

**EXPRESSION OF INTEREST (EOI) DOCUMENT**



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| **TOURISM CORPORATION KHYBER PAKHTUNKHWA**Olympic Plaza, Adjacent to Peshawar Sports Complex, Bara Road,Peshawar Cantt.Ph.: + +92 91 9211091 Fax +92 91 9210871Email:  info@kptourism.comWebsite: <https://kptourism.com/> |  |

**DISCLAIMER**

The Tourism Corporation Khyber Pakhtunkhwa (TCKP) has prepared this Expression of Interest (EOI) Document to provide information regarding the relevant procurement of “Hiring of Consultancy Firm”. Maximum efforts have been made to incorporate available information relevant to the assignment but however; this EOI Document does not claim to contain all the information related to this assignment. The TCKP does not make any representations or warranties, express or implied as to the adequacy, accuracy, completeness or reasonability of the information contained in this EOI Document. No decision should be based solely on the basis of the information provided in this EOI Document. The TCKP has no liability for any statements, opinions, information provided in this memorandum. The TCKP shall have no liability for any statements, opinions, information or matters (expressed or implied) arising out of, contained in or derived from, or for any omission in, this EOI Document. Furthermore, the TCKP will not be liable for any written or oral communication transmitted to third parties in relation to this EOI Document.



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# **BACK GROUND & OBJECTIVES OF THE ASSIGNMENT**

The Tourism Corporation of Khyber Pakhtunkhwa was set up as a limited company in 1991 to develop Khyber-Pakhtunkhwa's tourism potential. It offers a variety of services in key tourist sites in Khyber-Pakhtunkhwa. The Corporation is governed by Managing Director under the administrative control of Secretary, Government of the Khyber Pakhtunkhwa, Youth Affairs, Sports, Archaeology & Tourism Department. Major decisions are taken by the Board of Directors (BOD).

TCKP plays a crucial role in coordinating and supplementing the efforts of the Government in strengthening promotional and marketing efforts, catalyzing private investment and in providing trained manpower. With this background, TCKP designed the assignment to achieve following key objectives:

1. To assess the tourism potential in province with an aim to develop theme-based tourist destinations through private sector participation.
2. To engage Consultancy Firm(s) to prepare Concept-cum-Feasibility Reports on the identification and development of Potential Tourist attractions & destinations.
3. Gradually and systematically develop, either by Government itself or through PPPs, all the potential areas as identified in the feasibility report(s).

# **SCOPE OF WORK**

The Tourism Corporation of Khyber Pakhtunkhwa (hereinafter referred to as "TCKP") has advertised the Expression of Interest (EOI) for the “Hiring of Consultancy Firms” to invite application from prospective bidders (herein after referred to as "Applicant") for *Concept Development and Feasibility Studies for Tourist Attractions and Destinations* with an objective of assessing all existing and/or new locations, facilities and attractions, that may be developed as Tourism Destinations, to exploit maximal potential and benefit of both domestic and international tourists.

In doing so, the *Applicant(s)* is expected to conceptualize and undergo a comprehensive feasibility study, either for all or any of the below mentioned three independent **Theme-Based package for tourist attractions** in Khyber Pakhtunkhwa.

|  |
| --- |
| *Package A* |
| Concept Development and Feasibility Study for Chair Lifts & Ski Resorts |
| *Package B* |
| Concept Development and Feasibility Study for Adventure Theme Parks – The scope of tourist attractions in potential adventure parks shall primarily include, but not limited to (i) bungee jumping (ii) glass bridging (iii) zip-lining  |
| *Package C* |
| Concept Development and Feasibility Study for Water Parks at Water Reservoirs’ Site, that may include, but not limited to activities such as Rafting/ Tubing / Swimming / Picnic Area/ Floating Restaurants etc. |

The Consultant(s) shall take into account a comprehensive plan for available land to be developed as a Tourism Destination with a potential of above-mentioned theme based Tourist Attractions, taking into consideration, not only the traditional recreational concepts but also innovative and viable ideas contributing towards Sustainable Tourism in the province. During this process, the consultant may identify sub-projects, which will complement and supplement one another. To be consistent with the Khyber Pakhtunkhwa’s Tourism Policy and Tourism Act 2019, the Concept-cum-Feasibility Study under each package is expected to consider *Integrated Tourism Zone (ITZ)* approach and these studies will provide an appropriate time schedule for implementation of sub-projects in a systematically phased manner to implement the master plan.

