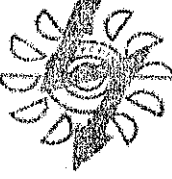




GOVERNMENT OF KHYBER PAKHTUNKHWA

PAKHTUNKHWA ENERGY DEVELOPMENT
ORGANIZATION (PEDO)



REQUEST FOR PROPOSALS (RFP's)
FOR
HIRING OF PROJECT MANAGEMENT CONSULTANT (PMC)
FOR THE PROJECT
"KHYBER PAKHTUNKHWA SOLARIZATION OF HOUSES
INITIATIVE, PHASE-1 (100% SUBSIDIZED)"

September 2026

PEDO House, Phase -V, Hayatabad, Peshawar, KP

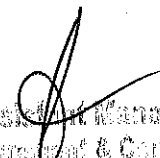
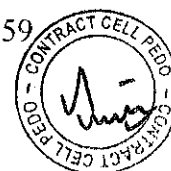

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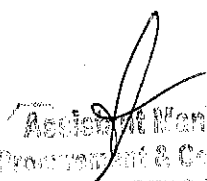
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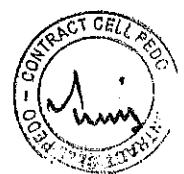
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Section 1. Notice Inviting Tender


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(Procurement & Contracts)
Solar Energy, PEDO Peshawar



**REQUEST FOR PROPOSAL (RFP) "KHYBER PAKHTUNKHWA SOLARIZATION OF HOUSES
INITIATIVE, PHASE-1 (100% SUBSIDIZED)"
SINGLE STAGE TWO ENVELOPE PROCEDURE -QUALITY AND COST BASED SELECTION (QCBS)**

ADP No. Bid Reference No. PEDO/SOLAR/KP HOUSES /01

Date: 08-09-2026

Pakhtunkhwa Energy Development Organization (PEDO) (The Procuring Entity) invites the Technical and Financial bids from prospective Consultants for hiring of Project Management Consultant (PMC) for the project "KHYBER PAKHTUNKHWA SOLARIZATION OF HOUSES INITIATIVE, PHASE-1 (100% SUBSIDIZED)" on Single Stage Two Envelope method under Quality and Cost-Based Selection (QCBS) method as prescribed under the clause 23(b) of KPPRA Rules-2014.

The following terms and conditions shall apply:

1. The Consultant must hold valid **PEC registration** with specialized codes **1210-Renewable Energy sources and System, and 1235-Surveying, Evaluation and Loss Assessment**, together with service codes **0537 (Engineering Design), 0542 (Design Review), 0545 (Procurement Services), and 0547 (Supervision/Inspection of Equipment Installation)**.
2. The Consultant shall be registered with Khyber Pakhtunkhwa Revenue Authority (KPRA) and Federal Board of Revenue (FBR) according to the relevant provisions of the RFP.
3. Selection shall be made in accordance with the procedure and criteria specified in the RFP.
4. The Consultants may obtain further information from the office of the Procuring Entity at the address given below during working hours and download them from e-PAK Acquisition and Disposal System (e-PADS)
5. A pre-proposal conference will be held at Main Committee Room, PEDO House, Sector 38/B-2, Phase-V, Hayatabad, Peshawar on September 17, 2026 at 1100 Hrs.
6. The Consultants must submit their proposal (Technical and Financial) through the E-PAK Acquisition and Disposal System (EPADS), on or before September 30, 2026, by 1400 Hrs. Submission in hard copy is not allowed.
7. The Technical proposal will be opened on September 30, 2026, by 1430 Hrs, in the presence of consultants' authorized representatives who choose to attend.
8. The Procuring Entity reserve the right to reject any or all bids at any time prior to acceptance of a bid or proposals. The Procuring Entity shall upon request communicate to any Consultant, who submitted a bid or proposal, the grounds for rejection of all bids/proposals as per rule 47(1) of KPPRA Rules 2014.

Project Director (Solar)

House # 13 C/C, Shaheed Sifwat Ghayoor Road, University Town, Peshawar.

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Section 2. Instructions to Consultants

For the Project Manager
(Procurement & Contracting)
Solar Energy, PEDG Peshawar



Instructions to Consultants

1. Definitions

- “Procuring Entity (PE)” means the department with which the selected Consultant signs the Contract for the Services.
- “Consultant” means a professional who can study, design, organize, evaluate and manage projects or assess, evaluate and provide specialist advice or give technical assistance for making or drafting policies, institutional reforms and includes private entities, consulting firms, legal advisors, engineering firms, construction managers, management firms, procurement agents, inspection agents, auditors, international and multinational organizations, investment and merchant banks, universities, research institutions, government agencies, nongovernmental organizations, and individuals
- “Contract” means an agreement enforceable by law and includes General and Special Conditions of the contract.
- “Data Sheet” means such Part of the Instructions to Consultants that is used to reflect specific assignment conditions.
- “Day” means calendar day including holiday.
- “Government” means the Government of Khyber Pakhtunkhwa.
- “Instructions to Consultants” (Section 2 of the RFP) means the document which provides shortlisted Consultants with all information needed to prepare their Proposals.
- “LOI” (Section 1 of the RFP) means the Letter of Invitation sent by the PE to the Consultant.
- “Proposal” means the Technical Proposal and the Financial Proposal.
- “RFP” means the Request for Proposal prepared by the PE for the selection of consultants.
- “Sub-Consultant” means any Person or entity to whom the Consultant subcontracts any Part of the Services.
- “Terms of Reference” (TOR) means the document included in the RFP as Section 5 which explains the objectives, scope of work, activities, tasks to be Performed, respective responsibilities of the PE and the Consultant, and exacted results and deliverables of the assignment.

2. Introduction

- 2.1. The PE named in the Data Sheet will select a consulting firm/organization (the Consultant) from those listed in the Letter of Invitation, in accordance with the method of selection specified in the Data Sheet.

- 2.2. The eligible Consultants (shortlisted if so) are invited to submit a Technical Proposal and a Financial Proposal, or a Technical Proposal only, as specified in the Data Sheet. The Proposal will be the basis for contract negotiations and ultimately for a signed Contract with the selected Consultant.
- 2.3. Consultants should familiarize themselves with rules / conditions and take them into account while preparing their Proposals. Consultants are encouraged to attend a pre-proposal conference if one is specified in the Data Sheet. Attending the pre-proposal conference is, however optional. Consultants may liaise with PE's representative named in the Data Sheet for gaining better insight into the assignment.
- 2.4. Consultants shall bear all costs associated with the preparation and submission of their proposals and contract negotiation. The PE reserves the right to annul the selection process at any time prior to Contract award, without thereby incurring any liability to the Consultants.
- 2.5. PE may provide facilities and inputs as specified in Data Sheet.

3. Conflict of Interest

- 3.1.1. Consultants are required to provide professional, objective, and impartial advice and holding the PE interest Paramount. They shall strictly avoid conflict with other assignments or their own corporate interest. Consultants have an obligation to disclose any situation of actual or potential conflict that impacts their capacity to serve the best interest of the PE, or that may reasonably be perceived as having such effect. Failure to disclose said situations may lead to the disqualification of the Consultant or the termination of its Contract.
- 3.1.2. Without limitation on the generality of the foregoing, Consultants, and any of their affiliates, shall be considered to have a conflict of interest and shall not be recruited, under any of the circumstances set forth below:
 - i. A consultant that has been engaged by the PE to provide goods, works or services other than Consulting services for a project, any of its affiliates, shall be disqualified from providing consulting services related to those goods, works or services. Conversely, a firm hired to provide consulting services for the preparation or implementation of a project, any of its affiliates, shall be disqualified from subsequently providing goods or works or services other than consulting services resulting from or directly related to the firm's consulting services for such preparation or implementation.
 - ii. Consultant (including its Personnel and Sub Consultants) or any

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of its affiliates shall not be hired for any assignment that, its nature, may be in conflict with another assignment of the Consultant to be executed for the same or for another PE.

- iii. A Consultant (including its Personnel and Sub Consultants) that has a business or family relationship with a member of the PE's staff who is directly or indirectly involved in any Part of (i) the preparation of the Terms of Reference of the Assignment, (ii) the selection process for such assignment, or (iii) Supervisions of the Contract may not be awarded a Contract, unless the conflict stemming from this relationship has been resolved.

Conflicting Relationships

- 3.2. Government officials and civil servants may be hired as consultants only if:

- i. are on leave of absence without Pay;
- ii. They are not being hired by the Entity they were working for, six months prior to going on leave; and
- iii. Their employment would not give rise to any conflict of interest.

4. Fraud and Corruption

- 4.1. It is Government's policy that Consultants under the contract(s), observe the highest standard of ethics during the procurement and execution of such contracts. In pursuit of this policy, the PE follows the instructions contained in Khyber Pakhtunkhwa Public procurement Rules 2014 which defines:

"Corrupt and fraudulent practices" includes the offering, giving, receiving, or soliciting, directly or indirectly of anything of value to influence the act of another Party for wrongful gain or any act or omission, including misrepresentation, that knowingly or recklessly misleads or attempt mislead a Party to obtain a financial or other benefit or to avoid an obligation;

- 4.2. Under Rule 44 of KPPRA 2014, "The PE can inter-alia blacklist Bidders found to be indulging in corrupt or fraudulent practices. Such barring action shall be duly publicized and communicated to the KPPRA. Provided that any supplier or contractor who is to be blacklisted shall be accorded adequate opportunity of being heard".

5. Integrity Pact

- 5.1. Pursuant to section 16(2)(3) of KPPRA Act 2012 Consultant undertakes to sign an Integrity Pact in accordance with prescribed format attached hereto for all the procurement's estimated to exceed Rs. 2.5 million. (Appendix - A).

6. Eligible Consultants

- 6.1. If short listing process has been undertaken through REOI, as outlined under Rule 25 and 26 of KPPRA 2014 for the Contract(s) for which these RFP documents are being issued, those firms - in case



of Joint Ventures with the same Partner(s) and Joint Venture structure - that had been pre-qualified are eligible. *(Refer to Bid Data Sheet)*

6.2. Short-listed consultants emerging from request of expression of interest are eligible. *(Refer to Bid Data Sheet)*

7. Eligibility of Sub Consultants

7.1. A shortlisted Consultant would not be allowed to associate with consultants who have failed to qualify the short-listing process. *(Refer to Data Sheet)*

8. Only One Proposal

Consultants may only submit one proposal. If a Consultant submits or participates in more than one proposal, such proposals shall be disqualified. Participation of the same Sub Consultant, including individual experts, to more than one proposal is not allowed.

9. Proposal Validity

9.1. The Data Sheet indicates Proposals validity that shall not be more than 120 days in case of National Competitive Bidding (NCB) and 150 days in case of International competitive Bidding (ICB). During this Period, Consultants shall maintain the availability of Professional staff nominated in the Proposal. The PE will make its best effort to complete negotiations within this period. Should the need arise; however, the PE may request Consultants to extend the validity period of their proposals. Consultants who agree to such extension shall confirm that they maintain the availability of the Professional staff nominated in the Proposal, or in their confirmation of extension of validity of the Proposal, Consultants may submit new staff in replacement, who would be considered in the final evaluation for contract award. Consultants who do not agree have the right to refuse to extend the validity of their Proposals.

10. Clarification and Amendment in RFP Documents

10.1. Consultants may request for a clarification of contents of the bidding document in writing, and PE shall respond to such queries in writing within three calendar days, provided they are received at least eight calendar days prior to the date of opening of proposal. The PE shall communicate such response to all Parties who have obtained RFP document without identifying the source of inquiry. Should the PE deem it necessary to amend the RFP as a result of a clarification, it shall do so.

10.2. The PE may amend the RFP five days before the closing date by issuing an addendum/ corrigendum in writing. The addendum shall be sent to all Consultants and will be binding on them. Consultants shall acknowledge receipt of all amendments. To give Consultants


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reasonable time in which to take an amendment into account in their Proposals the PE may, if the amendment is substantial, extend the deadline for the submission of Proposals.

11. Preparation of Proposals

11.1. In preparing their Proposal, Consultants are expected to examine in detail the documents comprising the RFP. Material deficiencies (deviation from scope, experience and qualification of Personnel) in providing the information requested may result in rejection of a Proposal.

11.2. The estimate number of professional staff months or the budget required for executing the assignment should be shown in the data sheet, but not both. However, proposal shall be based on the professional staff month or budget estimated by the consultant.

