



**EMPLOYEES' OLD-AGE BENEFITS INSTITUTION**  
(Ministry of Labor and Manpower, Government of Pakistan)

**REQUEST FOR PROPOSAL  
FOR**

**TECHNICAL AND FINANCIAL PROPOSAL**

**TO**

**CARRYOUT VALUATION OF EOBI PROPERTIES  
ALL OVER PAKISTAN**

**ISSUED BY:**

Abdur Rauf Chaudhry  
General Manager (Projects)

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**April 11, 2011**

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## **Section – A: Information to Firms**

### **DEFINITIONS:**

“Client” means the agency with which the selected Consultant/Firm/Firm signs the Contract for the Services.

“Consultant/Firm” means any entity or person that may provide or provides the Services to the Client under the Contract.

“Contract” means the Contract signed by the Parties and all the attached documents listed in the General Conditions (GC), the Special Conditions (SC), and the Appendices.

“Data Sheet” means such part of the Information to Firms used to reflect assignment conditions and other relevant information.

“Day” means calendar day.

EOBI – Employees Old-Age Benefits Institution., which is client’s complete official name.

“Government” means the government of the Client’s country.

“Information to Firms” (Section 1 of the RFP) means the document which provides Consultant/Firms with all information needed to prepare their Proposals.

“Personnel” means professionals and support staff provided by the Consultant/Firm or by any Sub-Consultant/Firm and assigned to perform the Services or any part thereof; “Foreign Personnel” means such professionals and support staff who at the time of being so provided had their domicile outside the Government’s country; “Local Personnel” means such professionals and support staff who at the time of being so provided had their domicile inside the Government’s country.

“Proposal” means the Technical Proposal and the Financial Proposal.

“RFP” means the Request For Proposal to be prepared by the Client for the selection of Consultant/Firms.

“Services” means the work to be performed by the Consultant/Firm pursuant to the Contract.

“Sub-Consultant/Firm” means any person or entity with whom the Consultant/Firm subcontracts any part of the Services.

“Terms of Reference” (TOR) means the document included in the RFP as Section 5 which explains the objectives, scope of work, activities, tasks to be performed, respective responsibilities of the Client and the Consultant/Firm, and expected results and deliverables of the assignment.

## **INTRODUCTION**

EOBI will select a Firm / Consortium among the three top ranking Consultant/Firms (Marketing) selected on the basis of evaluation of submitted Technical Proposals for consultancy services.

Consulting Firms are invited to submit both “Technical Proposal” and Financial Proposal” for Consultancy Services required for the assignment in separate double sealed envelopes. The Proposal will form the basis for contract negotiations and award of the contract to the selected firm.

The assignment shall be implemented in accordance with the logical sequence of the work / consultancy services.

The Consulting Firm shall familiarize themselves with local conditions and take them into account in preparing the proposals. To obtain first hand information on the assignment and on the local site conditions the Firms are encouraged to visit the site as well as office of the EOBI who will assist them in obtaining information needed to carry out the services and make available relevant project data and report.

The cost of preparing the proposals and negotiating the contract including any visit to the office of the EOBI or site are not reimbursable

Consulting Firms or any of their affiliates shall not be hired for any assignments, which, by its nature may be conflicting with another assignment of the firm.

The Consulting Firm shall observe the highest standard of ethics during the selection and execution of such contracts in pursuance of the policy where:

Corrupt practice means offering, giving, receiving or soliciting of any thing of value of influence the action of a public official in the selection process or in contract execution and fraudulent practice or misrepresentation of facts in order to influence selection process of the execution of contract to the detriment of the EOBI which includes collusive practices among firms (prior to or after submission of proposals) design to establish prices at artificial, non-competitive levels and to deprive the executing agency of the benefits of free and open competition.

EOBI will reject proposal for award if it determines fast the firm recommended for award has engaged in corrupt or fraudulent activities in completing for the contract in question.

The firm will be declared ineligible either indefinitely or for stated period of time, to be awarded a contract if it any time determines that the firm has engaged in corrupt or fraudulent practices in completing for or in executing the contract.

EOBI will reject proposal of award if extra ordinary high man-month rates, not compatible with the existing market rates, are quoted by the consulting firm.

EOBI reserves the right to acquire that in the contract provision be included requiring Consulting Firms to permit the EOBI to inspect their accounts and records relating to the performance of the contract.

The “Integrity Pact” has to be signed by the Firm / Consortium at the time of submitting Technical / Financial Proposal for the invited Consultancy Services which will form part of the contract.

In case of default by the Consulting firm causing any delay in the project implementation no cost escalation will be allowed under any circumstance.

The Consulting Firm shall furnish information as required through Technical and Financial Proposal for the Project.

### **DOCUMENTS COMPRISING THE PROPOSAL**

The Consulting Firms may request for clarifications of any documents upto at least 4 (four) days before proposal submission date. Any request for clarifications must be sent in writing by paper mail, e-mail, cable, telex, facsimile to the Department on the indicated address. The Department will respond to all such firms who intend to submit proposals for Consultancy Services.

Department may for any reason whatsoever at its own initiative or in response to the clarifications by the prospective firm may modify the documents by amendments at any time before the submission of proposals. The amendment will be sent in writing by paper mail, e-mail, cable, telex facsimile to the firms and will be binding upon them. The Department may at its own discretion extend the deadline for the submission of the Proposals.

### **ACKNOWLEDGEMENT OF LETTER OF INTENT OF PROPOSAL**

The Consultant/Firm should immediately after the receipt of this letter of invitation of proposal should confirm by Letter / Fax to Department by acknowledgment of receipt of this letter.

### **CONSULTANT/FIRM’S ASSOCIATES:**

The Consultant/Firms associated with any manufacturing or construction firms relating to the Consultant/Firm’s assignment will not be eligible to participate.

### **CONSULTANT/FIRMS TO INSPECT SITE:**

The Consultant/Firms as well as their Associates are suggested to satisfy themselves with the local conditions and the work and should preferably pay a visit to the site at their own expenses to appraise themselves with the conditions of work and get further information, if required.

As evaluation of proposals will be undertaken on the assumption that familiarization of site and project have been undertaken and that local conditions are fully reflected in the proposal.

**NO CLAIM FOR EXTRA:**

Any claim for extras for variation from the price resulting from incomplete inspection of the site before submission of the proposal will not be entertained. The Consultant/Firms should study the conditions thoroughly and make allowance in the price offered for the proposal.

**LOCAL LAWS, RULES & REGULATIONS**

The Consultant/Firms should appraise themselves with the local laws, rules and regulations, which are relevant to the proposed consultancy, contract particularly the contract Act. Etc.

**INFORMATION REQUIRED:**

The Consultant/Firm shall furnish all information required under each head. Incomplete or nil information may render the proposal able to be rejected. Statements must be completed with all details and all signatures and other documents must be properly executed.

**EXAMINATION OF PROJECT DOCUMENTS**

The Consultant/Firm shall examine all Project Documents and shall certify that they have received and read all the Documents. Thus it shall be the responsibility of the Consultant/Firm to request to Department of EOBI for copies of any listed document that are missing and failure to do so will be at the Consultant/Firm risk.

**CERTIFICATE OF REGISTRATION**

Local (Pakistani) Consultant/Firms shall submit attested copy of the Certificate of Registration in duplicate. The original Certificate of Registration shall be produced whenever called for and will be returned. In case of unregistered partnership firms, special Power of Attorney signed by all other partners authorizing one partner duly attested by a Magistrate on stamp paper shall be enclosed.

Corporation or limited company shall indicate their Registration number and name of personal and his designation who is authorized to sign documents on behalf of Corporation or limited Company. In the absence of above documents the Department reserves the right to reject the Proposal.

**PRICE:**

The Consultant/Firms shall base their cost of Consultancy exclusively on the basis of Terms of Reference of Assignment (section-5). The price shall be deemed to cover all obligations set-out in the Project Document, including all necessary professional, technical, administration and supporting staff with logistics such as transportation, office space and equipment etc. and all matters and things necessary for execution of the proposed Contract Agreement including all incidental items, i.e. surveys, preparation of drawings, charts, testing, computer services, vehicles and reproduction facilities etc. the Consultant/Firms shall quote for full assignment and the price offered shall be complete in all respect and shall be firm and final.

**LEVY OF TAXES AND DUTIES:**

The firms and their persons will not be tax-free and the prevailing rules and regulations of the country for levy of taxes etc, will apply. However more information in this regard may be obtained from Director, Land Customs and income Tax Department, Government of Pakistan and any other agencies. Thus for this reason it is advisable that the Consultant/Firm should include a reasonable amount in their proposal to over taxes etc.

**WORKS SCHEDULE:**

Consultant/Firms are required to submit Work Schedule for detailed scrutiny along with the proposal. This will form part of the agreement and failure to comply with the schedule shall be considered as a default of proposal documents. However, this schedule can be modified by mutual agreement.

**SIGNATURE ON PROPOSAL:**

The proposal must include full name and business address of the Consultant/Firms and must be signed by duly authorized persons whose titles shall be stated in the proper spaces provided for this purpose in the proposal forms. The name of each person signing shall be given and the proposal shall be signed with the partnership name by an active partner and in such case a certification authorizing to submit proposal and execute the contract on behalf of all partners should be enclosed. If the Consultant/Firm is a corporation, the name of corporation and the name of titles of all officers of the corporation shall be given. The company seal shall be affixed to the signature on the proposal and satisfactory evidence shall be furnished with the Proposal of the authority of the person signing on behalf of the corporation. The signing of the proposal forms guarantee the accuracy of all statements and of all answers to questions made therein.

**PERSONS OF THE CONSULTANT/FIRMS TO BE CONTACTED:**

The Consultant/Firms should give the name, position and address and telephone number of the person or persons who may be contacted for further details required in respect of technical and financial proposals.

**WITHDRAWAL OF PROPOSAL:**

Consultant/Firm may withdraw their proposal by written notice to the office designated for receipt of proposal provided that withdrawal is received prior to the dead line hour and the date specified for receipt of proposal.

**DISQUALIFICATION OF CONSULTANT/FIRM:****(A) CAUSE FOR AUTOMATIC DISQUALIFICATION:**

The following circumstance will result in automatic disqualification of Consultant/Firm. The decision of Department will be final.

Failure to submit the proposal before the designated closing date and time for the receipt of proposal.



Any of the following circumstances may result in disqualification if the Department decides that sufficient reason for disqualification has been caused, and the decision of EOBI will be final.

- (i) Failure to complete in a satisfactory way all requirements of the proposal documents.
- (ii) Failure to sign the proposal forms by authorized representatives of the firms.
- (iii) Erasures on the proposal forms which have not been properly initiated and or overwriting of any word or figure in the proposal.
- (iv) Attachment to or inclusion in the proposal of any qualifying conditions not authorized by the Department.
- (v) If associated firm involves in other joint ventures with other Consultant/Firms for the same assignment.
- (vi) If Consultant/Firms are not registered with the Pakistan Engineering council and Pakistan Council of Architect and Town Planner.