This EOI Document is in accordance with **Khyber Pakhtunkhwa Procurement Rules (KPPRA) 2014**. The Consultant will be selected as per **QCBS method** in accordance with the procedures of KPPRA, 2014 along with all subsequent amendments. The short- listed applicants will only be issued the *“Request for Proposal”* regarding this assignment. The Proposed project team for each of three assignments, categorized as Specific Package in the ToRs at ***Annex-1”*** isonlyfor the understanding of the assignment by the Applicant” and the *final Terms of Reference* will be provided in the “Request for Proposal for each Specific Package”.

# **APPLICANT**

A Prospective Bidder may be a Firm/ Joint Venture (JV)/Consortium. The Prospective Bidder may bid for more than one package. Each Joint Venture (JV), Consortium shall appoint and authorize one (01) lead member (hereinafter called as *"Lead Member")* to represent and irrevocably bind all members of the Consortium in all matters connected with the short listing, including but not limited to the submission of the EOI Application on behalf of the Consortium. After short-listing, any change in the composition of the Consortium (except lead member) will be subject to TCKP’s approval.

# **SHORT-LISTING CRITERIA**

The received EOI shall be evaluated on the following grounds:

|  |
| --- |
| * Overall experience of the Consulting Firm
* Relevant experience of the Consulting Firm
 |
| * Key Experts (Quality & Experience of Professional Staff)
 |
| * Financial Capacity of the Consulting Firm
 |

Detail of short listing criteria is attached as ***Annex 2.*** Only the short listed consultancy firms qualify as per shortlisting criteria, will be issued RFP of the assignment.

# **INELIGIBILITY OF A PROSPECTIVE BIDDER**

If an Applicant or a Consortium member has been barred from participating in any project by the Federal, Provincial or local government or government instrumentality in Pakistan or in any other jurisdiction to which the Applicant or a Consortium member belongs or in which the Applicant or a Consortium member conducts its business, whereas the bar subsists as on the EOI Application Submission Deadline, such entity shall not be eligible to submit Application for EOI, either individually or as a Consortium member.

# **PREPARATION COST**

The Applicant shall bear all costs associated with the preparation and submission of this EOI Application, all costs and expenses related to the Applicant’s preparation of responses to questions or requests for clarification.

# **LANGUAGE**

The EOI Application and all related correspondence and documents must be written in English. Supporting documents and printed literature furnished by Applicant with the EOI Application may be in any other language provided that they are accompanied by appropriate translations of the submitted documents in English and being duly certified. Supporting materials, which are not translated into English, will not be considered for short listing purpose.

# **CLARIFICATIONS**

The Applicant requiring any clarification on the EOI document may send a request for clarification to TCKP at the address given below on or before three (03) days of application submission date:

**Managing Director, Tourism Corporation Khyber Pakhtunkhwa**

Olympic Plaza, Adjacent to Peshawar Sports Complex, Bara Road,

Peshawar Cantt.

Ph.: + +92 91 9211091 Fax +92 91 9210871

The copies of the response, including an explanation of the query but no identification of its source (the "Response to Questions Document"), will be sent on or before five (05) days of application submission date to all Applicants, who have obtained the EOI Document and will form part of the EOI Document. If similar or repeated queries are made by Applicant, those queries may be listed as one query and responded once.

# **SUBMISSION OF EOI APPLICAT****ION**

#### Format and Signing of the EOI Application

* 1. Each Applicant shall prepare and submit one (1) printed original, two (2) printed copies and (1) electronic copy (on DVD, CD or USB drive) of its EOI Application, clearly marking each one as "Original", "Copy No. 1", "Copy No. 2", etc., as appropriate. In the event of any discrepancy between the copies and the original, the original shall govern.
	2. The original and all printed copies of the EOI application shall be typed or written in indelible ink. The person or persons duly authorized shall sign the EOI application by:
		1. Signing the original EOI Application; and
		2. Initialing all the pages of the EOI document.
	3. The relevant EOI application shall contain no alterations, omissions or additions, unless such corrections are signed by the person or persons duly authorized.
	4. The information to be provided within the DVD/CD/USB shall contain non-compressed and un-protected files in printable formats. Furthermore, such devices must be free from virus.

