



Call for Proposals

Environmental and Social Due Diligences for Lahore Heritage and Urban Regeneration Project

Project Preparation Stage
in close coordination with Walled City of Lahore Authority

On behalf of the
AGENCE FRANCAISE DE DEVELOPPEMENT
(FRENCH AGENCY FOR DEVELOPMENT)

AFD/DOE/ASI/2018-CPK 1047- CT N°04

20/04/2018

1. INTRODUCTION - CONTEXT

The Agence Française de Développement (AFD) carried out an identification mission in the field of heritage and urban regeneration in the Walled City of Lahore from October 18th to 22th, 2017. This identification mission helped to frame a potential phase 2 of the on-going project of Lahore Fort Conservation covering the period 2019-2024, providing supplemental financing for the on-going Phase 1 (2017-2021) in Lahore Fort and enlarging the scope and the Project Area by including the Buffer Zone of Lahore Fort.

In the context of the current phase of project technical preparation in the perspective of financial appraisal for the benefit of Pakistan authorities, AFD is willing to procure Environmental and Social Due Diligences related to the Project (ESIA, ESMP, RAPs).

2. OBJECT OF CONSULTATION

The AFD invites you to submit a proposal for the following services:

“Environmental and Social Due Diligences for Lahore Heritage and Urban Regeneration Project”

The specifications for this mandate are described in Appendix 1 of this consultation document (Terms of reference).

Your proposal must provide full answers to the requests raised in this consultation procedure, and must include any supplementary information which you consider may be relevant.

3. SELECTION OF CONSULTANTS

The AFD reserves the right to select the consultant(s) on the basis of the proposals received, and may undertake and continue negotiations with a maximum of three consultant(s) contacted after all the proposals have been received. The consultant(s) will be selected after an in-depth analysis of all the proposals, and according to criteria which best reflect the needs of the AFD.

We expect our service providers and partners to supply goods and services of high quality, in line with our own objectives and investments. .

Any proposals which are incomplete, delivered late or which do not meet the requirements expressed by the AFD will not be taken into consideration.

4. COSTS OF SUBMITTING THE PROPOSAL

The consultants must bear all the costs incurred in relation to the preparation of their proposals.

The maximum amount of the final contract with the selected consultant will be 89 000 EUR (VAT excluded).

5. NON-DISCLOSURE

The consultant must treat all the information concerning the AFD, whether included in this consultation document or provided separately, in the strictest confidence. The consultant agrees not to release or publish any information relating to this consultation procedure.

Likewise, any documents provided by the consultant will be treated as confidential.

6. QUALITY

The consultant must take into account the fact that the quality of the goods and services proposed in this consultation is an essential factor. The consultant warrants that the level of quality provided will, as a minimum, conform to the levels agreed with the AFD.

The AFD will pay particular attention to compliance with deadlines, the professionalism of the proposal and its relevance, the quality of its components, the quality of the approach and the description of the deliverables.

7. CORPORATE SOCIAL RESPONSIBILITY

In accordance with article 30 of ordonnance 2015-899 (dated of 23th july 2005) related to public tenders when issuing contracts the AFD will take into account sustainable development objectives aimed at reconciling economic growth with the protection and promotion of the environment and social progress.

The AFD wishes to draw its service providers' attention to the fact that their efforts in the field of corporate social responsibility will be taken into account when the final decision is made.

8. PRICES

The agreed prices may not be revised upwards during the term of the contract, even in the case of an increase in the service provider's published prices. The prices agreed will be flat-rate, for the entire scope of the agreed services.

The prices thus negotiated will include all the expenses borne by the provider, and all the charges, fees and other costs relating to the provision of the service.

The prices are all VAT excluded.

9. BILLING

Execution of services will result in the supply of deliverables, which will be charged according to a billing schedule. Invoices will be paid by bank transfer, 30 days after the end of the month of the invoice issue date, after each deliverable has been validated.

10. SUBMISSION OF REPLIES

10.1. FORMAT AND CONTENT OF REPLIES

The replies to this call for proposals must be straightforward and concise, and must be presented in the required format **in English and should not exceed 50 pages** (from A to H).