#### **FURTHER INFORMATION, IF REQUIRED:**

The Consultant/Firms may also be required to submit further information on financial position and other information etc. if necessary, during negotiations for the contract. All correspondence will be addressed to principal firm.

The EOBI will be at liberty to make reference to any Government, Semi-Government agency, authority, corporation, public, official, Consultant/Firm, planner, engineer, architect, surveyor, banker, manufacturer, supplier etc., for further information or to verify the particulars of the proposal.

#### **DOCUMENTS NOT TO BE RETURNED:**

The proposal Documents submitted by prospective Consultant/Firms in connection with the proposal will be treated as confidential and will not be returned.

#### **DEALING OF CONSULTANT/FIRM'S STAFF AND LANGUAGE:**

The Consultancy Contract will be interpreted in accordance with the law of Islamic Republic of Pakistan. The language of the Contract will be English.

#### **EMPLOYMENT OF STAFF BY CONSULTANT/FIRMS:**

The Consultant/Firms will observe the following regulations:

A- In respect of staff employed either directly or indirectly in connection with the performance of the contract the Consultant/Firms shall pay rates / wages paid and time

worked by staff in and about execution of the Contract and shall be bound wherever required to produce such wage book and time sheet for the inspection of any person authorized by the Directorate of labour, Government of Pakistan.

B- NO labour below the age of 16 years shall be employed on the work.

C- All persons employed on the work shall be competent to perform the assignment, and in case of skilled trade they shall qualify to the particular skill. The Consultant/Firms shall discharge from the work any person found incompetent to perform the assigned work.

D- The client shall have full powers at all time to object to the employment of any person on the work and if the Consultant/Firms are served notice in writing from the Engineer in-charge giving reason for, asking the removal of any such man from the work the Consultant/Firms shall comply with the order forthwith and will discharge the person from the work, immediately and same person shall not be re-employed with out permission of EOBI. Non-compliance to this provision will give Engineer-in-charge in right to suspend the work or withhold money due to the Consultant/Firms, or both, until the person objected is removed. In case of disagreement the Consultant/Firms has the right to represent his case to the Director General Incharge Real whose decision shall be final.

#### **CONSULTANT/FIRM'S COSTS FOR MOBILIZATION AND TEMPORARY WORKS:**

No additional payment shall be made to the Consultant/Firms for mobilization i.e. traveling for arrival, transportation, light, power, equipment, furniture, office building, sanitary conveniences, disposal work, water supply, fire protection, guard trestles, telephone system and other temporary structure, plant and material, health protection, watchman or guards, or any other service, things or material unless any such item is specifically provided in the proposal documents. The cost of all such services, facilities, things or materials necessary or required to execute the work in accordance with the provisions of the Contract shall be considered to have been included in the price stipulated for the proposal.

#### **TRANSPORT:**

The Consultant/Firms are to make their own arrangement wherever necessary for transport of man, equipment and machinery to the site for survey and investigation etc. if required. The transport facilities and to conduct all hauling operations in accordance with the local regulations.

#### **SUB-CONSULTANT/FIRMS:**

The Consultant/Firms may not assign or sublet the contract to another firm but they may form an association with other firm to participate in the project.

However, for undertaking Topographic Surveying and soil investigations or other similar jobs they may appoint sub-Consultant/Firms.

Before entering into any sub-contract for services the Consultant/Firms shall submit names and address of such-Consultant/Firms to EOBI for approval. The Consultant/Firms will remain fully responsible for all work called for under this contract whether or not the said

work is sub-contracted. The Consultant/Firms shall fully inform their sub-Consultant/Firms of the terms and scope of this contract and shall make available to them all contract Documents effecting their work. EOBI will not communicate directly with any sub-Consultant/Firms nor make any direct payment to sub-Consultant/Firms. All communications will be between owner and original Consultant/Firms.

### **INTERFERENCE:**

All operations necessary for execution of survey and investigations and other work are to be carried out so as not to interfere unnecessarily or improperly with the public convenience e.g. use and occupation of public or private roads and Footpaths and / or properties whether in possession of EOBI or other persons, and the Consultant/Firms shall save harmless and indemnify EOBI in respect of all claims, actions or suits arising out of or in relation to any such matters.

### **OBSERVANCE OF LOCAL LAWS AND ORDINANCE:**

The Consultant/Firms shall observe and comply with all federal Government, Provincial government and Municipal Law, Ordinances and rules and regulations which may in any manner effect those engaged or employed on the work to be done or to which may in any respect Government control or other wise effect to conduct of such work or any part thereof and they shall protect and indemnify EOBI against any claim or liability arising from or based on violation of any such laws, ordinances and rules and regulations etc. whether by themselves or other sub-Consultant/Firms or any of their employees or agents.

### **VARIATION ORDER:**

Work required by EOBI to be done by the Consultant/Firms and involving changes or variations from the original work shall be made a formal part of the Contract Agreement by means of variation order. Each variation order shall be approved by the CHAIRMAN, EOBI and accepted by the Consultant/Firms after which it shall become an integral part of the contract document and shall include adequate identification of the contract, brief description of the changes statement of the price change (if any), extension of completion time (if any) and all attachments needed to fully explain nature of the variation and not involving cumulative change in the total contract price.

### **LAWS GOVERNING CONTRACT:**

#### **JURISDICTION OF LOCAL COURTS:**

The Contract Agreement shall be governed and construed according to the Laws in force of Pakistan at the time of signing of the Contract Agreement, and the Pakistani Courts shall have exclusive Jurisdiction to hear determine all action and proceeding arising out of the Contract, and the Consultant/Firms will submit to jurisdiction of the Pakistani Courts for the purpose of any such actions and proceedings.

### **CHANGES BY CONSULTANT/FIRMS:**

All changes in work proposed by the Consultant/Firms shall be submitted for approval to EOBI before commencing such work under this contract. Such submittals shall be in writing and substantiated by drawing and all other data including all reports, if required. Changes

proposed by the Consultant/Firms will be allowed only after receipts of Owner's written approval in the form of variation order.

#### **AUTHORIZATION OF ADDITIONAL PAYMENT OF EXTENSION OF TIME:**

No additional payment of extension of time due to change will be made unless such changes including Price or time extension thereof have been authorized in writing by EOBI through an applicable variation order.

#### **WORK SCHEDULE & WORK PROGRESS:**

A) Work Plan

- (i) Immediately upon award of the contract or within (2) two weeks after commencing work the Consultant/Firms shall prepare Work Schedule for the approval of EOBI.
- (ii) The Consultant/Firms shall furnish to EOBI with a Work Plan including detailed information in narrative form and with bar diagrams as applicable by contract.

B) Progress

- (i) On or about the 10<sup>th</sup> working day of every month, the Consultant/Firms shall furnish progress report with following information to the owner:
- (ii) Progress of activity on times achieved since the last report with narration and charts.
- (iii) Individual %ages of simultaneous elements of works, Total progress achieved in percentage, Change in work plan, if any, Reasons of delay, if any.

#### **WORK REVIEW MEETINGS:**

Work review meetings will be held from time to time during the currency of the work. The meetings will be attended by seniors of the Consultant/Firms and EOBI. The senior staff of the Consultant/Firms shall always be available to present the work for review and the orders and instructions given in the meetings shall be fully complied with and the same be incorporated in the work.

#### **METHOD OF PAYMENT:**

The Consultant/Firms shall submit the bill for work done to the Client as per agreed payment schedule. The payment shall be prepared in duplicate (02 copies) on standard payment forms. Each copy shall be signed by the Consultant/Firm's authorized representative. (Project Manager of the Consultant/Firms).

Upon receiving the Consultant/Firm's Payment form, the concerned Department of EOBI will make necessary adjustments and certify approval of payment of the installment due.

The bills from the Consultant/Firms shall be entertained only when they are verified and signed by the Project Manager of the Consultant/Firms.

### **EXCESS PAYMENTS:**

Any excess payment made to the Consultant/Firms inadvertently or otherwise under this contract or any other account whatsoever and other sum found to be due to the Consultant/Firms by the client in respect of this contract or any other contract or / any account whatsoever may be deducted from any sum whatsoever payable by the client to the Consultant/Firms either in respect of this contract or any work order or contract or any other account by any other department of Government and the Consultant/Firms will refund the amount.

### **PAYMENT FOR THE ITEMS NOT INCLUDED IN THE PROPOSAL:**

Any work required to be executed for the completion of the work and not considered included in the proposal shall be paid through Variation order as per the following:

#### **A- Extra Work:**

Extra work shall not vitiate the Contract. The Consultant/Firms shall be bound to execute extra work as directed by the client. The rate of extra work to be mutually agreed to.

#### **B- Ancillary items:**

All items of assignment required and not covered under the proposal and which are considered ancillary to the main assignment shall be done by the Consultant/Firms.

The Consultancy Charge for the said work be paid to Consultant/Firm by the client on mutually agreed to.

### **LIQUIDATED DAMAGE AND DEFAULT:**

#### **A. DEFAULT OF CONTRACT:**

I- The Owner may at any time serve written notice upon the Consultant/Firms for default of contract and intention to terminate the contract in ten (10) days or more as decided by EOBI from the date of the written notice, for any one or combination of the following reasons:

(i) If the Consultant/Firms are adjudged as bankrupt or insolvent or if they are financially unable in EOBI opinion to make necessary payments to his creditors or Sub-Consultant/Firms / or staff.

If the Consultant/Firms refuse or are unable in EOBI opinion to supply sufficient skilled staff or suitable material and equipment for progress of the work.

If the Consultant/Firms fail in EOBI opinion to show adequate progress on the assignment in preparation to the elapsed part of the contract time.

If the Consultant/Firms disregard laws, ordinances or the authority of the CDGK or if they otherwise violate any provisions of the contract Document.

If the Consultant/Firms fail to complete the assignment within the time specified or any extension thereof. The Owner without prejudice of other rights of EOBI resulting from breach of the conditions of contract agreement may give written notice to terminate the right of the Consultant/Firms to proceed with any or all of the remaining part of the assignment.

## **II. Action in case of Default Not Removed:**

Notice of default of the contract Agreement shall contain reasons for the Owner's intention to terminate the contract unless the Consultant/Firms within ten (10) days or more time as allowed by the Owner after serving such notice of default shall mention all violations and make arrangements satisfactory to the owner for correction of all reason under which he is in default of the contract. The owner shall have powers to adopt the following course as may deem suited to the best interest of EOBI.

To rescind the contract of which rescission notice in writing to the Consultant/Firms under the hand of the CHAIRMAN, EOBI shall be conclusive evidence.

### **B. CIRCUMSTANCE BEYOND CONSULTANT/FIRM'S CONTROL FORCE MAJEURE:**

The Consultant/Firms shall not be charged with the liquidated damage when failure of the Consultant/Firms in completing the assignment was due to any event which interfered with performance of work and which was beyond the imagination of the Consultant/Firms and could not have been foreseen, prevented or avoided by the prudent Consultant/Firms. These include, but are not restricted to, acts of God, acts of public enemy, curfew, fires, earthquakes, storms, floods, epidemics, strikes, freight embargoes and unusual severe weather.

