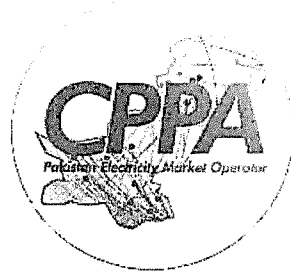


CENTRAL POWER PURCHASING AGENCY (GUARANTEE)
LIMITED (CPPA-G)

Q. Khalid



A. Hussain

Request For Proposal


Document No. 2368-72

SERVICES CONTRACT REGARDING
MARKET MANAGEMENT SYSTEM (MMS) IMPLEMENTATION
FOR INDEPENDENT SYSTEM AND MARKET OPERATOR (ISMO)

OFFICE OF THE CHIEF INFORMATION OFFICER (CIO)
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REQUEST FOR PROPOSALS (RFP)
Service Contract for Market Management System Implementation in ISMO

- Pre-Bid Conference Date & Time: 21/06/2021 at 11:00 AM
- Last Date for Amendments/Changes in RFP by CPPA-G: 28/06/2021
- The bidding documents can be downloaded from www.cppa.gov.pk; however, cost of tender document is PKR 1,000/- (nonrefundable) that will be deposited by potential bidders in CPPA-G Imprest Account.

Account Title : Central Power Purchasing Agency (Guarantee) Limited
Account No : 3057606195
Bank : National Bank of Pakistan
Branch : Super Market, Corporate Branch, F-6, Islamabad

- The bidder will present original receipt of tender document fee deposited, along with sealed technical and financial bids.
- Last Date & Time for Submission of Technical and Financial Bids: (09/07/2021) at 11:00 AM
- Date & Time for Opening of Technical Bids: (09/07/2021) at 11:30 AM
- Opening Date & Time of Financial Bids: Technical qualified firms shall be informed to participate in the opening process of financial bids with date and time.



The Central Power Purchasing Agency Guarantee Limited (CPPA-G) is hereby requesting proposals from firms having expertise in Market Management System (MMS), including Licensing & Media, Installation, Implementation and Testing, Training & Support (onsite) of a tier-one commercial off-the-shelf integrated solution in CPPA-G office situated in Islamabad. If firm is offering the product other than tier-one platform then equivalency with tier-one products will require justification. A firm fixed price type of contract is anticipated to be awarded.

The detailed requirements are described in Section# 2 named "Statement of Work".

In order to be responsive, proposals must include:

1. All documentation as required in different Sections below.
2. Meet the specifications as laid out in Section# 2 named "Statement of Work".
3. Submission by **hardcopy** to CPPA-G, Shaheen Plaza, A-K Fazal-e-Haq Road, Blue Aea, Islamabad on or before the closing date/time. The bidder will also share the soft copy of their technical proposals along with required details with CPPA-G by email at managererp@cpga.gov.pk.

I. Technical Proposal

The technical proposal in response to this solicitation must address how the bidder intends to carry out the Statement of Work contained in Section# 2. It should also contain a clear understanding of the work to be undertaken and the responsibilities of all parties involved. Please note that the technical proposal will be evaluated based on the evaluation criteria set forth in Section 7. The technical proposal should state clearly the Bidder's understanding of the requirements in the Statement of Work, the proposed approach to accomplish the contract objectives and achieve results. Clarity, completeness, brevity and directness are imperative.

The successful bidder may hire or engage a subcontractor to perform the development and implementation work; provided, that (i) such successful bidder shall use the same degree of care in selecting any such subcontractor as it would if such contractor was being retained to provide similar services to the successful bidder and (ii) such successful bidder shall in all cases remain responsible for all of its obligations under this document with respect to the scope of the Services, the standard for services as required in this document and the project management of complete project life cycle. Notwithstanding any agreement with any Subcontractor, the successful bidder shall be solely responsible for the work and shall not be entitled to relief if any portion of the work is incomplete or delayed due to any disagreement between or among Subcontractors or between any Subcontractor and the Contractor (the successful bidder). In case of subcontracting, the bidder will propose the subcontractor in its proposal and attach the subcontractor's profile and details of project implemented. At the time of awarding of Purchase Order, the successful bidder will provide the subcontracting agreement.

II. Financial Proposal

The cost proposal shall be submitted as a stand-alone document and contain the bidder's proposed price and fee to perform the anticipated services described. Certified cost or pricing data is required for this proposal. The cost proposal should consist of the Bidder's price to perform the required Statement of Work as set forth in Section# 2 and must be prepared in a manner that is current, accurate and complete. Cost proposal should include the budget format given at Annex A.

Any questions regarding this solicitation should be submitted to managererp@cpga.gov.pk with the title of 'Market Management System - RFP Question' till 05:00 PM Pakistan Standard Time (PST) on (18/06/2021) in order to provide a timely response to such questions in Pre Bid Conference; all questions submitted on or before said date shall be reviewed and considered by CPPA-G. Upon



review of the questions, CPPA-G if needed may issue the answers or amendment to the solicitation by email and same will also be posted on the CPPA-G website www.cppa.gov.pk.

1. INTRODUCTION

1.1 INSTITUTIONAL STRUCTURE AND CREATION OF INDEPENDENT SYSTEM AND MARKET OPERATOR

Currently, CPPA-G is operating as the Market Operator of Pakistan and has been authorized by NEPRA (the Regulator) to this effect. Under its authorization, CPPA-G has been performing two roles, i.e. as agent of the DISCOs to procure power on their behalf and also as Market Operator to design, implement and develop the competitive wholesale market in Pakistan. Due to clear conflict of interest between these two roles, the NEPRA has directed CPPA-G to remove this conflict before the start of the market and therefore, CPPA is working to first functionally and then legally segregate these two roles. Hence CPPA-G will be bifurcated into two entities, the existing CPPA-G will continue to remain the agent of the DISCOs and will administer the legacy contracts while the Market Operator role will be assigned to a new entity as explained below.

The federal government has already taken a principal decision to create a new entity, called the Independent System and Market Operator (ISMO), responsible to perform the roles of the System Operator as well as Market Operator as per provisions of NEPRA Act. The Market Operator role will be carved out of the CPPA-G and the System Operator role will be carved out of NTDC, and both of these roles will be housed under this one entity i.e., ISMO. This entity will have two licenses from NEPRA, the System Operator license as well as the Market Operator license. The MMS would serve the Independent System and Market Operator in administration of the newly established competitive market.

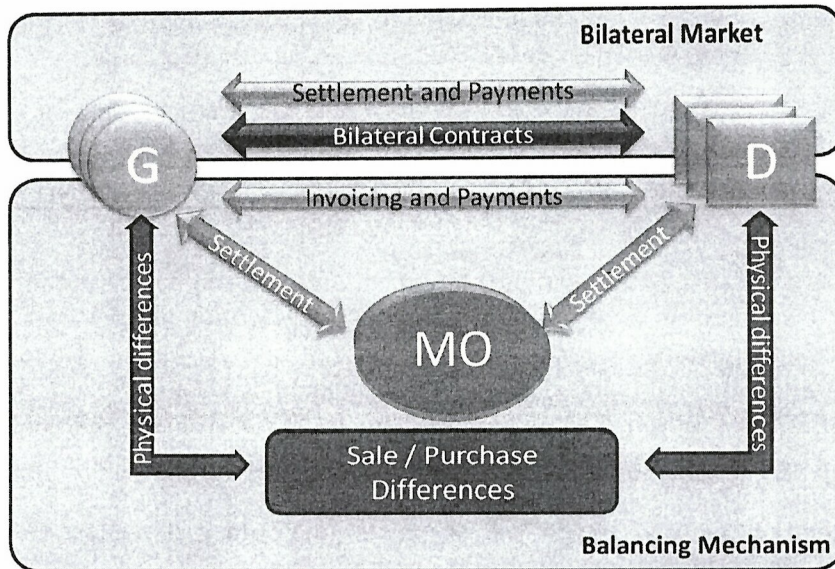
Any reference in this document to the Market Operator shall be understood as a reference to the Market Operator division of the ISMO and any reference to the System Operator shall be understood as the reference to the System Operator division of the ISMO.

1.2 COMPETITIVE WHOLESale POWER MARKET

Pakistan is transitioning from the current single buyer model towards competitive wholesale power market. CPPA-G, as Market Operator of Pakistan, has proposed the model for the wholesale power market. The model is called Competitive Trading Bilateral Contract Market (CTBCM) which has been approved by the Regulator as well as endorsed by the Federal Government. The target date for the implementation of the market is April 2022.

The CTBCM has been designed around bilateral contracts where the energy and capacity will be mainly traded through bilateral contracts and there will be balancing mechanisms for energy as well as capacity to settle the imbalances in both products. The participants representing demand will have obligations in advance to contract capacity to cover their load (Capacity Obligations). These obligations will be fulfilled through contracting firm capacity (capacity certified by Market Operator) with generators. The Market Operator will be responsible for calculating the capacity obligations of the participants representing demand, awarding firm capacity certificates to the generators, collection of data from metering points and system operator, performing the settlement of the balancing mechanism for energy and capacity, verifying the compliance with capacity obligations, and managing invoicing and payment system for imbalances and other system charges to be paid to/by the Market Participants and Service Providers. The MMS is required to cover all these functions.





1.3 ICT STRATEGY OF INDEPENDENT SYSTEM AND MARKET OPERATOR

As stated above, CPPA has been working towards transition of the existing market from the single buyer model to a competitive wholesale power market for quite some time. It has now been established through the preliminary spade work that future competitive market will require the CPPA to evolve its software capabilities to cater for the requirement of the new competitive market, acquire and retain talented human capital to administer these systems to smoothly operate the market of the future. Until now, the company has strived hard not only to build its internal capacity in-terms of people, processes, and technologies but also to assist the other power sector entities to become partners in this journey to flourish the competitive market environment.

