

Member	Equity Share (%)	Net Worth 2017-2018 (PKR Millions)
Member 1 (Consortium)		
Member 2 (Consortium)		
Total		

Aggregate Net Worth = Rs. _____Millions

(Signature of Authorized Signatory)

Firm/Organization seal & stamp

Signature, Name, Address and Membership No. of Chartered Accountant

APPENDIX E

LETTER OF INTENT TO FORM A CONSORTIUM

[On the Letter Head of the Bidder (in case of Single Entity) or Lead Member (in case of a Consortium)]

Date:

Deputy Director /Project Manager ETI
Employees' Old-Age Benefits Institution
8th Floor EOBI Head office
190/1/B, Block-2, PECHS, Near Nursery, Karachi -Pakistan
ETI Project of EOBI

Sir,

We, _____ hereby convey our intent to form a consortium with _____ and _____ for the successful execution of the captioned Project. The Lead member of the Consortium will be _____. We commit to provide the following appendices and documents before the RFP submission deadline:

1. The Power of Attorney for signing authority
2. The Power of Authority for Lead Member
3. Duly notarized MOU of the Consortium.
4. Documentary Evidence The mode of execution of the Power of Attorney would be in accordance with the procedure, if any, laid down by the applicable law and the charter documents of the consortium members and when it is so required the same would be under common seal affixed in accordance with the required procedure.

The consortium members would submit for verification the extract of the charter documents and documents such as Board Resolution and Power of Attorney in favor of the person executing this Power of Attorney in favor of the Lead Member.

Yours faithfully,

(Signature of Authorized Signatory)

(Name, Title and Address of the Bidder)

Firm/Organization seal & stamp

APPENDIX F

FORMAT FOR PROJECT UNDERTAKING

[To be submitted on the letter heads of the Bidder separately]

Date:

Deputy Director /Project Manager ETI
Employees' Old-Age Benefits Institution
8th Floor EOBI Head office
190/1/B, Block-2, PECHS, Near Nursery, Karachi -Pakistan
[ETI Project of EOBI]

Sir,

We have read and understood the EOI Document in respect of the captioned Project provided to us by EOBI.

We hereby agree and undertake as under:

- (a) Notwithstanding any qualification or conditions, whether implied or otherwise, contained in our EOIs we hereby represent and confirm that our EOIs is unqualified and unconditional in all respects.
- (b) We are not Blacklisted/ bared by the Government in Pakistan or any of its Department or Agency from participating in any project. Neither any member of our Consortium is Black Listed/ bared in their respective country of operation or origin (in case of JV)

Dated this _____ Day of _____.

Name of the Bidder

Signature of the Authorized Person

Firm/Organization seal & stamp

APPENDIX G

FORMAT FOR PROJECT UNDERTAKING

[In case of Consortium]

[To be submitted on the letter heads of the Bidder separately]

Date:

Deputy Director /Project Manager ETI
Employees' Old-Age Benefits Institution
8th Floor EOBI Head office
190/1/B, Block-2, PECHS, Near Nursery, Karachi -Pakistan
[ETI Project of EOBI]

Sir,

We have read and understood the EOI Document in respect of the captioned Project provided to us by EOBI.

We hereby agree and undertake as under:

We hereby agree and undertake to be an exclusive member of the consortium and not a member of any other consortium nor an independent bidder, applying for this Project and have submitted only one (1) EOI Application in response to this EOI

Dated this _____ Day of _____.

Name of the Bidder

Signature of the Authorized Person

Firm/Organization seal & stamp

APPENDIX H

FORMAT FOR ANTI-COLLUSION CERTIFICATE

[To be submitted on the letter heads of the Bidder separately]

Anti-Collusion Certificate

Date:

Deputy Director /Project Manager ETI
Employees' Old-Age Benefits Institution
8th Floor EOBI Head office
190/1/B, Block-2, PECHS, Near Nursery, Karachi -Pakistan
[ETI Project of EOBI]

Sir,

We hereby certify and confirm that in the preparation and submission of this EOI, we have not acted in concert or in collusion with any other Bidders or other person(s) and also not done any act, deed or thing which is or could be regarded as anti-competitive, restrictive or monopolistic trade practice. We further confirm that we have not offered nor will offer any illegal gratification in cash or kind to any person or agency in connection with the instant EOIs.

Dated this _____ Day of _____, 201__.

Name of the Applicant

Signature of the Authorized Person

Note: To be submitted by each Member in case of Consortium.

Firm/Organization seal & stamp

APPENDIX I

AFFIDAVIT OF DECLARATION

(On a Stamp Paper of appropriate value)

Date:

Deputy Director /Project Manager ETI
Employees' Old-Age Benefits Institution
8th Floor EOBI Head office
190/1/B, Block-2, PECHS, Near Nursery, Karachi -Pakistan
[ETI Project of EOBI]

We, [insert name of Applicant] hereby represent and warrant that, as of the date of this letter [Name of Applicant / Lead Member of Applicant], and each member of Applicant (if applicable):

1. Our firm is never debarred by any of Government, Semi Government and Autonomous Body.
2. Our firm is never blacklisted by any of Government, Semi Government and Autonomous Body.
3. I/our firm are not involved in any litigation with or against any of Government, Semi Government and Autonomous Body.

Yours faithfully,

(Signature of Authorized Signatory)

(Name, Title and Address of the Bidder)

APPENDIX J

UNDERTAKING

It is certified that the information furnished here in and as per the document submitted is true and correct and nothing has been concealed or tampered with. We have gone through all the conditions of Pre-Qualification and is liable to any punitive action for furnishing false information / documents.

Dated this _____ Day of _____, 201__.

Name of the Applicant

Signature of the Authorized Person

Firm/Organization seal & stamp