

NTDC

NATIONAL TRANSMISSION AND DESPATCH COMPANY PAKISTAN

REQUEST FOR PROPOSALS (RFP)

**PREPARATION OF REGIONAL TRANSMISSION GRID
PLAN FOR GILGIT BALTISTAN AREA**

GENERAL MANGER PLANNING POWER (NTDC)
4TH FLOOR PIA TOWER EGERTON ROAD, LAHORE, PAKISTAN

Section 1: Instructions to Consultants

Definitions

- i. “Client” means the agency with which the selected Consultant signs the Contract for the Services.
- ii. “Consultant” means any private or public entity including a Joint Venture that will provide the Services to the Client under the Contract.
- iii. “Day” means calendar day.
- iv. “Government” means the Government of the Client’s Country.
- v. “Joint Venture” means a Consultant which comprises two or more Partners each of whom will be jointly and severally liable to the Client for all the Consultant’s obligations under the Contract.
- vi. “NTDC” means National Transmission and Despatch Company.
- vii. “Partner” means any of the entities that make up the Joint Venture; and Partners means all those entities.
- viii. “Personnel” means qualified persons provided by the Consultant and assigned to perform the Services or any part thereof
- ix. “Proposal” means a technical proposal or a financial proposal, or both.
- x. “QCBS” means Quality- and Cost-Based Selection.
- xi. “RFP” means this Request for Proposal.
- xii. “Services” means the work to be performed pursuant to the Contract.
- xiii. “Standard Electronic Means” includes facsimile and email transmissions.
- xiv. “Terms of Reference” (TOR) means the document included in the RFP which explains the objectives, scope of work, activities, tasks to be performed, respective responsibilities of the Client and the Consultant, and expected results and deliverables of the assignment.

- 1. Introduction**
- 1.1 The Client named in the Data Sheet will select a consulting firm/organization (the Consultant) in accordance with the method of selection specified in the Data Sheet.
- 1.2 The Consultants are invited to submit a Technical Proposal and a Financial Proposal as specified in the Data Sheet for consulting services required for the assignment named in the Data Sheet. The Proposal will be the basis for contract negotiations and ultimately for a signed Contract with the selected Consultants.
- 1.3 The Client will provide to the Consultants the inputs and facilities specified in the Data Sheet and make available relevant project data and reports.
- 1.4 Consultants shall bear all costs associated with the preparation and submission of their proposals and contract negotiation. The Client is not bound to accept any proposal, and reserves the right to annul the selection process at any time prior to Contract award, without thereby incurring any liability to the Consultants.
- Conflict of Interest**
- 1.5 Consultants have an obligation to disclose any situation of actual or potential conflict of interest. Failure to disclose said situations may lead to the disqualification of the Consultant or the termination of its Contract.
- Anticorruption**
- 1.6 NTDC's requires bidders, suppliers, contractors and consultants under NTDC- financed contracts, to observe the highest standard of ethics during the procurement and execution of such contracts. In pursuance of the above:
- (a) defines, for the purposes of this provision, the terms set forth below as follows:
- i. "corrupt practice" means the offering, giving, receiving, or soliciting, directly or indirectly, anything of value to influence improperly the actions of another party;
 - ii. "fraudulent practice" means any act or omission, including a misrepresentation, that knowingly or recklessly misleads, or attempts to mislead, a party to obtain a financial or other benefit or to avoid an obligation;
 - iii. "coercive practice" means impairing or harming, or threatening to impair or harm, directly or indirectly, any party or the property of the party to influence improperly the actions of a party;