The Market Operator (the existing CPPA-G or the Market Operator division of ISMO in future) will be responsible to administer certain aspects of the market such as the registration of market participants and service providers, compliance with capacity obligations, firm capacity certification and settlement of balancing mechanisms for energy and capacity etc. In order to be efficient in its services, these functions require automation for which the MMS should cater for.

The Market Operator with the support of its stakeholders and sponsors is determined to nimbly respond to the myriad of challenges and opportunities that lie ahead. The ICT (Information, Communication, Technology) strategy has been developed for the Market Operator, so that right ICT infrastructure is always there to provide the right solution for the administration of the most modern and efficient electricity market being an overarching goal.

First and foremost, the Market Operator must progressively build a modern infrastructure, to provide software solutions for the market to facilitate market functions as discussed above and allied processes of the market to meet the challenges of standardization of business processes, bringing efficiency, effectiveness, transparency, accuracy and above all the integrations between all the stakeholders of Power Sector. To boost the confidence in the Market, the Market Operator must deliver a strong value to its customers (Market Participants and Service Providers) and earn the public's confidence by better communication and stakeholder engagement through provision of accurate data and producing high quality data analytics. The Market Operator's future performance will also depend on its ability to provide services that are perceived as transparent, efficient, and non-discriminatory; through a modern, efficient service delivery organization; secure and optimize financial resources; employ a skilled workforce capable of delivering on future needs. ISMO's IT

strategy offers a robust IT response to these challenges and opportunities. The MMS shall cater for these needs of the Market Operator in an evolutionary manner.

2. STATEMENT OF WORK

The MMS offered should be built with modules, to ensure system flexibility for operation and maintenance. Each main system/market module should be designed with a modular structure for the different business processes. The MMS shall also include the feature of web-based electronic communication (through internet) of participants and service providers with the ISMO.

The CPPA-G is providing the following documents as illustrative references (but not limited) to demonstrate the business processes of Market Operator which are required to be implemented:

1. CTBCM Detailed Design Report: This report describes the detailed features of the CTBCM.
2. Restructuring Report for Creation of Market Operator: This report describes the different functions to be performed by Market Operator as per the design of the market.
3. SOP/Manuals of Business Processes of Market Operator (to be provided later after the awarding of contract, however the high-level processes are described in this document).
4. Market Commercial Code (to be provided later after the awarding of contract for formulation of different calculations used in SOP/Manuals of ISMO).

2.1 MARKET MANAGEMENT SYSTEM (MMS)

To provide a secure, transparent, reliable, integrated and robust automation solution for the Market Operator, the CPPA-G aims to implement Market Management System (the MMS) to automate certain business process of the Market Operator. The MMS must cover the following aspects of the CTBCM:

1. Registration of Market Participants and Service Providers
2. Bilateral Contract Registration
3. Capacity Obligations of Demand
4. Firm Capacity Certification of Generation Companies
5. Marginal Price Application
6. Balancing Mechanism for Capacity
7. Balancing Mechanism for Energy
8. Billing & Settlement System
9. Metering Information
10. System Operator Information
11. Ancillary Service Charges, Must Run Generation and Market
12. Complaints Management
13. ISMO Service Charges
14. Administration of Credit Covers

Please refer section 2.1.2 for details on the modules that are required to be covered under MMS.

The detailed explanation of these modules is given below. As every market design is unique and every solution must require some customization to meet the requirement of the design. The interested parties must clearly indicate in their proposal that which of these modules are already available in the solution that they are offering and what modules will require customization. The




whole package must include compliance to these requirements and the interested parties must make sure that the solution is developed to comply with these requirements.

2.1.1 PROJECT SITE

CPPA-G is currently functioning in Islamabad and project implementation site will also be same at the premises of CPPA-G. The newly created company to undertake the role of Independent System and Market Operator will also be based in Islamabad. The MMS will be tested in the IT systems of CPPA-G and will be built in such modular manner to be easily transferred to the new company.

2.1.2 MODULES OF MARKET MANAGEMENT SYSTEM (MMS)

2.1.2.1 DESCRIPTION OF THE CORE BUSINESS PROCESSES

Following is the detail of modules that covers the core business process of ISMO which shall be covered in MMS:

#	Module Name / Core Functions	Description
1	Registration of Market Participants and Service Providers	This module shall cover the business processes related to the registration of the market participants and service providers in the CTBCM market. This module shall include creating an electronic register of the market participants and service providers by assigning them unique IDs, keeping them in different categories and establishing relationships among market participants and service providers. The module shall cover in detail the process flow for initial registration and then updating the entries in the register. The electronic register shall also include a status column indicating the status of the participants as active, suspended or terminated. The module shall be configured in a manner to facilitate establishment of links with other modules/processes such as Capacity Obligations, Firm Capacity Certification, Balancing Mechanisms, Metering, Invoicing and Payments etc. Each Category of Participants such as Generation, Load, Suppliers/retailers and Traders and similarly, service providers wire service companies, independent auctioneer, system operator, market operator and CPPA as agent of DISCOs will have different characteristics and the module shall be capable to register each category with their particular characteristics. The detailed characteristics will be specified in the registration forms for Market Participants and Service Providers and the module shall be capable to process the data and store it in an organized manner.
2	Bilateral Contract Registration	The CTBCM is designed around bilateral contracts. A contract will only be considered a valid contract if it is properly registered with the Market Operator. There will be two types of contracts, standardized and customized contracts. The parameters of the standardized contracts will standard parameters and the parties registering the contracts will only need to inform the quantities and term of the contract while the customized contracts parameters will be specified by the parties registering the contracts. The Market Operator will perform certain checks and validation protocols in order to assess the appropriateness of the contracts to be registered. For example, the Market Operator will




		<p>verify that the seller in the contract has enough Firm Capacity Certificates to back the capacity transaction, the buyer in the contract is fulfilling its capacity obligations or not, the energy transactions are undoubtedly established at hourly periods and the capacity transactions are established on daily periods, the parties registering the contract are eligible to register it, compatibility check between contracts etc. This module shall contain an electronic register to store the information related to the contracts assigning a unique ID to each contract. The register shall be organized in a manner to establish linkages with the Market Participants and Trading Points (meters in the Transmission and Distribution Network). The module shall also cover the process flows like the validation of the contract, un-registration of contracts, suspension of contracts etc. that will may end up making changes/updates in the contract register. The module shall also be capable of archiving all the documents used in this process with proper linkages with the Contracts, the Market Participants and the corresponding trading points. Besides market contracts among the Market Participants, this function will also register the market participation agreements and service providers agreements between the Market Operator and market participants and service providers respectively and the module shall cater for this need as well. The minimum information for registration in case of standardized contracts will be the identification of the contract parties, the contract volumes (either fixed or some formula), the type of the standardized contract and the term of the contract. In case of non-standardized contracts, some additional information will also be registered to make sure that the contract can be properly settled. The module shall generate automatic warnings before the expiry of the contract and shall revalidate the contract upon each update. The module shall also handle complaints submitted by participants on the verifications made by the Market Operator. This module covers the business processes related to the registration of the bilateral contracts among the market participants.</p>
3	Capacity Obligations of Demand	<p>In CTBCM, all market participants representing demand will have the obligations to contract in advance enough capacity to supply their demand and also contribute to the reserve margin. These obligations are called Capacity Obligations. All market participants which have such obligations will be required to submit to the market operator their forecasted load for the upcoming years and the information related to the projects that they are going to install/procure. The market operator will calculate the capacity obligations for each market participants considering the load forecast and other factors utilizing a standard methodology. Market Operator also use the information contained in the contract register and other information submitted by the relevant market participants to check compliance with these obligations. There will be certain checks on the eligibility of the projects being submitted by the market participants to be considered for compliance with capacity obligations. If at any instant the capacity allocated to the market participant is less than its obligations, the participant will be informed to install/purchase further capacity to meet its obligations. During the calculation, the Market Operator will take due care of the transmission losses and the reserve margins. This process will be performed every year. This module shall be capable to store the information provided by the</p>

		<p>participant in an organized manner in an electronic register, perform the calculations and store and publish the results. The module shall be capable to automatically established linkages with other databases such as metering data, contract register, firm capacity certificates register and market participants register.</p>
4	<p>Firm Capacity Certification of Generation Companies</p>	<p>In CTBCM, two products will be traded, one is Energy and the other is Firm Capacity. Firm Capacity of each generator will be calculated by the Market Operator based on a methodology using data and factors on a case-to-case basis. The data includes historical generation recorded by the commercial metering system and actual availabilities informed by the system operator. This module shall contain an electronic register to store the information used in the calculation of the Firm Capacity Certificates as well as the Firm Capacity Certificates. The Firm Capacity Certificates will be a series of unique numbers generated by the System. Each number will represent 0.1 MW. The database shall be arranged in a manner to establish linkages with the Market Participants Register as well as Contracts Register. The Register shall also include a column representing the status of the certificates as either transferred or blocked based on its linkage with the Contract Register and Market Participant Register. The Certification Register will also be updated upon verifications being performed periodically by the Market Operator and the module shall cover the process of updating like cancellation of certificates, unblocking, transferring with new contracts etc. The module shall also be capable of archiving all the documents used in this process with proper linkages with the certificates and the market participants. The module shall also handle complaints submitted by participants on the calculations made by Market Operator.</p>
5	<p>Marginal Price Application</p>	<p>The imbalances in the Balancing Mechanism for Energy (explained below) will be settled at marginal price. The marginal price will be discovered through ex-post analysis of the dispatch results. The system operator will formulate the information related to dispatch and availabilities of different plants to be processed to discover the marginal price. This module shall cover the processing of the information provided by the system operator and apply an algorithm to discover the marginal price. In the future a detailed methodology will be developed to discover the marginal price and the module shall be flexible to cater for the future needs. However, at the start of the market, the mechanism is quite simple that the system operator will label the generation plants under different categories and the marginal price will be set by ordering a specific category in ascending order or their costs. This module shall be capable to establish linkages with the System Operation Information database. The marginal price for each hour shall be stored in an electronic register in a manner that the information can be accessed by other processed in a systematic manner.</p>
6	<p>Balancing Mechanism for Capacity</p>	<p>In CTBCM, in order to ensure supply adequacy, the concept of Capacity Obligations is introduced as explained above. The Balancing Mechanism for Capacity has been designed to check compliance with these obligations on ex-post basis. This module shall be capable to take inputs from the metering database, System Operator Data Base, Contract Register and other external parameters being fed by the user. The information from metering database includes maximum demand by each</p>