12. Language

The Proposal as well as all related correspondence exchanged by the Consultants and the PE shall be written in English. However, it is desirable that the firm's Personnel have a working knowledge of the national and regional languages of Islamic Republic of Pakistan.

13. Technical Proposal Format and Content

13.1. While preparing the Technical Proposal, consultants must give Particular attention to the following:

(i) If a consultant considers that it does not have all the expertise for the assignment, it may obtain a full range of expertise by associating with individual consultant(s) and/or other firms or entities in a joint venture or sub-Consultancy, as appropriate. The international consultants are encouraged to seek the Participation of local consultants by entering into a joint venture with, or subcontracting Part of the assignment to, national consultants.

(ii) For assignments on a staff-time basis, the estimated number of professional staff-months is given in the Data Sheet. The proposal shall, however, be based on the number of professional staff-months estimated by the firm. For fixed budget-based assignments, the available budget is given in the Data Sheet, and the Financial Proposal shall not exceed this budget.

(iii) It is desirable that the majority of the key professional staff proposed be Permanent employees of the firm or have an extended and stable working relationship with it.

(iv) Proposed professional staff must, at a minimum, have the experience indicated in the Data Sheet, preferably working under similar geographical condition.

(v) Alternative professional staff shall not be proposed, and only one curriculum vitae (CV) shall be submitted for each position.

13.2. The Technical Proposal shall provide the following information

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using the attached Standard Forms (Section 3):

(i) A brief description of the consultant organization and an outline of recent experience on assignments (Section 3B) of a similar nature. For each assignment, the outline should indicate, inter alia, the profiles of the staff, duration of the assignment, contract amount, and firm's involvement.

(ii) Any comments or suggestions on the Terms of Reference and on the data, a list of services, and facilities to be provided by the PE (Section 3A).

(iii) The list of the proposed staff team by specialty, the tasks that would be assigned to each staff team member, and their timing (Section 3-Form Tech-5).

(iv) CVs recently signed by the proposed professional staff and the authorized representative submitting the proposal (Section 3-Form Tech-6). Key information should include number of years working for the consultant and degree of responsibility held in various assignments during the last (PE may give number of years as Per their requirement) years.

(v) Estimates of the total staff input (professional and support staff; staff time) needed to carry out the assignment, supported by bar chart diagrams showing the time proposed for each professional staff team member (Section 3-Form Tech-7 and Tech-8).

(vi) A detailed description of the proposed methodology, work plan for performing the assignment, staffing, and monitoring of training, if the Data Sheet pacifies training as a major component of the assignment (Section 3-Form Tech-4).

(vii) Any additional information requested in the Data Sheet.

13.3. The Technical Proposal shall not include any financial information.

14. Financial Proposals

14.1. The Financial Proposal shall be prepared using the attached Standard Forms (Section 4). It shall list all costs associated with the assignment, including (a) remuneration for staff (in the field and at the Consultants' office), and (b) reimbursable expenses indicated in the Data Sheet (if applicable). Alternatively, Consultant may provide their own list of cost. If appropriate, these costs should be broken down by activity. All activities and items described in the Technical Proposal must be priced separately; activities and items described in the Technical Proposal but not priced, shall be assumed to be included in the prices of other activities or items.

15. Taxes

15.1. The Consultant will be subject to all admissible taxes including stamp duty and service charges at a rate prevailing on the date of contract agreement unless exempted by relevant tax authority.



16. Submission, Receipt, and Opening of Proposals

16.1. Proposal shall contain no inter lineations or overwriting. Submission letters for both Technical and Financial Proposals should respectively be in the format of TECH-1 of Section 3, and FIN-1 of Section 4. All Pages of the original Technical and Financial Proposals will be initialed by an authorized representative of the Consultants (Individual Consultant). The authorization shall be in the form of a written power of attorney accompanying the Proposal.

16.2. All required copies of the Technical Proposal are to be made from the original. If there are discrepancies between the original and the copies of the Technical Proposal, the original governs. (*Refer to Bid Data Sheet*)

16.3. The original and all copies of the Technical Proposal shall be placed in a sealed envelope clearly marked **"Technical Proposal"** Similarly, the original Financial Proposal (if required under the selection method indicated in the Data Sheet) shall be placed in a sealed envelope clearly marked **"Financial Proposal"** followed by name of the assignment, and with a warning **"Do Not Open With The Technical Proposal"** If the Financial Proposal is not submitted in a separate sealed envelope duly marked as indicated above, this will constitute grounds for declaring the Proposal non-responsive.

16.4. The Proposals must be sent to the address indicated in the Data Sheet and received by the PE no later than the time and the date indicated in the Data Sheet, or any extension to this date. Any proposal received by the PE after the deadline for submission shall be returned unopened. In order to avoid any delay arising from the postal or PE's internal dispatch workings, Consultants should ensure that proposals to be sent through couriers should reach a day before the deadline for submission.

17. Proposal Evaluation

17.1. From the time the Proposals are opened to the time the Contract is awarded; the Consultants should not contact the PE on any matter related to its Technical and/or Financial Proposal. Any effort by consultants to influence the PE in the examination, evaluation, ranking of Proposals, and recommendation for award of Contract may result in the rejection of the Consultants' Proposal. Evaluators of Technical Proposals shall have no access to the Financial Proposals until the technical evaluation is concluded.

18. Evaluation of Technical Proposals

18.1. The evaluation committee shall evaluate the Technical Proposals on the basis of their responsiveness to the Terms of Reference, applying the evaluation criteria, sub-criteria, and point system specified in the Data Sheet. Each responsive Proposal will be given a technical score (St). A Proposal shall be rejected at this stage if it fails to achieve the minimum technical score indicated in the Data Sheet.



In the case of Quality-Based Selection, Selection Based on Consultant's Qualifications, and Single-Source Selection, the highest ranked consultant or firm selected on a single-source basis is invited to negotiate its proposal and the contract on the basis of the Technical Proposal and the Financial Proposal submitted.

**Public Opening and Evaluation of Financial Proposals:
(LCS, QCBS, and Fixed Budget Selection Methods Only)**

18.2. After the technical evaluation is completed, the PE shall notify in writing Consultants that have secured the Minimum qualifying marks, the date, time and location, allowing a reasonable time, for opening the Financial Proposals. Consultants' attendance at the opening of Financial Proposals is optional.

Financial proposals of those consultants who failed to secure minimum qualifying marks shall be returned unopened.

19. Evaluation of Financial Proposals

19.1. Financial Proposals shall be opened publicly in the presence of the Consultants' representatives who choose to attend. The name of the Consultants and the technical scores of the Consultants shall be read aloud. The Financial Proposal of the Consultants who met the minimum qualifying mark will then be inspected to confirm that they have remained sealed and unopened. These Financial Proposals shall be then opened, and the total prices read aloud and recorded. Copy of the record shall be sent to all Consultants.

19.2. The Evaluation Committee will correct any computational errors. When correcting computational errors, in case of discrepancy between a Partial amount and the total amount, or between word and figures the formers will prevail. In addition to the above corrections, activities and items described in the Technical Proposal but not priced, shall be assumed to be included in the prices of other activities or items.

19.3. In case of Least Cost Selection LCS Method, the bid found to be the lowest evaluated bid shall be accepted.

19.4. In case of Quality and Cost Based Selection QCBS Method the lowest evaluated Financial Proposal (Fm) will be given the maximum financial score (Sf) of 100 points. The financial scores (Sf) of the other Financial Proposals will be computed as indicated in the Data Sheet. Proposals will be ranked according to their combined technical (St) and financial (Sf) scores using the weights (T = the weight given to the Technical Proposal; P = the weight given to the Financial Proposal; T + P = 1) indicated in the Data Sheet: $S = St \times T\% + Sf \times P\%$. The firm achieving the highest combined technical and financial score will be invited for negotiations.

19.5. In the case of Fixed-Budget and Quality Based Selection, the PE will select the firm that submitted the highest ranked Technical Proposal.

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20. Negotiations

20.1. Negotiations will be held at the date and address indicated in the Data Sheet. The invited Consultant will, as a prerequisite for attendance at the negotiations, confirm availability of all Professional staff. Failure in satisfying such requirements may result in the PE proceeding to negotiate with the next-ranked Consultant. Representatives conducting negotiations on behalf of the Consultant must have written authority to negotiate and conclude a Contract.

21. Technical negotiations

21.1. Technical Negotiations will include a discussion of the Technical Proposal, the proposed technical approach and methodology, work plan, organization and staffing, and any suggestions made by the Consultant to improve the Terms of Reference. The PE and the Consultants will finalize the Terms of Reference, staffing schedule, work schedule, logistics, and reporting. These documents will then be incorporated in the Contract as "Description of Services". Minutes of negotiations, which will be signed by the PE and the Consultant, will become Part of Contract Agreement.

22. Financial negotiations

22.1. If applicable, it is the responsibility of the Consultant, before starting financial negotiations, to contact the local tax authorities to determine the tax amount to be Paid by the Consultant under the Contract. The financial negotiations will include a clarification (if any) of the firm's tax liability, and the manner in which it will be reflected in the Contract; and will reflect the agreed technical modifications in the cost of the services. Consultants will provide the PE with the information on remuneration rates described in the Appendix attached to Section 4 (i.e. Financial Proposal - Standard Forms of this RFP).

23. Availability of Professional staff/experts

23.1. Having selected the Consultant on the basis of, among other things, an evaluation of proposed Professional staff, the PE expects to negotiate a Contract on the basis of the Professional staff named in the Proposal. Before contract negotiations, the PE will require assurances that the Professional staff will be actually available. The PE will not consider substitutions during contract negotiations unless both Parties agree that undue delay in the selection process makes such substitution unavoidable or for reasons such as death or medical incapacity. If this is not the case and if it is established that Professional staff were offered in the proposal without confirming their availability, the Consultant may be disqualified. Any proposed

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substitute shall have equivalent or better qualifications and experience than the original candidate and be submitted by the Consultant within the period of time specified in the letter of invitation to negotiate.

24. Award of Contract

24.1. After completing negotiations, the PE shall award the Contract to the selected Consultant within seven days after letter of acceptance or award has been issued. PE shall publish on the website of the Authority and on its own website, if such a website exists, the result of the bidding process, identifying the bid through procuring identifying number, if any and the following information, evaluation report, form of contract and letter of award, bill of quantity or schedule of requirement, as the case may be. However, the PE shall announce the final results of a bid evaluation giving justifications for acceptance or rejection of bids at least ten days prior to the award of a contract and place the same on its and authority website.

24.2. After publishing of award of contract consultant required to submit a Performance security at the rate indicated in date sheet.

24.3. The Consultant is expected to commence the assignment on the date and at the location specified in the Data Sheet.

25. Confidentiality

Information relating to evaluation of Proposals and recommendations concerning awards shall not be disclosed to the Consultants who submitted the Proposals or to other Persons not officially concerned with the process, until the publication of the award of Contract. The undue use by any Consultant of confidential information related to the process may result in the rejection of its Proposal.

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(Procurement & Contracts)
Solar Energy, PEDO Peshawar



Data Sheet**Instructions to Consultants**

The following specific data for the Consultancy Services to be procured shall complement, supplement, or amend the provisions in the Instructions to Consultant (ITC). Whenever there is a conflict, the provisions herein shall prevail over those in ITC.

Name of PE: Pakhtunkhwa Energy Development Organization (PEDO)

Name of the Assignment is: "KHYBER PAKHTUNKHWA INITIATIVE FOR SOLARIZATION OF HOUSES, PHASE-1 (100% SUBSIDIZED)". The detail of the sites are as under:

2.1

SN	District	Total No. of Systems	Region	Regional Total
1.	Mardan	1,954	Central	9,237
2.	Swabi	1,349		
3.	Charsadda	1,307		
4.	Nowshera	1,239		
5.	Peshawar	3,388		
6.	Chitral Upper	139	North	5,449
7.	Chitral Lower	228		
8.	Dir Upper	771		
9.	Dir Lower	1,175		
10.	Swat	1,913		
11.	Shangla	635		
12.	Malakand	588	NMD	8,224
13.	Khyber	1,497		
14.	Bajaur	1,682		
15.	Buner	724		
16.	Mohmand	723		
17.	Orakzai	506		
18.	South Waziristan Upper	1,161		
19.	North Waziristan	905		
20.	Kurram	1,026	South	5,184
21.	Kohat	879		
22.	Hangu	377		
23.	Karak	581		
24.	Lakki Marwat	741		
25.	Bannu	967		
26.	Tank	335	Hazara	4,406
27.	D.I Khan	1,304		
28.	Kohistan Upper	301		
29.	Kohistan Lower	242		
30.	Kolai Palas	199		
31.	Battagram	395		
32.	Torghar	143		
33.	Mansehra	1,280		
34.	Abbottabad	1,010		
35.	Haripur	836		
	Total	32,500		32,500

The Name of the PE's official: Mr. Kamran Khan, Project Director (Solar), PEDO

Address: House # 13 C/C, Shaheed Sifat Ghayoor Road, University Town, Peshawar.