- iv. “collusive practice” means an arrangement between two or more parties designed to achieve an improper purpose, including influencing improperly the actions of another party;
 - (b) NTDC will reject a proposal if it determines that the consultant has directly, or through an agent, engaged in corrupt, fraudulent, collusive, or coercive practices in competing for the contract in question;
- Only one Proposal** 1.7 Consultants may only submit one proposal. If a Consultant (including a partner in any Joint Venture) submits or participates in more than one proposal, such proposals shall be disqualified.
- Proposal Validity** 1.8 The Data Sheet indicates how long Consultants’ Proposals must remain valid after the submission date. During this period, Consultants shall maintain the availability of experts 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 Consultants to extend the validity period of their proposals. Consultants who do not agree have the right to refuse to extend the validity of their Proposals.
- 2. Clarification of RFP Documents** 2.1 Consultants 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.
- Amendment of RFP Documents** 2.2 At any time before the submission of Proposals, the Client may amend the RFP by issuing an addendum. The addendum shall be binding on all the consultants. To give Consultants 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.
- Client Clarification of Proposals** 2.3 It is understood that from time the proposals are received by the Client to the time that the Contract is awarded, the Client shall not request the Consultant to provide any clarification on any matter related to the Consultant’s technical or financial proposal.

- 3. Preparation of Proposals**
- 3.1 The Proposal as well as all related correspondence exchanged by the Consultants and the Client, shall be written in the English language.
- 3.2 In preparing their Proposal, Consultants are expected to examine in detail the documents comprising the RFP. Consultants whose proposals do not respond to the requirements of the documents comprising the RFP may fail to meet the minimum qualifying score.
- Technical Proposal Format and Content**
- 3.3 Consultants are required to submit a Simplified Technical Proposal (STP). The following table summarizes the content and maximum number of pages permitted for Proposal. A page is considered to be one printed side of A4 or letter size paper. Submission of the wrong type of Technical Proposal will result in the Proposal being deemed non-responsive.

Proposal Type Content	Simplified Technical Proposal (STP)
Experience of the firm	<ul style="list-style-type: none"> Maximum two (02) pages introducing the firm and associate firm(s) background and general experience (Form TECH-2A). Maximum of five (05) pages of relevant completed projects in the format of Form TECH-2B illustrating firm and associate(s) firm's relevant experience. No promotional material should be included.
General approach and methodology, work plan	Maximum five (05) pages including charts and diagrams (Form TECH-3).
Experts' CVs	Maximum of five (5) pages CV for each expert using Form TECH-4.
Work Plan/Activity Schedule	Form TECH-5

- 3.4 The Technical Proposal shall not include any financial information. A Technical Proposal containing financial details will be declared non responsive.
- Financial Proposals**
- 3.5 The Consultant shall submit a hard copy of the Financial Proposal using the attached standard form (FIN-1). The Client shall read the Hard Copy during the public opening of Financial Proposals.
- 3.6 Consultants may express the price of their services in Local Currency.
- Taxes**
- 3.7 The Consultant may be subject to local taxes (such as: value added or sales tax, social charges or income taxes on non resident International Personnel, duties, fees, levies) on amounts payable by the Client under the Contract. The Consultant will pay all type of taxes without reimbursement by the client as indicated in the Data Sheet.

4. Submission, Receipt, and Opening of Proposals

- 4.1 The original proposal (Technical and Financial Proposal) shall contain no interlineations or overwriting, except as necessary to correct errors made by the Consultants themselves. The person who signed the proposal must initial such corrections.
- 4.2 An authorized representative of the Consultants shall initial all pages of 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 Financial Proposal shall be marked "ORIGINAL."
- 4.3 The Technical Proposal shall be marked "ORIGINAL" or "COPY" as appropriate. The Technical Proposals shall be sent to the addresses referred to in para. 4.5 and in the number of copies 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.
- 4.4 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 shall be placed in a sealed envelope clearly marked "FINANCIAL PROPOSAL". The envelopes containing the Technical and Financial Proposals shall be placed into an outer envelope and sealed. The Client shall not be responsible for misplacement, losing or premature opening if the outer envelope is not sealed. 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.
- 4.5 The Proposals must be sent to the address indicated in the Data Sheet and received by the Client no later than the time and the date indicated in the Data Sheet. Any proposal received by the Client after the deadline for submission shall be returned unopened.
- 4.6 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.
- 4.7 From the time the Proposals are opened to the time the Contract is awarded, the Consultants should not contact the Client on any matter related to its Technical and/or Financial Proposal. Any effort by Consultants to influence the Client in the examination, evaluation, ranking of Proposals, and recommendation for award of Contract may result in the rejection of the Consultants' Proposal.
- 4.8 The evaluators of Technical Proposals shall have no access to the Financial Proposals until the technical evaluation is concluded.