		<p>participant representing demand (referred to transmission) and actual generation by the variable renewable generation during critical hours (these hours will be defined by the system operator). The information from the system operator includes identification of critical hours and availability of each dispatchable plant during the critical hours. The information from contract register includes capacity transactions among market participants. The external factors include, transmission losses, technical reserve margin, cost of new entry (CONE) and economical reserve margin. The capacity transactions will be compared with the actual quantities taken/delivered by the market participants. Based on these parameters a demand and supply curves will be formulated to work out the capacity balancing price. Based on the result of the balances and the price, a preliminary yearly settlement statement will be published for comments of the market participants. After [25] days of the issuance of the preliminary yearly settlement statement, a final yearly settlement statement will be issued by taking into account the comments from stakeholder (if any). An extra-ordinary settlement statement will be issued upon resolution of a dispute on and final settlement statement and the necessary adjustment amount will be calculated.</p>
7	Balancing Mechanism for Energy	<p>The Market Operator will administer a Balancing Mechanism for Energy to settle the deviations between contracted and actual quantities traded between the market participants. This mechanism will take due care of the losses in the transmission and distribution network to settle imbalances. These calculations will be done on hourly basis and will be settled provisionally on weekly and final on monthly basis. This module shall cover the receipt of metering data from the metering database and apply an algorithm as defined in the commercial code to come up with the actual quantities to settle for each market participants. The module shall also be capable to establish linkage with the contract register to obtain information related to the contracts registered by such participants. The Trading Points can be located in cascade manner and the module shall be capable to apply proper algorithm to assign the energy consumption among different participants in such cases. Upon receipt of the metering information and contract information and applying the appropriate loss factor, assignation to market participants, the final imbalances will be calculated for each market participant. The final step will be to apply the hourly marginal prices to the hourly imbalance quantities. The hourly quantities will be aggregated on weekly (provisional) and monthly basis for the settlement purposes. The preliminary settlement statement will be published for comments of stakeholders on weekly basis and upon receipt of feedback a final settlement statement will be issued after 25 days. An Extra-Ordinary statement will also be issued upon resolution of a dispute in an earlier final settlement statement and the adjustments shall also be calculated. The final settlement statement will be sent to the treasury department for payments and will also be uploaded on ISMO Website for information of the Participants and Service Providers. The module shall be capable to store the data used in the calculations in an electronic register in an organized manner. There will also be adjustments in the data upon receipt of complaints from stakeholders.</p> <p>Another related process that this module shall cover is the adjustment of excess transmission losses. Each transmission licensee has been allowed a</p>

		<p>certain cap on the transmission losses, if the Cap is violated, the transmission licensee is bound to pay for the amount of excess losses and this will be returned back to the market participants. The process will require data from the metering database regarding energy transmitted by each transmission licensee to calculate the losses in the network and the energy taken by each market participant. The excess losses will be priced at the weighted average marginal price in the previous year. The module shall be designed in a manner to establish linkages with the metering register and the marginal price data register. A preliminary settlement statement will be issued for comments of the market participants and service providers. Upon receipt of comments and adjustments (if any) the Market Operator will issue the final settlement statement. This final settlement statement will be forward to the treasury function of ISMO for billing and payments. An extra-ordinary settlement statement will be issued in case a dispute is resolved in any earlier final settlement statement and the adjustments will be calculated. The module shall be capable to handle the workflow and data of the process explained above.</p>
8	Settlement & Invoicing System	<p>Upon receipt of the final settlement statements (monthly, yearly, or excess losses) and calculation of service charges for Market Operator, the treasury department will perform the function of billing and payments by issuing the debit or credit notes as per the mechanism defined in the commercial code.</p> <p>This module shall be capable to cater for the needs of the billing and settlement process. At the start of the market, the Market Operator will not be managing the transmission use of system charges, however, the module shall be flexible to incorporate this at later stages. Also, the module shall be flexible to incorporate the changes in the settlement process with evolution of the market. The module should be flexible for possible integration with ERP.</p> <p>The Market Operator will also charge a fee for the market administration and system administration (Market Operator fee and System Operator fee) and will collect such charges from the market participants. These amounts will be separately invoiced to the respective market participants. The invoicing will be done by the billing and settlement function.</p>
9	Billing	<p>The Market Operator will communicate with the relevant banks for the debit/credit of the amounts mentioned in the credit/debit notes. Proper accounting for all transactions will be ensured and penalties will be applied in case of non-payment or late payment by the market participants or service provider as the case may be. The module should support calculation of penalties and subsequent adjustment / revision, if required and also integrate with the ISMO's ERP System.</p>
10	Metering Information	<p>All actual quantities injected/taken from the grid will be measured through the commercial metering system being administered by National Transmission and Dispatch Company (NTDC). The NTDC will be performing the role of metering service provider and as such will be responsible to transfer this data to Market Operator in an organized manner attaching specific labels to each data set. This module shall be capable to register this data in an electronic register in an organized manner so that it can be easily accessed by other processes where this data is used as input. The</p>




		<p>module shall also include data validation protocols to check validity of the data received. The module shall be equipped with the functionality to automatically fetch the data from the data registers of NTDC. This data includes the half hourly energy from all the meters with unique ID of each meter and the associated date and time stamps, other metering logs, identifiers specifying whether the data is collected through automatic meter reading or manual or an estimated value etc. and other parameters. This register shall contain the information of each metering point such as a unique ID, its location in the network and whether the metering point is also a trading point or not. The module shall generate automatic warnings and reports in case of invalid data. Proper protocols for updating the data shall be in place. The module shall also be equipped with the functionality to make estimations in circumstances where it is impossible to obtain the accurate data from the metering location. The data from NTDC will be received on daily basis. NTDC will transfer raw data as well as validated data for record keeping. The data related to generation will be stored as energy injected into the system on hourly basis and will be the summation of the two half-hourly values provided by NTDC every hour. The values for metering points of demand (including generator metering points, when they are drawing energy from the network), these values will be stored as energy and maximum demand. The energy will be the summation of the two half hourly values provided by NTDC and the maximum demand in an hour will be the maximum of the two values for each hour. In a nutshell, this module shall be capable of retrieving the data from NTDC databases, storing it in electronic registers in ISMO IT Systems, validating the accuracy and completeness of the data, making estimations and sharing the metering data with other functions of ISMO for further processing.</p>
11	System Operator Information	<p>The System Operator will generate several data sets which will be used by the Market Operator for the settlement of imbalances in energy and capacity, calculation of ancillary service charges, verification of the firm capacity certificates etc. The Market Operator will also provide certain information to the system operator such as the variable costs of the generators to be used in the implementation of the economic dispatch. This module shall be capable to handle all the data which is being exchanged between Market Operator and System Operator. As this information will be used in many processes, the module shall be capable to establish linkages with other modules.</p> <p>The data being generated/gathered by the System Operator include availabilities of power plants, estimated production of each plant along with specific operating conditions, congestions / constraints in the transmission network, information on generation plants which provided ancillary services, loading levels of each plant along with their operating costs, actual generation of power plants gathered through its systems, must run generation to alleviate congestion located in different permanently congested areas in the network etc. For each generation plant, the System Operator will submit data to the Market Operator stating its availability, the loading position, along with a label having different status conditions. The System Operator will also inform all the generators which were being stopped / started to alleviate congestions in different permanently congested areas. Information related to power</p>




		<p>plants providing different kind of ancillary services will also be gathered by the system operator and communicated to the Market Operator. In order to justify the decisions taken by the system operator to implement the economic dispatch, the system operator will log the data of any constraints that that affected the dispatch and will communicate such information to the Market Operator. There can be other data tables as well which needs to be reported by the System Operator to the Market Operator as per provisions of the commercial code. This module shall be capable of handling the data transfer between Market Operator and system operator, storing the data in an organized manner and being capable to establish linkages with other processes to use this data in the market settlement and other allied processes. The information being provided by the system operator will have numerical data as well as non-numerical data and the module shall be capable to handle both kind of data.</p>
12	<p>Ancillary Service Charges, Must Run Generation and Market Operator and System Operator Fee</p>	<p>In order to ensure stability and security of the system, all generators must provide the required ancillary services as mandated by the Grid Code. These services will be provided for free, however, if there is any economic opportunity loss to the generator for providing such service or allowing other generators to provide such service, there will be a compensation for such generators. The System Operator will inform the Market Operator about such generators along with the necessary data set to calculate the amount of compensation. The Market Operator will calculate the compensation to be given to each generator which provided the ancillary services and then based on the information contained in the contract register, will allocate this compensation to different market participants. The total compensation to be given to the generators will be recovered from the market participants representing demand based on the information in the metering data register. These compensations will be included in the monthly settlement statements being generated by the Market Operator. The module shall cater for all workflows including the establishment of linkages with other process to obtain the necessary data, apply proper formulae to calculate the amounts, assign the amounts among market participants and export the information to be included in the settlement statement.</p> <p>Another compensation that will be calculated and settled by the Market Operator is the compensation for must run generation. From time to time, there will arise situation in the transmission network that to avoid overloading of equipment or stabilize the voltage, some expensive generation must be dispatched locally which should not have been dispatched if the overload or voltage problem was not there. The System Operator will inform the Market Operator of all such kind of generation in the system with proper designation of the congested area and other necessary data set. The Market Operator will calculate the compensation as per the data provided by the System Operator and will allocate the compensation to different market participants based on the information contained in the contract register. These charges will be calculated area wise and will be collected from the participants representing demand in the respective area where the must run generation happened. This settlement will also be included in the monthly settlement statements. The Market Operator will also charge a fee for the market administration</p>




