

6(676)

ISO 9001:2015 Certified



FRIENDLY HIGHWAYS

## Expression of Interest Document

### Establishment of Roster of Consultants for Various Specialized Services

#### Expression of Interest (EOI) Template

#### (Selection of firms)

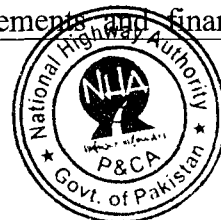
Consultants are advised to submit EOIs in the following format: -

#### Applied for

Sr. No.	Area of Expertise
(i)	
(ii)	
(iii)	
(iv)	
(v)	
(vi)	
(vii)	
(viii)	
(ix)	

*Note: Separate application/EOI shall be submitted for each area of expertise*

Sr. No.	Area of Expertise
1	Traffic engineering & modelling
2	Planning and design of urban roads/ viaducts in mega cities
3	Tunnel engineering
4	Slope Stability in mountainous regions
5	Landscaping/ Horticulture
6	Architecture (with expertise in façade design, toll plazas, service areas)
7	Transaction Advisory Services for PPP projects (Financial consulting firms having expertise in preparing/ review of technical & commercial feasibilities, evaluating technical and financial bids, concession agreements and financial close activities.



	Financial consultants can associate/ make JVs with technical/ legal firms for technical/ legal input)
8	Business Development (to develop commercial use of Right of Way (ROW)/ road amenities)
9	Intelligent Transport Systems (ITS)

(i) **Consulting Firm Information Lead Member (Annexure A) \*:**

Consultant Name: Acronym:	Country and Year of Incorporation:
Contact Address: {Office address, email, Ph. No.}	
EOI Submission Authorized by:	Position:

(a) **Associations (Joint Venture or Sub-consultancy)**

Consultant Name	Acronym	Country and Year of Incorporation	Joint Venture (JV) or Sub-Consultant	EOI Submission Authorized by	Position

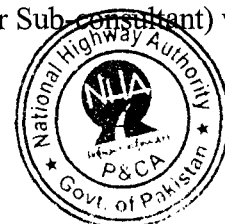
(b) **Staff Information**

Consultant Name	LEAD MEMBER	JV MEMBER
Professional Engineers		
Management Staff		
Technical Staff		
Authorized Representative Name with Contact Address: {email, Ph. No.}		

Please specify the exact number of professional engineers, management staff, and technical staff in the table above.

\* The participating firm or consulting firm should provide all the above information (Consulting Firm Information **Lead Member**, Associations and Staff Information) in the Expression of Interest (EOI) as **Annexure A**.

The rationale for and benefits of working in association (JV or Sub-consultant) with others must be



presented. Describe the proposed management and coordination approach of the association and the role of each firm.

**(ii) EOI Evaluation (Areas of Expertise):**

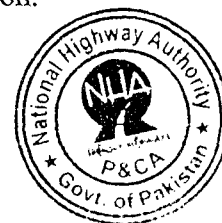
The Expression of Interest (EOI) will be evaluated based on the consultant's **technical expertise and relevant experience** in the following areas:

- **Traffic Engineering and Modelling** – Experience in traffic studies, forecasting, modelling, and traffic management systems.
- **Planning and Design of Urban Roads and Viaducts in Mega Cities** – Experience in planning, geometric design, and development of urban road infrastructure and elevated structures.
- **Tunnel Engineering** – Experience in design, analysis, and supervision of tunnel construction works.
- **Slope Stability in Mountainous Regions** – Experience in geotechnical investigations, slope stability analysis, and stabilization measures for infrastructure projects in mountainous terrain.
- **Landscaping and Horticulture** – Experience in landscape planning, roadside plantation, and environmental enhancement of highway corridors.
- **Architecture (Façade Design, Toll Plazas, Service Areas)** – Experience in architectural design of highway facilities including toll plazas, service areas, and related infrastructure.
- **Transaction Advisory Services for PPP Projects** – Experience in feasibility studies, financial modelling, bid evaluation, concession agreements, and financial close activities for PPP infrastructure projects.
- **Business Development for Commercial Use of ROW** – Experience in planning and development of commercial facilities and revenue-generating activities along highway right-of-way corridors.
- **Intelligent Transport Systems (ITS)** – Experience in planning, design, and implementation of intelligent transport systems including traffic monitoring, electronic tolling, and traffic management systems.