#### Sealing and Marking of EOI Applications

* 1. The Applicant shall seal the original EOI Application and each copy in separate envelopes, each containing the documents specified in the EOI application. The envelope bearing original documents shall mark *"EOI Application for Package (A or B or C) - Original"* on the front. Likewise, the copies submitted must mark *"EOI Application Package (A or B or C) - Copies"* (all duly marked as required herein). All the copies and original EOI Application sealed individually should be submitted to the TCKP enclosed in a single envelop bearing the words *"HIRING OF CONSULTANCY FIRM".*
	2. The inner envelope shall each indicate the name and address of the Applicant (in case of a Consortium, the name and address of the Lead Member) to enable the relevant EOI Application to be returned unopened if it is declared "late".
	3. The DVD/CD/USB requested shall be submitted with the printed EOI Application as provided in Annex 3. For the avoidance of doubt, it is expressly specified that the Prospective Bidders shall not be allowed to submit their EOI Applications by e- mail or fax.

#### Application Submission Date and Time

**EOI applications should be submitted via post or in person on or before 02:30 P.M 7th February, 2020 (Friday) to the office of Managing Director TCKP, Olympic Plaza, Adjacent to Peshawar Sports Complex, Bara Road, Peshawar Cantt.** in the manner and form as detailed in this EOI document, **which shall be opened on the same day by the Procurement committee in the presence of representatives of the firms who chose to attend at 03:00 PM.** The applications submitted electronically will not be considered for evaluation and short listing. TCKP reserves the right to extend the EOI application submission Date and Time, at any time prior to opening of EOI applications. TCKP also reserves the right to reject any or all the proposals any time before award of contract as per provisions contained in Rule 47 of KPPRA Procurement Rules 2014.

# **ANNOUNCEMENT OF SHORT LISTED APPLICANT**

 After the evaluation of EOI Applications as per pre-determined criteria **(Annex-2)**, the TCKP will announce a list of “Shortlisted Applicants” i.e. Bidders who meet the evaluation criteria. “Request for Proposal” for the said assignment will be issued only to the “Shortlisted Applicants”.

# **SPECIAL INSTRUCTIONS TO PROSPECTIVE BIDDERS**

1. The applicant shall sign/initial & stamped each page before submitting the expression of interest. Submission of inaccurate or false information would result in disqualification and legal action will be initiated against the applicant. The applicant shall attach attested copies of the requisite documents/certificates where required.
2. The applicant shall give an affidavit of non-involvement in any litigation case against any department. The applicant in litigation will provisionally be allowed unless proven guilty.
3. In case of Joint Venture, Copy of JV Agreement must be provided and standard terms & conditions of JV under PEC & KPPRA would apply.
4. Applicant shall note that any Consortium must NOT comprise of more than three (03) individual firms. Further, **one bid one bidder** is the prevailing Rule of thumb. A Bidder bidding as a member of a joint venture shall not be entitled to submit another bid individually.
5. Among JV partners, Lead Partner and in case of Consortium Lead Member should be a legal entity registered under appropriate law in Pakistan. Other partners / members, if from abroad, should be registered as legal entity under appropriate law of the respective country and may legally take assignment in Pakistan. Individual Consulting firm and in case of a JV / Consortium at least one partner /member must have been in existence for minimum Five years and other partners / members for at least three years as on last date for submission of EOI.
6. The applicant unable to meet ANY of the mandatory requirements shall be straightaway disqualified/rejected, except for sales tax registration with Khyber Pakhtunkhwa Revenue Authority (KPRA), in that case, if a firm or consortium is not registered, they may be shortlisted on provisional basis, but RFP will only be issued after registration with KPRA. With regard to Shortlisting criteria and Consultants’ Expression of Interest, the interpretation and decision of the Consultancy Selection Committee (CSC) shall be final and binding on all Consultants.
7. To assist in the process of examination of EOIs, TCKP may, at its sole discretion, ask any Bidder for clarification including additional information and documents subject to the condition that the same shall be integral part of original bid. In case of any additional documents, same will be accepted only if they are of historical nature i.e., either the documents or facts in writing in the documents should have existed prior to be EOI submission time and same could be verified independently.
8. Successful Consultant is also eligible to be a Transaction Advisor only and not as Developer for this Project or any part of it.
9. EOI shall be submitted in the following format and order:

|  |  |  |
| --- | --- | --- |
| S # | Description | Annexure Reference (Format) |
|  | Draft Terms of Reference | Annex 1 |
|  | Shortlisting Criteria | Annex 2 |
|  | Cover letter | Annex 3 |
|  | Basic Information of Applicant | Annex 4 |
|  |  | Annex 5 |
|  | Non-Blacklisting Certificate | - |
|  | JV / Consortium agreement (if applicable) | Annex 6 |
|  | Similar Experience Details | Annex 7 |
|  | Statement of Financial Capacity | - |
|  | Other documents the applicant desires to submit | - |

#

# **Annex 1: Draft Terms of Reference**

**DRAFT TERMS OF REFERENCES – PACKAGE A**

*(Final Terms of Reference will be given in the RFP Document)*

#### SCOPE, DUTIES AND RESPONSIBILITIES OF THE CONSULTANT

The scope, duties and responsibilities of the consultant will include Concept Development and Feasibility Study for Chairlifts & Ski Resorts.

