REQUEST FOR PROPOSAL

HIRING OF SERVICES OF

**ARCHITECTURAL / DESIGN FIRM**

**FOR**

PAKISTAN PAVILION

AT

 “**Expo-2020 Dubai**”

**INVITATION FOR BID**

**HIRING OF SERVICES OF ARCHITECTURAL/DESIGN FIRM**

 The Embassy of Pakistan in UAE intends to hire the services of a **reputable** “**Architecture/Design Firm”** (hereinafter referred to as ‘***Firm’***) registered with relevant financial/technical regulatory authorities in UAE/Pakistan having adequate experience in “**designing pavilions in international expositions/exhibitions”** to design Pakistan Pavilion in “Expo-2020 Dubai”.

2. The **Firm** shall be responsible for:

1. Working out the details of the design of the Pakistan Pavilion on a large size plot (3497 Sq. M) in line with the theme/sub-theme of the exposition.
2. Working out architectural and engineering details of the approved design for the construction of the pavilion.
3. Provide technical assistance to the Embassy of Pakistan, UAE for supervising the construction of Pakistan Pavilion as per approved design and technical standards/specifications laid down by the organizers of EXPO-2020 (detailed specifications of organizers can be obtained from [www.expo2020dubai.com](http://www.expo2020dubai.com) )

3. Detailed terms of reference, evaluation criteria and other related information for the purpose can be obtained from the address given below or can be downloaded from the website [www.embassyofpakistan.com](http://www.embassyofpakistan.com)

4. This would be an open competitive bidding and Single Stage Two Envelop Procedures shall be followed. The interested **Firm** will submit their sealed bid comprising single package containing two separate envelops. Each envelop shall contain separately the ‘Financial’ and ‘Technical’ proposals which will be clearly mentioned in bold and legible letters on respective envelop. Financial proposals should accompany a refundable bid security equivalent to Two Per Cent (2%) of the bid amount in the form of Pay Order/Demand Draft in favor of the “Embassy of Pakistan”.

5. Sealed tender documents shall be submitted latest by 11:00A.M. on 21st June 2018 at the address given below. At the first stage, only technical proposals shall be opened on the same day at 12:00 Noon in the presence of representatives of the participating firms.

6. The Embassy of Pakistan reserves the right to reject any or all bids and to annul the bidding process at any time, however, reasons for rejection or annulling bid process will be communicated to the concerned bidder (s) in accordance with the Procurement Rules.

**(Section Commissioner General)**

Embassy of Pakistan in UAE,

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**BACKGROUND**

1. Embassy of Pakistan UAE, Abu Dhabi has been assigned task to participate in international exposition i.e. Expo-2020 Dubai by constructing customized Pakistani pavilion and managing the same during the exhibition period i.e. 20th October, 2020 to 10th April, 2021 in accordance with the theme of the exposition by following the applicable rules / regulations.

**OBJECTIVE**

2. The objective of participation is to project soft image of the country along with showcasing the exportable products of Pakistan. The theme of the exposition is “Connecting Minds, Creating the Future”. However theme of Pakistan pavilion would be the theme of “Emerging Pakistan” which has recently been launched by the Prime Minister of Pakistan, portraying the most advanced achievements Pakistan has made in logistics, education, human resource development, financial inclusion and sustainability. CPEC being the largest connectivity initiatives in the region will also be highlighted, especially positive externalities generated by CPEC in terms of the employment creation, energy generation and massive opportunities for investment along the route.

3. The hired **Firm** will develop the pavilion of Pakistan on the basis of main theme of Pakistan that is “Emerging Pakistan”.

4. The **Firm** shall be responsible for the completion of all requirements by the organizers of the EXPO 2020 which can be obtained from <https://www.expo2020dubai.com>

**SIZE OF PAKISTAN PAVILION**

5. Following are the details:-

* a. Plot size = Large
* b. Total Area = 3497 m2 (Approximately)
* c. Built-up Area = 6093 m2 (Approximately)
* d. Others = Ground + 1.5 Floors and 15 meter Height

**Note:**

*The detail given above has been taken from “Participation Guide of Expo 2020” available on the website of Expo 2020. The interested firms / companies are requested to refer Participation Guide of Expo 2020 for further details.*

*However, Embassy of Pakistan, Abu Dhabi UAE reserve the right to change the space dimensions as per the requirement on the basis of developed design or any other factor(s) and will make the payment accordingly.*

**THEME OF EXPOSITION**

6. Following are the main themes and sub-themes of the exposition:

**Main Theme:**

* **Emerging Pakistan** (Thematic Description is attached)

**Sub Themes:**

* CPEC
* Pakistan Achievements in
* Sustainability
* Logistics / Infrastructure
* Education
* Human Resource Development
* Financial Inclusion

**SCOPE OF SERVICES**

7. The selected Firm is required to provide the following services:

 **DESIGNING**

1. To develop a “Tag Line” on the basis of above mentioned themes and sub-themes of international exposition.
2. Designing the Pakistani pavilion reflecting the “Tag Line” developed on the basis of themes and sub-themes of exposition.
3. Provision of 40% to 50% sponsorship element in the design element of the pavilion to finance the construction / operation of the pavilion.
4. Designing the commercial area in fusion with the main theme on the permissible area to carry out commercial activities including creation of restaurant offering Pakistani food cuisine / food during the event.

**ARCHITECTURAL DETAILS**

1. The firm will provide the architectural and engineering details of the approved design that will be used to construct the pavilion.
2. The firm will also provide the details of the material used for the construction of the pavilion. However, the material will be strictly in accordance with the rules / guidelines of the EXPO authorities.
3. The firm will also develop prototype model of the pavilion for reference of Embassy of Pakistan UAE, Abu Dhabi.
4. Representatives of the selected firm will also require briefing the Expo authorities about design of the pavilion, when asked by them before and after approval of the design.
5. The selected firm is also required to rectify / modify the design, if suggestion (s) came from Expo authorities or Embassy of Pakistan UAE, Abu Dhabi from time to time.