Data Sheet**Instructions to Consultants**

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The Name of the PE's official: Mr. Kamran Khan, Project Director (Solar), PEDO

	Address: House # 13 C/C, Shaheed Sifwat Ghayoor Road, University Town, Peshawar. Telephone: 091-3022347 E-mail: kamran.khan@pedo.pk Method of selection: Open Single Stage Two Envelope Procedure, Quality and Cost Based Selection (QCBS): under this method of selection the evaluation of the Technical and Financial proposal will be done by the weighing and adding quality and cost scores in ratio of 80:20 (80% for technical proposal and 20% for financial proposals).
2.2	Financial Proposal to be submitted together with Technical Proposal: Yes, in PDF format on E-PAD system.
2.3	Pre-Proposal Conference will be held on: Date: September 17, 2026 Time: 11:00 AM Address: Main Committee Room, PEDO House, Sector38/B-2, Phase-V, Hayatabad, Peshawar. PE Representative: Project Director (Solar), Phone No: 091-3022347 E-mail: kamran.khan@pedo.pk
2.5	The PE will provide the following inputs and facilities: - PC-01 of the Project - Administrative Approval - The PE will facilitate the consultant for timely coordination with district administration - List and address of End users
6	Eligible Consultant
6.1	Not Applicable
6.2	Short listed consultants emerging from request of expression of interest: Not Applicable
7	Eligibility of Sub Consultants: Not applicable
7.1	Shortlisted Consultants may associate with other shortlisted Consultants: Not Applicable
9	Proposal Validity
9.1	Proposal's validity shall be 180 days (starting from the date of opening of technical proposal).
11	Preparation of Proposal

11.2	The estimated number of Key Staff, Non-Key Staff, and Direct Costs as listed below.					
	S. No.	Designation	No.	MMs /No.	Total MMs	Remarks
	A)	Salary Cost				
	1	Team Leader	1	30	30	Full time
	2	Deputy Team Leaders / QA&QC Engineer	5	30	150	Full time
	3	Electrical Design Expert	1	9	9	Intermittent
	4	Contract & Procurement Expert	1	9	9	Intermittent
	5	Office Assistant / Accountants	10	30	300	Intermittent
	6	DEO / Distribution Unit In charge	5	30	150	Full time
	7	Office Boys	5	30	150	Full time
	8	Chowkidar	5	30	150	Full time
	Sub Total - A				948	
	B	Reimbursable Direct Cost Details				
	1	Offices	5	30	150	Full time
	2	Office Utility Charges	5	30	150	Full time
	3	Fax / Postage / Courier / Phone etc	5	30	150	Full time
	4	Stationary / Printing / Photocopying etc	5	30	150	Full time
	5	Rental Vehicles + Driver Salary, POL & Maintenance	5	30	150	Full time
	Sub Total - B				750	
	Note: The consultant must ensure full compliance with the minimum wage as notified by the Government of Khyber Pakhtunkhwa. Failure to do so will result in the Procuring Entity adding (loading) the corresponding amount during the financial evaluation. The contract shall be lump-sum type, MMs are just for the preparation of financial proposals.					
	13	Technical Proposal Format and Content				
13.1 (ii)	The contract shall be of the Lump-Sum type.					
	• The Financial Proposal shall be submitted as a lump-sum amount based strictly on the given MMs (948+750) configuration. • For the purpose of framing the Financial Proposal, the Consultant shall not alter this configuration. • If any deviation is made, the Financial Proposal will be evaluated by multiplying the quoted rates of the Consultant with the prescribed MMs configuration, in accordance with KPPRA rules. • Payment to the Consultant will, however, be released on milestones as defined in the RFP. <i>Note: Any Financial Proposal submitted by the Consultants below 60% of the estimated cost shall be rejected by the Procuring Entity.</i>					
13.1(iv)	Experience of the Proposed Professional Staff is listed in ITC 18.1.					

13.2 (vi)	Training is a specific component of this assignment: No
16	Submission, Receipt, and Opening of Proposals
16.2.	Submission in hard copy is not allowed. The Consultants must submit their Technical and Financial proposal through the e-PAK Acquisition and Disposal System (e-PADS). Submission of proposal through e-PADS shall be the sole responsibility of the consultant, and PEDO shall not be held responsible for any issues arising thereof.
16.4.	The technical and financial proposal must be uploaded on EPADS not later than the date and time indicated below Date: September 30 , 2026 Time: 1400 Hrs Address: Main Committee Room, PEDO House, Sector38/B-2, Phase-V, Hayatabad, Peshawar. The Technical Proposals shall be opened on the same day at 1430 hours, in the presence of the consultant representative, at the same venue.
18.1	Evaluation of Technical Proposals Criteria, sub-criteria, and point system for the evaluation of Full Technical Proposals are: Step No. 1: Eligibility Criteria: Codes: i. The Consultant must hold valid PEC registration with specialized codes 1210-Renewable Energy sources and System, and 1235-Surveying, Evaluation and Loss Assessment, together with service codes 0537 (Engineering Design), 0542 (Design Review), 0545 (Procurement Services), and 0547 (Supervision/Inspection of Equipment Installation). ▪ In case of a Single Entity, the bidder must itself possess all the above codes. ▪ In case of a Joint Venture (JV), Both the Lead firm as well as Partner firm must mandatorily hold specialized codes 1210, and 1235, along with the listed service codes. ▪ A copy of the valid PEC registration certificate shall be attached as proof. ii. The Bidder either Single Entity or JV/ Consortium (Lead Bidder and JV Partner/s) shall be registered with Khyber Pakhtunkhwa Revenue Authority (KPRA) and shall preferably have "Active" status as of the latest date for bid submission. In the case of "In-Active" status, the bidder must update its status as "Active" prior to the issuance of Letter of Award (LoA) if their bid becomes successful. Failure to do so shall lead to the rejection of their bids. iii. The Bidder either Single Entity or JV (Lead Bidder and JV Partner/s) shall be registered with Federal Board of Revenue (FBR) and shall preferably have "Active" status as of the latest date for bid submission. In the case of "In-Active" status, the bidder must update its status as "Active" prior to the issuance of Letter of Award (LoA) if their bid becomes successful. Failure to do so shall lead to the rejection of their bids. iv. The Bidder shall not be black listed from any Government or Autonomous Body (Affidavit on Original Stamp Paper that firm is not blacklisted must be attached). v. The bidder shall provide Indemnity Bond (Affidavit on Original Stamp Paper) vi. For the Bidders entering into a Joint Venture (JV)/ Consortium, the JV agreement shall be executed in the PEC-prescribed format, including Schedules 1, 2, 3, and 4. It shall be provided on notarized E-stamp paper and duly signed and sealed by all JV partners. In cases where the JV agreement has

Assistant Manager
(Procurement & Contracts)
Solar Energy, PEDO Peshawar



not yet been formalized in accordance with the PEC-prescribed format, a Memorandum of Understanding (MoU) shall be attached.

Notes:

- i. Bidders (and in case of JV, the lead and partner member of the JV/ Consortium) must fulfill the mandatory requirements
- ii. The Single Bidder/ JV Partners will only be eligible for further evaluation under Step No. 2, if it fulfills all the mandatory criteria mentioned above. In case of failure to meet any of the mandatory requirements, the bidder/ JV will not be considered for detailed evaluation.

Step No. 2 Evaluation Criteria, Sub Criteria and Point System

The consultants shall be evaluated on the following criteria:

Financial proposals shall be opened only for those bidders that achieve a minimum of 70% overall score.

Category	Description	Marks
1	Experience	50 marks
2	Financial and equipment capabilities	20 marks
3	Adequacy of the proposed methodology and work plan in responding to the Terms of Reference	10 marks
4	Key professional staff qualifications and competence for the assignment	20 marks
	Total	100 Marks

Note: The proposed staff must be the regular staff of the Bidder to be on their payrolls from the last 6-months. Payroll Slips for the above staff with their CVs and credentials shall be required and provided.

Category-1: Experience: Experience of the Management Consultancy Firm with Government/Semi Government Departments/ Government Autonomous Bodies shall be considered for evaluation. ESCO/PPA/BOT mode projects will not be acceptable for evaluation purposes

Sr. No.	Description	Total Marks	Explanation for Marks	Submission Requirement
i	Specific Experience: Experience in Solar Projects (Solar Home Systems or Solar Buildings), comprising project/s up-to 20MW or above, undertaken during the last ten (10) years.	35	35 marks shall be awarded where the cumulative capacity of Consultancy Services, of Solar project is upto 20MW or above. - If the cumulative scope of Consultancy Services is less than 20MW, marks shall be calculated using the following formula: $\text{Marks} = 35 \times (A/20)$ A= Capacity of the Cumulative eligible Consultancy Services in MW	Section 3-Form Tech-2-B LoA (showing project description & value) and Performance/ Completion certificate shall be attached as a proof).

ii	In-Hand Projects In-hand Solar Projects (Solar Home Systems or Solar Buildings), comprising project/s up-to 10MW or above, currently in progress and commenced within the last five (05) years.	10	10 marks shall be awarded where the cumulative value of In-hand Consultancy Services of eligible projects, is upto 10MW or above. - If the cumulative scope of In-hand Consultancy Services is less than 10MW, marks shall be calculated using the following formula: $\text{Marks} = 10 \times (A / 10)$ $A = \text{Cumulative scope of eligible In-hand Consultancy Services, in MW.}$	For In-hand projects LoA and Form of signed contract agreement shall be provided. The Department reserves the right to verify the authenticity and status of any submitted project references and supporting documents from the respective Procuring Entities or through any other appropriate means, whenever deemed necessary.
iii	General Experience Solar projects (Solar Street Lights, Solar Pumps or other Solar projects) in the last Five years.	5	5 marks shall be awarded where the cumulative value of Consultancy Services for one (01) or more, up to a maximum of Two (02) eligible projects, is PKR 10 million or above. - If the cumulative value of Consultancy Services is less than PKR 10 million, marks shall be calculated using the following formula: $\text{Marks} = 5 \times (A/10)$ $A = \text{Cumulative value of eligible Consultancy Services, in PKR million.}$	
	Sub-Total-1	50		
Note: <i>The procurement entity, may ask for additional document/s at any stage of procurement for further verification and the Bidder/s shall be bound for its submission for evaluation and verification purposes. Failure to do so, shall result in disqualification from the bidding process.</i>				

Associate Manager
(Procurement & Contracts)
Solar Energy, PEDO Peshawar



Sr. No	Description	Total Max Marks	Explanation for Marks	Submission Requirement
2. Financial and Equipment Capabilities				
1	Average Annual Turnover in Last Five Years	10	For the average Annual Turnover less than 100 million, use following Weightage $10 \times (A/100)$, A= Average Annual Turnover in last five years. Full Marks are given in case of available Annual Turnover is 100 million or more.	Bidders must provide Income tax returns and Audited Balance Sheets matching with Tax Returns for last 05 years that are 2020-2021, 2021-2022, 2022-2023, 2023-2024 and 2024-2025
2	Working Capital in Last Year	5	For the available working Capital less than 50 million, use following Weightage $5 \times (A/50)$. A= working capital in last year. Full Marks are given in case of available working Capital is 50 million or More.	Bidders must provide Income tax returns and Audited Balance Sheets matching with Tax Returns for 2024-2025
3	Equipment Capability	5	PV Analyzer (1 No.) = .75 marks Irradiance meter (1 No.) = 0.5 mark Digital Clamp meter (2 No's) = total 0.5 mark (0.25 mark for each) Thickness gauge (2 No's) = total 0.4 mark (0.2 mark for each) Galvanization meter (2 No's) = total 0.4 mark (0.2 mark for each) Digital Tachometer (1 No) = 0.3 mark Digital lux Meter (1 No) = 0.3 mark Battery tester (1 No) = 0.3 mark Digital Anemometer (1 No) = 0.3 mark Office = 1.25 marks	Bidders shall provide original pictures of the testing tools showing model number/serial number etc. For office, Ownership or lease document shall be provided. The Bidders must also submit an affidavit on valid e-stamp paper at the time of bid submission, confirming the availability of all tools and equipment as specified
Total Marks		20		