The description of following tasks is illustrative and is not a restriction to the proposed methodology for performance of the actual service to achieve the desired objectives.

* 1. **SPECIFIC TASKS TO BE UNDERTAKEN FOR CHAIRLIFTS AND SKI RESORTS**
1. **Inventory and New Opportunities Analysis:** It shall include:
2. Review of market conditions for multi-seasonal recreational activities
3. Inventory and Analysis of existing facilities with reference to:
* Alpine and Nordic ski area facilities (lifts and terrain)
* Chairlifts and cable cars area facilities and guest services
* Parking and vehicular circulation
* Multi-season activities and Infrastructure
1. Identification of potential site areas and comprehensive SWOT analysis.
2. **Concept Development:** The preliminary concepts will address:
3. Overall Chairlift/Cable Car and/or Ski Area Master Plan.
4. Identification of new or existing facilities for improvements, expansion and operations.
5. Guest Services. Arrival, drop off, and building floor diagrams by level.
6. Multi-Season Recreation. (Summer and winter.)
7. **Resorts Master Plan Development:** The plan may illustrate the following components:
* To conduct surveys like Soil survey, Geo-tech survey and GPS based site surveys.
* To study all the current Government regulations (provincial & local govt.) with regard to Town planning, Municipal administration, Private investment, Solid waste management and other area affecting the proposed sub-projects; and also make suitable suggestions for modification.
* Comprehensive plan for available land to be developed as a Tourist Destination most suitable for Chairlifts/Cable Cars and/or Ski Resorts. This plan shall include such features as the land survey, building permits, zoning laws, impact on the surrounding environment and natural habits, traffic issues and general impact on businesses as well as the overall market opportunity.
* Alpine and Nordic ski areas facilities. Identification of lift/terrain facilities and/or future lift alignments and “pods” of terrain development.
* Multi-season recreational activities analysis
* Guest services including access, circulation and parking.
* Maintenance and operations buildings locations.
* Assessment of available man-power and skills and need for skills development.
* To prepare an appropriate time schedule for implementation of sub-projects.
* To ensure economic viability of the project from Client’s perspective, taking into consideration the Government Tourism Policy and Tourism Act 2019 and to assess economic impact of proposed projects to province and country.
* To assess financial viability of proposed resorts from Client’s and Investors’ points of view using various evaluation techniques to develop a viable financial model, for PPP. In doing so, the consultant shall undertake feasibility studies from primary sources for the proposed subprojects. The consultant shall develop and validate Financial Model depicting all costs, revenue and other necessary parameters (FIRR, NPV, BCR) to facilitate decision making by the authority pertaining to implementation of project of the identified potential sites. While conducting both economic and financial analysis, the consultant shall provide the cash flow analysis over the life of the project of identified sites under different sets of cost and revenue assumptions.
* To undertake Environmental impact and Social impact assessments as per standard assessment studies including meeting / covering the statutory requirements.
* The consultant shall prepare complete PPP Model that shall facilitate the client for making decisions pertaining to viability of the project including financial model. The feasibility study shall be comprehensive enough that bankability of project is visible to the potential investors. The consultant will be responsible for the following to materialize the concept of Public Private Partnership.
1. To prepare a comprehensive feasibility for the project development under PPP mode and implementation of the Project with private sector participation;
2. To determine the need for government support.
3. To prepare Project Proposal based on the feasibility study with concrete justifications.
	1. **KEY CONSIDERATIONS**

Above tasks and subsequent studies /reports should take into consideration:

* The planned projects should bring out innovation and cater to a niche tourism.
* The planned projects should be energy efficient and self-sufficient in water management.
* The plan should accommodate the needs of physically, mentally and visually challenged tourists/visitors as well as of Children, Women and Elderly.
* The plan should be Eco friendly / promote Green environment and safety.
1. **TENTATIVE KEY EXPERTS**
2. Team Leader (Business Strategist with expertise in Chairlifts and Ski Resorts development)
3. Town planner / Architect / Civil Engineer with relevant experience
4. Economic and Financial Expert
5. Tourism development Expert
6. Environmentalist
7. Urban Planner
8. Transport planner
9. Legal Expert
10. Electrical Engineer, Infra Planner, Civil & Mechanical Technologist and Surveyors etc.