### **C. RIGHT OF EOBI:**

The rights and remedies of EOBI provided in this regard shall not be exclusive and are in addition to other rights and remedies provided by law or under this contract.

### **EXTENSION OF TIME FOR COMPLETION OF ASSIGNMENT:**

In all cases where the Consultant/Firms have been unavoidably hindered all execution of the work, reasonable extension of time for completion of the assignment will be granted only by EOBI. An extension of time may also be granted by EOBI because of change in the scope of work.

### **NOTICE OF DELAY:**

Should the Consultant/Firms encounter delay in performance which may be excusable under force Major they shall, as a condition precedence to, being relieved from liabilities for actual damages, liquidated damage and excess costs, the Consultant/Firms will notify EOBI in writing of the cause of and such delay within 30

days from the beginning of the delay or within such further period as the CDGK may allow. Such notice shall be given by the Consultant/Firms regardless of whether the delay is encountered by the Consultant/Firm or the sub-contractors. As soon as practicable after receipt of the Consultant/Firms notice of delay and EOBI will ascertain the facts and the extent of delay and will extend the time for performance when in EOBI judgments the facts justify such an extension. The findings thereon shall be conclusive subject only to the Consultant/Firms right of appeal under the arbitration provisions of the contract Agreement.

#### **TERMINATION OF CONTRACT FOR CONVENIENCE EOBI:**

The owner may terminate this contract agreement whole or in part at any time upon one month's written notice to the Consultant/Firms.

#### **SUSPENSION OR TERMINATION OF SERVICES BY THE OWNER:**

EOBI may at any time suspend or terminate, in whole or in part, the performance of services to be supplied by the Consultant/Firms whenever EOBI determines that such action is in the best interest of the Owner. Such right of suspension or termination shall not be construed as denying the Consultant/Firms, the actual, reasonable and necessary expenses resulting from such suspension or termination of the work. In case of disagreement as to the amount of such expenses, the issue shall be subject to arbitration.

#### **ARBITRATION:**

If any dispute arises between the Consultant/Firm and the client in connection with this contract, the parties shall attempt in good faith to settle the same by negotiation. Any dispute not settled by negotiation shall be submitted to arbitration in accordance with the following:

#### **PROCEDURE:**

The demand for arbitration shall be in writing and shall be served on the other party and shall specify the arbitrator chosen by the party making the demand. Within thirty (30) days after receipt of the demand, the other party shall appoint an arbitrator by the written notice served on the party making the demand. The two members of the Arbitration Committee thus appointed shall agree upon a third member to act as the Chairman. If agreement on the third member can not be reached within fifteen (15) days from the date of the appointment of the second arbitrator, the case will be referred to the Civil Court having jurisdiction for the appointment of the third member to act as Chairman. If the other party fails to appoint as arbitrator within 30 days of the demand then the case will be referred to the civil court having jurisdiction for appointment of second arbitrator and Chairman by the Party making the demand. Arbitration shall be conducted in Pakistan in accordance with the Laws of Pakistan. The award of the Arbitration Committee shall be final and binding on all parties. Pending final decision of a dispute, the Consultant/Firm shall proceed with the performance of the Contract or otherwise instructed by the client. In no case shall submission of dispute of arbitration because for delay or discontinuance of any part of

the work and no payment due or payable under the contract shall be withheld unless it is a matter under arbitration.

#### **REMUNERATION OF ARBITRATORS:**

Arbitrators shall be remunerated for their services at reasonable rates, as quoted by each arbitrator in accordance with the laws of Pakistan.

Each party shall be responsible for payment of fees to the arbitrator appointed by it. The fees of the Chairman shall be paid one-half by each party. Other costs shall be shared by the parties as may be determined by the arbitration Committee.

#### **TAXES:**

The Consultant/Firms and their other staff shall be subject to and required to pay all taxes, assessments of whatever nature levied or assessed by the Government of Pakistan or other Local Bodies or Corporation whether collected in cash, by stamps or by other means and whether called contract tax, corporate tax, Capital Tax, remittance Tax, Levies, Licences or otherwise applying to payment made under the contract to the Consultant/Firms or to any profit derived by the Consultant/Firms as a result of the Contract.

#### **INCOME TAX:**

A deduction of Income Tax at the prevailing rates shall be made from the gross amount of each bill.

#### **WARRANTY AGAINST BENEFITS:**

The Consultant/Firms warrant that they have not given or promised to give any money or gift to any official or employees of EOBI or any Government Instrumentality or employee thereof with the intent or objective of securing the Contract.

Any violation of this warranty shall be sufficient grounds for cancellation or revocation of the contract Agreement without any claim against the Owner.

#### **OUTPUT:**

A comprehensive report including drawings and other relevant information on the possible alternative solution is expected as specified in T.O.R.

#### **SUBMITTAL OF REPORTS:**

All correspondence and submittal of reports shall be in English language.

Each copy of report shall be identified as having received for approval of EOBI being so signed, stamped and dated.



If a submittal is returned for correction the Consultant/Firms shall submit corrected document in the same quantity as originally submitted except as otherwise directed, within 14 calendar days after receipt by them of the disapproved documents.

#### **DEFECTIVE AND UNAUTHORIZED WORK:**

All documents shall be rectified by the Consultant/Firms without extra cost in a manner acceptable to the Owner. Any work done beyond the terms of reference or any extra assignment done not covered in the Contract Agreement without written authority will be considered as unauthorized assignment and will not be paid for.

#### **RIGHT TO WITHHOLD PAYMENT:**

The owner may withhold any payment to be made hereunder to such extent as any be reasonably necessary to protect EOBI from loss on account of any failure to execute the assignment in accordance with the work schedule / or any failure of Consultant/Firms to modify and replace any defective and non-confirming work, as required.

#### **ESCALATION:**

It must be clearly understood that no claim on account of fluctuations in market prices in respect of material and labour of any kind will be entertained.

#### **GUARANTEES:**

The Consultant/Firms shall guarantee in writing to modify or rectify all defects found in the report. The guarantee shall state that Consultant/Firms agree to modify / rectify the part which proved to be defective or which failed to meet the design requirements.

#### **FINAL CERTIFICATE**

The Agreement shall not considered complete until the Final Certificate shall have been issued by the EOBI stating that the assignment has been completed to his satisfaction. This Certificate shall be given when all liabilities under the Agreement have been completed by the Consultant/Firms including review / updating of the report, if any.

#### **STANDARD MARKETING REGULATIONS AND SOUND MARKETING PRINCIPLES:**

The Consultant/Firms work shall be carried out in accordance with standard marketing and sound marketing principles.

#### **RESPONSIBILITY OF CONSULTANT/FIRMS:**

The Consultant/Firm shall be responsible to for the accurate preparation and timely delivery of the required documentation, surveys, legal agreements in discharging the marketing duties.

The Consultant/Firms will provide all necessary professional, technical, administrative and support staff including all logistics such as all supplies and transportation to enable the project to be undertaken in accordance with the Terms of reference. The Consultant/Firm will obtain specific approvals of the EOBI for each stage of consultancy services.

#### **RESPONSIBILITY OF EOBI:**

The EOBI, will provide the Consultant/Firm with any data, plans, surveys, drawing, reports or other documents that are available and relevant to the project. It is the responsibility of the Consultant/Firm to satisfy himself as to the accuracy and validation of such information. No responsibility will be assumed by the Client, for any errors, inaccuracies or omissions in the Consultant/Firm's work arising from incorrect data supplied. The EOBI will respond with its comments to the Consultant/Firm's work in a timely manner at the end of each stage.

#### **COORDINATION WITH OTHER AGENCIES:**

The Consultant/Firms will coordinate the planning and design of the project with any government agencies or other Consultant/Firms who are responsible for planning, implementation or operation of any project, facilities or services that may be affected by or have an impact on the proposed project. The Consultant/Firms shall also prepare plans showing all underground and overhead services based on the information received from EOBI for the existing buildings which can safely be accommodated in the overall planning of the project.

#### **ONLY ONE PROPOSAL FOR EACH PROJECT:**

Consultant/Firms may submit only one proposal for each project. If a Consultant/Firm submits or participates in more than one proposal for one project, such proposals shall be disqualified. However, this does not limit the participation of the same Sub-Consultant/Firm, including individual experts, to more than one proposal or does not limit the right of each Consultant/Firm of participating in more than one project of the same owner.

#### **PROPOSAL VALIDITY**

The Data Sheet indicates how long Consultant/Firms' Proposals must remain valid after the submission date. During this period, Consultant/Firms shall maintain the availability of Professional staff nominated in the Proposal. The Client will make its best effort to complete negotiations within this period. Should the need arise, however, the Client may request Consultant/Firms to extend the validity period of their proposals. Consultant/Firms who agree to such extension shall confirm that they maintain the availability of the Professional staff nominated in the Proposal, or in their confirmation of extension of validity of the Proposal, Consultant/Firms could submit new staff in replacement, who would be considered in the final evaluation for contract award. Consultant/Firms who do not agree have the right to refuse to extend the validity of their Proposals.

#### **ELIGIBILITY OF SUB-CONSULTANT/FIRMS**

In case a Consultant/Firm intends to associate with other Consultant/Firms or individual expert(s), such other Consultant/Firms and/or individual expert(s) shall be subject to the eligibility criteria set forth in the Guidelines.

### **CLARIFICATION AND AMENDMENT OF RFP DOCUMENTS**

Consultant/Firms may request a clarification of any of the RFP documents up to the number of days indicated in the Data Sheet before the proposal submission date. Any request for clarification must be sent in writing, or by standard electronic means to the Client's address indicated in the Data Sheet. The Client will respond in writing, or by standard electronic means and will send written copies of the response (including an explanation of the query but without identifying the source of inquiry) to all Consultant/Firms. Should the Client deem it necessary to amend the RFP as a result of a clarification, it shall do so following the procedure under mentioned procedure:

At any time before the submission of Proposals, the Client may amend the RFP by issuing an addendum in writing or by standard electronic means. The addendum shall be sent to all Consultant/Firms and will be binding on them. Consultant/Firms shall acknowledge receipt of all amendments. To give Consultant/Firms reasonable time in which to take an amendment into account in their Proposals the Client may, if the amendment is substantial, extend the deadline for the submission of Proposals.

### **PREPARATION OF PROPOSALS**

The Proposal, as well as all related correspondence exchanged by the Consultant/Firms and the Client, shall be written in the language (s) specified in the Data Sheet.

In preparing their Proposal, Consultant/Firms are expected to examine in detail the documents comprising the RFP. Material deficiencies in providing the information requested may result in rejection of a Proposal.

While preparing the Technical Proposal, Consultant/Firms must give particular attention to the following:

If a Consultant/Firm considers that it may enhance its expertise for the assignment by associating with other Consultant/Firms in a joint venture or sub-consultancy, it may associate with either other Consultant/Firms. The main/primary Consultant/Firm must first obtain the approval of the Client if it wishes to enter into a joint venture with other Consultant/Firm(s). After entering joint venture, all partners shall be jointly and severally liable and shall indicate who will act as the leader of the joint venture.

