



**April 18, 2017 at 100 hours**

**UNDP-RFP-2017-027**

**PRE-PROPOSAL MEETING MINUTES**

**Subject UNDP-RFP-2017-027- A Research Study on- Analysis of potential contribution of China - Pakistan Economic Corridor (CPEC) to Sustainable Development Goals in Pakistan**

Reference is made to subject RFP, "A Research Study on- Analysis of potential contribution of China - Pakistan Economic Corridor (CPEC) to Sustainable Development Goals in Pakistan". The RFP was floated on April 10, 2017 with proposal submission date by Tuesday May 2, 2017 (12:30 PM Pakistan Standard Time OR 3:30 AM EST), through e-tendering. <https://etendering.partneragencies.org>

Ten (10) National firms participated in the Pre-proposal meeting as per detail given below:

**Following Firm's Representative participated in the Meeting:**

S.N.	Name	Company Name
1	Ghias Akram	MASRO
2	Yasir Ghani	TUSDEC
3	Shamsa Nizamuddin	R2V (Private) Limited
4	Ali Hamza	R2V (Private) Limited
5	Basharat Ahmed Saeed	LEAD
6	Hina Lotia	LEAD
7	Shaban Babar Baig	SSAA
8	Adnan Sher	SSAA
9	Muhemmed Ahmed	ALM Consulting
10	Muhammad Ishaq	MDC
11	Syed Basit Hussain,	Associates in Development,
12	Ijaz Hussain Rizvi	Associates in Development,
13	Asher Osman Khan	VTT Global
14	Usman Tauqir	VTT Global
15	Zafar Ullah Khan	BRAINS Educational
16	Zafar Ullah Khan	BRAINS Educational
17	Yousaf Murtaza Rind	BRAINS Educational

**UNDP Representatives:**

1. Umer Malik, Policy Analyst, DPU-UNDP.
2. Anees Khan, Procurement Associate, PU-UNDP

## **Discussion:**

UNDP Staff guided the proposers on how to register in e-tendering system, and proposers were requested and guided to submit their proposal through e-tendering system, it is worth mentioning here that the Proposer is required to submit the Financial Proposal in a password protected PDF file separate from the rest of the RFP as indicated in the RFP. Password for the financial proposal must not be provided to UNDP until it is formally requested by UNDP focal point (Anees Khan [anees.khan@undp.org](mailto:anees.khan@undp.org)).

UNDP staff also briefed the participants regarding the scope of work of the assignment, and expected deliverables and outputs.

## **During Meeting Following Questions were raised by Participants:**

### **Q. What is the budget limit for the project?**

Answer: UNDP cannot provide the available budget for the project. It's upon Proposers to send us the financial proposal based on their technical proposal and methodology.

### **Q. If a firm participating as a Joint Venture or Consortium, Documents Establishing the Eligibility and Qualifications of the Proposer will be evaluated to any entity participating as consortium?**

Answer: Yes, If the firm participating as a Joint Venture, their status of Eligibility and Qualifications will be evaluated as per (RFP clause 18 and DS No. 26): However, UNDP will sign the contract with Lead firm if it is recommended for award of contract by Evaluation panel. If the Proposer is a group of legal entities that will form or have formed a joint venture, consortium or association at the time of the submission of the Proposal, they shall confirm in their Proposal that : (i) they have designated one party to act as a lead entity, duly vested with authority to legally bind the members of the joint venture jointly and severally, and this shall be duly evidenced by a duly notarized Agreement among the legal entities, which shall be submitted along with the Proposal; and (ii) if they are awarded the contract, the contract shall be entered into, by and between UNDP and the designated lead entity, who shall be acting for and on behalf of all the member entities comprising the joint venture.

After the Proposal, has been submitted to UNDP, the lead entity identified to represent the joint venture shall not be altered without the prior written consent of UNDP. Furthermore, neither the lead entity nor the member entities of the joint venture can:

The Proposer shall furnish documentary evidence of its status as an eligible and qualified vendor, using the forms provided under Section 5, Proposer Information Forms. In order to award a contract to a Proposer, its qualifications must be documented to UNDP's satisfaction. These include, but are not limited to, the following:

- a) That, in the case of a Proposer offering to supply goods under the Contract which the Proposer did not manufacture or otherwise produce, the Proposer has been duly authorized by the goods' manufacturer or producer to supply the goods in the country of destination;
- b) That the Proposer has the financial, technical, and production capability necessary to perform the Contract; and
- c) That, to the best of the Proposer's knowledge, it is not included in the UN 1267/1989 List or the UN Ineligibility List, nor in any and all of UNDP's list of suspended and removed vendors.

Proposals submitted by two (2) or more Proposers shall all be rejected if they are found to have any of the following :

- a) they have at least one controlling partner, director or shareholder in common; or
- b) any one of them receive or have received any direct or indirect subsidy from the other/s; or
- c) they have the same legal representative for purposes of this RFP; or



- d) they have a relationship with each other, directly or through common third parties, that puts them in a position to have access to information about, or influence on the Proposal of, another Proposer regarding this RFP process;
- e) they are subcontractors to each other's Proposal, or a subcontractor to one Proposal also submits another Proposal under its name as lead Proposer; or
- f) an expert proposed to be in the team of one Proposer participates in more than one Proposal received for this RFP process. This condition does not apply to subcontractors being included in more than one Proposal.

**Q. What level of Basic education is required and would it be possible to change the criteria about the Qualification of Team Leader?**

- A. This is crucial part of requirement and Unit require highly qualified person to lead the contract, therefore, PhD Degree in public policy, economics, in social sciences or in related fields is required. However, prospective bidders can assign any additional human resource that they deem necessary to execute the assignment.

**Q. What sort of industry specific data sets needs to be accessed and scope of new survey or procuring existing data sets?**

It was discussed that that the CMI data is a bit outdated and not exhaustive. Therefore, bidders should seek any alternate data available in public domain or procure relevant data gathered by another organization. In addition, bidders can collect relevant quantitative and qualitative data that they feel would help cover the scope of work of the study. The cost of these should be part of the financial proposal submitted by the prospective bidders.

**Q. What sort of institutional arrangement/collaboration is expected from partners in China?**

The second component of the study involves detailed analysis of industrial structures in China to study the potential for relocation of industries to Pakistan. This necessitates some formal collaboration with institute/individual in China who can help identify and collaborate with relevant stakeholders in China, and provide necessary information and analysis.

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Umer Malik  
Policy Analyst

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Anees Khan  
Procurement Associate