This will be given more specifically in RFP.

1. **SCHEDULE**

 To be completed within six (06) months from the signing of Contract (extendable on merit).

1. **FACILITATION BY TCKP**
* All available data with TCKP
* Identify a single point official to co-ordinate with the designated official from Consultant.
* Required permissions to visit the site.

**DRAFT TERMS OF REFERENCES – PACKAGE B**

*(Final Terms of Reference will be given in the RFP Document)*

#### SCOPE, DUTIES AND RESPONSIBILITIES OF THE CONSULTANT

The scope, duties and responsibilities of the consultant will include Concept Development and Feasibility Study for Adventure Theme Parks in Khyber Pakhtunkhwa. The scope of tourist attractions in potential adventure parks shall primarily include, but not limited to (i) bungee jumping (ii) glass bridging (iii) zip-lining.

The description of following tasks is illustrative and is not a restriction to the proposed methodology for performance of the actual service to achieve the desired objectives.

* 1. **SPECIFIC TASKS UNDER PACKAGE B – ADVENTURE THEME PARKS (BUNJEE JUMPING, GLASS BRIDGING, ZIP LINING)**
1. **Baseline Study and Potential Sites Identification:** It shall include:
* Identification of potential sites suitable for Adventure Theme Parks with prime activities of Bungee Jumping, Glass Bridging and Zip Lining.
* Topography
* Flora and Fauna
* Heritage
* Accessibility and Walkability
* Attitude of Stakeholders
1. **Concept Development:** The preliminary concepts will address:
* Adventure Park Theme, Vision & Objectives
* Theme Park attraction types - Glass bridging, Bungee Jumping, Zip lining etc.
* Design features of the park
1. **Adventure Theme Park Master Plan Development:** The plan may illustrate the following components:
* To conduct surveys like Soil survey, Geo-tech survey and GPS based site surveys.
* To study all the current Government regulations (provincial and local government) with regard to Town planning, Municipal administration, Private investment, Solid waste management and any other area affecting the proposed sub-projects; and also make suitable suggestions for modification.
* Comprehensive plan for available land on potential identified sites to be developed as a Tourist Destination most suitable for *Adventure Theme Park*. This plan shall include such features as the land survey, building permits, zoning laws, impact on the surrounding environment and natural habits, traffic issues and general impact on businesses in the area as well as the overall market opportunity and multi-season recreational activities analysis.
* Access, circulation, parking and locations of Operations & Maintenance buildings.
* Assessment of available man-power and skills and need for skills development.
* To prepare an appropriate time schedule for systematical implementation of sub-projects.
* To ensure economic viability of the project from Client’s perspective, taking into consideration the Government Tourism Policy and Tourism Act 2019 and to assess economic impact of proposed projects to province and country.
* To assess financial viability of proposed resorts from Client’s and Investors’ points of view using various evaluation techniques to develop a viable financial model, for PPP. In doing so, the consultant shall undertake feasibility studies from primary sources for the proposed subprojects. The consultant shall develop and validate Financial Model depicting all costs, revenue and other necessary parameters (FIRR, NPV, BCR) to facilitate decision making by the authority pertaining to implementation of project of the identified potential sites. While conducting both economic and financial analysis, the consultant shall provide the cash flow analysis over the life of the project of identified sites under different sets of cost and revenue assumptions.
* To undertake Environmental impact and Social impact assessments as per standard assessment studies including meeting / covering the statutory requirements.
* The consultant shall prepare complete PPP Model that shall facilitate the client for making decisions pertaining to viability of the project including financial model. The feasibility study shall be comprehensive enough that bankability of project is visible to the potential investors. The consultant will be responsible for the following to materialize the concept of Public Private Partnership.
1. To prepare a comprehensive feasibility for the project development under PPP mode and implementation of the Project with private sector participation;
2. To determine the need for government support.
3. To prepare Project Proposal based on the feasibility study with concrete justifications.
	1. **KEY CONSIDERATIONS**

Above tasks and subsequent studies /reports should take into consideration:

* The planned projects should bring out innovation and cater to a niche tourism.
* The planned projects should be energy efficient and self-sufficient in water management.
* The plan should accommodate the needs of physically, mentally and visually challenged tourists/visitors as well as of Children, Women and Elderly.
* The plan should be Eco friendly / promote Green environment and safety.
1. **TENTATIVE KEY EXPERTS**
2. Team Leader (Business Strategist with expertise in Chairlifts and Ski Resorts development)
3. Town planner / Architect / Civil Engineer with relevant experience
4. Economic and Financial Expert
5. Tourism development Expert
6. Environmentalist
7. Urban Planner
8. Transport planner
9. Legal Expert
10. Electrical Engineer, Infra Planner, Civil & Mechanical Technologist and Surveyors etc.