The estimated number of Professional staff-months or the budget for executing the assignment shall be shown in the Data Sheet, but not both. However, the Proposal shall be based on the number of Professional staff-months or budget estimated by the Consultant/Firms.

Alternative professional staff shall not be proposed, and only one curriculum vitae (CV) may be submitted for each position.

### **LANGUAGE**

Documents to be issued by the Consultant/Firms as part of this assignment must be in the English.

### **TECHNICAL PROPOSAL FORMAT AND CONTENT**

The Data Sheet indicates the format of the Technical Proposal to be submitted. Submission of the wrong type of Technical Proposal will result in the Proposal being deemed non-responsive. The Technical Proposal shall provide the information indicated in the following paras from (a) to (g) using the attached Standard Forms.

- (a) A brief description of the Consultant/Firms' organization and an outline of recent experience of the Consultant/Firms and, in the case of joint venture, for each partner, on assignments of a similar nature is required in Form TECH-2 of Section 3. For each assignment, the outline should indicate the names of Sub-Consultant/Firms/ Professional staff who participated, duration of the assignment, contract amount, and Consultant/Firm's involvement. Information should be provided only for those assignments for which the Consultant/Firm was legally contracted by the Client as a corporation or as one of the major firms within a joint venture. Assignments completed by individual Professional staff working privately or through other consulting firms cannot be claimed as the experience of the Consultant/Firm, or that of the Consultant/Firm's associates, but can be claimed by the Professional staff themselves in their CVs. Consultant/Firms should be prepared to substantiate the claimed experience if so requested by the Client.
- (b) Comments and suggestions on the Terms of Reference including workable suggestions that could improve the quality/ effectiveness of the assignment; and on requirements for counterpart staff and facilities including: administrative support, office space, local transportation, equipment, data, etc. to be provided by the Client (Form TECH-3 of Section 3).
- (c) A description of the approach, methodology and work plan for performing the assignment covering the following subjects: technical approach and methodology, work plan, and organization and staffing schedule. Guidance on the content of this section of the Technical Proposals is provided under Form TECH-4 of Section 3. The work plan should be consistent with the Work Schedule (Form TECH-8 of Section 3) which will show in the form of a bar chart the timing proposed for each activity.
- (d) The list of the proposed Professional staff team by area of expertise, the position that would be assigned to each staff team member, and their tasks (Form TECH-5 of Section 3).
- (e) Estimates of the staff input (staff-months of foreign and local professionals) needed to carry out the assignment (Form TECH-7 of Section 3). The staff-months input should be indicated separately for home office and field activities, and for foreign and local Professional staff.
- (f) CVs of the Professional staff signed by the staff themselves or by the authorized representative of the Professional Staff (Form TECH-6 of Section 3).
- (g) A detailed description of the proposed methodology and staffing for training, if the Data Sheet specifies training as a specific component of the assignment.

The Technical Proposal shall not include any financial information. A Technical Proposal containing financial information may be declared non responsive.

### **FINANCIAL PROPOSALS**

The Financial Proposal shall be prepared using the attached Standard Forms (Section 4). It shall list all costs associated with the assignment, including (a) remuneration for staff (foreign and local, in the field and at the Consultant/Firms' home office), and (b) reimbursable expenses indicated in the Data Sheet. If appropriate, these costs should be broken down by activity and, if appropriate, into foreign and local expenditures. All activities and items described in the Technical Proposal must be priced separately; activities and items described in the Technical Proposal but not priced, shall be assumed to be included in the prices of other activities or items.

Commissions and gratuities, if any, paid or to be paid by Consultant/Firms and related to the assignment will be listed in the Financial Proposal Form FIN-1 of Section 4.

### **SUBMISSION, RECEIPT AND OPENING OF PROPOSALS**

Submission letters for both Technical and Financial Proposals should respectively be in the format of TECH-1 of Section 3, and FIN-1 of Section 4.

An authorized representative of the Consultant/Firms shall initial all pages of the original Technical and Financial Proposals. The authorization shall be in the form of a written power of attorney accompanying the Proposal or in any other form demonstrating that the representative has been duly authorized to sign. The signed Technical and Financial Proposals shall be marked "Original".

The Technical Proposal shall be marked "Original" or "Copy" as appropriate. The Technical Proposals shall be sent to the addresses mentioned on the data sheet and in the number of copies again indicated in the Data Sheet. All required copies of the Technical Proposal are to be made from the original. If there are discrepancies between the original and the copies of the Technical Proposal, the original governs.

The original and all copies of the Technical Proposal shall be placed in a sealed envelope clearly marked "Technical Proposal". Similarly, the original Financial Proposal (if required under the selection method indicated in the Data Sheet) shall be placed in a sealed envelope clearly marked "Financial Proposal" followed by the name of the assignment, and with a warning "Do Not Open With The Technical Proposal." The envelopes containing the Technical and Financial Proposals shall be placed into an outer envelope and sealed. This outer envelope shall bear the submission address and title of the assignment, and be clearly marked "Do Not Open, Except In Presence Of The Official Appointed, Before [insert the time and date of the submission deadline indicated in the Data Sheet]". The Client shall not be responsible for misplacement, losing or premature opening if the outer envelope is not sealed and/or marked as stipulated. This circumstance may be cause for Proposal rejection. If the Financial Proposal is not submitted in a separate sealed envelope duly marked as indicated above, this will constitute grounds for declaring the Proposal non-responsive.

The Proposals must be sent to the address/addresses indicated in the Data Sheet and received by the Client no later than the time and the date indicated in the Data Sheet, or any extension in this date granted thereafter. Any proposal received by the Client after the deadline for submission shall be returned unopened.

The Client shall open the Technical Proposal immediately after the deadline for their submission. The envelopes with the Financial Proposal shall remain sealed and securely stored.

### **PROPOSAL PRESENTATION**

The Consultant/Firms are required to present their technical proposal to EOBI's management/authorised committee through a presentation on multimedia at the address given in the data sheet. The date of this will be communicated to each Consultant/Firm separately if required.

## **PROPOSAL EVALUATION**

From the time the Proposals are opened to the time the Contract is awarded, the Consultant/Firms should not contact the Client on any matter related to its Technical and/or Financial Proposal. Any effort by Consultant/Firms to influence the Client in the examination, evaluation, ranking of Proposals, and recommendation for award of Contract may result in the rejection of the Consultant/Firms' Proposal.

### **EVALUATION OF TECHNICAL PROPOSALS:**

The committee appointed by CHAIRMAN, EOBI will carry out the evaluation of proposals on the basis of their responsiveness to the Terms of Reference, technical score. A proposal to be considered unsuitable shall be rejected at this stage if it does not respond to important aspects of the Terms of Reference, and will be declared as Non Responsive. The committee shall notify Consultant/Firms of the rejection of their technical proposal indicating that their financial proposals if any, will be returned unopened after completing the selection process.

### **PUBLIC OPENING.**

1. The Financial Proposals of the Three Top Ranking consulting engineers will be opened publicly in the presence of such consulting engineers who care to be present and will publicly announce the prices and terms of all three proposals.
2. The evaluation committee will check and make the arithmetical correction if required, and examine compliance of all financial inputs by each bidder.

In case of difference of rate in words and numerical value rate in words will be taken as correct and will be multiplied (if required) and cost of the item corrected accordingly.

### **NEGOTIATIONS:**

Negotiations will be held in the office of EOBI. The aim is to reach agreement on all points and sign a contract.

Negotiations will include a discussion of the technical proposal, the proposed Approach, Methodology, Work Plan, Qualification and Experience of the Consultant/Firms, the staffing and any suggestions made by the firm to improve the Terms of Reference. The committee and firm will then work out agreed final Terms of Reference, staffing and bar charts indicating activities, staff, staff-months and resourcing. The agreed work plan and final Terms of Reference will then be incorporated in the "Description of services" and form part of the contract. Special attention will be paid to optimizing the required outputs from the firm within the available budget and to clearly defining the inputs required from EOBI ensure satisfactory implementation of the Assignment.

Having selected the Top Three Firms on the basis of the technical Evaluation, the committee will then negotiate the contract with the Top Ranking Proposals on the basis of the Technical Proposal and financial costs. The top-ranking Consultant/Firms will first be invited to negotiate a contract with the employee. If agreement is not reached, the negotiations will terminate and the Consultant/Firm will be notified in writing to this effect by explaining the points of disagreement. A similar negotiation will then follow with the second

Consultant/Firm and failing accord with the second, the third Consultant/Firm will be called in for the negotiations in a similar manner.

EOBI will require assurances that the experts nominated in the proposal will be actually available for the assignment will not consider substitutions during contract negotiations unless both parties agree that the undue delay in the selection process makes such substitution unavoidable or that such changes are critical to meet the objectives of the assignment. If this is not the case and if it is established that key staff were offered in the proposal without confirming their availability, the firm may be disqualified.

### **CONCLUSION OF THE NEGOTIATIONS**

Negotiations will conclude with a review of the draft Contract. To complete negotiations the Client and the Consultant/Firm will initial the agreed Contract. If negotiations fail, the Client will invite the Consultant/Firm whose proposal received the second highest score to negotiate a Contract.

### **AWARD OF CONTRACT**

After completing negotiations the Client shall award the Contract to the selected Consultant/Firm, and promptly notify all Consultant/Firms who have submitted proposals. After Contract signature, the Client shall return the unopened Financial Proposals to the unsuccessful Consultant/Firms.

The Consultant/Firm is expected to commence the assignment on the date and at the location specified in the Data Sheet.

### **CONFIDENTIALITY**

Information relating to evaluation of Proposals and recommendations concerning awards shall not be disclosed to the Consultant/Firms who submitted the Proposals or to other persons not officially concerned with the process, until the publication of the award of Contract. The undue use by any Consultant/Firm of confidential information related to the process may result in the rejection of its Proposal and may be subject to the provisions of the EOBI's antifraud and corruption policy.