5. Evaluation of Technical Proposals

5.1 The evaluation committee shall evaluate the Technical Proposals on the basis of their responsiveness to the Terms of Reference, applying the evaluation criteria, sub criteria, and rating system specified in the Data Sheet in terms of the Summary and Personnel Evaluation Criteria detailed in the Appendix 1 & 2 respectively. Each responsive Proposal will be given a technical score. A Proposal shall be rejected at this stage if it fails to achieve the minimum technical score as indicated in the Data Sheet.

Public Opening and Evaluation of Financial Proposals

5.2 After the technical evaluation is completed, the Client shall notify those Consultants whose Proposals did not meet the minimum qualifying mark or were considered non-responsive to the RFP, indicating that their Financial Proposals will be returned unopened after completing the selection process. The Client shall simultaneously notify in writing Consultants that have secured the minimum qualifying mark indicating the date, time and location for opening the Financial Proposals. The expected date for the public opening of the Financial Proposals is indicated in the Data Sheet; the opening date should allow Consultants sufficient time to make arrangements for attending the opening. Consultants' attendance at the opening of Financial Proposals is optional.

5.3 Financial Proposals shall be opened publicly in the presence of the Consultants' representatives who choose to attend. The name of the Consultants and the technical scores of the Consultants shall be read aloud. The Financial Proposal of the Consultants who met the minimum qualifying mark will then be inspected to confirm that they have remained sealed and unopened. These Financial Proposals shall be then opened, and the total prices read aloud and recorded. Copy of the record shall be sent to all Consultants.

5.4 The evaluation committee will review the detailed content of each Financial Proposal. The Committee and any Client personnel and others involved in the evaluation process, will not be permitted to seek clarification or additional information from any Consultant, who has submitted a Financial Proposal. Financial Proposals will be reviewed to ensure these are:

- Complete (i.e., whether Consultants have priced all items of the corresponding Technical Proposal). In case of discrepancy between words and figures the words shall prevail.
- In compliance with the requirements set forth in the Data Sheet.

5.5 to allow comparison on a common basis, each Financial Proposal will be carefully scrutinized in accordance with the procedure outlined

below. The lowest evaluated Financial Proposal will receive the maximum score of 100 marks. The score for each other Financial Proposal will be computed as follows:

$$S_f = 100 \times F_m / F \quad \text{where:}$$

S_f is the financial score of the Financial Proposal being evaluated,

F_m is the lowest priced Financial Proposal,

F is the Financial Proposal under consideration.

(i) Following completion of evaluation of Technical and Financial Proposals, final ranking of the Proposals will be determined. This will be done by normally applying a weight as specified in the data sheet (80%:20%) respectively to the technical and financial score of each evaluated qualifying Technical and Financial Proposal and then computing the relevant combined total score for each Consultant. After such final ranking, the first-ranked Consultants will be invited for contract negotiations.

(i) If a maximum budget is specified in the Data Sheet, Financial Proposals must be within such maximum budget. If any proposal exceeds such maximum budget, such proposal will be held non-responsive and be given a zero score. In such cases, if the firm submitting a Financial Proposal exceeding the maximum budget still obtains the highest combined score in final ranking, this winning firm will be advised, as a condition of contract negotiations, to reduce the Financial Proposal to the maximum budget without compromising the TOR for the assignment (and without modification of proposed unit rates.)

6. Negotiations

6.1 Negotiations will be held at the date and address indicated in the Data Sheet. The invited Consultant will, as a pre-requisite for attendance at the negotiations, confirm availability of expert named in its proposal. Failure in satisfying such requirements may result in the Client proceeding to initiate the negotiation process with the next-ranked Consultant. Representatives conducting negotiations on behalf of the Consultant must have written authority to negotiate and conclude a Contract.

Technical Negotiations

6.2 Negotiations will include an interview of the expert nominated by the Consultant and the client has the right to reject the proposal if the expert fails to pass the interview, the proposed technical approach and methodology, work plan and schedule and any suggestions made by the Consultant to improve the TOR. The Client and the Consultants will finalize the work schedule, logistics, and reporting. These documents will then be incorporated in the Contract as "Description of Services."