This will be given more specifically in RFP.

1. **SCHEDULE**

 To be completed within six (06) months from the signing of Contract (extendable on merit).

1. **FACILITATION BY TCKP**
* All available data with TCKP
* Identify a single point official to co-ordinate with the designated official from Consultant.
* Required permissions to visit the site.

**DRAFT TERMS OF REFERENCES – PACKAGE C**

*(Final Terms of Reference will be given in the RFP Document)*

#### SCOPE, DUTIES AND RESPONSIBILITIES OF THE CONSULTANT

The scope, duties and responsibilities of the consultant will include Concept Development and Feasibility Study for Water Parks in Khyber Pakhtunkhwa. The scope of tourist attractions in potential water parks may include, but not limited to activities such as Rafting/ Tubing / Swimming / Picnic Area/ Floating Restaurants etc.

The description of following tasks is illustrative and is not a restriction to the proposed methodology for performance of the actual service to achieve the desired objectives.

* 1. **SPECIFIC TASKS UNDER PACKAGE C – WATER THEME PARKS**
1. **Baseline Study and Potential Sites Identification:** It shall include:
* Identification of potential sites suitable for Water Theme Parks
* Topography
* Water flow and flood level of the identified land for last 20 years on the site
* Flora and Fauna
* Heritage
* Accessibility and Walkability
* Attitude of Stakeholders
1. **Concept Development:** The preliminary concepts will address:
* Water Park Theme, Vision & Objectives
* Water Park attractions
* Design features of the park
1. **Water Theme Park Master Plan Development:** The plan may illustrate the following components:
* To conduct surveys like Soil survey, Geo-tech survey and GPS based site surveys.
* Based on water flow and flood level of the identified land for last 20 years on the site, identification of risks and mitigating measures.
* To study all the current Government regulations (provincial and local government) with regard to Town planning, Municipal administration, Private investment, Solid waste management and any other area affecting the proposed sub-projects; and also make suitable suggestions for modification.
* Comprehensive plan for available land on potential identified sites to be developed as a Tourist Destination most suitable for *Water Theme Park*. This plan shall include such features as the land and water reservoir survey, building permits, zoning laws, impact on the surrounding environment and natural habits, traffic issues and general impact on businesses in the area as well as the overall market opportunity and multi-season recreational activities analysis.
* Access, circulation, parking and locations of Operations & Maintenance buildings.
* Assessment of available man-power and skills and need for skills development.
* To prepare an appropriate time schedule for systematical implementation of sub-projects.
* To ensure economic viability of the project from Client’s perspective, taking into consideration the Government Tourism Policy and Tourism Act 2019 and to assess economic impact of proposed projects to province and country.
* To assess financial viability of proposed resorts from Client’s and Investors’ points of view using various evaluation techniques to develop a viable financial model, for PPP. In doing so, the consultant shall undertake feasibility studies from primary sources for the proposed subprojects. The consultant shall develop and validate Financial Model depicting all costs, revenue and other necessary parameters (FIRR, NPV, BCR) to facilitate decision making by the authority pertaining to implementation of project of the identified potential sites. While conducting both economic and financial analysis, the consultant shall provide the cash flow analysis over the life of the project of identified sites under different sets of cost and revenue assumptions.
* To undertake Environmental impact and Social impact assessments as per standard assessment studies including meeting / covering the statutory requirements.
* The consultant shall prepare complete PPP Model that shall facilitate the client for making decisions pertaining to viability of the project including financial model. The feasibility study shall be comprehensive enough that bankability of project is visible to the potential investors. The consultant will be responsible for the following to materialize the concept of Public Private Partnership.
1. To prepare a comprehensive feasibility for the project development under PPP mode and implementation of the Project with private sector participation;
2. To determine the need for government support.
3. To prepare Project Proposal based on the feasibility study with concrete justifications.
	1. **KEY CONSIDERATIONS**

Above tasks and subsequent studies /reports should take into consideration:

* The planned projects should bring out innovation and cater to a niche tourism.
* The planned projects should be energy efficient and self-sufficient in water management.
* The plan should accommodate the needs of physically, mentally and visually challenged tourists/visitors as well as of Children, Women and Elderly.
* The plan should be Eco friendly / promote Green environment and safety.
1. **TENTATIVE KEY EXPERTS**
2. Team Leader (Business Strategist with expertise in Chairlifts and Ski Resorts development)
3. Town planner / Architect / Civil Engineer with relevant experience
4. Economic and Financial Expert
5. Tourism development Expert
6. Environmentalist
7. Urban Planner
8. Transport planner
9. Legal Expert
10. Electrical Engineer, Infra Planner, Civil & Mechanical Technologist and Surveyors etc.