		<p>and system administration (Market Operator fee and System Operator fee) and will collect such charges from the market participants. These amounts will be separately invoiced to the respective market participants. The invoicing will be done by the billing and settlement function.</p> <p>This module shall cover for all of the above three categories of settlements, i.e., ancillary services, must run generation and market administration and system operation fee.</p> <p>This module shall be flexible to cater for the calculation and administration of any other kind of grid charges being introduced in the future that needs to be settled by the Market Operator. These possible charges can include, the transmission service charges, the metering service charges and the strategic projects charges or any other levies imposed by the government that will be collected and disbursed by the Market Operator.</p>
13	Complaints Management	<p>As the functions performed and calculations made by the Market Operator will impact the market participants and service providers, therefore, there will be complaints and disagreements. The interested parties shall provide the solution equipped with an efficient complaint management system. This can be provided as a separate module or can be part of each individual module to whom the complaint relates. The system shall be flexible to incorporate different complaint management workflows.</p>
14	ISMO Service Charges	<p>In addition to overall market administration, Market Operator shall provide specific / value added services to market participants, for which a reasonable charge shall be levied. Such services include, but not limited to, Firm Capacity Certification, Capacity Obligation etc. These service charges shall be approved by the Regulator. This module shall be capable to calculate service charges, send invoices and interface with the accounting system of ERP System.</p>
15	Administration of Credit Covers	<p>In order to protect integrity and ensure confidence in the market, all payments must be secured through some kind of arrangement. In the CTBCM, all participants that trade in the market will provide credit covers for their potential exposure to the balancing mechanisms in order to provide payment security in the market. The Market Operator will be responsible to calculate, based on certain data sets, the expected amount of credit cover to be submitted by each market participant. These credit covers will be constantly monitored by the Market Operator to check for the sufficiency of the amount and to generate requirements for increase/decrease of the amounts. These credit covers will be managed through specific banks duly approved by the Market Operator. This module shall be capable to handle the calculations of credit cover amounts, possibly its linkage to imbalance (monetized at applicable price) of each participant in the preceding month / year and online communication to the participants to recoup the deficiency if any, its management through the banks, the constant monitoring and the frequent changes (to cover both upward and downward revisions as well as renewal / replenishment) in the credit cover requirements. The module shall be capable to establish linkages with other processes and establish communications with the market participants to inform updates regarding their respective amounts.</p>




2.1.3 GENERAL SYSTEM REQUIREMENTS

Following are the general requirements of the system:

1. All modules shall cater for all of the above stated processes including workflow, building algorithm, storing parameters in an electronic register in an organized manner. The module shall be capable to establish linkage with other registers from where data will be extracted.
2. All modules shall be flexible to cater for the future evolution of the market.
3. All modules (where relevant) shall be capable to automatically publish data on /the Market Operator website
4. The solution shall ensure confidentiality among different modules and also based on the kind of users.
5. All modules shall be capable of tracking changes being done in the data or process and identifying the users who made the changes.
6. The modules shall be capable to display the formulas and the result of the intermediate steps to ensure easy debugging.
7. The system should have built-in compliance features (configurable) with legal and regulatory framework
8. Workflow based processes
9. Audit trails
10. Enquiry screens to all modules
11. Reports
 - a) Standard Reporting
 - b) Customized reports
 - c) Reporting tool so end user can extract the data for analysis as per requirement.
15. Facility to import / export data to any format like MS Excel, PDF, CSV, XML etc.
16. Configurable during the development phase as well as in the future to any regulatory changes in the underlying framework documents as the currently available documents are not yet approved by the regulator.

2.2 PROJECT GUIDELINES

I. Documentation

The successful bidder shall be required to provide all documentation according to best practices methodology in relation to the system implementation, configuration, system integration, system requirements, maintenance, programming, and training of the modules of solution. Documentation shall be included in the acceptance procedure and should be received by CPPA-G as part of the system implementation. Training documentation (User Manuals) shall be received by CPPA-G a maximum of Fifteen (15) days prior to the start of the first Training Class. Any changes suggested by CPPA-G will need to be incorporated in the above documentation accordingly.

II. Training

The successful bidder shall be responsible for imparting training to CPPA-G employees. Training



courses shall include instructions, documentations, and training environment. The Successful bidder shall prepare and submit a Training Schedule, identifying all courses and provide a short description of all courses included. The Successful bidder shall plan the training to correspond with the implementation milestones, allowing CPPA-G personnel to start operating the solution as soon as possible after a functional module has been implemented.

Training shall include user manuals, training videos, documentation and training environment. Each participant should be given role-based training kit, which is the main resource that will be used for training purposes. Training material may comprise of Role Based User Manuals, Help Videos etc. All trainings should be carried out on the basis of successful bidder's supplied training aids and instructor guides. CPPA-G intends that Training material shall be received from successful bidder fifteen (15) days prior to the start of End User Training Phase. Any changes suggested by CPPA-G will need to be incorporated in the above Training material accordingly.

III. Performance Evaluation Period

The Successful bidder shall provide a ninety (90) days Performance Evaluation Period. During the Performance Evaluation Period, the Successful bidder shall be responsible for maintenance and support of the solution and hardware/other equipment installed. During the Performance Evaluation Period, CPPA-G shall execute any activities they find necessary to verify the business requirements. The Performance Evaluation Period is terminated by a Final Acceptance Test (FAT). The Performance Evaluation Period commences immediately after CPPA-G's approval of the Production Go-Live/Cut over date. The results of the FAT shall be measured against the compliance of 100% of the requirements set in the RFP.

IV. Warranties

The bidder will provide Warranty for one (1) year after the Successful Completion of Go-Live Phase. The bidder warrants that:

1. For License renewal for Warranty Period (One Year) by Principal the Standard Licensing and Services Agreement shall apply
2. Bidder is highly skilled and possesses the expertise needed to configure, implement and provide the support of particular Services required by as per statement of Work. The bidder acknowledges that CPPA-G is relying upon the skill and expertise of the bidder for the performance of this project.
3. The bidder will submit the Maintenance & Support Plan and the list of resources to be available onsite/offsite during the Warranty period.
4. These resources will dedicatedly work for the CPPA-G during the Warranty Period. These resources will be responsible for applying patches, fixing issues and applying updates that do not significantly change the scope of the Application. The scope of the warranty also involves development of additional customizations i.e. reports, forms, integrations etc. within the scope of the Solution provided. CPPA-G will provide these resources with adequate work resources and ensure proper software development environment.

V. Maintenance & Support

1. After the completion of Warranty Period, CPPA-G may sign a further one-year Maintenance & Support contract with the successful bidder at the contracted rates given in Annex A.
2. The bidder will submit the Maintenance & Support Plan and the list of resources to be available onsite/offsite during the Maintenance & Support period.
3. The resources onsite/offsite will dedicatedly work for the CPPA-G during the Maintenance Period. These resources will also be responsible for applying patches, fixing issues,



developing & implementing new requirements and applying updates. The scope of the Maintenance also involves development of additional customizations i.e. reports, forms, integrations etc. within the scope of the solution provided. CPPA-G will provide these resources with adequate work resources and ensure proper software development environment.

vi. EQUIPMENT & THIRD-PARTY SOFTWARE

- a. The successful bidder is responsible for the licensing/legalities of the software.
- b. Any Third Party Software, needed to install and run the application at CPPA-G's Installation Sites will be provided and installed on the Equipment by the successful bidder.

vii. INFRASTRUCTURE REQUIREMENTS

The bidder shall propose the detail requirements (documentation only) with tentative sizing of infrastructure and hardware i.e., server machines, storage etc. by keep in view of minimum ten years requirements. Complete Equipment is to be provided by the CPPA-G according to the agreed upon specification at its own expense, for running the application at the Installation Sites.

3. INSTRUCTIONS FOR PROPOSAL PREPARATION

3.1 GENERAL INSTRUCTIONS

1. The bidding procedure shall be governed by PPRA rules 2004, issued and amended from time to time by the Public Procurement Regulatory Authority (PPRA). The bidding procedure is also governed by PPRA rule 36 'Procedures of Open Competitive Bidding' sub-rule (b) 'Single stage - Two Envelop procedure'.
2. A firm fixed price type of contract is anticipated to be awarded.
3. Bidders shall provide proposals directly in their own name to CPPA-G under the terms and conditions hereunder.
4. Proposals shall concisely address the Statement of Work specifications as they are presented.
5. Proposals not meeting specifications of the **Section# 2 "Statement of Work"** of this document may be rejected.
6. Proposals received after the deadline will not be considered.
7. Bidders shall submit proposals in response to this solicitation in English with all prices stated in Pak Rupees (PKR) and provide the details as per Annexure A.
8. The bidder shall prepare Technical and Financial Bid separately, clearly marking each as "TECHNICAL" and "FINANCIAL". In case of any discrepancy between the TECHNICAL and FINANCIAL, the TECHNICAL proposal shall prevail. The bidder shall seal the Technical proposal and the financial bids separately in an INNER and an OUTER envelope, duly marking the envelopes as "TECHNICAL" and "FINANCIAL". Bid submitted in single envelope will be disqualified.
9. Bidders shall attend a Pre-Bid Conference as per schedule at conference room of CPPA-G, Shaheen Plaza, Fazal-e-Haq Road, G-7/2, Islamabad, Pakistan or online as per the meeting link will be shared by the CPPA-G.
10. Bidders may submit modifications to their proposals at any time before the solicitation closing date and time. The contract will be awarded to a Pakistani firm, all payments will be made in Pak Rupees.
11. The bidder shall provide the following documents with its technical bid:




- a. Company's Certificate of Incorporation
 - b. Valid National Tax Number Certificate (NTN)
 - c. Valid Sales Tax Registration Certificate (STRN)
 - d. Valid Professional Tax Certificate
 - e. Audited financial reports of last three years
12. Subcontracting is allowed with prior acknowledgment of the Customer.
13. The bidder should explain if any fault logging procedure/mechanism is already in place. The firm must be able to define a guaranteed response time after a complaint is lodged.
14. The Bidder must submit following documents (as per template) mentioned in *Annexure B* of this document:
- a. Affidavit of Legitimate Bidder
 - b. Letter of Intention
 - c. Performance Guarantee
15. The Bidder must submit following documents (as per template) mentioned in *Annexure B* of this document for the compliance to technical specifications of tendered goods/services (Refer to **Section# 2**)

3.2 BIDDING PROCEDURE

The bidding procedure prescribed in the Invitation for Bids is explained herein below:

Single Stage: Two Envelope Procedure

1. The bid shall comprise a single package containing two separate sealed envelopes. Each envelope shall contain separately the Financial Bid and the Technical Bid.
2. The envelopes shall be marked as "FINANCIAL BID" and "TECHNICAL BID" in bold and legible letters to avoid confusion.
3. Initially, only the envelope marked as "TECHNICAL BID" shall be opened at O/o Chief Information Officer (CIO), CPPA-G, Shaheen Plaza, 73 A West, Fazal-e-Haq Road, Blue Area, Islamabad on the date/time fixed in the Invitation for Bids (IFB) in the presence of the bidders or their authorized representatives, who may choose to be present.
4. The envelope marked as "FINANCIAL BID" shall be retained in the custody of CPPA-G without being opened.
5. The CPPA-G shall first establish the "Eligibility" and then evaluate the technical bid conforming the compliance of the offered item's technical specifications with the demanded ones and other terms & conditions, without reference to the price and reject any bid which shall not conform to the specified requirements.
6. During the technical evaluation no amendments in the technical bid shall be permitted, however, if required, any clarification(s) which shall not constitute any material deviation of bid, may be asked. The request for clarification and the response shall be in writing, and no change in the prices or substance of the bid shall be sought, offered, or permitted.
7. The "FINANCIAL BIDS" of eligible and technically qualified Bidders shall be opened publicly at a time, date and venue to be announced and communicated to the bidders in advance within the bid validity period.
8. The Financial Bid of ineligible and/or technically nonresponsive bidders shall be returned unopened to the respective bidders subsequent to the announcement of "Bid Evaluation Report" (BER).

3.3 FINANCIAL PROPOSAL



The cost proposal that will include a Budget Spreadsheet (*Annex A*) shall be submitted as a separate/standalone document. Pricing must be fully comprehensive, complete, and list any available discounts. Pricing information supplied with the proposal must be valid for at least **180 (one hundred and eighty)** days after the due date for proposal submission. All one-time and recurring costs must be fully described. Rates shall be quoted, inclusive of all but showing separately, costs of software licensing, inspection, implementation services, maintenance support period services (optional), transportation, taxes, import duties if any and other levies etc.

The financial comparative statement of the bidders will be prepared on the basis of total amount of columns (a) and (b) of the Price Schedule of *Annex A*.

3.3.1 Budget Spreadsheet

Budgets shall be submitted in hardcopy and MS EXCEL, in the format shown in *Annex A* and must not be in Adobe® Portable Document Format (.pdf) format so formulas are left open for CPPA-G to view. For evaluation purposes, Bidder shall provide sufficient detail and supporting information to allow a complete analysis of cost. Bidder **MUST** include a breakdown of line items that they believe are realistic and reasonable for the work in accordance with the technical requirements outlined. The Bidder shall clearly identify indirect rates (including fringe rates), the base to which each indirect rate is applied, and the cost base in PKR.

Budget Notes:

The Budget Notes shall thoroughly explain the estimating methodology used to calculate the budget and any assumptions that may have been made by the Bidder over and above the ones stated in this RFP that had a material effect on the resulting proposed cost. Bidder must clearly explain the basis of costs, meaning why and how Bidder is costing out certain figures for item or service, to establish reasonableness of costs. The notes shall include a clear and thorough explanation for each budgeted line item e.g., travel costs and labor costs, reflecting either number or quantity and units of measurement.

4. SUBMISSION OF BID

Potential Bidder(s) must submit 02 separate copies of technical and financial bids marked as "ORIGINAL" and "COPY".

Bids may be submitted to the undersigned in SEALED ENVELOPS i.e., technical and financial separately at the address given below as per schedule. Technical proposals of the bids submitted will be opened accordingly.

5. LATE BID

Bidder will himself be responsible for ensuring that his bid is submitted in accordance with the instructions stated herein. Any bid submitted after the deadline prescribed for submission of the bids will not be considered even if it becomes late as a result of circumstances beyond the bidder's control.

6. RIGHTS RESERVED BY THE CPPA-G

1. CPPA-G may, in its sole, unfettered discretion, reject any or all proposals without assigning any reason and without thereby incurring any liability to a prospective bidder or to any other person.




2. CPPA-G may, in its sole, unfettered discretion, withdraw, annul, suspend or cancel the RFP or the bidding process without thereby incurring any liability to a prospective bidder or to any other person.
3. Under the terms of this RFP, CPPA-G may, in its sole, unfettered discretion, reject any or all proposals without thereby incurring any liability to a prospective bidder or to any other person if it determines that, whether due to any reason, the interests of CPPA-G are compromised or adversely affected.
4. CPPA-G reserves the right to modify the bidding documents at any time prior to the deadline for submission of bids, on the request of the prospective bidders for any clarification or at its own initiative, for any reason. This amendment shall constitute part of the bidding documents. In order to afford the prospective bidders a reasonable time to take the amendments into account in preparing its bid, CPPA-G may at its discretion extend the deadline.
5. If at any future point of time, it is found that the bidder had made a statement which is factually incorrect, the CPPA-G reserves the right to debar the bidder from bidding prospectively for a period to be decided by CPPA-G and take any other action as may be deemed necessary.
6. CPPA-G reserves the right to accept or reject offers as per PPRA rules. The offer received incomplete or not in accordance with the terms and conditions/specifications as laid down in the tender document will not be entertained. Bid offered is likely to be ignored if:
 - a. The tender is unsigned.
 - b. It is received after the time and date fixed for its receipt.
 - c. Offer is ambiguous or conditional.
7. Further, CPPA-G shall have the right to cancel or amend the tender process at any time without assigning any reason, prior to finalization of the bidding process. Without thereby incurring any liability to the affected bidder or bidders. Reasons for cancellation will be determined by CPPA-G at its sole discretion. However, any amendment would be communicated to prospective bidders well in time.
8. The decision of CPPA-G in all matters will be final and binding on all bidders participating in this bid.

7. PROPOSAL EVALUATION CRITERIA

Proposals will be evaluated as per the evaluation criteria below, total marks of evaluation are 100, the weightage of Technical and Financial Evaluation is 70 and 30, respectively.

CPPA-G for compliance with administrative requirements, previous experience of similar projects by the bidder, technical capacity, the qualifications of the personnel for the project, and prices. CPPA-G may contact a bidder's previous clients and may obtain any information related to other projects that the bidder has executed. CPPA-G may contact any bidder for clarification or additional information, but bidders are advised that CPPA-G reserves the right to make decisions based solely on the information provided with the proposals. CPPA-G may but is not obligated to conduct additional negotiations prior to issuance of a Contract.

Mathematical errors will be corrected in the following manner:

1. If a discrepancy exists between the total price proposed and the total price resulting from multiplying the unit price by the corresponding amounts, then the unit price will prevail and the total price will be corrected.
2. If there were a discrepancy between the numbers written out in words and the amounts in numbers, then the amount expressed in words will prevail.
3. If the bidder does not accept the correction, the offer will be rejected.

7.1 EVALUATION OF TECHNICAL PROPOSALS




The technical proposals will be evaluated by a technical evaluation committee using the criteria shown below. When evaluating the competing proposals, CPPA-G will consider the written technical/capability information provided by the Bidders, and or any other information obtained by CPPA-G through its own research.

The criteria listed below are presented by major category, so that Bidders will know which areas require emphasis in the preparation of their proposals. Bidders should note that these criteria serve as the standard against which all-technical information will be evaluated and serve to identify the significant matters which Bidders should address.

At least **49 points (70%) out of total 70 points** are required to qualify technically. The points are assigned for technical evaluation according to the following technical evaluation criteria:

#	Evaluation Parameter for Bids	Total Points																		
1	Demonstration of Partnership association certificate with a minimum of three years with the principal (documentary proof is required) Less than three years = 0 marks More than three years and less than five years = 3 marks For five years and more = 5 marks	5																		
2	Annual Sales Turnover (Audited reports of last three years should be presented) Annual turnover (for each year) in last 3 years >= PKR 1 Billion = 5 marks Annual turnover (for each year) in last 3 years >= PKR 500Mil. = 3 marks Annual turnover (for each year) in last 3 years >= PKR 200Mil. = 2 marks	5																		
3	Tier-one commercial off-the-shelf integrated solution. If firm is offering the product other than tier-one platform then provide the justification of equivalency with tier-one products	10																		
4	Methodology and approach to the statement of work as provided in RFP. Bidder will explain the same through presentation (MS PowerPoint or other media) to technical evaluation committee.	30																		
5	Documentary proof of OEM for implementation of suggested product as Market Management System at any one similar organization worldwide.	20																		
6	The hands-on experience of Project Manager on proposed solution implementation. (submit resume as per <i>Annexure C</i> and certificate of availability as per <i>Annexure D</i>)	10																		
7	Project team's experience of proposed product implementation (also submit resume as per <i>Annexure C</i> and certificate of availability as per <i>Annexure D</i>): <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th>Sr#</th> <th>Name</th> <th>Qualification (Academic & Certifications)</th> <th>Role in the Project</th> <th>Total Experience</th> <th>Relevant Experience</th> </tr> </thead> <tbody> <tr> <td> </td> <td> </td> <td> </td> <td> </td> <td> </td> <td> </td> </tr> <tr> <td> </td> <td> </td> <td> </td> <td> </td> <td> </td> <td> </td> </tr> </tbody> </table>	Sr#	Name	Qualification (Academic & Certifications)	Role in the Project	Total Experience	Relevant Experience													20
Sr#	Name	Qualification (Academic & Certifications)	Role in the Project	Total Experience	Relevant Experience															
*4 point for each relevant expert																				

	Total	100
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7.2 EVALUATION OF COST PROPOSALS

Cost proposals submitted will be one of the selection factors and considered in making a best value determination. Therefore, the closer the technical evaluation scores of the various proposals are to one another, the more important cost considerations will become.