## Section – A: Data Sheet

Data Sheet Reference No.	Description
1.1	Name of the Client: <b>EOBI</b> Method of selection of Consultant/Firms: <b>Quality Based Selection</b>
2.1	Financial Proposal to be submitted together with Technical Proposal: Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
2.2	Name of the assignment is: <b>CARRYOUT VALUATION OF EOBI PROPERTIES ALL OVER PAKISTAN</b>
3.1	A pre-proposal conference will be held: Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
3.2	Pre-proposal Conference date and place: <b><u>April 20, 2011 at the office of DG (Investment) Committee Room, Karachi</u></b>
4.1	The Client's representative is: <b>Wahid Khursheed Kunwar (DG Investment)</b>
4.2	Address: 3 <sup>rd</sup> Floor, EOBI House, (Ex-Awami Markaz), Main Shahra-e-Faisal, Karachi.  Telephone: <b>92-21-99240789-91</b> E-mail: <a href="mailto:info@EOBI.biz">info@EOBI.biz</a>
5.1	The Client will provide the following data inputs and facilities: <b><u>Broad concept of the project and any data which is available and relevant to the project.</u></b>
6.1	<b>Proposals must remain valid till 90 days after the proposal submission date.</b>

7.1	Clarifications may be requested not later than <b>07 days</b> before the submission date.
7.2	The address for requesting clarifications is: <b>DG Investment, EOBI House, 3<sup>rd</sup> Floor, EOBI House (Ex. Awami Markaz) Shahra-e-Faisal, Karachi.</b> Telephone: <b>92-21-99240789-91</b>
8.1	Proposals shall be submitted in <u><b>English language</b></u> :
9.1	Consultant/Firms may associate with other Consultant/Firms: Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
10.1	The estimated number of professional staff-months required for the assignment is: _____ or: The available budget is: _____ _____
11.1	The format of the Technical Proposal to be submitted is: <u><b>Full Technical Proposal (FTP)</b></u>
12.1	Training is a specific component of this assignment: Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
13.1	Amounts payable by the Client to the Consultant/Firm under the contract to be subject to local taxation: Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
14.1	Consultant/Firm must submit the <u><b>original and 01 copy</b></u> of the Technical Proposal, and the original of the Financial Proposal.
15.1	The Proposal submission address is: <b>EOBI Office, 3<sup>rd</sup> Floor, EOBI House (Fr. Awami Markaz), Shahra-e-Faisal, Karachi.</b>
15.2	Proposals must be submitted no later than the following date and time: <b>Date: April 26, 2011</b> <b>Time : 1400 hours.</b>
16.1	Proposal Presentation: <b>Yes (if required), after submission and before evaluation of technical proposal. The venue will be EOBI House, Awami Markaz, Shara-e-Faisal, Karachi whereas the exact date of proposal presentation for each bidder will be communicated later.</b>

17.1	<p>Evaluation of the proposal shall be made as per PEC Standard Document (Technical 80%, Financial 20%)</p> <p>The Technical and Financial Proposal shall be dully signed by the authorized representative failing which the proposal would be considered non responsive.</p> <p>The Consultant shall be eligible to apply for a maximum of 2 regions. The regions are:</p> <ol style="list-style-type: none"> <li>1. Islamabad Capital Territory</li> <li>2. Punjab</li> <li>3. Khyber Pakhtunkha</li> <li>4. Sindh</li> <li>5. Balochistan</li> <li>6. Gilgit - Baltistan</li> </ol> <p>The three highest ranking (Combined Technical + Financial) Firms/Consultant in each region shall be selected for the evaluation of properties of the respective region. The selected Consultant/Firm will be tasked by EOBI to conduct the valuation of the property accordingly.</p> <p>Criteria, sub-criteria, and point system for the evaluation of Full Technical Proposals are:</p> <table border="0" style="width: 100%;"> <thead> <tr> <th></th><th style="text-align: right;"><u>Points</u></th></tr> </thead> <tbody> <tr> <td>(i) Specific experience of the Consultant/Firms relevant to the assignment:</td><td style="text-align: right;">[10]</td></tr> <tr> <td>(ii) Adequacy of the proposed methodology and work plan in responding to the Terms of Reference:</td><td></td></tr> <tr> <td>    a) Technical approach and methodology</td><td style="text-align: right;">[20]</td></tr> <tr> <td>    b) Work plan</td><td style="text-align: right;">[15]</td></tr> <tr> <td>    c) Organization and staffing</td><td style="text-align: right;">[15]</td></tr> <tr> <td style="text-align: right;">Total points for criterion (ii):</td><td style="text-align: right;">[50]</td></tr> <tr> <td>(iii) Key professional staff qualifications and competence for the assignment:</td><td></td></tr> <tr> <td>    a) Team Leader (minimum 15 years experience either an engineer or chartered accountant)</td><td style="text-align: right;">[08]</td></tr> <tr> <td>    b) Architect (minimum 10 Years experience)</td><td style="text-align: right;">[08]</td></tr> <tr> <td>    c) Chartered Accountant (minimum 10 years experience)</td><td style="text-align: right;">[08]</td></tr> <tr> <td>    d) Survey Engineer (minimum 10 years experience)</td><td style="text-align: right;">[06]</td></tr> <tr> <td>    e) Building Engineer (minimum 10 years experience)</td><td style="text-align: right;">[05]</td></tr> <tr> <td>    f) Estimator/Quantity Surveyor (minimum 10 years experience)</td><td style="text-align: right;">[05]</td></tr> <tr> <td style="text-align: right;">Total points for criterion (iii):</td><td style="text-align: right;">[40]</td></tr> </tbody> </table> <p>The number of points assigned to each of the above positions or disciplines will be determined considering the following three sub criteria and relevant percentage weights:</p> <table border="0" style="width: 100%;"> <tbody> <tr> <td>1.</td><td></td></tr> <tr> <td>    1) General qualifications</td><td style="text-align: right;">[30%]</td></tr> <tr> <td>    2) Adequacy for the assignment</td><td style="text-align: right;">[60%]</td></tr> <tr> <td>    3) Experience in region and language</td><td style="text-align: right;">[10%]</td></tr> <tr> <td style="text-align: right;">Total weight:</td><td style="text-align: right;">100%</td></tr> </tbody> </table>		<u>Points</u>	(i) Specific experience of the Consultant/Firms relevant to the assignment:	[10]	(ii) Adequacy of the proposed methodology and work plan in responding to the Terms of Reference:		a) Technical approach and methodology	[20]	b) Work plan	[15]	c) Organization and staffing	[15]	Total points for criterion (ii):	[50]	(iii) Key professional staff qualifications and competence for the assignment:		a) Team Leader (minimum 15 years experience either an engineer or chartered accountant)	[08]	b) Architect (minimum 10 Years experience)	[08]	c) Chartered Accountant (minimum 10 years experience)	[08]	d) Survey Engineer (minimum 10 years experience)	[06]	e) Building Engineer (minimum 10 years experience)	[05]	f) Estimator/Quantity Surveyor (minimum 10 years experience)	[05]	Total points for criterion (iii):	[40]	1.		1) General qualifications	[30%]	2) Adequacy for the assignment	[60%]	3) Experience in region and language	[10%]	Total weight:	100%
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## Section – C: Technical Proposal – Standard Forms

*[Comments in brackets [ ] provide guidance to the Consultant/Firms for the preparation of their Technical Proposals; they should not appear on the Technical Proposals to be submitted.]*

- TECH-1 Technical Proposal Submission Form
- TECH-2 Consultant/Firm's Organization and Experience
  - A Consultant/Firm's Organization
  - B Consultant/Firm's Experience
- TECH-3 Comments or Suggestions on the Terms of Reference and on Counterpart Staff and Facilities to be Provided by the Client
  - A On the Terms of Reference
  - B On the Counterpart Staff and Facilities
- TECH-4 Description of the Approach, Methodology and Work Plan for Performing the Assignment
- TECH-5 Team Composition and Task Assignments
- TECH-6 Curriculum Vitae (CV) for Proposed Professional Staff
- TECH-7 Staffing Schedule
- TECH-8 Work Schedule

FORM TECH-1 TECHNICAL PROPOSAL SUBMISSION FORM

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[Location, Date]

To: [Name and address of Client]

Dear Sirs:

We, the undersigned, offer to provide the consulting services for [Insert title of assignment] in accordance with your Request for Proposal dated [Insert Date] and our Proposal. We are hereby submitting our Proposal, which includes this Technical Proposal, and a Financial Proposal sealed under a separate envelope.

We are submitting our Proposal in association with: [Insert a list with full name and address of each associated Consultant/Firm]<sup>2</sup>

We hereby declare that all the information and statements made in this Proposal are true and accept that any misinterpretation contained in it may lead to our disqualification.

If negotiations are held during the period of validity of the Proposal, i.e., before the date indicated in Data Sheet, we undertake to negotiate on the basis of the proposed staff. Our Proposal is binding upon us and subject to the modifications resulting from Contract negotiations.

We undertake, if our Proposal is accepted, to initiate the consulting services related to the assignment not later than the date indicated in Paragraph Reference 7.2 of the Data Sheet.

We understand you are not bound to accept any Proposal you receive.

We remain,

Yours sincerely,

Authorized Signature [In full and initials]: \_\_\_\_\_

Name and Title of Signatory: \_\_\_\_\_

Name of Firm: \_\_\_\_\_

Address: \_\_\_\_\_

## **FORM TECH-2 CONSULTANT/FIRM'S ORGANIZATION AND EXPERIENCE**

---

### **A - Consultant/Firm's Organization**

*[Provide here a brief (two pages) description of the background and organization of your firm/entity and each associate for this assignment.]*

## B - Consultant/Firm's Experience

*[Using the format below, provide information on each assignment for which your firm, and each associate for this assignment, was legally contracted either individually as a corporate entity or as one of the major companies within an association, for carrying out consulting services similar to the ones requested under this assignment. Use 20 pages.]*

Assignment name:	Approx. value of the contract (in Pak Rs.):
Country: Location within country:	Duration of assignment (months):
Name of Client:	Total N <sup>o</sup> of staff-months of the assignment:
Address:	Approx. value of the services provided by your firm under the contract (in Pak Rs.):
Start date (month/year): Completion date (month/year):	N <sup>o</sup> of professional staff-months provided by associated Consultant/Firms:
Name of associated Consultant/Firms, if any:	Name of senior professional staff of your firm involved and functions performed (indicate most significant profiles such as Project Director/Coordinator, Team Leader):
Narrative description of Project:	
Description of actual services provided by your staff within the assignment:	

Firm's Name: \_\_\_\_\_

**FORM TECH-3 COMMENTS AND SUGGESTIONS ON THE TERMS OF  
REFERENCE AND ON COUNTERPART STAFF AND FACILITIES TO BE PROVIDED  
BY THE CLIENT**

---

**A - On the Terms of Reference**

*[Present and justify here any modifications or improvement to the Terms of Reference you are proposing to improve performance in carrying out the assignment (such as deleting some activity you consider unnecessary, or adding another, or proposing a different phasing of the activities). Such suggestions should be concise and to the point, and incorporated in your Proposal.]*



## **B - On Counterpart Staff and Facilities**

*[Comment here on counterpart staff and facilities to be provided by the Client].*

## Form TECH-4 Description of Approach, Methodology and Work Plan for Performing the Assignment

---

a) Technical Approach and Methodology. In this chapter you should explain your understanding of the objectives of the assignment, approach to the services, methodology for carrying out the activities and obtaining the expected output, and the degree of detail of such output. You should highlight the problems being addressed and their importance, and explain the technical approach you would adopt to address them. You should also explain the methodologies you propose to adopt and highlight the compatibility of those methodologies with the proposed approach.

b) Work Plan. In this chapter you should propose the main activities of the assignment, their content and duration, phasing and interrelations, milestones (including interim approvals by the Client), and delivery dates of the reports. The proposed work plan should be consistent with the technical approach and methodology, showing understanding of the TOR and ability to translate them into a feasible working plan. A list of the final documents, including reports, drawings, and tables to be delivered as final output, should be included here. The work plan should be consistent with the Work Schedule of Form TECH-8.

c) Organization and Staffing. In this chapter you should propose the structure and composition of your team. You should list the main disciplines of the assignment, the key expert responsible, and proposed technical and support staff.]