This will be given more specifically in RFP.

1. **SCHEDULE**

 To be completed within six (06) months from the signing of Contract (extendable on merit).

1. **FACILITATION BY TCKP**
* All available data with TCKP
* Identify a single point official to co-ordinate with the designated official from Consultant.
* Required permissions to visit the site.

# **Annex 2:**

**SHORTLISTING CRITERIA**

**A. MANDATORY DOCUMENTS SUBMISSION**

The firm unable to meet **ANY** of the mandatory requirements shall be straightaway disqualified/rejected.

|  |  |  |  |
| --- | --- | --- | --- |
| **S #** | **Check List** | **Status** | **Document Provided** |
| **Yes** | **No** | **Yes** | **No** |
|  | Registration with relevant authorities in Pakistan and/or outside.1. **Firm Registered in Pakistan:**
* NTN/FBR Certificate
* Registration with Pakistan Engineering Council (PEC) in relevant code and category (where applicable)
1. **Firms Registered outside Pakistan**
* Proof of registration with relevant authorities of the country of origin / International recognize body
 |  |  |  |  |
|  | Nature of Ownership.(Sole proprietorship/ Company/ Partners) with copy of Memorandum & Article of Association(Provide certificate of enlistment/ incorporation) |  |  |  |  |
|  | Registration with Khyber Pakhtunkhwa Revenue Authority (KPRA) for sales tax on services only\* \* For prospective bidders outside KP, their eligibility shall provisionally be considered on EOI stage only. For RFP stage they shall have to be registered before proposal submission. |  |  |  |  |
|  | Non-Black Listing Certificate |  |  |  |  |

**B.** **QUALIFYING PARAMETERS**

The threshold for passing the shortlisting criteria shall be 60% (overall) in the following indicators. For a firm to get shortlisted shall have to secure at least 05 affirmatives in this category.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **S #** | **Criteria** | **Requirement** | **Yes** | **No** |
|  | Firm Profile | Firm’s Profile including Name, Year of Establishment, Registered Address of Head Office, Sub-offices, Telephones, Fax & Email Address. |  |  |
|  | Overall Experience | Individual Consulting firm and in case of a JV/Consortium at least one partner /member must have been in existence for minimum Five years and other partners / members for atleast three years as on last date for submission of EOI.  |  |  |
|  | Relevant ExperienceProjects Completed  | 1. Details of \*similar projects completed within last five years along with color photographs of the works completed, name of the client, project cost, scope of consultancy and copies of work order/contracts along with completion certificate.

\*Similar nature means the designing, planning conducting feasibility study for potential tourist attractions and destinations in Pakistan or abroad. |  |  |
|  | Projects in hand | List of the project in hand with performance cost, year of completion and names of the clients with support documents (05 years & above)Interested firms must provide information indicating that they are qualified to perform the services (brochures, description of similar assignments, experience in similar conditions etc.) **(Refer Annex-7)** |  |  |
|  | Detail of clientele  | List of the Clients/portfolio mix (At least 03 in Design & Master Planning and development of associated financial model, if any.) both in Public & Private sector |  |  |
|  | Clientele References  | -Reference letters from current clients as well as performance certificates for the projects completed-Reference letter shall be from the Client on their Letterhead or duly attested in case it is not on official pad. |  |  |
|  | Key Experts(Quality & Experience of Professional Staff) | 1. Overall HR profile that substantially corresponds to areas covered in ToRs (See Indicative Team of Key Experts in ToRs).

\*[Specific CVs and nomination not required at shortlisting stage)Interested firms must provide information indicating that they are qualified to perform the services (availability of appropriate skills among staff, etc.)1. Professional Experience of the dedicated Core Team relating to this project namely: Team Lead, Structure Design Engineer, Tourism Development Expert, Urban Planning Expert, Environmentalist, Financial Analyst, Agronomist /Horticulturist, Electrical Engineer, Infra Planner, Civil & Mechanical Technologist and Surveyors etc.
 |  |  |
|  | Financial Capacity | 1. Average Annual Turnover of Minimum Rs. 05 Million for last three (03) year:
2. Last 03 years Income/ Sales tax returns

(Attested copies may be provided) |  |  |

Signature of Authorized Signatory)

Bidder seal & stamp

 **Annex 3: Format of Cover Letter**

To

**Managing Director**

Tourism Corporation Khyber Pakhtunkhwa

Olympic Plaza, Adjacent to Peshawar Sports Complex,

Bara Road, Peshawar Cantt.