Sr. No	Description	Total Max Marks	Explanation for Marks	Submission Requirement
3. Adequacy of the proposed methodology and work plan in responding to the Terms of Reference				
1	Approach & Methodology	4	Assessed on clarity, responsiveness to TORs, realism of work plan, balance of team composition, and skills mix	Section 3 – Form Tech-4
2	Work Plan	3	Evaluated on feasibility, scheduling, and alignment with TORs	Section 3 – Form Tech-8
3	Organization & Staffing	3	Evaluated on adequacy of staffing structure and deployment plan	Section 3 – Form Tech-5 & Tech-7
	Total Marks	10		

The scoring methodology for factors & it's sub-factors shall be as under

Score in % (of the total score for the factor/subfactor as applicable)	Description	Remarks
0	Required feature is absent; no relevant information to demonstrate how the requirement is met.	Non responsive
25	Required feature present with deficiencies such as insufficient or information that lacks clarity.	Weak compliance
50	Sufficient information to demonstrate how the requirement will be met.	Baseline compliance
75	Sufficient information to demonstrate that the requirement will be marginally exceeded.	Above average
100	Sufficient information that significantly exceed the requirement/proposal, contributes to significant value addition.	Strong compliance

4. **Key professional staff qualifications and competence for the assignment (Total marks 20)**
Key Staff: Proof of employment with reputed and registered firms/organizations, an affidavit confirming availability for the project, updated CVs, valid PEC registration cards, experience certificate duly signed by CEO/Director of the company for permanent employees (if any) and degree certificates must be provided as part of the experience documentation. Documentary proof of employment and relevant experience with reputed, registered firms/organizations must be provided for all proposed key personnel
- i. **Team Leader/Project Manager: (4 Marks)**
 He/ She should be at least Bachelor's degree holder in Engineering. Master's degree would be given additional weightage. The incumbent should have overall experience of 10 years with up to or more than 05 years' experience as Team Leader in Solar Projects.

Assistant Manager
 (Procurement & Contracting)
 Solar Energy, PAF
 Islamabad



ii. Deputy Team Leader/Assistant Project Manager: (12 Marks (2.4 marks each))

He/ She should be at least Bachelor's degree holder in Electrical Engineering. Master's degree would be given additional weightage. The incumbent should have overall experience of 08 years with up to or more than 05 years' experience in Solarization Projects.

iii. Electrical Design Expert: (2 Marks)

He/ She should be at least Master's degree holder in Electrical/ Electronic/Energy and registered with Pakistan Engineering Council. The incumbent should have overall experience of 08 years with up to or more than 05 years' experience in solar design.

iv. Contract & Procurement Expert: (2 Marks)

He/ She should be at least Bachelor's degree holder in Engineering and registered with Pakistan Engineering Council and possess adequate knowledge of national and international Procurements. The incumbent must have overall experience of 08 years with up to or more than 05 years' experience as Contract & Procurement Expert.

Note: The detailed marking criteria for individual staff are provided below:

Assistant Manager
(Procurement & Contracts)
Solar Energy, PEDO Peshawar



Individual Key staff Evaluation				Submission
I	All key staff except Project Engineers	Maximum Marks = 20	Explanation for Marks	Section 4- Form Tech 6 - Curriculum Vitae, Copy of Degrees, PEC, Experience and training certificate must be provided, otherwise no marks will be awarded. The consultant shall provide an affidavit of availability on the company's letterhead for each quoted engineer. The affidavit must explicitly state that, upon award of the contract titled "Khyber Pakhtunkhwa Solarization of Houses Initiative, Phase-1 (100% Subsidized)", the concerned engineer will be available for the execution of the project.
i.	Team Leader	4 marks		
ii.	Deputy Team Leader = 05 No's	12 marks	Each position 2.4 marks	
iii.	Design Engineer= 01 No.	2 Marks		
iv.	Contract Engineer = 01 No.	2 Marks		
a. General Qualification		Weightage		
i	Basic degree (Bachelors)	15%		
ii	MS or additional qualification as required under the description of key personnel	5%		
Sub-Total (a)		20%		
b. Adequacy for assignment/Experience				
i	Overall Experience	20%	[Total no. Overall work experience in years/required years] x 20%, where the overall experience is less than required years.	
ii	Relevant Experience	50%	[Total no. Relevant experience in years/required years] x 50%, where the relevant experience is less than required years.	
iii	Specialized Training in relevant field (More than 3 months)	5%	[Total no. Training duration in months/3 months] x 5%, where the training duration is less than 3 months.	
iv	Permanent Status with the Firm (Salary Slips duly signed by the Employee and Consultant, of last six months must be attached).	5%		
Sub Total (b)		80%		
Total-1 (a+b)		100%		

20	Negotiations
20.1	Expected date and address for contract negotiations: September, 2026
24.2	Award of Contract upon submission of 10% Performance Security in shape of unconditional Bank Guarantee or Bank Draft in the favor of Procuring Entity from a Scheduled Bank of Pakistan.
24.3	Expected date for commencement of consulting services September/ October, 2026 at: Peshawar, Khyber Pakhtunkhwa

Section 3. Technical Proposal - Standard Forms

Assistant Manager
(Procurement & Contracts)
Solar Energy, PEDD Peshawar



FORM TECH-1. TECHNICAL PROPOSAL SUBMISSION FORM

[Location, Date]

To: [Name and
address of PE] Dear

Sirs:

We, the undersigned, offer to provide the consulting services for [Insert title of assignment] in accordance with your Request for Proposal dated [Insert Date] and our Proposal. We are hereby submitting our Proposal, which includes this Technical Proposal, and a Financial Proposal sealed under a separate envelope.

We are submitting our Proposal in association with: [Insert a list with full name and address of each associated Consultant]

We hereby declare that all the information and statements made in this Proposal are true and accept that any misinterpretation contained in it may lead to our disqualification.

If negotiations are held during the period of validity of the Proposal, i.e., before the date indicated in the Data Sheet, we undertake to negotiate on the basis of the proposed staff. our Proposal is binding upon us and subject to the modifications resulting from Contract negotiations.

We undertake, if our Proposal is accepted, to initiate the consulting services related to the assignment not later than the date indicated in the Data Sheet.

We understand you are not bound to accept any Proposal you receive. We remain,

Yours sincerely,

Authorized Signature [In full and initials] ! _____

Name and Title of Signatory: _____

Name of Firm: _____

Address: _____



For FTP Only

Form TECH-2. Consultant's Organization and Experience

A - Consultant's Organization

[Provide here a brief (two Pages) description of the background and organization of your firm/entity and each associate for this assignment.]

Arshad Ali Khan
(Proprietor & Consultant)
Solar Energy, Khyber Pakhtunkhwa



B - Consultant's Experience

[Using the format below, provide information on each assignment for which your firm, and each associate for this assignment, was legally contracted either individually or as a corporate entity or as one of the major companies within an association, for carrying out consulting services similar to the ones requested under this assignment.]

Assignment name:	Approx. value of the contract (in PKR): Capacity/Scope in MW =
Country: Location within country:	Duration of assignment (months):
Name of PE:	Total No of staff-months of the assignment:
Address:	Approx. value of the services provided by your firm under the contract (in PKR):
Start date (month/year): Completion date (month/year):	No of professional staff-months provided by associated Consultants:
Name of associated Consultants, if any:	Name of senior professional staff of your firm involved and functions Performed (indicate most significant profiles such as Project Director/Coordinator, Team Leader)
Narrative description of Project:	
Description of actual services provided by your staff within the assignment:	

Firm's Name:

Assistant Engineer
(Professional & Commercial)
Solarization, PESCO/POSCO



For FTP Only

**Form TECH-3. Comments and Suggestions on the Terms of
Reference**

and on Counterpart Staff and Facilities to be Provided by the PE

A - On the Terms of Reference

[Present and justify here any modifications or improvement to the Terms of Reference you are proposing to improve Performance in carrying out the assignment (such as deleting some activity you consider unnecessary, or adding another, or proposing a different phasing of the activities). Such suggestions should be concise and to the point, and incorporated in your Proposal.]

[Signature]
Assistant Manager
(Procurement & Contracts)
Solar Energy, PEDC Peshawar



B - On Counterpart Staff and Facilities

(Not Applicable)

[Comment here on counterpart staff and facilities to be provided by the PE according to Paragraph Reference 1.4 of the Data Sheet including: administrative support, office space, local transportation, equipment, data, etc.]

Handwritten signature and stamp.



Form TECH-4. Description of Approach, Methodology and Work Plan for Performing the Assignment

[Technical approach, methodology and work plan are key components of the Technical Proposal. You are suggested to present your Technical Proposal (inclusive of charts and diagrams) divided into the following three chapters:

- 1. Technical Approach and Methodology,*
- 2. Work Plan, and*
- 3. Organization and Staffing,*

1. Technical Approach and Methodology. In this chapter you should explain your understanding of the objectives of the assignment, approach to the services, methodology for carrying out the activities and obtaining the exacted output, and the degree of detail of such output. You should highlight the problems being addressed and their importance, and explain the technical approach you would adopt to address them. You should also explain the methodologies you propose to adopt and highlight the compatibility of those methodologies with the proposed approach.

2. Work Plan. In this chapter you should propose the main activities of the assignment, their content and duration, phasing and interrelations, milestones (including interim approvals by the PE), and delivery dates of the reports. The proposed work plan should be consistent with the technical approach and methodology, showing understanding of the TOR and ability to translate them into a feasible working plan. A list of the final documents, including reports, drawings, and tables to be delivered as final output, should be included here. The work plan should be consistent with the Work Schedule of Form TECH-8.

3. Organization and Staffing. In this chapter you should propose the structure and composition of your team. You should list the main disciplines of the assignment, the key expert responsible, and proposed technical and support staff.]

*Project Manager
(Professional & General)
Solar Energy PWD Peshawar*



Section 3. Technical Proposal - Standard Forms

FORM TECH-5. TEAM COMPOSITION AND TASK ASSIGNMENTS

Professional Staff				

Associate Manager
(Contractual & Compliance)
Solar Energy, PEDO Peshawar



FORM TECH-6. CURRICULUM VITAE (CV) FOR PROPOSED PROFESSIONAL STAFF

1. Proposed Position *[only one candidate shall be nominated for each position]:*

2. Name of Firm *[Insert name of firm proposing the staff]:*

3. Name of Staff *[Insert full name]:*

4. CNIC of Staff

5. Address and Contact of Staff

6. Date of Birth:

7. Nationality:

8. Education *[Indicate college/university and other specialized education of staff member, giving names of institutions, degrees obtained, and dates of obtainment]:*

9. Membership of Professional Associations:

10. Other Training *[Indicate significant training]:*

11. Countries of Work Experience: *[List countries where staff has worked in the last ten years]:*

12. Languages *[For each language indicate proficiency: good, fair, or poor in speaking, reading, and writing]:*

13. Employment Record *[Starting with present position, list in reverse order every employment held by staff member since graduation, giving for each employment (see format here below): dates of employment, name of employing organization, positions held.]:*

From [Year]:To[Year]:

Employer: _____



Positions held: _____ 14. Detailed Tasks Assigned <i>[List all tasks to be Performed under this assignment]</i>	12. Work Undertaken that Best Illustrates Capability to Handle the Tasks Assigned <i>[Among the assignments in which the staff has been involved, indicate the following information for those assignments that best illustrate staff capability to handle the tasks listed under point 11.]</i> Name of assignment or project: Year: Location: PE:
	Main project features: Positions held:
	Activities Performed:

13. Certification:

I, the undersigned, certify that to the best of my knowledge and belief, this CV correctly describes me, my qualifications, and my experience. I understand that any willful misstatement described herein may lead to my disqualification or dismissal, if engaged.

[Signature of staff member or authorized representative of the staff] Date: _____
 Day/Month/Year

Full name of authorized representative: _____

[Signature]
 Assistant Manager
 (Contract Cell PEDD)
 Solar Energy, PEDG/Technical



Section 4. Financial Proposal - Standard Forms

Assistant Manager
(Finance, P&S Division)
Solar Energy, P&S Division



FORM FIN-1.