[illegible]

---

**FORM TECH-6 CURRICULUM VITAE (CV) FOR PROPOSED PROFESSIONAL STAFF**

---

**1. Proposed Position** *[only one candidate shall be nominated for each position]:* \_\_\_\_\_

**2. Name of Firm** *[Insert name of firm proposing the staff]:* \_\_\_\_\_

**3. Name of Staff** *[Insert full name]:* \_\_\_\_\_

**4. Date of Birth:** \_\_\_\_\_ **Nationality:** \_\_\_\_\_

**5. Education** *[Indicate college/university and other specialized education of staff member, giving names of institutions, degrees obtained, and dates of obtainment]:* \_\_\_\_\_

**6. Membership of Professional Associations:** \_\_\_\_\_

**7. Other Training** *[Indicate significant training since degrees under 5 - Education were obtained]:* \_\_\_\_\_

**8. Countries of Work Experience:** *[List countries where staff has worked in the last ten years]:* \_\_\_\_\_

**9. Languages** *[For each language indicate proficiency: good, fair, or poor in speaking, reading, and writing]:* \_\_\_\_\_

**10. Employment Record** *[Starting with present position, list in reverse order every employment held by staff member since graduation, giving for each employment (see format here below): dates of employment, name of employing organization, positions held.]:*

From [Year]: \_\_\_\_ To [Year]: \_\_\_\_\_

Employer: \_\_\_\_\_

Positions held: \_\_\_\_\_

### **13. Certification:**

I, the undersigned, certify that to the best of my knowledge and belief, this CV correctly describes myself, my qualifications, and my experience. I understand that any wilful misstatement described herein may lead to my disqualification or dismissal, if engaged.

\_\_\_\_\_  
*[Signature of staff member or authorized representative of the staff]*

Date: \_\_\_\_\_

*Day/Month/Year*

Full name of authorized representative: \_\_\_\_\_

## FORM TECH-7 STAFFING SCHEDULE<sup>1</sup>

N°	Name of Staff	Staff input (in the form of a bar chart) <sup>2</sup>													Total staff-month input		
		1	2	3	4	5	6	7	8	9	10	11	12	n	Home	Field <sup>3</sup>	Total
<b>Foreign</b>																	
1		[Home] [Field]															
2																	
3																	
N																	
										<b>Subtotal</b>							
<b>Local</b>																	
1		[Home] [Field]															
2																	
N																	
										<b>Subtotal</b>							
										<b>Total</b>							

1 For Professional Staff the input should be indicated individually; for Support Staff it should be indicated by category (e.g.: draftsmen, clerical staff, etc.).

2 Months are counted from the start of the assignment. For each staff indicate separately staff input for home and field work.

3 Field work means work carried out at a place other than the Consultant/Firm's home office.

- 1 Indicate all main activities of the assignment, including delivery of reports (e.g.: inception, interim, and final reports), and other benchmarks such as Client approvals. For phased assignments indicate activities, delivery of reports, and benchmarks separately for each phase.
- 2 Duration of activities shall be indicated in the form of a bar chart.

2 Duration of activities shall be indicated in the form of a bar chart.

## Section – D: Technical Proposal – Standard Forms

[Location, Date]

To: [Name and address of Client]

Dear Sirs:

We, the undersigned, offer to provide the consulting services for [Insert title of assignment] in accordance with your Request for Proposal dated [Insert Date] and our Technical Proposal. Our attached Financial Proposal is for the sum of [Insert amount(s) in words and figures<sup>1</sup>].

Our Financial Proposal shall be binding upon, up to expiration of the validity period of the Proposal, i.e. before the date indicated in the Data Sheet.

We understand you are not bound to accept any Proposal you receive.

We remain,

Yours sincerely,

Authorized Signature [In full and initials]: \_\_\_\_\_

Name and Title of Signatory: \_\_\_\_\_

Name of Firm: \_\_\_\_\_

Address: \_\_\_\_\_

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**ANNEXURE-II.****Breakdown of Costs  
(Islamabad Capital Territory – ICT)**

<b>Property Classification</b>	<b>Specific Use</b>	<b>Rate/Sqft</b>
<b>Residential</b>	Single	
	Duplex	
	Condominium	
	Cabin	
	Mobile Home	
	Dormitory	
	Apartments	
	Single or multi residential w/mixd use	
	Others	
<b>Commercial</b>	Motel/Lodging/Hotel	
	Manufacturing	
	Parking Lot	
	Retail	
	Gasoline Service/Convenience Store	
	Restaurant/Lounge/Test Foot	
	Office	
	Bank	
	Warehouse	
	Repair Service Garage	
	Medical Office/Clinic	
	Assembly Hall/Auditorium/Theater	
	Commercial w/mixed use	
	Others	
<b>Agriculture</b>	Agriculture Operation (Crops etc)	
	Others	
<b>Industrial</b>	Warehouse Operational	
	Warehouse Non-operational	
	Factory – Operational	
	Factor – Non-Operational	
	Others	
<b>Vacant</b>	Farmland	
	Residential Acres	
	Commercial Acres	
	Backage/Remote Acres	
	Residential Buildable lot	
	Recreational buildable lot	
	Others	

### Breakdown of Costs (Punjab)

Property Classification	Specific Use	Rate/Sqft
<b>Residential</b>	Single	
	Duplex	
	Condominium	
	Cabin	
	Mobile Home	
	Dormitory	
	Apartments	
	Single or multi residential w/mixd use	
	Others	
<b>Commercial</b>	Motel/Lodging/Hotel	
	Manufacturing	
	Parking Lot	
	Retail	
	Gasoline Service/Convenience Store	
	Restaurant/Lounge/Test Foot	
	Office	
	Bank	
	Warehouse	
	Repair Service Garage	
	Medical Office/Clinic	
	Assembly Hall/Auditorium/Theater	
	Commercial w/mixed use	
	Others	
<b>Agriculture</b>	Agriculture Operation (Crops etc)	
	Others	
<b>Industrial</b>	Warehouse Operational	
	Warehouse Non-operational	
	Factory – Operational	
	Factor – Non-Operational	
	Others	
<b>Vacant</b>	Farmland	
	Residential Acres	
	Commercial Acres	
	Backage/Remote Acres	
	Residential Buildable lot	
	Recreational buildable lot	
	Others	

### Breakdown of Costs (Khyber Pakhtunkha)

Property Classification	Specific Use	Rate/Sqft
<b>Residential</b>	Single	
	Duplex	
	Condominium	
	Cabin	
	Mobile Home	
	Dormitory	
	Apartments	
	Single or multi residential w/mixd use	
	Others	
<b>Commercial</b>	Motel/Lodging/Hotel	
	Manufacturing	
	Parking Lot	
	Retail	
	Gasoline Service/Convenience Store	
	Restaurant/Lounge/Test Foot	
	Office	
	Bank	
	Warehouse	
	Repair Service Garage	
	Medical Office/Clinic	
	Assembly Hall/Auditorium/Theater	
	Commercial w/mixed use	
	Others	
<b>Agriculture</b>	Agriculture Operation (Crops etc)	
	Others	
<b>Industrial</b>	Warehouse Operational	
	Warehouse Non-operational	
	Factory – Operational	
	Factor – Non-Operational	
	Others	
<b>Vacant</b>	Farmland	
	Residential Acres	
	Commercial Acres	
	Backage/Remote Acres	
	Residential Buildable lot	
	Recreational buildable lot	
	Others	

### Breakdown of Costs (Sindh)

Property Classification	Specific Use	Rate/Sqft
<b>Residential</b>	Single	
	Duplex	
	Condominium	
	Cabin	
	Mobile Home	
	Dormitory	
	Apartments	
	Single or multi residential w/mixd use	
	Others	
<b>Commercial</b>	Motel/Lodging/Hotel	
	Manufacturing	
	Parking Lot	
	Retail	
	Gasoline Service/Convenience Store	
	Restaurant/Lounge/Test Foot	
	Office	
	Bank	
	Warehouse	
	Repair Service Garage	
	Medical Office/Clinic	
	Assembly Hall/Auditorium/Theater	
	Commercial w/mixed use	
	Others	
<b>Agriculture</b>	Agriculture Operation (Crops etc)	
	Others	
<b>Industrial</b>	Warehouse Operational	
	Warehouse Non-operational	
	Factory – Operational	
	Factor – Non-Operational	
	Others	
<b>Vacant</b>	Farmland	
	Residential Acres	
	Commercial Acres	
	Backage/Remote Acres	
	Residential Buildable lot	
	Recreational buildable lot	
	Others	

### Breakdown of Costs (Balochistan)

Property Classification	Specific Use	Rate/Sqft
<b>Residential</b>	Single	
	Duplex	
	Condominium	
	Cabin	
	Mobile Home	
	Dormitory	
	Apartments	
	Single or multi residential w/mixd use	
	Others	
<b>Commercial</b>	Motel/Lodging/Hotel	
	Manufacturing	
	Parking Lot	
	Retail	
	Gasoline Service/Convenience Store	
	Restaurant/Lounge/Test Foot	
	Office	
	Bank	
	Warehouse	
	Repair Service Garage	
	Medical Office/Clinic	
	Assembly Hall/Auditorium/Theater	
	Commercial w/mixed use	
	Others	
<b>Agriculture</b>	Agriculture Operation (Crops etc)	
	Others	
<b>Industrial</b>	Warehouse Operational	
	Warehouse Non-operational	
	Factory – Operational	
	Factor – Non-Operational	
	Others	
<b>Vacant</b>	Farmland	
	Residential Acres	
	Commercial Acres	
	Backage/Remote Acres	
	Residential Buildable lot	
	Recreational buildable lot	
	Others	

### Breakdown of Costs (Galgit – Baltistan)

Property Classification	Specific Use	Rate/Sqft
<b>Residential</b>	Single	
	Duplex	
	Condominium	
	Cabin	
	Mobile Home	
	Dormitory	
	Apartments	
	Single or multi residential w/mixd use	
	Others	
<b>Commercial</b>	Motel/Lodging/Hotel	
	Manufacturing	
	Parking Lot	
	Retail	
	Gasoline Service/Convenience Store	
	Restaurant/Lounge/Test Foot	
	Office	
	Bank	
	Warehouse	
	Repair Service Garage	
	Medical Office/Clinic	
	Assembly Hall/Auditorium/Theater	
	Commercial w/mixed use	
	Others	
<b>Agriculture</b>	Agriculture Operation (Crops etc)	
	Others	
<b>Industrial</b>	Warehouse Operational	
	Warehouse Non-operational	
	Factory – Operational	
	Factor – Non-Operational	
	Others	
<b>Vacant</b>	Farmland	
	Residential Acres	
	Commercial Acres	
	Backage/Remote Acres	
	Residential Buildable lot	
	Recreational buildable lot	
	Others	

## Section – E: Terms of Reference (TOR)

The main objective is to have optimum returns on the investment and to provide maximum benefits to the retired persons enrolled with EOBI for pension.