**(iii) Eligibility and Compliance**

The consultants are required to meet following prerequisites specified by NHA for shortlisting:

- Registration with the relevant professional body; international firms must be duly registered in their home country and obtain local registration, if required, prior to contract award.
- Legal incorporation/registration of the firm, with equivalent documentation for international firms, and compliance with local registration requirements, where applicable.
- National Tax Registration Number with active taxpayer status (local firms); international firms shall obtain registration with Pakistan's tax authorities prior to contract award, if required.
- Undertaking by the Firm/ Company on a legal paper/ stamp paper/ (letter head – option for foreign consultants only) that it is not blacklisted by any government entity, state-owned organization, or multilateral/international financial institution.



**(iv) Evaluation Criteria**

**1. Company profile (20 Marks):**

The EOI shall demonstrate the company profile with the following particularities but not limited to:

- Number of years of establishment of the company/firm (lead and JV); **(05 Marks)**
- Number of personnel (key experts); **(05 Marks)**
- Track record: Detail about firm's corporate capacity and profile. The consultant should never have been backlisted by any client or have left any project incomplete for reasons which is not attributable to the Client(s). (Affidavit (company's letter head for International firms and affidavit on stamp paper for Pakistani firms) to this effect must be submitted); **(05 Marks)**
- Overall management: Consultants shall demonstrate strong technical and managerial staff for employment of the subject services. **(05 Marks)**

**2. Technical competence (50 Marks):**

Consultant shall provide details for five relevant projects completed in the last ten years. **Only five projects are to be submitted.** Each project must highlight the **technical qualifications** of the entity or consortium for similar work and follow the format in Tables 1 and 2.

The information must be submitted as a separate annexure labeled **Annexure B**.

**3. Geographical Experience (15 Marks):**

Consultant shall provide a list of two projects completed in the last ten years in South Asia, and **only two projects are to be submitted.** Each project must follow the format in Tables 1 and 2. All projects must be from the **South Asia region**.

The information must be submitted as a separate annexure labeled **Annexure C**.

**4. Management Competence (15 Marks) (Each question carries a Maximum of 3 points):**

Please answer each question in one paragraph of 3-5 sentences:

Describe standard policies, procedures, and practices that your entity has to assure quality interaction with clients and outputs. Please state if your company is ISO certified.

How will your firm/consortium handle complaints concerning the performance of experts or quality of the reports submitted for this assignment? What internal controls are in place to address and resolve complaints?

How will you ensure the quality of your firm's/consortium's performance over the life of this assignment?

Describe standard policies, procedures and practices that your firm has put in place to avoid changes/replacements of personnel and to ensure the continuity of professional services once contracted.

Describe what social protection practices you have in place to safeguard the well-being of your proposed experts? Specifically describe arrangements you have in place for medical, accident, and life insurance coverage during the assignment.

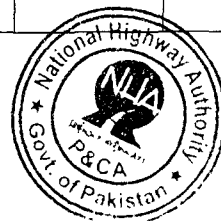
**Other Information (maximum of 500 words)**

Please provide the above information in the EOI as **Annexure D**

**Project format:** Please select most relevant projects to demonstrate the firm's specific technical qualifications and experience, respectively. The Consultant shall provide documentary evidence for specific experience and project brief should mention Client's details, description, worth and duration of the services provided, person month input, cost of the project and any specific innovative practice adopted to meet the project objectives. The consultant shall first list all projects in Table 1 and then details shall be given for each project in the format given in Table 2.