FINANCIAL PROPOSAL SUBMISSION FORM

[Location, Date]

To: [Name and address of PE]

Dear Sirs:

We, the undersigned, offer to provide the consulting services for [Insert title of assignment] in accordance with your Request for Proposal dated [Insert Date] and our Technical Proposal. Our attached Lumpsum Financial Proposal is for the sum of [Insert amount(s) in words and figures].

Our Financial Proposal shall be binding upon us subject to the modifications resulting from Contract negotiations, up to expiration of the validity period of the Proposal, i.e. before the date indicated in Paragraph Reference 9.1 of the Data Sheet.

We understand you are not bound to accept any

Proposal you receive. We remain,

Yours sincerely,

Authorized Signature [In full and initials] ' _____

Name and Title of Signatory: _____

Name of Firm: _____

Address' _____

1. Amounts must coincide with the ones indicated under Total Cost of Financial proposal in Form FIN-3.

Authorized Signatory
(Name and Title)
(Signature and Seal)



FORM FIN-2 BREAKDOWN OF RATES FOR CONSULTANCY CONTRACT

Project: _____ Firm: _____

Name	Position	Basic Salary per Cal. Month	Social Charges (%age of 1)	Overhead (%age of 1+2)	Sub-Total (1+2+3)	Fee (%age of 4)	Rate per Month for project Office	Field Allow. (%age of 1)	Rate per Month for Field Work
		(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)

Notes:

- Item No. 1 Basic salary shall include actual gross salary before deduction of taxes. Payroll sheet for each proposed personnel should be submitted at the time of negotiations.
- Item No. 2 Social charges shall include Client's contribution to social security, paid vacation, average sick leave and other standard benefits paid by the company to the employee. Breakdown of proposed percentage charges should be submitted and supported (see FORM FIN-2(b)).
- Item No. 3 Overhead shall include general administration cost, rent, clerical and junior professional staff and business getting expenses, etc. Breakdown of proposed percentage charges for overhead should be submitted and supported (see FORM FIN-2(c)).
- Item No. 5 Fee shall include company profit and share of salary of partners and directors (if not billed individually for the project) or indicated in overhead costs of the Company.
- Item No. 7 Normally payable only in case of field work under hard and arduous conditions.

Employee Pay, and Minimum Wages??

Full Name: _____

Signature: _____

CNIC: _____

Title : _____

Archival Stamp
(Faint text and date)



**FORM FIN-5 ESTIMATED LOCAL CURRENCY SALARY
COSTS/REMUNERATION**

S. No.	Name	Position	Staff-Months	Monthly Billing Rate	Total Estimated Amount (Rs.)
I. Professional Staff					
		Sub-Total:			

[Handwritten signature and stamp]



FORM FIN-6 DIRECT (NON-SALARY) COSTS

S.No.	Nomenclature	Unit	Quantity	Unit Price	Total Amount
Total:					

Authorized Signatory
(Signature)
(Name and Designation)

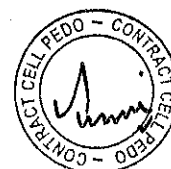


FORM FIN-7. BREAKDOWN OF COSTS BY ACTIVITY

SUMMARY OF COST OF CONSULTANT

S.No.	Description	Amount (Rs.)
1.	Salary Cost / Remuneration	
2	Direct (Non-salary) Cost	
	Total (Inclusive of All Taxes)	
In words:		

[Handwritten signature]
(Name of the Consultant)
Date: _____



APPENDIX. Financial Negotiations - Breakdown of Remuneration Rates

(Not to be used when cost is a factor in the evaluation of Proposals)

1. Review of Remuneration Rates

- The remuneration rates for staff are made up of salary, social costs, overheads, fee that is profit, and any premium or allowance Paid for assignments away from headquarters. To assist the firm in preparing financial negotiations, a Sample Form giving a breakdown of rates is attached (no financial information should be included in the Technical Proposal). Agreed breakdown sheets shall form Part of the negotiated contract.
- The PE is charged with the custody of funds from Government of Khyber Pakhtunkhwa and is expected to exercise prudence in the expenditure of these funds. The PE is, therefore, concerned with the reasonableness of the firm's Financial Proposal, and, during negotiations, it expects to be able to review audited financial statements backing up the firm's remuneration rates, certified by an independent auditor. The firm shall be prepared to disclose such audited financial statements for the last three years, to substantiate its rates, and accept that its proposed rates and other financial matters are subject to scrutiny. Rate details are discussed below.

- Salary**

This is the gross regular cash salary paid to the individual in the firm's home office. It shall not contain any premium for work away from headquarters or bonus.

- Social Costs**

Social costs are the costs to the firm of staff's non-monetary benefits. These items include, *inter alia*, social security including Pension, medical and life insurance costs, and the cost of a staff member being sick or on vacation. In this regard, the cost of leave for public holidays is not an acceptable social cost nor is the cost of leave taken during an assignment if no additional staff replacement has been provided. Additional leave taken at the end of an assignment in accordance with the firm's leave policy is acceptable as a social cost.

- Cost of Leave**

The principles of calculating the cost of total days leave Per annum as a Percentage of basic salary shall normally be as follows:

$$\text{Leave cost as Percentage of salary} = \frac{\text{total days leave} \times 100}{[365 - w - ph - v - s]}$$

1

Where w = weekends, ph = public holidays, v = vacation, and s = sick leave.

It is important to note that leave can be considered a social cost only if the



PE is not charged for the leave taken.

- **Overheads**

Overhead expenses are the firm's business costs that are not directly related to the execution of the assignment and shall not be reimbursed as separate items under the contract. Typical items are home office costs (Partner's time, no billable time, time of senior staff monitoring the project, rent, support staff, research, staff training, marketing, etc.), the cost of staff not currently employed on revenue-earning projects, taxes on business activities and business promotion costs. During negotiations, audited financial statements, certified as correct by an independent auditor and supporting the last three years' overheads, shall be available for discussion, together with detailed lists of items making up the overheads and the Percentage by which each relates to basic salary. The PE does not accept an add-on margin for social charges, overhead expenses, etc., for staff who are not Permanent employees of the firm. In such case, the firm shall be entitled only to administrative costs and fee on the monthly Payments charged for subcontracted staff.

- **Fee or Profit**

The fee or profit shall be based on the sum of the salary, social costs, and overhead. If any bonuses Paid on a regular basis are listed, a corresponding reduction in the profit element shall be exacted. Fee or profit shall not be allowed on travel or other reimbursable expenses, unless in the latter case an unusually large amount of procurement of equipment is required. The firm shall note that Payments shall be made against an agreed estimated Payment schedule as described in the draft form of the contract.

- **Away from Headquarters Allowance or Premium**

Some Consultants Pay allowances to staff working away from headquarters. Such allowances are calculated as a Percentage of salary and shall not draw overheads or profit.

- **Subsistence Allowances**

Subsistence allowances are not included in the rates, but are paid separately and in local currency. No additional subsistence is Payable for dependents—the subsistence rate shall be the same for married and single team members.

Standard rates for the Particular country may be used as reference to determine subsistence allowances.

2. **Reimbursable expense's**

- The financial negotiations shall further focus on such items as out-of-pocket expenses and other reimbursable expenses. These costs may include, but are not restricted to, cost of surveys, equipment, office rent, supplies, international and local travel, computer rental, mobilization and demobilization, insurance, and

printing. These costs may be either unit rates or reimbursable on the



presentation of invoices, in foreign or local currency.

3. PE Guarantee

- Payments to the firm, including Payment of any advance based on cash flow projections covered by a PE guarantee, shall be made according to an agreed estimated schedule ensuring the consultant regular Payments in local and foreign currency, as long as the services proceed as planned.

Consultant's Representations Regarding Costs and Charges

Consulting Firm:
Assignment:

Country:
Date:

We hereby confirm that:

1. The basic salaries indicated in the attached table are taken from the firm's Payroll records and reflect the current salaries of the staff members listed which have not been raised other than within the normal annual salary increase policy as applied to all the firm's staff;
2. Attached are true copies of the latest salary slips of the staff members listed;
3. The away from home quarters allowances indicated below are those that the Consultants have agreed to Pay for this assignment to the staff members listed;
4. The factors listed in the attached table for social charges and overhead are based on the firm's average cost experiences for the latest three years as represented by the firm's financial statements; and said factors for overhead and social charges do not include any bonuses or other means of profit-sharing.

[Name of Consulting Firm]

Signature of Authorized Representative

Date Name: _____

Title:

Not Applicable
Assistant Manager
(Contract Cell PEDO - CONTRACT CELL PEDO)
Khyber Pakhtunkhwa Solarization of Houses Initiative



Section 5: Terms of References (TORs)

[Handwritten signature]
President, Khyber Pakhtunkhwa
(100% Subsidized)
Solarization of Houses Initiative



TERM OF REFERENCE FOR SERVICES (TORs)

Terms of References for Consultancy services for Design/ Design Review, Assistance in tendering and distribution management of the Project “KHYBER PAKHTUNKHWA SOLARIZATION OF HOUSES INITIATIVE, PHASE-1 (100% SUBSIDIZED)”

1.1 Description:

The PEDO intends to implement the project titled “Khyber Pakhtunkhwa Initiative for Solarization of Houses Phase-I (100% Subsidized)”. The project will be executed by the Energy & Power Department through PEDO, with financing arranged by the Finance Department, Government of Khyber Pakhtunkhwa, through a loan from the Bank of Khyber (BOK).

The project aims to provide solar PV solutions to 32,500 households, including 25,000 beneficiaries from settled districts and 7,500 from merged districts of Khyber Pakhtunkhwa. Beneficiaries will be selected through a transparent e-balloting process in accordance with the criteria defined in PC-I.

Under the proposed package, each beneficiary will receive a 585-Watt DC standalone solar PV system, comprising:

- 01 585-Watt PV Module as approved 2025 specifications
- 01 MPPT Charge Controller (45 Amp, 12 V/24V)
- 12 V 100Ah LiFePO4 Battery
- 01 DC Ceiling Fan
- 01 DC Pedestal Fan
- 03 DC LED Light Bulbs
- 01 Mobile Charger
- Other Allied Accessories as per PC-I

The project is aimed at providing relief to low-income communities facing severe electricity shortages, particularly during peak summer demand.

The scheme will primarily target rural areas served by PESCO, HAZECO, and TESCO feeders experiencing prolonged load shedding. The project will be implemented through collaboration between PEDO and the Bank of Khyber (BOK), and the systems will be distributed through the concerned District Administration which will provide fully subsidized (free of cost) to eligible beneficiaries.

1.2 Location, detail of packages & Technical Parameters:

S#	Districts	Total No. of Systems	Region	Total No. of Systems
1	Mardan	1954	Central	9237
2	Swabi	1349		
3	Charsadda	1307		
4	Nowshera	1239		
5	Peshawar	3388		

[Handwritten signature]
 Project Manager
 (Energy & Power Department)
 Government of Khyber Pakhtunkhwa



6	Chitral Upper	139	Malakand	5449
7	Chitral Lower	228		
8	Dir Upper	771		
9	Dir Lower	1175		
10	Swat	1913		
11	Shangla	635		
12	Malakand	588	Newly Merged Districts	8224
13	Khyber	1497		
14	Bajaur	1682		
15	Buner	724		
16	Mohmand	723		
17	Orakzai	506		
18	South Waziristan Upper	1161		
19	North Waziristan	905		
20	Kurram	1026	South	5184
21	Kohat	879		
22	Hangu	377		
23	Karak	581		
24	Lakki Marwat	741		
25	Bannu	967		
26	Tank	335		
27	D.I Khan	1304	Hazara	4406
28	Kohistan Upper	301		
29	Kohistan Lower	242		
30	Kolai Palas	199		
31	Battagram	395		
32	Torghar	143		
33	Mansehra	1280		
34	Abbottabad	1010		
35	Haripur	836		
Total		32,500		32,500

1.3 Scope of Services after Contract Signing:

The duration of this assignment shall be thirty (30) months. During this period, the scope of services shall include submission of the inception report, design review, assistance in hiring of vendors/contractors, technical evaluation of bids, approval of products,

participation in Factory Acceptance Tests (FATs) arranged by vendors, ensuring testing of contractor-supplied samples at approved government laboratories at the contractor's cost, pre-shipment and pre-supply inspections, monitoring of MIS-based beneficiary management, project monitoring, procurement monitoring, vendor implementation monitoring, and distribution monitoring of solar systems, verification of delivery to the district/tehsil management, and preparation and submission of PC-IV. The Consultant shall ensure proper handing over of the PV systems to end user tagging their geo location at Project management software (if required) at five regional locations, designated by the PE to the District / Tehsil Administration:

- Central Region
- Northern Region
- Southern Region
- Hazara (Eastern) Region
- Newly Merged Districts (NMD) Region

The scope of consultancy services may be increased or decreased in accordance with the directives of the Employer/Government. In such event, the consultancy contract cost shall be adjusted on a proportionate/prorated basis in line with the revised scope, and the approved financial proposal.