In pursuance to the above, EOBI intends to evaluate all its properties across the country in order to establish proper and feasible value-added land use of the assets.

The valuation shall confirm to the applicable standards specified by International Valuation Standards Committee (IVSC).

### (1) Date of Valuation

The Valuation Report shall be issued within one month of the valuation.

### (2) The Valuation Report shall inter alia contain the following information:

#### i) General Information

- a) The Real Estate being valued and the Client
- b) The assumptions used
- c) Scope of Assignment
- d) Easements associated with the Real Estate
- e) The following information provided by the RMC to the Valuer:
  - i) Construction Schedule along with milestones and deadlines
  - ii) Construction specifications
  - iii) Construction Drawings

#### f) Date of the Valuation

#### ii) Inspection of the Real Estate

- (a) The date of inspection, name of the inspector and the site inspected.
- (b) Details, where inspection of any part of the Real Estate was not possible.

#### iii) Description and Details of Real Estate

- (a) Location map and the address of the Real Estate along with the name of concerned authority/jurisdiction
- (b) Photographs and drawings of the Real Estate along with accessibility map
- (c) Custodian of the title record e.g. LDA, CDA etc.
- (d) Permissions/NOCs from the concerned local authorities as per local byelaws. (attach copies of NOCs /Permissions obtained)
- (e) Any breach or violation of the local byelaws and regulations and its impact on the project.
- (f) In the case of Rental REITs, description of improvements and the present condition of the Real Estate
- (g) Floor Plan, maps, photos and other visual aid

- (h) Sale/transfer history of the Real Estate
  - (i) For properties generating rental income e.g. shopping complex, office building etc, details of occupancy rate, tenancy schedule, types of income and operating cost etc.
- iv) Marketing and Neighborhood
- (a) A description of the surrounding area and developments, if any,
  - (b) Availability of communications, amenities and utilities in the surrounding area
  - (c) The supply and demand situations affecting the Real Estate
- v) Approach of Valuation

1. Definition of the problem

- a. Identification of property (ies) being appraised
- b. Property rights being appraised
- c. Effective date of appraisal
- d. Purpose and function of appraisal
- e. Definition of value being sought

2. Preliminary planning and survey

- a. Preliminary estimation of highest and best use
- b. Inventory of data items to be collected
- c. Allocation of time and resources

3. Data collection

- a. General data
  - i. National and regional
  - ii. Neighborhood
- b. Comparative data cost
  - i. Sales
  - ii. Income and expense
- c. Specific data site
  - i. Improvement

- (1) Residential
- (2) Commercial and industrial

4. Application of data



a. Cost approach

- i. Land by sales comparison
- ii. Reproduction/replacement-cost-new (RCN)
- iii. Depreciation

- (1) Physical deterioration
- (2) Functional obsolescence
- (3) Economic obsolescence

iv. Replacement-cost-new-less-depreciation (RCNLD)

b. Comparative sales approach

i. Methods

- (1) Direct sales comparison
- (2) Gross rent multiplier
- (3) Multiple regression analysis
- (4) Sales ratio trending

v. Units of comparison

vi. Market adjustments (or regression modelling)

c. Income approach

- i. Potential gross income
- ii. Vacancy and collection loss
- iii. Effective gross income
- iv. Operating expense analysis
- v. Net operating income
- vi. Capitalization

(1) Direct capitalization

- (a) Overall capitalization rate
- (b) Income multipliers

(2) Yield capitalization

(a) Rate development

(i) Discount rate development

- 1) Build-up method
- 2) Band of investment method
- 3) Market comparison method

(ii) Recapture rate development

- 1) Straight-line method
- 2) Sinking fund method
- 3) Annuity method

(iii) Effective tax rate

(b) Discounted cash flow analysis

(i) Annuity capitalization

(ii) Split rates

(c) Net present value (NPV)

(d) Internal rate of return (IRR)

(i) Modified internal rate (MIR)

(ii) Financial management rate of return (FMRR)

(e) Mortgage-equity capitalization techniques

(i) Conventional

(ii) Ellwood

(3) Residual capitalization techniques

(a) Building residual

(b) Land residual

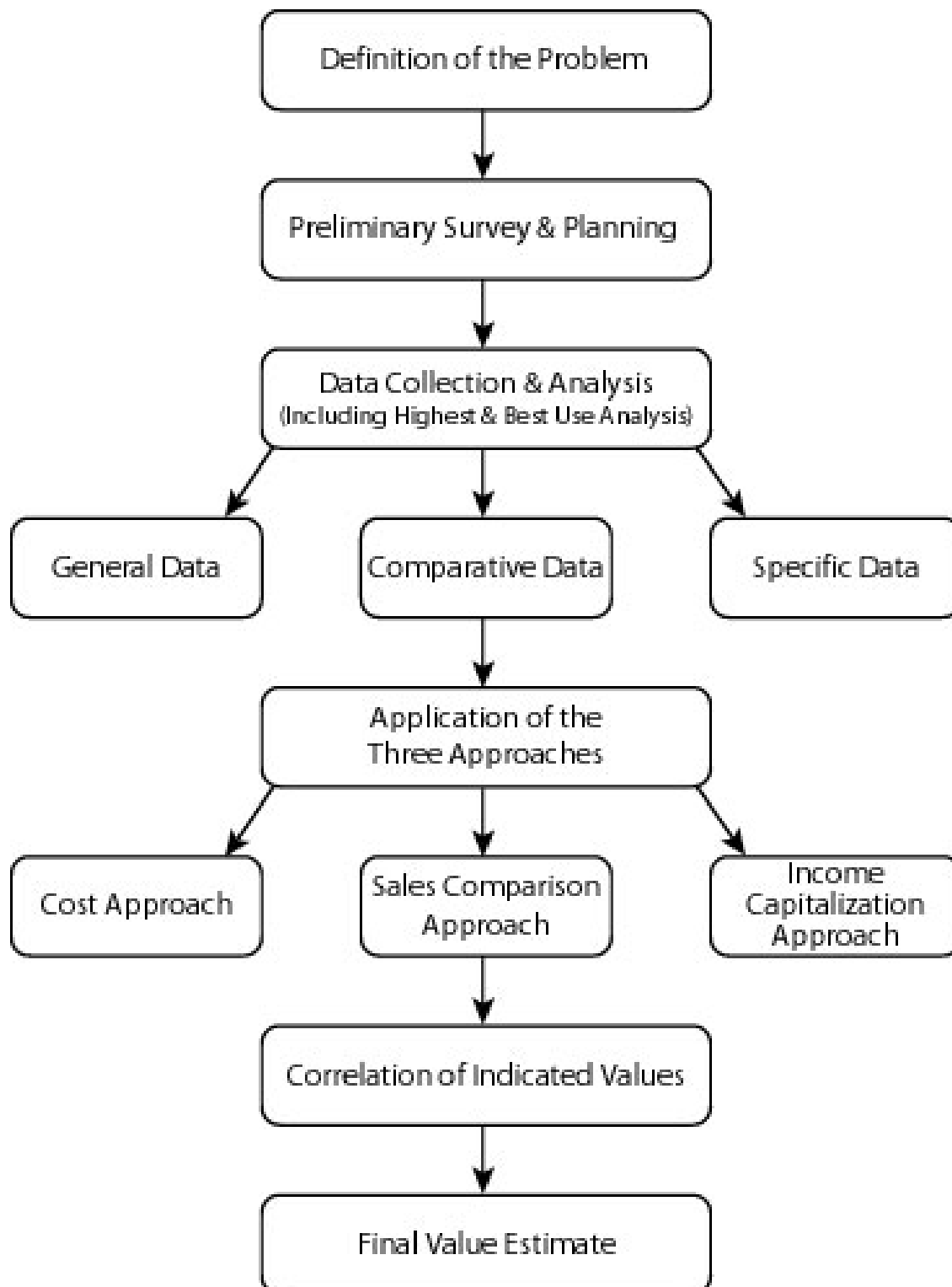
(c) Property residual

5. Correlation of indicated values

- a. Amount and reliability of data from each approach to value
- b. Inherent strengths and weaknesses of each approach
- c. Relevance of each approach to the subject property

6. Final value estimate

A Diagrammatic representation of the steps to be followed is elaborated below:



**A list of properties to be evaluated is attached herewith. Subsequently other evaluations may be added to the scope of work by DG Investment or Chairman EOBI, which are in the process of being procured.**

## **List of Properties**

**Pakistan Real Estate Investment & Management Company**  
**Details of EOBI, Investment Properties as on 30-06-2010**

S#	Plot No. and Location of Property	Size	Cost of purchase	Current Market Value	Margin	Year of Purchase	Name of Seller / Auctioneer
1	41, Markaz I-8, Islamabad.	1,244.44 sq. yds	75,288,620/-	200,354,840/-	125,066,220/-	2004	Capital Development Authority (CDA) Islamabad
2	42, Markaz I-8, Islamabad.	1,244.44 sq. yds	90,346,344/-	200,354,840/-	110,008,496/-	2004	do
3	38, Markaz I-8, Islamabad.	1,244.44 sq. yds	101,546,304/-	200,354,840/-	98,808,536/-	2004	do
4	39, Markaz I-8, Islamabad.	1,244.44 sq. yds	124,568,444/-	200,354,840/-	75,786,396/-	2004	do
5	17, Markaz I-8, Islamabad.	1170 sq. yds	151,110,960/-	263,250,000/-	112,139,040/-	2004	do
6	18, Markaz I-8, Islamabad.	1,066.66 sq. yds	138,665,800/-	239,998,500/-	101,332,700/-	2004	do
7	Plot Nos. 32, 33 & 34, Sector G-10/4, Mauve Area, Islamabad for EOBI building	4666.66 sq. yds	82,133,216/-	1,015,465,216/-	933,332,000/-	2004	Capital Development Authority Islamabad
8	400 plots of 500 sq. yds. Each in Defence Housing Authority, Islamabad Phase-II Extension.	Each Plot 500 sq. yd	1,440,000,000/-	1,440,000,000/-	0	2004	Defence Housing Authority Islamabad
9	Plot No. B, Survey No. 131/A-2, Junction of Air Port Road and Access Road, Near Rangers Headquarters, Lahore Cantt.	13203.67 sq. yds	742,476,331/-	990,275,250/-	247,798,919/-	2005	Ministry of Defence Govt. of Pakistan
10	ST-1-A/1, Shakra-e-Faisal, Karachi (known as Karachi Awami Markaz)	9180.66 sq. yds.	360,000,000/-	1,870,500,000/-	1,510,500,000/-	1995	M/s CIVIC Centre Pvt. Ltd.
11	31/B/1, Phase-V, Hayatabad, Peshawar.	1200 Sq. yds	96,000,000/-	149,400,000/-	53,400,000/-	1985	Peshawar Development Authority
12	Faisalabad Industrial Estate. Value Addition City	1166.66 Sq. yds	13579922/-	13579922/-	0	2006	Faisalabad Industrial Estate Development & Management Company
13	Plot No. 59-A & B, respectively, Sabir Kamal, Road, Sialkot Cantt.	549 & 547.5 sq. yds	13,345,349/-	14,674,000/-	1,328,651/-	2006	Ministry of Defence Govt. of Pakistan
14	Land situated at Niaz Baig, Phase-I, Near Ammunition Depot, Multan Road, Lahore.	1048 K- 10 M.	1,006,080,000/-	3,609,728,000/-	2,603,648,000	2006	Punjab Co-operative Board for Liquidation
15	Railway Land, Plot # 8-A, 9-A & 10-A, at I.I. Chundrigar Road, Karachi.	8986.22 Sq. Yds	1,675,431,382/-	1,675,431,382/-	0	2007	Pakistan Railways