Bidders are hereby reminded that CPPA-G is not obliged to award a contract on the basis of lower proposed cost or to the Bidder with the highest technical evaluation score. After evaluation of all proposals, CPPA-G will make the award to the Bidder whose proposal offers the best value to CPPA-G considering both technical and cost factors. Financial proposals marks will be calculated by applying the following formula:

$$\text{Price Score} = \frac{\text{Total Price Score i.e. 30} \times \text{Lowest Bid Price}}{\text{Bid Price of the Bidder}}$$

A total of **30 points** is assigned to the following cost evaluation criteria.

Evaluation of the cost proposal will consider, but will not be limited to, the following:

1. Cost reasonableness and allow ability of costs;
2. Cost realism and completeness of the cost proposal and supporting documentation. The "cost realism means that costs in a Bidder's proposal are realistic for the work to be performed; reflect a clear understanding of the requirements; and are consistent with the various elements of the Bidder's technical proposal";
3. Consistency with the technical proposal;
4. Overall cost control/cost savings evidenced in the proposal (avoidance of excessive salaries, excessive other direct costs, and other costs in excess of reasonable requirements);
5. Amount of the proposed fee, if any.

8. GENERAL TERMS AND CONDITIONS

CPPA-G intends to award a contract resulting from this solicitation to the eligible and responsible Bidder whose proposal represents the best value after evaluation in accordance with the factors in the solicitation. Bidders should note the following:

1. Joint Venture of companies is not allowed.
2. The CPPA-G will preliminary examine the bid to determine whether they are complete, whether any computational errors have been made, whether required sureties have been furnished, whether the documents have been properly signed and whether the bids are generally in order.
3. CPPA-G is not obligated to pay for any costs incurred by the Bidder in preparation of a proposal in response hereto, or otherwise compensate the Bidder, if CPPA-G rejects any or all proposals or if it withdraws, annuls, suspends or cancels the RFP or the bidding process.
4. CPPA-G intends to evaluate bids and award a contract without discussions with Bidders (except clarifications). Therefore, the Bidder's initial bid should contain the Bidder's **best terms from a cost or price and technical standpoint**. CPPA-G reserves the right to conduct




discussions and/or to establish a competitive range and conduct discussions with multiple bidders if CPPA-G later determines discussions to be necessary.

5. Exchanges/Discussions with bidders after receipt of a proposal do not constitute a rejection or counteroffer by CPPA-G.
6. CPPA-G may determine that a proposal is unacceptable if the prices proposed are materially unbalanced between line items or sub-line items. Unbalanced pricing exists when, despite an acceptable total evaluated price, the price of one or more contract line items is significantly overstated or understated as indicated by the application of cost or price analysis techniques. A proposal may be rejected if CPPA-G determines that the lack of balance poses an unacceptable risk.
7. CPPA-G shall bear no liability to any Bidder, or any person based on any act or omission related to or in connection with or arising out of this RFP or otherwise.
8. The bidders will submit bid bond 2% in the form of Pay Order, Bank Draft or CDR in favor of Central Power Purchasing Agency (Guarantee) Limited along with the financial bid. However, the bidder will attach a certificate with technical bid that bid bond, without mentioning amount, has been attached with financial bid. The bid security from any insurance company will not be acceptable in any case and bid will be liable to rejection.
9. Unsuccessful bidders will be notified as soon as possible following an award or the establishment of the competitive range.
10. Successful bidder will submit the Performance Bond equal to 5% of the total value of quoted price (inclusive GST) of the project in shape of Bank Guarantee from any scheduled Bank of Pakistan on the prescribed form valid till the completion of the contract starting from the date of signing contract. The Performance Bond shall be furnished with the acceptance of Letter of Intent. The same shall be released after expiry of the contract.
11. CPPA-G reserves the right to monitor the Successful bidder's progress to ensure he meets the milestones as determined at the time of award. For this purpose:
 - a) The Successful bidder and its officially nominated personnel team shall be available for regular weekly meetings to discuss the support issues and a progress report will be shared with the CPPA-G on weekly basis.
 - b) If it appears that a milestone will be missed, a letter of cure will be issued to the Successful bidder by CPPA-G that may order Successful bidder to field more teams or increase the number and qualifications of staff to resolve the requirement. If this efficiency measure is required, any costs associated with additional resources will be funded by the bidder within the ceiling cost of the contract.
12. CPPA-G will monitor the quality of work performed by the Successful bidder using an agreed methodology at time of award. If the quality of work is inadequate, CPPA-G reserves the right to order the Successful bidder to redo work judged to be of insufficient quality, at the sole cost of the Successful bidder and liquidated charges will be applied.
13. Payment to the successful bidder will be made as per the schedule given as per Section "Payment Terms".




14. The successful bidder shall not change any of the proposed team members without the written approval of CPPA-G throughout the lifecycle of the project and replacement will be provided with the same level of resource required. Three or more changes will result in a penalty of 2% of the project value.

15. In the event the Successful bidder fails to provide the services as required in the section "Statement of Work" the Liquidated Damages (LD) will be deducted as per section 13 "Failure and Termination".

9. BIDDERS ARE REQUIRED TO SUBMIT THE FOLLOWING

9.1 APPROACH

This section describes the overall approach that is used to meet CPPA-G's objectives and challenges associated with this project during the implementation phase. Following are some of the major components of a successful implementation. Bidders are required to propose their implementation methodology to meet the following or best suit for the successful implementation (but not limited) during the course of the project:

- Delivery Approach
- Deliverable Material
- Project Organization Structure
- Acceptance Procedure
- Project Change Control Procedure
- Risk and Issue Management Procedures
- Project Management Procedures
 - Project Team CPPA-G & BIDDER
 - Project Communication Plan
 - Project Reporting Plan (Weekly and Monthly reports)
 - Escalation procedure

9.2 IMPLEMENTATION METHODOLOGY

Bidder should ensure successful project outcomes and will follow industry "best practices", and these should be incorporated within Project Methodology. Bidder should use Implementation Methodology that has a proven success track record. The Methodology should provide a full project life cycle for configuring, customizing and implementing the System to address CPPA-G's stated solution requirements which may involve (but not limited to the) following phases:

- Mobilize Team and Kick-off Project
- Supply & Installation of Software
- Evaluation of the documents of CPPA-G and prepare Current Process Model, Future Process Model (FPM) and Gap Analysis for configuration of Solution.
- Key User Training
- Setup/Build/Customization and Integration
- User Acceptance Testing (UAT)
- End User Training
- Data Conversion
- Transition and Go-Live




- PIR Meeting (Project Implementation Review (PIR) will be convened by arrangement to review project compliance in an assessment process for the project closure.)

The bidders are required to submit detailed plan for procurement and installations of IT infrastructure by CPPA-G which should be in line with overall implementation plan.

9.3 EXPECTED TIMELINES OF IMPLEMENTATION

The implementation tasks shall be completed within 9 months inclusive 3 months of Performance Evaluation Period (PEP).

9.4 EXPECTED DELIVERABLES

Following are (but not limited to) the expected deliverables according to the phase wise implementation:

Project Phase	Deliverable / Phase Output
Kick-Off Project	<ul style="list-style-type: none"> • Project Charter • Project Plan • Project Communication Plan
Gap Analysis (Evaluation of the CPPA-G requirements, documents and prepare CPM, FPM and Gap Analysis for configuration of Solution)	<ul style="list-style-type: none"> • Current Process Model (CPM) • Future Process Model (FPM) and Gap Analysis & Solution • Reports List and finalized Formats • Data Conversion Strategy for UAT
Key User Training	<ul style="list-style-type: none"> • Key User Training Sessions • Key User Training Material
Prototype of the Solution	<ul style="list-style-type: none"> • Prototype Sessions • Updated Future Process Model (FPM) and Gap Analysis & Solution
Build & User Acceptance Testing	<ul style="list-style-type: none"> • Test Plan (Testing Requirements and Strategy) • Business Test Scenarios List • Test Cases & Results • User Acceptance Testing Sign-Off (individual process) • Integration Testing Sign Off • System Performance/Stress Testing Sign Off • Defects/Issue Log Resolution Sign Off (individual issue) Data Conversion Strategy for Production • End User Training Plan • Source Code Delivery of Complete Solution
End User Training	<ul style="list-style-type: none"> • Role Based End User Training Material • End User Training Sessions
Transition to Production and Go Live	<ul style="list-style-type: none"> • Go Live and Roll-out Strategy • Data Conversion - Opening Balances all modules • Setup Documents (each module) • Integration & Customization Documents




	<ul style="list-style-type: none"> • Complete Production Environment • Defects/Issue Log Resolution Sign Off (individual issue) after Go-Live • Source Code Delivery of Complete Solution • Performance Evaluation Period Certificate and Project Closure Report • Warranty Support Plan • Start of Warranty Support period
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10.ACCEPTANCE CRITERIA OF DELIVERABLES

1. The deliverables will be provided to the CPPA-G’s at least 7 days in advance of review finalization date.
2. The successful bidder will make a presentation on the deliverables to the designated committee. If required, on the day of the review and the committee may ask for additional information or changes. CPPA-G will issue a formal acceptance of the deliverables subject to above reviews.