Special attention will be paid to clearly defining the inputs and facilities required from the Client to ensure satisfactory implementation of the assignment. The Client shall prepare minutes of negotiations which will be signed by the Client and the Consultant.

- | | | |
|---------------------------------------|-----|---|
| Financial Negotiations | 6.3 | If the Financial Proposal of the first-ranked firm is substantially higher than any maximum or estimated budget specified in the Data sheet, the Client reserves the right to invite the next-ranked firm to negotiate, if negotiations with such first-ranked firm do not result in an acceptable contract having due regard to the inputs and scope of work required under the TOR. |
| Availability of Personnel | 6.4 | Having selected the Consultant the Client expects to negotiate a Contract on the basis of the personnel named in the Proposal. Before contract negotiations, the Client will require assurances that the personnel will be actually available. The Client will not consider substitutions during contract negotiations unless both parties agree that undue delay in the selection process makes such substitution unavoidable or for reasons such as death or medical incapacity. In the event that the Client requests a replacement, such replacement shall have the same unit rate of remuneration proposed for the original candidate by the firm in its Financial Proposal. Any proposed substitute shall have equivalent or better qualifications and experience than the original candidate and be submitted by the Consultant within the period of time specified in the letter of invitation to negotiate. Failure to meet either of these requirements may result in disqualification. |
| Conclusion of the Negotiations | 6.5 | Negotiations will conclude with a review of the draft Contract. To complete negotiations the Client and the Consultant will initial the agreed Contract. If negotiations fail, the Client will invite the Consultant whose Proposal received the second highest score to negotiate a Contract. |
| 7. Award of Contract | 7.1 | After completing negotiations the Client shall award the Contract to the selected Consultant and notify the other Consultants who could have been invited to negotiate a Contract that they were unsuccessful. After Contract signature the Client shall return the unopened Financial Proposals to the consultants who's Technical Proposals have not secured the minimum qualifying mark, or were found to be technically non-responsive. |
| | 7.2 | The Consultant is expected to commence the Services on the date and at the location specified in the Data Sheet. |
| 8. Publication | 8.1 | After the Contract award, NTDC shall publish on NTDC's website
(i) the names of all consultants who submitted proposals, |

- (ii) the technical points assigned to each consultant,
- (iii) the offered prices of each consultant.
- (iv) the overall ranking of the consultants, and
- (v) the name of the winning consultant and the contract sum.

- 9. Confidentiality** 9.1 Information relating to evaluation of Proposals and recommendations concerning awards shall not be disclosed to the Consultants who submitted the Proposals or to other persons not officially concerned with the process.
- 10. Qualification** 10.1 The Consulting Firm and the Expert nominated must fulfill the minimum criteria mentioned in the Data Sheet.

DATA SHEET

Paragraph Reference	
1.1	Name of the Client: <u>National Transmission and Despatch Company</u> Method of Selection: <u>Quality and Cost-Based Selection (QCBS)</u>
1.2	Financial Proposal to be submitted together with Technical Proposal: Yes Name of the assignment is: <i>Preparation of Regional Transmission Grid Plan for Gilgit Baltistan Area</i>
1.3	The Client will provide/arrange the following inputs and facilities: 1. Technical Drawings and Data of its network 2. Working space 3. PSS/E software and Dongle (Rev. 32 or above) 4. PSS/E Base Cases, Load forecast, Generation and Transmission Plans of NTDC as available
1.8	Proposals must remain valid for 90 days after the submission date.
2.1	Clarifications may be requested not later than 7 days before the submission date. The address for requesting clarifications is: GM (Power Planning) NTDC 4 th Floor, PIA Tower Egerton Road, Lahore ZIP Code: 54660 Country: Pakistan Tel. No. +92-42-9920-2613 Fax No. +92-42-3630-7738 Email: gmpp@ntdc.com.pk
3.3	One Individual Expert shall be hired for a period of twelve (12) weeks through a consulting firm. The period may be extended depending on the requirement of the client
3.7	Amounts payable by the Client to the Consultant under the contract to be subject to taxation: Yes The Consultant will pay all types of taxes without reimbursement by the Client. Income Tax shall be deducted at source as per law.
4.3	Consultant must submit the original and two (02) copies of the Technical Proposal and the original of the Financial Proposal at the same time.