Subject: Concept Development and Feasibility Studies for Tourist Attractions and Destinations Development on Public-Private Partnership

**Dear Sir,**

Being duly authorized to represent and act on behalf of , and having reviewed and fully understood all of the terms and condition set forth in the EOI document and attached annexes.

We hereby express our interest and apply for the short listing of the “Hiring of Consultancy Firm” for Tourism Corporation Khyber Pakhtunkhwa (TCKP).

####

|  |
| --- |
| **Authorized Signature:** |
| **Name :** |
| **Designation :** |
| **Applicant's Official Seal:** |

# **Annex 4: Basic Information of Applicant**

## **BASIC INFORMATION OF APPLICANT**

**Prospective App****licant**

* 1. Name:
	2. Country of Incorporation:
	3. Address of the corporate headquarters and its branch office (s), Pakistan:
	4. Date of incorporation and / or commencement of business:
	5. Type (corporation, partnership, etc.)
	6. Telephone No:
	7. Cell No:
	8. Fax:
	9. Email:

#### Consortium Member’s Information

1. Name:
2. Designation:
3. Bidder’s Company:
4. Address:
5. Telephone No:
6. Cell No
7. Fax No:
8. E-mail Address:
9. Primary area of business

#### Details of individual (s) who will serve as the point of contact / communication for the Bidder’s company:

1. Name:
2. Designation:
3. Address:
4. Telephone No.
5. E-mail address:
6. Fax No.

# **Annex 5: Non Blacklisting Certificate**

##

## **Non Blacklisting Certificate**

***(On Stamp Paper)***

* We, [**Name and Address of the Applicant**], do hereby declare on solemn affirmation that:
	1. We have not been black listed from any Government Department / Entity/Agency
	2. We acknowledge that we have read, understood and accepted the EOI Document along with all terms and conditions specified above in the EOI document
	3. We understand that the TCKP, Peshawar shall have the right, at his exclusive discretion, to require, in writing, further information or clarification of the EOI, from any or all the Applicant(s)

Dated day of , 2020

|  |  |
| --- | --- |
| **APPLICANT** |  |
| Signature: |   |
| CNIC # |   |
| Name |   |
| Designation |   |
| Address |   |
| **WITNESS 1**Signature  | **WITNESS 2**Signature--------------------------- |
| CNIC #  | CNIC # |
| Name  | Name |
| Designation  | Designation |
| Address  | Address |

# **Annex 6: Similar Assignment**

## **SIMILAR ASSIGNMENT**

[Using the format below, provide information on each assignment for which you, and each associate for this assignment, was legally contracted as a corporate entity or as one of the major members within a consortium, for carrying out project similar to the ones requested under this Assignment. Please provide Client’s certification and/or evidence of the contract agreement.]

|  |  |
| --- | --- |
| Project name: | Value of the project (in current PKR): |
| Country:Location within country: | Duration of project (months): |
| Name of Client: | Total No. of staff-months (by your company) on the project: |
| Start date (month/year):Completion date (month/year): | In case of contractor or subcontractor:Value of part of the project provided by Bidder or subcontractor (in current PKR): |
| Name of associated members, if any: | No. of professional staff-months provided by associated members: |
| Name of senior professional staff of your company 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: |

#### Note:

1. Only the eligible projects that satisfy technical criteria shall be included.
2. All the Financial numbers are to be given in PKR

(Signature of Authorized Signatory) Bidder seal & stamp

**Annex 7: Financial Capacity**

## **FINANCIAL CAPACITY**

#### Turnover (Last 03 years)

Financial Year End (insert the date and year)

#### Prospective Bidder

**(or if the Prospective Bi****dder is a Consortium, the relevant Consortium Member)**

**(Rs in Million)**

|  |  |
| --- | --- |
| **Year****(Enter the Financial Year)** | **Annual Turnover** |
| **1** |  |
| **2** |  |
| **3** |  |
| **Total** |  |
| **Average** | 100 |

**\****Submit last 3 years audited Financial Statements.*

**(Signature of Authorized Signatory)**

 Bidder seal & stamp