CONSULTING MANAGEMENT SERVICES:

1. Submission of inception report, conducting pre-supply inspections, and participation in Factory Acceptance Tests (FATs) arranged by vendors/suppliers.
2. Submission of equipment assessment and material testing reports, product sample evaluation, and approval of materials, equipment, and vendor products in accordance with the contract specifications and tender documents prior to placement of orders.
3. Conduct of laboratory testing of materials and equipment (including cables, wires, etc.) from Government-approved laboratories at the Contractor's cost, before distribution.
4. Development and implementation of a Quality Assurance and Quality Control (QA/QC) mechanism in accordance with applicable standards. Quality and quantity assurance shall be the responsibility of the PMC.
5. Supervision of supply/ distribution activities, including planning, scheduling, inspection, quality and quantity control, design and drawing review, specification compliance, and issuance of instructions to the Contractor.
6. Management of procurement processes for vendor hiring.
7. Product/Material testing and approval, preparation of distribution plans, and supervision and verification of solar system distribution and delivery to beneficiary households.
8. Monitoring and management of IT-based MIS for beneficiary management, inventory management, distribution records, and procurement tracking.
9. Preparation and submission of monthly progress reports.
10. Review of user manuals in Urdu and English prepared by the Contractor for beneficiaries.
11. Participation in coordination and progress review meetings and record keeping.

[Handwritten Signature]
Project Manager
(Contract Cell PEDO)
Contract Cell PEDO



12.

**SECTION-6: STANDARD FORM OF AGREEMENT & CONDITIONS OF
CONTRACT**

[Signature]
Assistant Engineer
(Electrical Engineering)
Civil Engineering, Peshawar



I. Form of Contract

This CONTRACT (hereinafter called the "Contract") is made on the day of ____ month) of ____ (year), between, on the one hand _____ (hereinafter called the "Client" which expression shall include the successors, legal representatives and permitted assigns) and, on the other hand, _____ (hereinafter called the "Consultants" which expression shall include the successors, legal representatives and permitted assigns).

WHEREAS

- (a) the Client has requested the Consultants to provide certain consulting services as defined in the General Conditions of Contract attached to this Contract (hereinafter called the "Services"); and
- (b) the Consultants, having represented to the Client that they have the required professional skills, and personnel and technical resources, have agreed to provide the Services on the terms and conditions set forth in this Contract;

NOW THEREFORE the Parties hereby agree as follows:

- 1. The following documents attached hereto shall be deemed to form an integral part of this Contract:
 - (a) the General Conditions of Contract;
 - (b) the Special Conditions of Contract;
 - (c) the following Appendices:

[Note: If any of these Appendices are not used, the words "Not Used" should be inserted below/next to the title of the Appendix and on the sheet attached hereto carrying the title of that Appendix.]

Appendix A : Description of the Services
Appendix B : Reporting Requirements

Appendix C : Key Personnel and Subconsultants

Appendix D : Breakdown of Contract Price in Foreign Currency
Appendix E : Breakdown of Contract Price in Local Currency
Appendix F : Services & Facilities to be Provided by the Client
Appendix G: Integrity Pact (for Services above Rs. 10 million)

- 2. The mutual rights and obligations of the Client and the Consultants shall be as set forth in the Contract, in particular:

[Signature]
Assistant Manager
(Procurement & Contracts)
Solar Energy, PEDD Peshawar



- (a) the Consultants shall carry out the Services in accordance with the provisions of the Contract; and
- (b) the Client shall make payments to the Consultants in accordance with the provisions of the Contract.

IN WITNESS WHEREOF, the Parties hereto have caused this Contract to be signed in their respective names in two identical counterparts, each of which shall be deemed as the original, as of the day, month and year first above written.

For and on behalf of

Witness

(CLIENT)

Signatures _____

Signatures _____

Name _____

Name _____

Title _____

Title _____

(Seal)

For and on behalf of

Witness

(CONSULTANTS)

Signatures _____

Signatures _____

Name _____

Name _____

Title _____

Title _____

(Seal)

[Handwritten signature]

(Signature of the Consultant)
Sole Proprietor / Authorized Representative



II. GENERAL CONDITIONS OF CONTRACT

1. GENERAL PROVISIONS

1.1. Définitions

Unless the context otherwise requires, the following terms whenever used in this Contract have the following meanings:

- (a) "Applicable Law" means the Khyber Pakhtunkhwa Public Procurement Act, thereunder Rules 2014.
- (b) "Procuring Entity PE" means the implementing department which signs the contract
- (c) "Consultant" means a professional who can study, design, organize, evaluate and manage projects or assess, evaluate and provide specialist advice or give technical assistance for making or drafting policies, institutional reforms and includes private entities, consulting firms, legal advisors, engineering firms, construction managers, management firms, procurement agents, inspection agents, auditors, international and multinational organizations, investment and merchant banks, universities, research institutions, government agencies, nongovernmental organizations, and individuals.
- (d) "Contract" means the Contract signed by the Parties and all the attached documents listed in its Clause-1, that is General Conditions (GC), the Special Conditions (SC), and the Appendices.
- (e) "Contract Price" means the price to be Paid for the Performance of the Services, in accordance with Clause 6;
- (f) "Effective Date" means the date on which this Contract comes into force and effect pursuant to Clause GC 2.1.
- (g) "Foreign Currency" means any currency other than the currency of the PE's country.
- (h) "GC" mean these General Conditions of Contract.
- (i) "Government" means the Government of Khyber Pakhtunkhwa.
- (j) "Local Currency" means Pak Rupees.
- (k) "Member" means any of the entities that make up the joint venture/consortium/association, and "Members" means all these entities.
- (l) "Party" means the PE or the Consultant, as the case may be, and "Parties" means both of them.
- (m) "Personnel" means Persons hired by the Consultant or by any Sub Consultants and assigned to the Performance of the Services or any Part thereof.
- (n) "SC" means the Special Conditions of Contract by which the GC may be amended or supplemented.
- (o) "Services" means the consulting services to be performed by the Consultant pursuant to this Contract, as described in the Terms of References.
- (p) "Sub-Consultants" means any Person or entity to whom/which the Consultant subcontracts any Part of the Services.
- (q) "In writing" means communicated in written form with proof of receipt.

[Handwritten signature]
Project Manager
(Procurement Cell)
Government of Khyber Pakhtunkhwa



- (r) "Project" means the work specified in SC for which engineering consultancy services are desired.

1.2. Law Governing the Contract

This Contract, its meaning and interpretation, and the relation between the Parties shall be governed by the Applicable Law.

1.3. Language

This Contract is executed in the language specified in the SC, which shall be the binding and controlling language for all matters relating to the meaning or interpretation of this Contract.

1.4. Notices

1.4.1. Any notice, request or consent required or permitted to be given or made pursuant to this Contract shall be in writing. Any such notice, request or consent shall be deemed to have been given or made when delivered in Person to an authorized representative of the Party to whom the communication is addressed, or when sent to such Party at the address specified in the SC.

1.4.2. A Party may change its address for notice hereunder by giving the other Party notice in writing of such change to the address specified in the SC.

1.5. Location

The Services shall be performed at such locations as are specified in special condition of contract and, where the location of a Particular task is not so specified, at such locations, whether in the Government's country or elsewhere, as the PE may approve.

1.6. Authority of Member in Charge

In case the Consultant consists of a joint venture/ consortium/ association of more than one individual firms, the Members hereby authorize the individual firms or specified in the SC to act on their behalf in exercising all the Consultant's rights and obligations towards the PE under this Contract, including without limitation the receiving of instructions and Payments from the PE.

1.7. Authorized Representatives

Any action required or permitted to be taken, and any document required or permitted to be executed under this Contract by the PE or the Consultant may be taken or executed by the officials specified in the SC.

1.8. Taxes and Duties

The Consultant, Sub-Consultants, and their Personnel Shall Pay such direct or indirect taxes, duties, fees, and other impositions levied under the Applicable Law as specified in the SC, the amount of which is deemed to have been included in the Contract Price.

1.9. Fraud Corruption

A. If the PE determines that the Consultant and/or its Personnel, sub-contractors, sub-consultants, services providers and suppliers has engaged in corrupt, fraudulent, collusive, coercive, or obstructive practices, in competing for or in executing the Contract, then the PE may, after giving 14 days' notice to the



Consultant, terminate the Consultant's employment under the Contract, and may resort to other remedies including blacklisting/disqualification as provided in KPPR 2014.

Any Personnel of the Consultant who engages in corrupt, fraudulent, collusive, coercive, or obstructive practice during the execution of the Contract, shall be removed in accordance with Sub-Clause 4.2.

Integrity Pact

B. If the Consultant or any of his Sub-consultants, agents or servants is found to have violated or involved in violation of the Integrity Pact signed by the Consultant as Appendix-G to this Form of Contract, then the Procuring Entity shall be entitled to:

(a) recover from the Consultant an amount equivalent to ten times the sum of any commission, gratification, bribe, finder's fee or kickback given by the Consultant or any of his Sub-consultant, agents or servants;

(b) terminate the Contract; and

(c) Recover from the Consultant any loss or damage to the Procuring Entity as a result of such termination or of any other corrupt business practices of the Consultant or any of his Sub-consultant, agents or servants.

On termination of the Contract under Sub-Para (b) of this Sub Clause, the Consultant shall proceed in accordance with Sub Clause 1.9 A. Payment upon such termination shall be made under Sub-Clause 1.9 A after having deducted the amounts due to the Procuring Entity under 1.9 B Sub-Para (a) and (c).

2. COMMENCEMENT, COMPLETION, MODIFICATION, AND TERMINATION OF CONTRACT

2.1. Effectiveness of Contract

This Contract shall come into effect on the date the Contract is signed by either Parties or such other later date as may be stated in the SC. The date the Contract comes into effect is defined as the Effective Date.

2.2. Commencement of Services

The Consultants shall begin carrying out the Services not later than the number of days after the Effective Date specified in the SC.

2.3. Expiration of Contract

Unless terminated earlier pursuant to Clause GC 2.6 hereof, this Contract shall expire at the end of such time period after the Effective Date as specified in the SC.

2.4. Modifications or Variations

Any modification or variation of the terms and conditions of this Contract, including any modification or variation of the scope of the Services, may only be made by written agreement between the Parties. However, each Party shall give due consideration to any proposals for modification or variation made by the other Party.



2.5. Force Majeure

2.5.1. Definition

The failure on the Part of the Parties to Perform their obligation under the contract will not be considered a default if such failure is the result of natural calamities, disasters and circumstances beyond the control of the parties.

2.5.2. No Breach of Contract

The failure of a Party to fulfill any of its obligations under the Contract shall not be considered to be a breach of, or default under this Contract insofar as such inability arises from an event of Force Majeure, provided that the Party affected by such an event; (a) has taken all reasonable precautions, due care and reasonable alternative measures in order to carry out the terms and conditions of this Contract; and (b) has informed the other Party as soon as possible about the occurrence of such an event.

2.5.3. Extension of Time

Any period within which a Party shall, pursuant to this Contract, complete any action or task, shall be extended for a period equal to the time during which such Party was unable to perform such action as a result of Force Majeure.

2.5.4. Payments

During the period of their inability to perform the Services as a result of an event of Force Majeure, the Consultants shall be entitled to continue to be paid under the terms of this Contract, as well as to be reimbursed for additional costs reasonably and necessarily incurred by them during such period for the purpose of the Services and in reactivating the Services after the end of such period.

2.6. Termination

2.6.1. By the PE

The PE may terminate this Contract in case of the occurrence of any of the events specified in Paragraphs (a) through (f) of this Clause GC 2.6.1. In such an occurrence the PE shall give a not less than thirty (30) days 'written notice of termination to the Consultant, and sixty (60) days 'in the case of the event referred to in (e).