**Pakistan Real Estate Investment & Management Company**  
**Details of EOBI, Properties as on 30-06-2010**

S#	Location of Property	Size	Cost of purchase	Current Market Value	Type of Property	Year of Purchase	Name of Seller / Auctioneer
1	Ex- Head Office. 190/1/B, Block 2, PECHS.	800Sq. Yds.	11,662,329	96,000,000	C	1982	Mr. Muhammad Yousuf
2	EOBI Guest House Bungalow # 29/1/F, 4th Gizri Street DHA.	1000 Sq.yds	1,900,000	60,000,000	R	1982	Mr. Muhammad Naqi S/o Muhammad Saeed
3	Ex. Zonal Office, Multan, 306-307-B, Gulgashat Colony, Multan.	960.32 Marlas	1,161,134	10,000,000	R	1984	Malik Bashir Ahmed S/o Muhammad Din
4	Peshawar Region, 100 Shami Road	631 Sq.yds	1,702,555	15,500,000	R	1984	Lt. Col. Mir Nawaz Khan S/o Ameer Khan
5	Sawat Field Office, Airport Road.	630 Sq.yds	1,024,199	4,500,000	R	1984	Mr. Aziz-ur-Rehman S/o Quand Muhammad
6	Gulistan-e-Jauhar, Street 22, Block-16, Scheme# 36	6600 Sq. Yds.	2,197,490	20,000,000	Amenity	1984	M/s. Karachi Development Authority
7	Hyderabad Region, 58/A, GOR Colony	1000 Sq.yds	1,641,560	4,000,000	R	1984	Mst. Ghulam Fatima W/o Haji Muhammad S/o Muhammad Dahar
8	Landhi / Bin Qasim Region. 5/423, Darakshan Society, Malir.	423 Sq.yds	1,219,681	9,500,000	R	1985	Mrs Rabia Saleem W/o Muhammad Shafi
9	Nazimabad Region III-A-I/12, Nazimabad.	422 Sq.yds	1,316,019	25,000,000	R	1985	Mst. Hameed Malik W/o Late Altaf-ur-Rehman
10	Faisalabad North Region, Gulistan Colony # 2, Commercial Centre, Near Ayesha Masjid	611 Sq.yds	5,149,554	50,000,000	R	1985	M/s. Faisalabad Development Authority
11	Rawalpindi Region, 81-C, Satellite Town.	927 Sq.yds	1,417,973	12,500,000	R	1985	Mr. Raja Muhammad Zamir S/o Raja Yaqoob Khan
12	Sukkur Region, CS-617/9-10 Rahoja Road.	844.5 Sq.yds	863,540	2,500,000	R	1986	Mr. Wahad Bakshs S/o Jial Khan Pathan
13	Lahore South Region, 22-Tipu Block, New Garden Town.	1250 Sq.yds	2,482,767	31,000,000	R	1987	Meer Zahid Nazeer S/o Meer Nazeer Ahmed
14	Lahore North Region, 105-A, Allama Iqbal Road.	915 Sq.yds	2,536,350	32,500,000	R	1987	Mr. Syed Aijaz Ali S/o Agha Syed Nisar Ali Shah



15	Gujranwala Region, Main Gill Road.	907 Sq.yds	1,942,530	10,000,000	R	1987	Dr. Munawwar Ali Syed S/o Anwar Ali Shah
16	Karimabad Region Bungalow # C-31, BI-4, Federal B Area.	600 Sq.yds	1,756,635	15,500,000	R	1988	Mr. Ibrahim Muhammad Moosa Sidat
17	Lahore Shadra Region, G.T. Road, Shadra N-123-R-45.	1600 Sq.yds	2,077,283	6,000,000	R	1988	Mr. Muhammad Abdul Naeem Khan S/o Sardar Muhammad Abdul Wakil Khan
18	Sargodha Region, Bungalow #2, Al-Faisal Park, Sultan Colony.	572 Sq.yds	1,192,397	4,055,000	R	1988	Mr. Muhammad Nawaz Akhtar
19	Quetta Region, 51-C, Model Town, Ext.	400 Sq.yds	1,274,830	6,480,000	R	1989	Mr. Muhammad Haroon Rasheed S/o Muhammad Hayat
20	Regional Office Karachi City 7-N, PECHS, Block 6.	640 Sq.yds	3,740,201	40,000,000	R	1989	Mr. Muhammad Abdul Raheem S/o Late Muhammad Abdul Razzak
21	Islamabad Region, Bungalow# 25, Street-25, Sector G-6/3.	1200 Sq.yds	5,306,000	50,000,000	R	1992	M/s. Capital Development Authority Islamabad
22	Lahore Central Region, 57-L, Gulberg-III.	1227 Sq.yds	6,503,750	49,500,000	R	1993	Mr. Abdul Rasheed S/o Haji Muhammad Din
23	EOBI M&E II Office, Bungalow# 7 Street-79, Sector, G-6/4 Islamabad	1200 Sq.yds	5,834,124	55,000,000	R	1993	M/s. Capital Development Authority Islamabad
24	Mardan Region, A-204, Sheikh Maltoon Town.	600 Sq.yds	2,050,000	8,000,000	R	1993	Mr. Muhammad Qaiser Khan S/o Late Muhammad Akram Khan
25	Bahawalpur Region, Bungalow # 3 near Sadiq Town, Dubai Palace Road.	929 Sq. Yds 30.71 M	2,650,353	6,975,000	R	1994	Mr. Abdul Rasheed S/o Khushi Muhammad
26	Kotri Region, P/2, Site Main National Highway, Kotri, District Dadu.	2420 Sq. Yds.	1,168,832	5,000,000	I	1994	M/s. Umeruddin & Sons (Haji Fateh Muhammad)
27	Gujrat Region, Opp Service Textile, G.T. Road.	596 Sq.yds	2,953,612	10,500,000	R	1994	Chaudhry Aijaz Ahmed S/o Chaudhry Sardar Khan
28	Abbottabad Region, 866, Mansehra Road.	4-Kanal	3776233	3,776,233	R	1995	Mr. Javed Iqbal



29	Korangi Region Plot # 4/4 Sector #23, Korangi Industrial Area.	345.33 Sq.yds	7,328,675	22,500,000	I	1995	Mr. Abdul Aziz S/o Muhammad Suleman
30	Sahiwal Region, 563/B-2 / VII, New Civil Lines.	1250 Sq.yds	3,277,500	4,000,000	R	1996	Mr. Hameed Ahmad S/o Nawab Din
31	Faisalabad South Region, Bungalow #29 x BI, Susan Road, Madina Town.	611 Sq.yds	5,250,000	40,000,000	R	1996	M/s. Rasheeda Kafiat tullah W/o Dr. Kafaitullah
32	Hassanabdal Region, Near Silver Spoon Restaurant.	1053 Sq.yds	2,408,000	6,150,000	R	1996	Mst. Asida Perveen W/o Mr. Mehmood Saleem
33	Jehlum Region, 40-A, Bilal Town.	611 Sq.yds	2,370,070	12,500,000	R	1993	Mr. Muhammad Ali Bhutta S/o Madad Ali Bhutta
34	HUB Region. Plot # BC 27-33-A, Opp LIEDA Office, HUB	1190 Sq.yds	1,151,625	6,865,000	C	1996	M/s. Lasbela Industrial Estate Development Authority (LIEDA)
35	Sheikhupura Region, 102-Y, Housing Colony.	611 Sq.yds	2,500,000	10,000,000	R	1997	Mst. Hameeda Naseem W/o Abdul Aleem Naseem
36	Ex. West Wharf Region, suit# 204, Progressive Plaza Beaumont Road.	2 <sup>nd</sup> floor Flat( 3224 Sq. Yds.)	5,964,400	22,500,000	C	1998	M/s. Progressive Plaza Ltd. through Mr. Muhammad Altaf
37	Muzaffargarh Field Office, 588, Khurshidabad, Jhang Road,	242 Sq.yds 8-M	860,000	1,500,000	R	1998	Mr. Farhan Sohail Khan S/o Mehmood Nawaz
38	Gilgit Field Office, Near Wild Life House, Korakaram Highway, Jutil.	1200 Sq.yds	3,900,000	4,800,000	Amenity	1998	Donated by Commissioner Gilgit NWFP
39	Field Office Okara, 183 Super Madina Market, G.T. Road	927 Sq. Yds, 30.6 M	2,050,000	3,000,000	R	1998	Mr. Zaheer-ul-Haq S/o Zahoor-ul-Haq
40	Rahim Yar Khan Field Office, 33-A, Businessman Colony	628 Sq. Yds.	3,329,820	5,500,000	R	1999	Mr. Sardar Ahmed Khan S/o Sardar Ali Muhammad Khan
41	D.G.Khan Region, 270-A, Khayaban-e-Sarwar Street # 25	611 Sq. Yds	6,000,000	12,000,000	R	1999	Mr. Abdul Rasheed S/o Hajji Allah Ditta
42	Sialkot Region, Muradia Road, Model Town.	605 Sq. Yds.	5,170,000	10,500,000	R	1999	Mr. Haji Ghulam Mustafa S/o Hajji Barkat Ali

43	Parking Plot, No. STI-A/2B, Shahr-e-Faisal( Adjacent to EOBI, Shopping Mall/Ex-Awami Markaz.	3000 Sq. Yds.	7,500,000	7,500,000	C	2001	M/s. Civic Centres Co. (Pvt) Ltd.
44	Badin Field Office, Flat# 105, First floor, Nasim City Centre.	562.33 Sq.ft	386,500	506,097	C	2003	M/s. G.N. Corpotare Ltd. Through Mr.Shah Muhammad Bhatti S/o Muhammad Juman Bhatti
45	Plot No.C-205,SITE,Nooriabad, Distt. Dadu.	3843 Sq. Yds.	192,999	192,999	Amenity	2005	M/s. Sindh Industrial Trading Estate (SITE)
<b>Total</b>			<b>138,141,520</b>	<b>813,800,329</b>			