All acceptances by CPPA-G will be given in writing, by the CPPA-G Project Director or his nominee. The acceptance criteria for various deliverables are as follow:

1. Document Delivery: Review Comments incorporated and sign off by Key Users /Project Manager /Project Director as per requirement of document.
2. Customization Source Code Delivery: No errors and sign off by Manager ERP and/or his/her nominee after code review and testing.
3. Data: Accuracy and completeness as specified by CPPA-G functional heads/Key Users.
4. Training: Review comments on training material incorporated and satisfactory course feedback.
5. Acceptance criteria for any other activity not covered by this document will be decided between CPPA-G and successful bidder in their fortnightly status review meetings and then will be signed off accordingly.

11.PAYMENT TERMS

A tentative Payment Plan is as follow:

Project Phase	Deliverable / Phase Output	Payment Terms
Kick-Off Project	<ul style="list-style-type: none"> • Project Charter • Project Plan • Project Communication Plan 	5%
Gap Analysis (Evaluation of the CPPA-G SOP’s and prepare CPM, FPM and Gap Analysis for configuration of solution with CRP Sessions)	<ul style="list-style-type: none"> • Current Process Model (CPM) • Future Process Model (FPM) and Gap Analysis & Solution • Reports List and finalized Formats • Data Conversion Strategy for UAT 	15%
Key User Training	<ul style="list-style-type: none"> • Key User Training Sessions • Key User Training Material 	5%
Prototype of the Solution	<ul style="list-style-type: none"> • Prototype Sessions • Updated Future Process Model (FPM) and Gap Analysis & Solution 	5%

Project Phase	Deliverable / Phase Output	Payment Terms
Build & User Acceptance Testing	<ul style="list-style-type: none"> • Test Plan (Testing Requirements and Strategy) • Business Test Scenarios List • Test Cases & Results • User Acceptance Testing Sign-Off (individual process) • Integration Testing Sign Off (individual process) • Defects/Issue Log Resolution Sign Off (individual issue) • System Performance/Stress Testing Sign Off • Data Conversion Strategy for Production • End User Training Plan • Source Code Delivery of Complete Solution 	25%
End User Training	<ul style="list-style-type: none"> • Role Based End User Training Material (Soft Copy) • End User Training Sessions 	15%
Transition to Production and Go Live	<ul style="list-style-type: none"> • Go Live and Roll-out Strategy • Data Conversion - Opening Balances all modules • Setup Documents (each module) • Integration & Customization Documents • Complete Production Environment • Defects/Issue Log Resolution Sign Off (individual issue) after Go-Live • Source Code Delivery of Complete Solution • Performance Evaluation Period Certificate and Project Closure Report • Warranty Support Plan • Start of Warranty Support period 	20%
Completion of Warranty Period	Final Acceptance Certificate	10%
Annual Support (Post-Production) after warranty period (if contracted by CPPA-G)		25% quarterly at the end of each Quarter

11.1 CHARGES AND PAYMENTS

1. The amount payable for the supply of the Services will be as detailed above. General Sales Tax, if applicable on this supply of services, will be payable by the CPPA-G, at the rate applicable at the time of invoice.

2. The successful bidder shall invoice the CPPA-G for the Services supplied in accordance with the Payment terms as above and on completion of quarter (for which a phase completion certificate will be issued by CPPA-G). Payment will become due 30 days following receipt of the invoice.
3. Subject to any agreed variations or change requests, the Price specified in the Contract is the total charge to the CPPA-G.
4. If any tax exemptions, reductions, allowances or privileges may be available to the Successful bidder in Pakistan, CPPA-G shall use its best efforts to enable the successful bidder to benefit from any such tax savings to the maximum allowable extent.
5. In case the federal or provincial government or any other competent authority levies any new/additional taxes, charges, surcharges, fees, duties, etc. or withdraws any exemptions or reduce/eliminate any taxes, charges, surcharges, fees, duties, etc. that directly or indirectly affect the quoted/contracted price, the same shall be added/subtracted from the overall quoted price accordingly to be paid by CPPA-G to the successful bidder.
6. After completion/acceptance of the phases, successful bidder will submit invoice to Project Director CPPA-G, which will be due for payment within 30 days of the date of filing the payment application on production of following documents:
 - a) Bill for the claim due, approved by the Project Director CPPA-G.
 - b) Phase completion/acceptance certificate issued by Project Director CPPA-G or his authorized representative.
 - c) Confirmation of Project Director CPPA-G about acceptance of Performance Bond in case of the first claim and acceptance of renewal of Performance Bond if it is expired at any stage till the completion of project.
 - d) Inspection/Acceptance Certificate issued by CPPA-G.
 - e) GST amount as per law will be held at the time of making payment and release after submission of Sale Tax Return as per FBR rules.
 - f) All applicable tax at source will be deducted at the time payment of each deliverable.
 - g) Professional Tax Paid Certificate by the firm.
 - h) The successful bidder in its invoices shall also give an undertaking that in case of omission of any deductible amount, CPPA-G's claim at any later stage (through pre-audit or post audit) shall be acceptable to you.
 - i) While raising invoice for the material supplied or service delivered, the successful bidder shall vividly mention the account number as well as the name of the bank and branch enabling Office of CFO to release payment thereof accordingly.
 - j) Non-payment certificate.

12. CONSIGNEE

O/O CHIEF INFORMATION OFFICER, CPPA-G
 CPPA-G, SHAHEEN PLAZA, PLOT 73-A WEST,
 FAZAL-E-HAQ ROAD, BLUE AREA, ISLAMABAD
 TEL. NO. 051-111-922-772 Ext: 120, 051-9216913

13. FAILURE AND TERMINATION

1. If bidder fails to deliver the services in accordance with the agreed upon timelines, CPPA shall be entitled at its option either;
 - a. To recover from bidder liquidated damages levied at the rate of two percent (2%) per month or a fraction thereof, subject to a maximum of ten percent (10%) of the Contract Price, except;
 - i. Where un-delivered service/deliverable hold up the use of other Services/deliverables, liquidated damages shall be levied on the total value of the Contract.




- ii. The recovery of undisputed liquidated damages mentioned above can be affected from any payment due to bidder from any unit of CPPAG/DISCOs/GENCOs/NTDC/WAPDA,
- b. To purchase services from elsewhere without notice to bidder at bidder's risk and cost, however the costs cannot exceed the unbilled Agreement price, the services not delivered, without cancelling the contract in respect of the consignment not yet due for delivery.
- c. To cancel the contract at bidder's risk and cost, as per terms of this agreement;

In the event of action being taken under (b) or (c) above, bidder shall be liable for any loss which the CPPA-G may suffer up to the unbilled amount of Agreement price, but shall not be entitled to any gain on repurchase made against the supply order.

2. If during the course of execution of contract, bidder is black-listed by any company or unit of DISCOs/GENCOs/NTDC/WAPDA/CPPA-G, CPPA-G may proceed with all or any of the actions detailed below:
 - a. To allow the contract to run its course till completion in accordance with the terms and conditions of Contract.
 - b. To stop further services with or without financial repercussions
 - c. To cancel the contract with or without reservation or rights
3. While determining liquidated damages:
 - a. The purchaser shall not consider *inter alia* any of the following circumstances, a cause under "FORCE MAJEURE" and shall not allow any relaxation in the liquidated damages on the account of:
 - i. Delay on the part of bidder in the arrangement of requirements under its scope.
 - ii. Defect or failure occurring to any module/deliverable installed at bidder's works during the currency of the contract.
4. At any time during the term of this Agreement, a Party may immediately terminate this Agreement with 7 days' notice if the other Party:
 - a. Voluntarily files a petition under bankruptcy or insolvency law,
 - b. Has been the subject of an involuntarily filed petition under bankruptcy or insolvency law, unless such petition is dismissed within thirty (30) days;
 - i. Has an order entered against it either appointing a receiver or trustee for, or issuing a levy or attachment against a substantial portion of its assets and this order is not vacated, set aside or stayed within thirty (30) days from date of entry;

14. BID SECURITY

1. The bidder shall furnish, as part of its bid, a bid security in the amount specified.
2. The bid security is required to protect the CPPA-G against the risk of bidder's conduct which would warrant the security's forfeiture.
3. The bid security may be forfeited.
If a bidder:
 - a. Withdraws its bid during the period of bid validity specified by the bidder on the bid form, or
 - b. Does not accept the correction of error or in case of a purchaser bidder, if the bidder fails
 - I. To sign the contract in accordance with the Section of contract or
 - II. To furnish performance bond in accordance with Section of contract after issuance of LOI

15. FORFEITURE OF SECURITY BOND/GUARANTEE (PERFORMANCE BOND)




1. Only the successful bidder has to submit Performance Guarantee from its Bank in favour of CPPA-G as per Section 3 of Annexure B.
2. The contracting officer will have the right to forfeit the security Bond/Guarantee (performance bond)
If the bidder:
 - a. Fails to supply the goods/services within the time specified.
 - b. Commits any breach of contract.
3. For other reasons specified in the Purchase Order by the contracting officer for forfeiting the performance bond.

If the forfeiture of the performance bond does not compensate the contracting officer for losses suffered due to non-delivery or breach of contract for any other reasons, the contracting officer will have a right to forfeit other performance bonds or to recover the same from any other performance bond made in favour of any other unit of DISCOs/GENCOs/NTDC/CPPA-G or from any money due to the Successful bidder from any unit of WAPDA/CPPA-G/DISCOs/GENCOs/NTDC.