(a) If the Consultant does not remedy the failure in the Performance of their obligations under the Contract, within thirty (30) days after being notified or within any further period as the PE may have subsequently approved in writing.

(b) If the Consultant becomes insolvent or bankrupt.

(c) If the Consultant, in the judgment of the PE has engaged in corrupt or fraudulent practices in competing for or in executing the Contract.

(d) If, as the result of Force Majeure, the Consultant(s) are unable to perform a material portion of the Services for a period of not less than sixty (60) days.

(e) If the PE, in its sole discretion and for any reason whatsoever, decides to terminate this Contract.

(f) If the Consultant fails to comply with any final decision reached as a result of arbitration proceedings pursuant to Clause GC 8 hereof.

2.6.2. By the Consultants

The Consultants may terminate this Contract, by not less than thirty (30) days written

notice to the PE, such notice to be given after the occurrence of any of the events specified in paragraphs (a) through (d) of this Clause 2.6.2:

- (a) if the PE fails to pay any money due to the Consultants pursuant to this Contract without consultant fault.
- (b) Pursuant to Clause GC 7 hereof within forty-five (45) days after receiving written notice from the Consultant that such Payment is overdue.
- (c) if, as a result of Force Majeure, the Consultant is unable to perform a material portion of the Services for a period of not less than sixty (60) days.
- (d) if the PA fails to comply with any final decision reached as a result of arbitration proceedings pursuant to Clause GC 8 hereof.

2.6.3. Payment upon Termination

Upon termination of this Contract pursuant to Clauses 2.6.1 or GC 2.6.2, the PE shall make the following payments to the Consultant:

- a. Payment pursuant to Clause GC 6 for Services Satisfactorily Performed prior to the effective date of termination;
- b. except in the case of termination pursuant to Paragraphs (a) through, and (f) of Clause GC 2.6.1, reimbursement of any reasonable cost incident to the prompt and orderly termination of the Contract, including the cost of the return travel of the Personnel and their eligible dependent's.

3. OBLIGATIONS OF THE CONSULTANTS

3.1. General

3.1.1. Standard of Performance

The Consultant Shall Perform the Services and carry out their obligations hereunder with all due diligence, efficiency and economy, in accordance with generally accepted professional standards and practices, and shall observe sound management practices, and employ appropriate technology and safe and effective equipment, machinery, materials and methods. The Consultant shall always act, in respect of any matter relating to this Contract or to the Services, as faithful advisers to the PE, and shall at all times support and safeguard the PE's legitimate interests in any dealings with Sub-Consultants or third parties.

3.2. Conflict of Interests.

The Consultant shall hold the PE's interests Paramount, without any consideration for future work, and strictly avoid conflict with other assignments or their own corporate interests

3.2.1. Consultants Not to Benefit from Commissions, Discounts, etc.

The Payment of the Consultant pursuant to Clause GC 6 shall constitute the Consultant's only Payment in connection with this Contract or the Services, and the Consultant shall not accept for their own benefit any trade commission, discount, or similar Payment in connection with activities pursuant to this Contract or to the Services or in the discharge of their obligations under the Contract, and the Consultant shall use their best efforts to ensure that the Personnel, any Sub-Consultants, and agents of either of

APPROVED
(Signature)
CONSULTANT



them similarly shall not receive any such additional Payment.

3.2.2. Consultant and Affiliates not to be Otherwise Interested in Project.

The Consultant agrees that, during the term of this Contract and after its termination, the Consultant and any entity affiliated with the Consultant, as well as any Sub-Consultants and any entity affiliated with such Sub-Consultants, shall be disqualified from providing goods, works or services (other than consulting services) resulting from or directly related to the Consultant's Services for the preparation or implementation of the project

3.2.3. Prohibition of Conflicting Activities.

The Consultant shall not engage, and shall cause their Personnel as well as their Sub-Consultants and their Personnel not to engage, either directly or indirectly, in any business or professional activities which would conflict with the activities assigned to them under this Contract

3.3. Confidentiality

Except with the prior written consent of the PE, the Consultant and the Personnel shall not at any time communicate to any Person or entity any confidential information acquired in the course of the Services, nor shall the Consultant and the Personnel make public the recommendations formulated in the course of, or as a result of, the Services.

3.4. Insurance to be Taken Out by the Consultant.

Rule 29(2), The Consultant (a) shall take out and maintain, and shall cause any Sub-Consultants to take out and maintain, at their (or the Sub-Consultants', as the case may be) own cost but on terms and conditions approved by the PE, insurance against the risks, and for the coverage, as shall be specified in the SC; and (b) at the PE's request, shall provide evidence to the PE showing that such insurance has been taken out and maintained and that the current premiums have been Paid.

3.5. Consultants' Actions Requiring PE's Prior Approval

The Consultants shall obtain the PE's prior approval in writing before taking any of the following actions:

- (a) entering into a subcontract for the Performance of any Part of the Services,
- (b) appointing such members of the Personnel not listed by name in Appendix C, and;
- (c) any other action that may be specified in the SC.

3.6. Reporting Obligations

- (a) The Consultant shall submit to the PE the reports and documents specified in Appendix-B hereto, in the form, in the numbers and within the time Period set forth in the said Appendix.
- (b) Final reports shall be delivered in CD ROM in addition to the hard copies specified in said Appendix-B.

3.7. Documents Prepared by the Consultants to be the Property of the PE.



- (a) All plans, drawings, specifications, Design, reports, and other documents and software submitted by the Consultant under this Contract shall become and remain the property of the PE, and the Consultant shall, not later than upon termination or expiration of this Contract, deliver all such documents to the PE, together with a detailed inventory thereof.
- (b) The Consultant may retain a copy of such documents and software. Restrictions about the future use of these documents, if any, shall be specified in the SC.

3.8. Accounting, Inspection and Auditing

1. The Consultant shall keep, and shall cause its Sub-consultants to keep, accurate and systematic accounts and records in respect of the Contract, in accordance with internationally accepted accounting principles and in such form and detail as will clearly identify relevant time changes and costs

2. The Consultant shall Permit, and shall cause its Sub-consultants to Permit, the PE and/or Persons appointed by the PE to inspect its accounts and records relating to the Performance of the Contract and the submission of the Proposal to provide the Services, and to have such accounts and records audited by auditors appointed by the PE if requested by the PE. The Consultant's attention is drawn to Clause 1.9 which provides, inter alia, that acts intended to materially impede the exercise of the PE's inspection and audit rights provided for under Clause 3.8 constitute a prohibited practice subject to contract termination (as well as to a determination of ineligibility pursuant to the PE's prevailing sanctions procedures.).

4. CONSULTANTS' PERSONNEL

4.1. Description of Personnel

The Consultant shall employ and provide such qualified and experienced Personnel and Sub-Consultants as are required to carry out the Services.

The titles, agreed job descriptions, minimum qualifications, and estimated periods of engagement in the carrying out of the Services of the Consultants' Key Personnel are described in Appendix C. The Key Personnel and Sub consultants listed by title as well as by name in Appendix C are hereby approved by the PE.

4.2. Removal and/or Replacement of Personnel

- (a) Except as the PE may otherwise agree, no changes shall be made in the Key Personnel. If, for any reason beyond the reasonable control of the Consultants, such as retirement, death, medical incapacity, among others, it becomes necessary to replace any of the Key Personnel, the Consultants shall provide as a replacement a person of equivalent or better qualifications.
- (b) If the PE finds that any of the Personnel have (i) committed serious misconduct or have been charged with having committed a criminal action, or (ii) have reasonable cause to be dissatisfied with the Performance of any of the Personnel, then the Consultant shall, at the PE's written request specifying the grounds thereof, provide as a replacement a Person with qualifications and experience acceptable to the PE.
- (c) The Consultant shall have no claim for additional costs arising out of or



incidental to any removal and/or replacement of Personnel

5. OBLIGATIONS OF THE PE.

5.1. Assistance and Exemptions

The PE shall use its best efforts to ensure that the Government shall provide the Consultant such assistance and exemptions as specified in the SC

5.2. Change in the Applicable Law Related to Taxes and Duties.

If, after the date of this Contract, there is any change in the Applicable Law with respect to taxes and duties which increases or decreases the cost incurred by the Consultant in Performing the Services, then the remuneration and reimbursable expenses otherwise Payable to the Consultant under this Contract shall be increased or decreased accordingly by agreement between the parties, and corresponding adjustments shall be made to the amounts referred to in Clauses GC 6.2, as the case may be.

5.3. Services and Facilities

The PE shall make available free of charge to the Consultant the Services and Facilities listed under Appendix F.

6. PAYMENTS TO THE CONSULTANTS

6.1. Lump Sum Remuneration

The total Payment due to the Consultant shall not exceed the Contract Price which is an all-inclusive fixed lump-sum covering all costs required to carry out the Services described in Appendix A. Except as provided in Clause 5.2, the Contract Price may only be increased above the amounts stated in Clause. If the Parties have agreed to additional Payments in accordance with Clause 2.4.

6.2. Contract Price

The price Payable in Pak Rupees/foreign currency / is set forth in the SC.

6.3. Payment for Additional Services

For the purpose of determining the remuneration due for additional services as may be agreed under Clause 2.4, a breakdown of the lump sum price is provided in Appendices D and E.

6.4. Terms and Conditions of Payment

Payment will be made to the account of the Consultants and according to the payment schedule stated in the SC. Unless otherwise stated in the SC, the first Payment shall be made against the provision by the Consultant of an advance Payment guarantee for the same amount, and shall be valid for the period stated in the SC. Such guarantee shall be in the form set forth in Appendix G hereto, or in such other form, as the PE shall have approved in writing. Any other Payment shall be made after the conditions listed in the SC for such Payment have been met, and the Consultant has submitted an invoice to the PE specifying the amount due.

7. GOOD FAITH

The parties undertake to act in good faith with respect to each other's rights under this Contract and to adopt all reasonable measures to ensure the realization of the objectives

of this Contract.

8. SETTLEMENT OF DISPUTES

8.1. Amicable Settlement

The parties agree that the avoidance or early resolution of disputes is crucial for a smooth execution of the Contract and the success of the assignment. The parties shall use their best efforts to settle amicably all disputes arising out of or in connection with this Contract or its interpretation.

8.2. Dispute Resolution

Any dispute between the parties as to matters arising pursuant to this Contract that cannot be settled amicably within thirty (30) days after receipt by one party of the other Party's request for such amicable settlement may be submitted by either party for settlement in accordance with the provisions specified in the SC.

Asst. Engineer
(Contract Cell PEDO)
Khyber Pakhtunkhwa
Government



III. SPECIAL CONDITIONS OF CONTRACT

Clause No. of GC	Amendments of, and Supplements to, Clauses in the General Conditions of Contract
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1.1 Khyber Pakhtunkhwa Public Procurement Act and Khyber Pakhtunkhwa Public Procurement Rules 2014.

(b) Procurement entity PE means "Pakhtunkhwa Energy Development Organization".

(r) "Project" means "KHYBER PAKHTUNKHWA SOLARIZATION OF HOUSES INITIATIVE, PHASE-1 (100% SUBSIDIZED)"

1.3 The language is English.

1.4 Notices:

The Addresses are:

For the PE: Pakhtunkhwa Energy Development Organization (PEDO)

Procuring Entity: PEDO, Peshawar

Attention: (Name)

Project Director (Solar)
PEDO Peshawar

Telephone :

Facsimile :

Email :

For the Consultants:

(Authorized Representatives)

(Address)

Telephone : _____

Facsimile : _____

Email : _____

1.7 The Authorized Representatives are:

For the PE (Name): _____

For the Consultant: _____

1.8 Taxes and Duties

The consultant shall pay all the taxes and duties levied under the applicable laws of Pakistan including any applicable tax by the provincial Government. In case of tax exemption order/certificate the same will not be deducted from consultant interim

payment certificates.

2.2 Commencement of Services

The Consultants shall commence the Services within seven (07) days after the date of signing of Contract Agreement.

2.3 Expiration of Contract

The time period for completion of services shall be 30 months, starts from the date of commencement of services.

2.5.3 Extension of time for completion

The following is added at the end of paragraph

For increased in scope or time period of the services the following shall be adopted:

- a) The consultants shall inform the Procuring Entity of the circumstances and probable effects;
- b) The increase shall be regarded as Additional services; and
- c) The Procuring Entity shall extend the time period or scope or both of the services and the consultancy contract cost will be adjusted accordingly.