It is allowed to provide full proposals by either individual experts and/or consulting firms. The only mandatory condition is that each proposal should include a minimum of 2 experts (cf Annex 1 ToR):

- 1 national E&S expert (whether individual or belonging to a firm)
- 1 international E&S expert (whether individual or belonging to a firm)

In case of consortium or partnership between 2 individual experts, AFD will contract only with the lead entity/expert and the lead entity/expert will be the interlocutor of AFD.

It is not allowed for an expert (either international or national) to participate in more than one proposal in the position of co-contractor. However an expert can be involved in more than one proposal if he/she appears as sub-contractor of the lead entity.

A. Presentation of your firm or consortium or partnership:

- Presentation of the complementary and added value of the partnership
- Brief history and description of each partner's activities
- Organisational chart / Shareholder structure in case of firm
- Number of employees (in general, and in the sector involved with this mandate)
- Contact details (names, positions, addresses, telephone numbers and e-mail addresses) for this mandate
- Turnover and results for the past three financial years
- Please indicate the business outlook for the current year for each partner

B. Summary of proposal

- Understanding of the AFD's expectations
- Summary of the planned stages and overall calendar for the mandate

C. Details of the technical offer

- Detailed Methodology, resources and explanations on the coordination between international and national experts
- Detailed time worktable of the Missions and Deliverables

D. Presentation of the expert team

- Detailed presentation of the team and repartition of responsibilities
- CV of the experts (3 pages max per expert)
- Breakdown of time allocation per expert and per mission

E. References

- Principal references in this type of mandate (not only with AFD). A maximum of 5 references is requested (only 2 pages maximum is expected to present a reference)

F. Detailed financial proposal

- Flat-rate fee
- Rates applied by each level of consultant
- All other costs (logistics, visas, accommodation, per diem, etc.)

G. **Your consent (or comments, if applicable) on the AFD draft service contract (Appendix 2)**

H. **Statement of integrity** to be signed and dated by each member of the consortium or each individual expert in relevant cases (Appendix 3)

10.2. WHERE SHOULD THE PROPOSALS BE SENT TO?

The full proposal should be sent **only by e-mail** marked "*Confidential*", using standard Microsoft Office programs (Word/Excel/PowerPoint), to:

- Anaïs WEBER, Senior E&S Expert at AFD Headquarter, webera@afd.fr
- Pierre-Arnaud BARTHEL, Task Team Leader and Senior Urban Specialist, barthelpa@afd.fr
- Thierry BOUTROUX, Deputy Director, AFD Pakistan, boutrouxt@afd.fr

10.3. DEADLINE FOR SUBMISSION OF PROPOSALS

The proposals must be delivered no later than **22th of May 2018 (9 am Paris Time)**.

11. CONTACTS

- Any queries, requests for clarification relating to this consultation procedure should be sent by e-mail to Anaïs Weber, Pierre-Arnaud Barthel and Thierry Boutroux and must make reference to the object of the procurement
- The bidders can send their questions by e-mail (barthelpa@afd.fr) until **8th of May, 2018 before 7 pm** (Paris Time). AFD will upload the replies on www.afd.dgmarket.com (public information) in a maximum period of one week after the deadline set for clarifications. It will be the responsibility of the bidders to check on the website the replies.

A meeting in AFD headquarter in Paris or visio-conference with consultants and potential Pakistan will be held after signing of contract and information. The available documents and studies will be transmitted after signature of contract.

12. AWARD CRITERIA

The contract will be awarded in accordance with the criteria listed below:

Criteria	Weighting
Methodology and organization	40
Experts (CV) and references of the team	40
Price	20
Total	100

13. APPENDICES

- 13.1. APPENDIX 1 - SPECIFICATIONS / TERMS OF REFERENCE**
- 13.2. APPENDIX 2 – STANDARD SERVICE CONTRACT WITH THE AFD**
- 13.3. APPENDIX 3 – STATEMENT OF INTEGRITY**
- 13.4. APPENDIX 4 - FINANCIAL PROPOSAL (EXCEL SHEET / BREAKDOWN)**
- 13.5. APPENDIX 5 – MAPS AND PICTURES OF PROJECT**
- 13.6. APPENDIX 6 – GUIDELINES FROM EPA OF PUNJAB**

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