**ASSISTANCE TO PAKISTAN EMBASSY, UAE DURING CONSTRUCTION**

1. The firm`s will assist Embassy of Pakistan UAE, Abu Dhabi and its hired firm`s for construction of pavilion in technical matters before / during the construction to ensure that pavilion will be constructed as per the approved design / model.
2. If any unforeseen situation arises during construction, the firm will also suggest the measures to resolve the problem (s) i.e. either by modifying the design, using alternate material or any other suitable solution.

**PAYMENT SCHEDULE**

8. The Embassy of Pakistan, UAE Abu Dhabi will make payments to the successful bidder / firm as per the following schedule:

|  |  |  |
| --- | --- | --- |
| **No.** | **Deliverable** | **Percentage of the total Contracted Payment** |
| 1. | Initial Payment after the signing of the Contract with the Firm  | 10% |
| 2. | Submission of the first draft of the design.  | 10% |
| 3. | Submission of final design.  | 15% |
| 4. | Submission of technical details of the design.  | 15% |
| 5. | Submission of prototype design of the pavilion.  | 15% |
| 6. | After 50% construction of the pavilion.  | 15% |
| 7. | After full completion of the pavilion.  | 20% |

**EVALUATION PROCESS**

9. It is our intention to select the firm that presents the best combination of experience, capacity and competence to cater the needs of Embassy of Pakistan UAE, Abu Dhabi.

Embassy of Pakistan UAE, Abu Dhabi will examine and review the documents submitted, call references and others who have worked with the firm. A site visit to the office to meet the firm’s staff and principals working on this matter may also be done.

**EVALUATION CRITERIA**

|  |  |  |  |
| --- | --- | --- | --- |
| **S.no** | **Parameters against which technical evaluation shall be done** | **Scoring brackets** | **Total points allocated** |
| **1** | **Profile** |  | **20** |
| 1.1 | Years of Experience: |   | 10 |
|  | ≤ 2 year | 3 |   |
| ≥ 3 ≤ 6 years | 5 |   |
| ≥ 7 ≤ 10 years | 7 |   |
| ≥ 11 years | 10 |  |
| 1.2 | Profile of total projects executed by the firm or sister concerns/ joint bidders (excluding sub – contractors/ special contract firms) |   | 10 |
|  | ≥ 1 ≤ 3 projects of designing pavilions in national / international exhibitions / exposition between $ 0.1 to 3 Million or equivalent.  | 1 |   |
| ≥ 4 projects of designing pavilions in national / international exhibitions / exposition between $. 1 to 3 Million or equivalent.  | 3 |  |
| ≥ 1 ≤ 3 projects of designing pavilions in national / international exhibitions / exposition greater than $ 3 Million or equivalent.  | 5 |  |
| ≥ 4 ≤ 8 projects of designing pavilions in national / international exhibitions / exposition greater than $ 3 Million or equivalent.  | 7 |  |
| ≥ 9 projects of designing pavilions in national / international exhibitions / exposition greater than $ 3 Million or equivalent.  | 10 |   |
| **2** | **Relevant Experience of Management and Team** |  | **20** |
| 2.1 | Relevant experience and Qualifications of team/ employees proposed for the assignment  |   |  |
|  | Managerial |  | 10 |
| Qualifications of proposed managerial staff, ≥ 2 ≤ 4 year experience in management fields. | 3 |  |
| Qualifications of proposed managerial staff, ≥ 4 ≤ 8 year experience in management fields. | 7 |  |
| Qualifications of proposed managerial staff, ≥ 8 year experience in management fields. | 10 |  |
|  | Technical |  | 10 |
| Qualifications of proposed technical staff, ≥ 2 ≤ 4 year experience in architectural / designing fields. | 3 |  |
| Qualifications of proposed technical staff, ≥ 4 ≤ 8 year experience in architectural / designing fields.  | 7 |  |
| Qualifications of proposed technical staff, ≥ 8 year experience in architectural / designing fields. | 10 |  |
| **3** | **Financial Strength of the Firm** |  | **10** |
|   | Audited/certified accounts or statements showing cash balances greater than $ 1 Million and less than Rs. 5 million in the relevant year. | 5 |  |
| Audited/certified accounts or statements showing cash balances of more than $ 5 million in the relevant year  | 10 |   |
| **4** | **Registration with any international legal Body / Forum / Society**  |  | **10** |
|  | 1≥ 2 | 5 |  |
|  | ≥3  | 10 |
| **5** |  **(PRESENTATION)**  |  | **40** |
|  | **Do not conform** as per the Schedule of Requirements / TORs |  0 - 10 |   |
|  | **Partially conform** to the Schedule of Requirements / TORs | 11 - 25 |
|  | **Fully conform** to the Schedule of Requirements / TORs.  | 26 - 40 |
| Total  |  |

(Minimum Eligible marks/score = 70%)

**Note:**

***It is mandatory to obtain numbers / marks in each (Managerial & Technical) in the field of Relevant Experience. In case of failure to obtain the number in one or all above mentioned field of Relevant Experience may lead to dis-qualification.***

***The firm is required to obtain numbers / marks in presentation. In case of poor presentation and less than 20 numbers in presentation will also lead to disqualification.***

**INSTRUCTIONS ABOUT SUBMISSIONS AND KEY DATES**

Five (5) copies of your proposal and all attachments and exhibits must be received by 11:00 AM on 21st June 2018 to the Embassy of Pakistan UAE, Abu Dhabi on the following address:

**(Section Commissioner General)**

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