4.5	<p>Consultant must submit the original and two copies of the Technical Proposal and the original Financial Proposal to the Client to the following address:</p> <p>GM Planning Power NTDC, 4th Floor, PIA Tower, Egerton Road, Lahore. ZIP Code: 54660 Country: Pakistan Tel. No. +92-42-9920-2613 Fax No. +92-42-3630-7738 Email: gmpp@ntdc.com.pk</p> <p>Proposals must be submitted no later than the following date and time:</p> <p>Date: 16th January 2017 Time: 11:30 AM</p>
5.1	<p>Criteria, sub-criteria and point system for the evaluation of Technical Proposals are those indicated in the Evaluation Sheets listed in Appendix I & II. The minimum technical score required to pass is 75 from a maximum of 100 points for QCBS.</p>
5.2	<p>Expected date for public opening of Financial Proposals is 23rd January 2017 at:</p> <p>GM Planning Power NTDC, 4th Floor, PIA Tower, Egerton Road, Lahore. ZIP Code: 54660 Country: Pakistan Tel. No. +92-42-9920-2613 Fax No. +92-42-3630-7738 Email: gmpp@ntdc.com.pk</p>
5.4 (ii)	<p>The financial proposal must indicate price in PKR/day for the expert nominated by the Consultant.</p>
5.5 (i)	<p>Quality-Cost Ratio (applicable for QCBS only): <i>80:20 for Technical & Financial Proposal Respectively</i></p>
5.5 (ii)	<p>Maximum Budget: 4,000,000/- PKR</p> <p>The above amount includes provisional sum and contingencies of 500,000 PKR.</p>
6.1	<p>Expected date and address for contract negotiations: 30th Jan. 2017</p>

	<p>GM Planning Power NTDC 4th Floor, PIA Tower Egerton Road, Lahore. ZIP Code: 54660 Country: Pakistan Tel. No. +92-42-9920-2613 Fax No. +92-42-3630-7738 Email: gmpp@ntdc.com.pk</p>
7.2	<p>Expected date and address for commencement of consulting services: 1st February 2017 GM Planning Power NTDC, 4th Floor, PIA Tower, Egerton Road, Lahore. ZIP Code: 54660 Country: Pakistan</p>
10	<p>The Consulting Firm must fulfill the following minimum qualification criteria to be considered for further evaluation of his proposal;</p> <ul style="list-style-type: none"> • Local/International Firm registered with Pakistan Engineering Council with valid registration. • Tax Payer both Sales Tax as well as Income tax. <p><u>Qualifications of Required Power System Study Expert:</u></p> <ul style="list-style-type: none"> • The Expert should have at least a Bachelor Degree in Electrical Engineering from a recognized university. • The Expert should have not less than 5 years of experience in the field of power system planning/analysis for the development of regional and/or national transmission grid system, power plant interconnections, grid system expansion etc. • The Expert must have specialized skills in power system data review & modeling, performing power system studies including load flow, short circuit & transient stability studies on PSS/E software, transmission system costing and good report writing. • The Expert should have been involved in at least three projects of a similar nature. • The Expert shall be a person with good oral and written English communication skills.

Section 2. Technical Proposal - Standard Forms

Refer to Paragraph 3.3 of Section 1 of the RFP for Standard Forms and number of pages permitted for submission of Technical Proposal.

- TECH-1 Technical Proposal Submission Form
- TECH-2 Consultant's Organization and Experience
 - A Consultant's Organization
 - B Consultant's Experience
- TECH-3 Description of the Approach, Methodology and Work Plan for Performing the Assignment by the individual expert
- TECH-4 Curriculum Vitae (CV) for Proposed Professional Expert
- TECH-5 Work Plan/Activity Schedule

FORM TECH-1 TECHNICAL PROPOSAL SUBMISSION FORM

[Location, Date]

To: [Name and address of Client]

Dear Sir:

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/as a Joint Venture: [Insert a list with full name and address of each joint venture partner or sub-Consultant]. Attached is the following documentation: [Joint Venture Agreement and Joint Venture power of attorney for lead or managing Partner]¹.