3.5 (e) Consultants' Actions Requiring PE's Prior Approval

The other actions are:

- i) Issuing Variations Orders in respect of:
 - Additional items of Works as determined by the Engineer to be necessary for the execution of Works.
 - Any new item of the Works not envisaged in the Contract Documents and which is determined by the Engineer to be necessary for the execution of Works.
 - Any item of Works covered under Provisional Sums
- ii) Claim from the Contractor for extra payment with full supporting details and Consultant's recommendations, if any, for settlement.
- iii) Details of any nominated sub-contractors.
- iv) Any action under terms of Performance Guarantee or Insurance Policy.
- v) Any action by the Consultants affecting the costs under the following clauses of Conditions of Contract of the Construction Contract.
 - Adverse Physical Conditions and Artificial Obstructions
 - Suspension of Works
 - Bonus and Liquidated Damages
 - Certificate of Completion of Works
 - Forfeiture
 - Special Risks
 - Frustration
- vi) Final Measurement Statement

(Signature)
Authorized Signatory
(Name of the Consultant)
Sole Proprietor, P.E.O. (Pvt.) Ltd.



- vii) Release of Retention Money
- viii) Any change in the ratios of various currencies of payment.

3.7 Documents Prepared by the Consultants to be the Property of the PE

- (b) Neither party shall use these documents and software for purposes unrelated to this Contract without the prior written approval of the other Party.

3.9 Liquidated Damages / Compensation for Delay:

In the event of unjustified delays in achieving scheduled milestones or submitting required deliverables as per the agreed Work Plan, compensation for delay shall apply at the rate calculated on the basis of remuneration allocated to the delayed activity in the Lump-Sum Breakdown, capped at **0.01% per day per activity**.

The maximum aggregate compensation across the contract shall not exceed **10% of Contract price**. Reaching the aggregate ceiling shall entitle the Procuring Entity / Client to initiate termination proceedings and/or encash performance securities in accordance with the Contract.

i) Daily Compensation Rate:

If the Consultant fails to achieve any milestone or submit any agreed deliverable/report within the timeframe stipulated in the Approved Work Plan, the Client shall, without prejudice to other remedies under the Contract, deduct compensation for delay from the Contract Price. The daily rate of compensation shall be _____ computed _____ as:

$$LD = \text{Delayed Deliverable Amount} \times 0.01\% \times \text{Number of Days of Delay}$$

subject to:

$$\text{Maximum LD} = 10\% \times \text{Contract Price}$$

The Client may deduct accrued compensation from any interim invoice, retainage, or performance guarantee. The payment or deduction of such compensation shall not relieve the Consultant from completing the Services or fulfilling any other contractual obligation.

5.1 Assistance and Exemptions

PE will assist to obtain permits which may be required for right-of-way, entry upon the lands and properties for the purposes of this Contract.

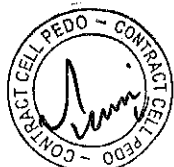
6.2 Contract Price

The amount in Pak Rupees is (**Value of Contract**) inclusive of all Taxes.

6.4 Terms and Conditions of Payment

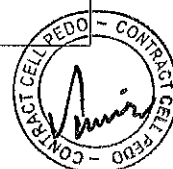
All the payment will be made in the name of “(**Name of Consultant**)”.

Payments will be made to the Consultant as per details / Schedule



Sr. No.	Milestones / Deliverables	Payment (% of Contract Price)
A	30% payment of the contract amount will be made as per details given:	
1	Upon submission of inception report including submission of TS/Design Review	10%
2	Preparation and Approval of Bidding Document, Evaluation of Contractor /Vendor and Hiring of Contractor/Vendor.	5%
3	Upon submission, the draft formats of Pre-Supply Inspection Reports and Handing/Taking Over Certificates.	5%
4	Issuance of QA/QC Certificate by the consultant after conducting Factory Acceptance Test for the Systems	10%
	Sub-Total-A	30%
B	30 % Payment of the contract amount will be made as per details given:	
1	Issuance of QA/QC Certificate by the consultant for conducting Pre-Supply Inspection (PSI) at Distribution Unit– 10% of project sites	3%
2	Issuance of QA/QC Certificate by the consultant for conducting Pre-Supply Inspection (PSI) at Distribution Unit – 20% of project sites	3%
3	Issuance of QA/QC Certificate by the consultant for conducting Pre-Supply Inspection (PSI) at Distribution Unit – 30% of project sites	3%
4	Issuance of QA/QC Certificate by the consultant for conducting Pre-Supply Inspection (PSI) at Distribution Unit – 40% of project sites	3%
5	Issuance of QA/QC Certificate by the consultant for conducting Pre-Supply Inspection (PSI) at Distribution Unit – 50% of project sites	3%
6	Issuance of QA/QC Certificate by the consultant for conducting Pre-Supply Inspection (PSI) at Distribution Unit – 60% of project sites	3%
7	Issuance of QA/QC Certificate by the consultant for conducting Pre-Supply Inspection (PSI) at Distribution Unit – 70% of project sites	3%
8	Issuance of QA/QC Certificate by the consultant for conducting Pre-Supply Inspection (PSI) at Distribution Unit – 80% of project sites	3%
9	Issuance of QA/QC Certificate by the consultant for conducting Pre-Supply Inspection (PSI) at Distribution Unit – 90% of project sites	3%
10	Issuance of QA/QC Certificate by the consultant for conducting Pre-Supply Inspection (PSI) at Distribution Unit – 100% of project sites	3%
	Sub-Total-B	30%
C	40 % Payment of the contract amount will be made as per details given:	
1	Witnessing of Supply and Distribution to Nominated End Users – 10% of Project Sites	4%
2	Witnessing of Supply and Distribution to Nominated End Users – 20% of Project Sites	4%
3	Witnessing of Supply and Distribution to Nominated End Users – 30% of Project Sites	4%

Authorized Signatory
(Project Manager)
Solar Energy, P.T.O. Peshawar



4	Witnessing of Supply and Distribution to Nominated End Users – 40% of Project Sites	4%
5	Witnessing of Supply and Distribution to Nominated End Users – 50% of Project Sites	4%
6	Witnessing of Supply and Distribution to Nominated End Users – 60% of Project Sites	4%
7	Witnessing of Supply and Distribution to Nominated End Users – 70% of Project Sites	4%
8	Witnessing of Supply and Distribution to Nominated End Users – 80% of Project Sites	4%
9	Witnessing of Supply and Distribution to Nominated End Users – 90% of Project Sites	4%
10	Witnessing of Supply and Distribution to Nominated End Users – 100% of Project Sites	4%
	Sub-Total-C	40%
	Total (Sub-Total-A + Sub-Total-B + Sub-Total-C)	100%

Payments due to the Consultants shall be paid by the Procuring Entity to the Consultants within Twenty Eight (28) working days after the Consultants' invoice has been delivered to the Procuring Entity.

Performance Security

The consultant shall submit Performance Security in shape of unconditional Bank Guarantee or Bank Draft in the favor of Procuring Entity from a Scheduled Bank of Pakistan within 28 days after the receipt of the letter of acceptance. The Performance security shall be of an amount equal 10% the Contact Price in the currency of the contract in the form of a Bank Draft, or Bank Guarantee from any Schedule Bank in Pakistan or from a bank located outside Pakistan duly counter guaranteed by Scheduled Bank in Pakistan. The performance security shall be released after submission of PC-IV.

6.5 Delayed Payments

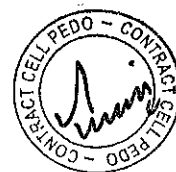
If the Procuring Entity has delayed payments beyond the period stated in SC 6.4, financing charges shall be paid to the Consultants at the rate as specified below.

Financing charges for delayed payments are as under:
For local currency = Five percent (5%) per annum.

8.2 Dispute Resolution

Any dispute arising out of this Contract, which cannot be amicably settled between the Parties, shall be referred to adjudication/arbitration in accordance with the Arbitration Act of 1940.

(Signature)
 Assistant Engineer
 (Civil) (S.O. 1000)
 (Contract Cell PEDO)



APPENDICES

APPROVED BY
(Signature)
Chief Executive Officer



Appendix A: Description of the Services

As mentioned in the TOR (Section 5)

Asst. Secretary
(Procurement Cell)
Government of Khyber Pakhtunkhwa



Appendix B: Reporting Requirements

The Consultant shall submit the following reports (in both Hard and Soft copies):

Submission / Report	Number of Copies	Due Date
(1) Progress Report (Monthly)	01	On every 10 th day of the month
(2) Revised PC-1 (if required)	05	02 Week after written instructions from the Procuring Entity
(3) Submission of Pre-Supply Inspection Reports	03	Along with Submission of each IPC
(04) Submission of Supply and Distribution Reports to End Users	03	Along with Submission of each IPC
(05) Project Completion Report (PC-IV)	03	On the completion of Project



Appendix C: Key Personnel and Sub consultants

[Handwritten signature]
Authorized Signatory
(Name of the Authorized Signatory)
Contract Cell PEDO - CONTRACT CELL PEDO



Appendix D: Breakdown of Contract Price in Foreign Currency

Not Applicable

Permit to Proceed
(Contractor's Stamp)
Date: 11/11/2017



Appendix E: Breakdown of Contract Price in Local Currency

CONSULTANCY SERVICES FOR PROJECT "KHYBER PAKHTUNKHWA INITIATIVE
FOR SOLARIZATION OF HOUSES, PHASE-1 (100% SUBSIDIZED)"

SUMMARY OF COSTS

Description	Costs (Pak Rupees)
Salary Cost / Remuneration	
Direct (Non-salary) Cost	
Others / Contingencies	
Sub-totals (inclusive of all taxes)	
In Words:	

[Handwritten signature]
Assistant Engineer
(Contract Cell PEDO - Contract Cell PEDO)
Solar Energy Development Unit



Appendix F: Services and Facilities to be provided by the Procuring Entity.
Not Applicable

[Handwritten signature]
Director General
Khyber Pakhtunkhwa
Solarization of Houses Initiative



Appendix G: Integrity Pact

DECLARATION OF FEES, COMMISSION AND BROKERAGE ETC. PAYABLE BY THE SUPPLIERS OF GOODS, SERVICES & WORKS IN CONTRACTS WORTH Rs. 10.00 MILLION OR MORE.

Contract No. _____

Dated _____ / _____ / 2026

Contract Value: Rs...../-

Contract Title: "KHYBER PAKHTUNKHWA SOLARIZATION OF HOUSES INITIATIVE, PHASE-1 (100% SUBSIDIZED)"

The *[Name of the Consultant]* (The consultants) hereby declares that it has not obtained or induced the procurement of any contract, right, interest, privilege or other obligation or benefit from Government of Khyber Pakhtunkhwa (GoKP) or any administrative subdivision or agency thereof or any other entity owned or controlled by GoKP through any corrupt business practice.

Without limiting the generality of the foregoing *[Name of the Consultant]* represents and warrants that it has fully declared the brokerage, commission, fees etc. paid or payable to anyone and not given or agreed to give and shall not give or agree to give to anyone within or outside Pakistan either directly or indirectly through any natural or juridical person, including its affiliate, agent, associate, broker, consultant, director, promoter, shareholder, sponsor or subsidiary, any commission, gratification, bribe, finder's fee or kickback, whether described as consultation fee or otherwise, with the object of obtaining or inducing the procurement of a contract, right, interest, privilege or other obligation or benefit in whatsoever form from GoKP, except that which has been expressly declared pursuant hereto.

[Name of the Consultant] certifies that it has made and will make full disclosure of all agreements and arrangements with all persons in respect of or related to the transaction with GoKP and has not taken any action or will not take any action to circumvent the above declaration, representation or warranty.

[Name of the Consultant] accepts full responsibility and strict liability for making any false declaration, not making full disclosure, misrepresenting facts or taking any action likely to defeat the purpose of this declaration, representation and warranty. It agrees that any contract, right, interest, privilege or other obligation or benefit obtained or procured as aforesaid shall, without prejudice to any other rights and remedies available to GoKP under any law, contract or other instrument, be voidable at the option of GoKP.

Notwithstanding any rights and remedies exercised by GoKP in this regard, Pakhtunkhwa Energy Development Organization (PEDO), Peshawar represented by the Project Director (Solar) agrees to indemnify GoKP for any loss or damage incurred by it on account of its corrupt business practices

[Signature]
Project Director (Solar)
Pakhtunkhwa Energy Development Organization
Peshawar