**Table 1: Summary**

SN	Project	Period	Client	Country	If required add columns for additional information



1					
2					
3					
4					
5					

**Table 2: Project Detail**

Project Title	
Country/Region	
Start Date	
Completion Date	
Continuous/Intermittent	
Client	
Funding Source	
Consultancy Cost	(Must Provide Consultancy Cost and supporting document)
Share of the firm in JV/Project	(Must Provide JV share and supporting document)
Description	(Indicate your role and input in person-months)

- The Consultant shall provide necessary documentary evidences for the completed projects (e.g. JV agreement showing partner share (if applicable), contract agreement of the completed project, and letter of acceptance or any official document indicating the project’s construction cost and scope and Experience letters from Clients to verify Specific Experience etc.). (Scope of Services to understand the work done by the consultant)
- The project brief should mention Client's details, description, worth and duration of the services provided, JV share of the Consultant (if required), person man-months input, cost of the project etc. and any specific innovative practice adopted to meet the project objectives. The Consultant shall first list all projects in Table 1 and then details shall be given for each project in the format given in Table 2.
- Please provide the project summary and then detail with supporting document in their respective annexure
- Any **project not having documentary evidence will not be evaluated**

**Notes:**

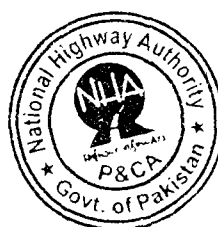
1. NHA will evaluate the submitted EOI documents as per above criteria/ area of expertise and will shortlist Consultants accordingly and as per requirements.
2. Provide all required details in their respective annexures.



3. The consulting firm should provide project details and relevant information only for the specialized services for which they have applied in the Expression of Interest (EOI).
4. Consultants must also provide the following additional information, organized in their respective annexures: -

Sr. No.	Description	Annexure
1	Certificate of incorporation and Tax Certificate of Lead and JV member (for each member) and sub consultant (where applicable)	E
2	Certification from professional bodies (if applicable)	F
3	Affidavit of blacklisting	G
4	Letter of Association(including roles and responsibilities of each partner and liability clause.)	H
5	“CONFIRMATION OF SUBMISSION” and power of attorney to sign and submit EOI	I
6	Any other evidence deemed appropriate (e.g., ISO certificates, awards, client commendations)	J

5. Please ensure that all documents, annexures, and letters are provided in proper order and that the Expression of Interest (EOI) is well-formatted and concise with a proper table of content.
6. Projects will be assessed only under the section in which they are required.
7. Please read the EOI document carefully and ensure that all required information, supporting documents, and annexures are provided in the correct order and under the specific sections and annexures as instructed. Incomplete or misplaced information will not be considered during evaluation.
8. International Consultant and Local Consultant Can Submit their EOI, whether as a Single Firm or in in Joint Venture.
9. Pakistani Firms can make Joint Venture with International as well as local firms.
10. EOI should be numbered and Signed and Stamp by the Authorized Representative.



## ANNEXURE I

### CONFIRMATION OF SUBMISSION

This section confirms that the firm has provided all required documents, including details on ownership, corporate structure, and the board of directors. It also confirms that the consortium partners have signed an agreement to work together for this expression of interest. The note explains that once a team is shortlisted, the members cannot change unless the client agrees in rare situations. This section also confirms that no fraudulent or incorrect documents have been submitted. The signature block is to be signed by the authorized representative of the lead member, who formally certifies the submission.

I confirm that:

- Documentation regarding our corporate structure including beneficial ownership has been attached.
- Documentation regarding our Board of Directors has been attached.
- A written agreement to associate for the purpose of this Expression of Interest has been signed between the consortium partners and has been attached.
- No fraudulent documents have been submitted and that all information provided is true and accurate.

*(Once your team is shortlisted and invited for submission of the Proposal, it is not permissible to transfer the invitation to any other firm, such as Consultant's parent companies, subsidiaries and affiliates. The Client will reject a Proposal if the Consultant drops a JV member without the Client's prior consent, which is given only in exceptional circumstances, such as debarment of the JV partner or occurrence of Force Majeure.)*

Authorized Signature {in full and initials}: \_\_\_\_\_

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

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

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