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 Clause Reference 1.8 of the Data Sheet, we undertake to negotiate on the basis of the proposed personnel. 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 Clause 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: _____

¹ [Delete in case no association or Joint Venture is proposed.]

FORM TECH-2 CONSULTANT'S ORGANIZATION AND EXPERIENCE

A - Consultant's Organization

[Provide here a brief description of the background and organization of the Consultant]

B - Consultant's Experience

[Using the format below, provide information on each assignment for which your firm, and each joint venture partner or sub-consultant for this assignment, was legally contracted either individually as a corporate entity or as one of the major companies within a joint venture or sub-consultancy, for carrying out consulting services similar to the ones requested under this assignment. Use a maximum of 05 pages.]

Assignment name:	Approx. value of the contract (in current US\$ or Euro):
Country: Location within country: ----- -----	Duration of assignment (months): ----- -----
Name of Client: ----- -----	Total No of person-months of the assignment: ----- -----
Address: ----- -----	
Start date (month/year): Completion date (month/year):	N ^o of professional person-months provided by the firm
Narrative description of Project:	
Description of actual services provided in the assignment:	

Firm's Name: _____

FORM TECH-3 DESCRIPTION OF APPROACH, METHODOLOGY AND WORK PLAN FOR PERFORMING THE ASSIGNMENT

[Technical approach, methodology and work plan are key components of the Technical Proposal. You are suggested to present your Technical Proposal maximum of 5 pages for a Simplified Technical Proposal divided into the following three chapters:

- a) Technical Approach and Methodology,*
- b) Work Plan, and*
- c) Organization and Personnel,*

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.

c) Organization and Personnel. 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 personnel. You shall also specify if you will be the lead firm in a joint venture or in an association with Sub-Consultants. For joint ventures, you must attach a copy of the joint venture agreement.]

FORM TECH-4 CURRICULUM VITAE (CV) FOR PROPOSED NATIONAL EXPERT

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

2. **Name of Firm** [*Insert name of firm proposing the expert*]: _____

3. **Name of Expert** [*Insert full name*]: _____

4. **Date of Birth:** _____ **Citizenship:** _____

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

6. **Membership in Professional Associations:** _____

7. **Other Trainings** [*Indicate significant training since degrees under 5 - Education were obtained*]: _____

8. **Countries of Work Experience:** [*List countries where expert 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 expert 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: _____

Section 2 – Technical Proposal – Standard Forms

<p>11. Detailed Tasks Assigned</p> <p><i>[List all tasks to be performed under this assignment]</i></p>	<p>12. Work Undertaken that Best Illustrates Capability to Handle the Tasks Assigned</p> <p><i>[Among the assignments in which the expert has been involved, indicate the following information for those assignments that best illustrate the expert's capability to handle the tasks listed in line 11.]</i></p> <p>Name of assignment or project: _____</p> <p>Year: _____</p> <p>Location: _____</p> <p>Client: _____</p> <p>Main project features: _____</p> <p>Positions held: _____</p> <p>Activities performed: _____</p>
--	--

13. Certification:

I, the undersigned, certify to the best of my knowledge and belief that

- I. This CV correctly describes my qualifications and my experience;
- II. I am not employed by the Executing /Implementing Agency;
- III. I am committed to undertake the assignment within the validity of Proposal;
- IV. I am not part of the team who wrote the terms of reference for this consulting services assignment;

I understand that any willful misstatement described herein may lead to my disqualification or dismissal, if engaged.

[Signature of expert or authorized representative of the firm]² Date: _____
Day/Month/Year

Full name of authorized representative: _____

² This CV can be signed by a senior representative of the Consultant provided that if the Consultant's proposal is ranked first, a copy of the CV signed by the expert and/or specialist must be submitted to the Client prior to the commencement of contract negotiations.

FORM TECH-5 WORK SCHEDULE

Section 3: Financial Proposal

I. FORM FIN-1 FINANCIAL PROPOSAL SUBMISSION FORM

[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 figures¹].