16.FORCE MAJEURE

1. Notwithstanding the provision of GCC Sections, the successful bidder shall not be liable for forfeiture of its performance security, liquidated damages, or termination for default if and to the extent that it's delays in performance or other failure to perform its obligations under the contract is the result of events of Force Majeure.
2. For purpose of this Section "Force Majeure" means an event beyond the control of the successful bidder and not involving the successful bidder's fault or negligence and no restricted to act of the purchaser, epidemics, quarantine restrictions and freight embargoes.
3. If a Force Majeure situation arises, the successful bidder shall continue to perform its obligations under the contract as far as is reasonably practical and shall seek all reasonable alternative means for performance not prevented by the Force Majeure event.

17.LAWS GOVERNING THE CONTRACT

1. The contract shall be governed by the Laws of Pakistan as amended from time to time.



ANNEXURE A – COST SPREADSHEET

The proposers should submit their cost proposals using the templates included below. Proposals are required to be submitted based on the following basis:

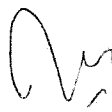
Note: Bidders are requested to provide the cost estimates for its proposed application & database licenses in-line with their recommended hardware sizing for this project given in the respective technical proposals,

1: PRICE SCHEDULE

#	Modules	Cost			
		License One Time cost (a)	Cost of Implementation Services (b)	Annual Support for Each year (c)	
				License renewal (c1)	Support (c2)
1					
2					
TOTAL					

Notes:

- ✓ Assumption: Initially license is valid for one year.
- ✓ Implementation cost (b) will also be included
 - Cost of Implementation services including one-year warranty period.
 - Principal solution support/license renewal cost of implementation period (if proposed implementation project plan exceeds one year)
 - Principal solution support renewal cost of warranty period.
- ✓ The payment terms will be negotiated
- ✓ For evaluation purposes, Bidder shall provide sufficient detail and supporting information to allow a complete analysis of cost. Bidder MUST include a breakdown of line items that they believe are realistic and reasonable for the work in accordance with the technical requirements outlined. The Bidder shall clearly identify indirect rates (including fringe rates), the base to which each indirect rate is applied.
- ✓ Prices to be quoted in Pak Rs.
- ✓ Add pricing notes separately where applicable.
- ✓ Rates shall be quoted, inclusive of all but showing separately, cost of inspection, services, transportation, taxes, import duties if any and other levies.
- ✓ In case of discrepancy between unit price and total, the unit price shall prevail. Similarly, subtotals shall prevail over totals.
- ✓ Price for each Application/Module/Tool should be provided separately
- ✓ Price for each Add-On should be provided separately
- ✓ Price for Each Additional User License should be provided separately






ANNEXURE B – DOCUMENT TEMPLATES

Bidders have to submit following undertaking/affidavit with bid:

1. Affidavit of Legitimate Bidder

UNDERTAKING

We, [Name and Address of Bidder], do hereby declare on solemn affirmation that:

- I. We have not been blacklisted from any Government Department/Agency
- II. We have not been involved in litigation with any client during the last 3 years.
- III. We acknowledge that we have read, understood and accepted the Bid Document along with all terms and conditions specified above in the tender document.
- IV. We understand that CPPA-G shall have right, at its exclusive discretion, to require, in writing, further information or clarification of the Bid, from any or all the Bidder(s).
- V. We have read CPPA-G's for blacklisting (uploaded separately with the bid).
- VI. We have no objection If being trialled in case of breach of contract.
- VII. We have no objection If being trialled in case of forged documents provided to CPPA-G
- VIII. We understand that CPPA-G shall have right, at its exclusive discretion, to increase/decrease the Section# 2 "Statement of Work" accept/reject any or all bid(s), cancel/annul the Bidding process at any time prior to award of Contract, without assigning any reason or any obligation to inform the Bidders of the grounds for the CPPA-G's action, and without thereby incurring any liability to the Bidder and the decision of the CPPA-G shall be final.

BIDDER:

Signature _____

CNIC # _____

Designation _____

Address _____

Witnesses:

Signature _____

CNIC # _____

Designation _____

Address _____

Witnesses:

Signature _____

CNIC # _____

Designation _____

Address _____



2. Letter of Intention

Bid Ref No. {Add Tender No}
{Add Date of Technical Bid Opening}

Letter of Intention

Name of the Contract: {Add name}

To: [Chief Information Officer, CPPA-G],[Address]

Dear Sir,

Having examined the bidding documents, including Addenda Nos. [insert numbers & Date of individual Addendum], the receipt of which is hereby acknowledged, we, the undersigned, offer to supply and deliver the Goods under the above-named Contract in full conformity with the said bidding documents and at the rates/unit prices described in the price schedule provided in Financial Bid or such other sums as may be determined in accordance with the terms and conditions of the Contract. The above amounts are in accordance with the Price Schedules attached herewith and are made part of this bid.

We undertake, if our Financial Bid is accepted, to deliver the Goods in accordance with the delivery schedule specified in the schedule of requirements.

If our Financial Bid is accepted, we undertake to provide a performance security/guarantee in the form, in the amounts, and within the times specified in the bidding documents.

We agree to abide by this bid, for the Bid Validity Period specified in the bidding documents and it shall remain binding upon us and may be accepted by you at any time before the expiration of that period.

Until the formal final Contract is prepared and executed between us, this bid, together with your written acceptance of the bid and your notification of award, shall constitute a binding Contract between us.

We understand that you are not bound to accept the lowest or any Financial Bid you may receive. We undertake that, in competing for (and, if the award is made to us, in executing) the above contract, we will strictly observe the laws against fraud and corruption in force in Pakistan.

We confirm that we comply with the eligibility requirements of the bidding documents and have duly provided performance bond @ 5% of the total bid value, in the shape of pay order/demand draft/call deposit in the name of **Central Power Purchasing Agency (Guarantee) Limited** with our Financial Bid.

Dated this [insert: number] day of [insert: month], [insert: year].

Signed:

In the capacity of [insert: title or position]

Duly authorized to sign this bid for and on behalf of [insert: name of Bidder]



3. Performance Guarantee

UNDERTAKING

To: *[Chief Information Officer, CPPA-G, Islamabad]*

Whereas *[Name of Supplier]* (hereinafter called "the Supplier") has undertaken, in pursuance of Contract No. *[number]* dated *[date]* to supply *[description of goods]* (hereinafter called "the Contract").

And whereas it has been stipulated by you in the said Contract that the Supplier shall furnish you with a Bank Guarantee by a scheduled bank for the sum of 5% of the total Contract amount as a Security for compliance with the Supplier's performance obligations in accordance with the Contract.

And whereas we have agreed to give the Supplier a Guarantee:

Therefore we hereby affirm that we are Guarantors and responsible to you, on behalf of the Supplier, up to a total of *[Amount of the Guarantee in Words and Figures]* and we undertake to pay you, upon your first written demand declaring the Supplier to be in default under the Contract and without cavil or argument, any sum or sums within the limits of *[Amount of Guarantee]* as aforesaid, without your needing to prove or to show grounds or reasons for your demand or the sum specified therein.

This guarantee is valid until the day of _____, 2022.

Signature and Seal of the Guarantors/Bank

Address

Date



3. Evidence of Eligibility

Name of the Firm

Bid Ref No. {Add Tender No}

{Add Date of Technical Bid Opening}

Documentary Evidence for Determining Eligibility of the Bidders & Evaluation of bids

Required Documentation (To Be Filled by the Procuring Agency)	Checklist (To be initialed by the Bidder against each document)	Relevant Page Number in the Bid (To be filled by the Bidder)	Supporting Documents (To be filled by the Bidder with name of the documents that are submitted to meet the requirement)
*Column:1	*Column:2	*Column:3	*Column:4
NTN Certificate			
GST Certificate			
On Active Taxpayers List of FBR			
Registration/Incorporation/Business Certificate			
Complete Company profile			
Compliance to technical specifications of bid (Refer to Section 2)			
Affidavit to the effect that the respective bidder is not blacklisted and rendered ineligible for corrupt and fraudulent practices by any Government (Federal, Provincial or Local) or a public sector organization. Annexure-B			
Bid Validity period of 120 days			
Submission of required amount of bid security with Financial Bid (Section 15)			
Completion Certification as a documentary proof of implementation of suggested product as Market Management System at any similar organization in Pakistan or Worldwide			
CVs of project team who will work at CPPA-G dedicatedly till the completion of project			



Central Power Purchasing Agency Guarantee Limited
Request for Proposal (RFP)

Authentic Proof required from the customer/Organization with reference contact information for Project team experience confirmation			
Annual turnover for last 3 years			
Letter of Intention (Annexure-B)			
Any other document as required in RFP			

* Bidders should only initial against those requirements that they are attaching with the form. In case they do not have any document to attach the corresponding cell in column 2 should be left blank. Bidders are also required to mention the exact page number of relevant documents placed in the Bid. Bidders are advised to attach all Supporting documents with this form in the order of the requirement as mentioned in column 1.



ANNEXURE C – RESUME FORMAT

- Proposed Position _____

- **Personal**

Name	
Date of Birth	

- **Professional Qualifications / Certifications**

Qualification	Institute	Year

- **Professional Experience**

Company	Title/Role	From	To

- **Projects Undertaken specific to the Assignment**

**Please copy this table for multiple projects*

Client Company / Project Title	
Position Title	
From	
To	

- **Brief Nature of Assignment**

--

- Signature of Proposed Candidate: _____
- Dated: _____
- Countersigned by Authorized Person of Bidder: _____
- Dated: _____



ANNEXURE D – CERTIFICATE OF AVAILABILITY:

I, Mr./Miss/Mrs. _____ solemnly declare/ certify that I have authorized (Firm Name) to include my CV in their proposal for the subject assignment and if the contract is awarded to this firm I shall be available to work on this contract up to the completion of the assignment

Name: _____
Signature: _____
Date: _____