Our Financial Proposal shall be binding upon us subject to the modifications resulting from Contract negotiations, up to expiration of the validity period of the Proposal, i.e. before the date indicated in Clause Reference 1.8 of the Data Sheet.

No fees, gratuities, rebates, gifts, commissions or other payments have been given or received in connection with this Proposal

Name and Address of Agents	Amount and Currency	Purpose of Fee, Gratuity, Rebate, Gift, Commission or other Payment
_____	_____	_____
_____	_____	_____
_____	_____	_____

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: _____

¹ This amount should be inclusive of all type of taxes.

Terms of Reference (TOR) for Development of Regional Transmission Grid Plan for the Gilgit-Baltistan Area

Purpose:

In a meeting with the political and administrative leadership of the Gilgit-Baltistan area, held at the office of Ministry of Water and Power, National Transmission and Dispatch Company Limited (NTDC) was advised to carry out transmission system studies for the Gilgit-Baltistan (GB) area. The purpose of the study is to:

- Assess feasibility of interconnections of various Hydro Power Projects (HPPs) in the GB area.
- Develop a cost effective transmission plan for the GB area to form a regional grid that is capable of serving area loads for the next 15 to 20 years
- Assess possibility of interconnection of the GB regional grid with NTDC transmission system.

Scope of Work:

The scope of work includes the following:

1. Develop transmission planning criteria and obtain concurrences from different stakeholders
2. Review load forecast and generation development plan for the GB area.
3. Select voltage level(s) for transmission interconnections and development plans for the regional grid.
4. Select study years and horizon year for performing power system studies & analysis and develop study cases accordingly.
5. Identify generation interconnection transmission schemes (alternatives and options) for the proposed Hydro Power Projects (HPPs) in the GB area.
6. Work with Water and Power Department of GB to identify potential transmission corridors with mapping/routing.
7. Perform necessary power flow, short circuit and transient stability assessment studies for testing viability of the identified transmission alternatives and options and for developing a regional grid.
8. Prepare unit cost estimates for the proposed transmission facilities.
9. Redo system studies, as required, for ensuring robustness of the proposed least-cost transmission development plan for the GB area.
10. Provide a high level assessment of the potential interconnection between the GB regional grid and the NTDC transmission system keeping in view the future HPPs projects in northern part of Pakistan.

Schedule:

A draft report for the GB regional grid study should be ready for review of all stakeholders after eight (8) weeks from the commencement of the study. Final report should be made available to all stakeholders after four (4) weeks from the receipt of their comments.

Execution Plan:

A special task force will be created to conduct the aforementioned GB regional grid study. This task force will be placed in the Planning Power department of NTDC and will comprise of the following three members:

1. A senior Transmission Planning Engineer from NTDC (QA)

2. A senior representative of the Water and Power department of Gilgit–Baltistan (Data provider and key participant).
3. A highly experienced engineer from a consulting firm who will be taken as a seconded employee into NTDC (study engineer), as the current skilled resources at NTDC are over tasked and would be unable to spend time in conducting the study.

**APPENDIX-I
SUMMARY EVALUATION SHEET**

CONFIDENTIAL

EVALUATION CRITERIA		Max. Weight	P1		P2		P3		P4		P5		P6	
			Rating	Score	Rating	Score	Rating	Score	Rating	Score	Rating	Score	Rating	Score
I.		100		0		0		0		0		0		0
a.	Quality of Approach and Work Plan	10		0		0		0		0		0		0
b.	General Experience in Power Sector	10		0		0		0		0		0		0
c.	Specific Experience	80		0		0		0		0		0		0
TOTAL				0		0		0		0		0		0

**APPENDIX-II
PERSONNEL EVALUATION SHEET**

CONFIDENTIAL

Name of Firm:

Key Expert	NAME	A		B		C		TOTAL SCORE (A+B+C)
		General Qualifications		Project-Related Experience		Experience with NTDC/DISCO		
		10%		80%		10%		
		Rating	Score	Rating	Score	Rating	Score	
a.	PSS/E Expert							