

Hiring of Professionals for Consulting services

For

Development of Unified Data Model for developing Cadaster Database

PC-I

Reforming and Modernization of Cadaster of cities (Karachi, Lahore and Islamabad) and State Lands in Pakistan

List of documents:

- i. Advertisement (Annex-A)
- ii. Request for Proposal & TORs (Annex-B)
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SURVEY OF PAKISTAN Rawalpindi

ADVERTISEMENT FOR INVITATION TO BIDS FOR CONSULTANCY SERVICES

1. Survey of Pakistan, (SoP) is undertaking the Project titled “**Reforming and Modernization of Cadastre of cities (Karachi, Lahore and Islamabad) and State Lands in Pakistan**” under **Single Stage-Two Envelop procedure** from the Original manufacturers / authorized distributors / suppliers / contractors etc., SoP is looking for a team of professionals to work with its project team, working on the development of a Unified Data Model for developing a Cadaster Database System at the National Level. Around 3 x qualified professionals will be hired for about 06-08 months.
2. Interested professionals having relevant experience can download bidding document, containing detailed terms and conditions, technical specifications, method of procurement, procedure for submission of bids, bid security, bid validity, opening of bid, evaluation criteria, clarification/rejection of bids, performance guarantee etc., at website of Public Procurement Regulatory Authority.
3. The bids, prepared in accordance with the instructions in the bidding documents, must reach at Survey of Pakistan, Faizabad Rawalpindi duly addressed to the Chairman Purchase Committee on or before **20-01-2021 at 14:00 hrs**. Bids will be opened on the same day at 14:30 hrs. This advertisement is also available on PPRA’s website at www.ppra.org.pk and Survey of Pakistan website www.sop.gov.pk.
4. The Chairman Purchase Committee reserves the right to respond/not respond to any application without assigning any reason thereof as per Rule 33 of PPRA Rules.

(Muhammad Tanvir)
Director
Directorate of Photogrammetry
Chairman Purchase Committee
051-9290217

**Proposal for the procurement of Consulting Services
For
Cadaster Mapping project**

Job Description

Survey of Pakistan (SoP) is looking for a team of professionals to work with its Project Team working on the development of a unified data model for the above-mentioned Project. 02-03 qualified professionals will be hired for about 06-08 months. The project team shall lead by SoP's relevant professional and will comprise of 05-06 members include 02-03 professionals from SoP working on data Modelling and at least two professionals qualified in relevant functional areas including UML, Conceptual Modelling, XML schemas, database designing and development of Land Record Management Information System (LRMIS), preparation of technical specifications and designing system prototype specific to GIS. The consulting professionals as individuals shall have both the consultancy experience as well as developing work experience in the relevant field within the last 5 (five) years and offer the flexibility of a team of professionals, where each professional shall meet the following specific requirements.

General and specific requirements for the Consultant team:

1. Experience in undertaking study, analysis, designing and development of GIS-based management systems with special reference to development of Land administration information system in the public/ private sector.
2. Practical experience in the development or implementation of functional requirements and technical requirements for the GIS-based information systems. The experience of working on Land administration and the Cadaster database system would be a strong asset.
3. Working with firms on some related projects having substantial project management and organizational and functional change expertise.
4. Proven proficiency in the preparation of study reports and the ability to analyze and identify the key issues and to resolve them quickly will be essential.

5. The professionals shall have relevant academic qualifications including a university degree (4-year program or more) in Land Administration, GIS, Computer Science, and working experience for managing similar assignments.
6. The professionals as an individual or as the team will have not less than 5 (five) years of consulting experience with the development of conceptual models, design of system prototype and implementation for execution systems specific to Land Record Management Information System (LRMIS).
7. The qualified professionals should have not less than 5 years of experience in the design, implementation, and operation of GIS-based web application systems, Web mapping services specific to the land information management system, including related ICT components (central servers, standard hardware, network, and security solutions).
8. During the execution of the assignment, the team of qualified professionals will work at their premises but mutual coordination time with SoP Project Team will be at least 30% of the total contract period.

Terms of references /tasks

- i. Designing of the conceptual model
 - ii. Validation of model Database developed for managing cadastral data and
 - iii. Development of integrated land record information system prototype
9. **Purpose:** The unified data model at the national level for adaptation/integration of the Land Record Management System (LRMIS) of provinces with the newly developed cadaster database
- a. Requirements and Deliverables:**

The qualified team will be responsible for carrying out the following key activities:

Sr. No.	Description	Time Frame (approx.)
i	Review of the current Cadastre system exiting in any form (Analogue or Manual or old) of all provinces	01 Mon
ii	Detailed user requirement analysis for assessing the user needs for Digital Cadastral database	0.5 Mon

iii	Undertake systems designing or re-designing and engineering or re-engineering as per international standards and practices	01 Mon
iv.	Development of a prototype for evaluation	01 Mon
v.	System testing and implementation	0.5 Mon
vi.	Development of a procedure to integrate the existing cadastral system with the newly developed system	01 Mon
vii.	Platform independent UML modeling and its XML schema for the designed and development of data model	02 Mon
viii.	Technical guidelines for managing data developed in the data center	01 Mon
ix.	The database schema should also compatible with renowned DBMS platforms i.e. ArcGIS, Oracle, Postgres, and SQL Server, etc.	
x.	Development of technical documents and conceptual reports related to the above stated	
Total:		08 Months

b. Progress Monitoring and Evaluation:

The periodic meetings for sharing progress monitoring, evaluation, and validation

PROPOSAL FOR EVALUATION CRITERIA

1. EVALUATION CRITERIA

1.1. Proposals invited from the consulting professionals will be evaluated on the Least cost method as per PPRA rules 2004 and Procurement of Consultancy Services Regulation 2010.

1.2. The weightage for evaluation of Technical proposals are as follows:

Sr. No.	Description	Weightage	Max Points	Points Awarded
(i)	Qualification	50%	50	
(ii)	General Experience	10%	10	
(iii)	Specific Experience	30%	30	
(iv)	Past performance	10%	10	
	Total	100%	100	

1.3. Any professional scoring below the minimum **qualifying marks i.e. 70%** in the evaluation will not be treated as qualified.

1.4. The evaluation committee will review the detailed content of each Technical Proposal (Qualification, general Experience, Specific Experience and any other) as per detailed CV and Financial Proposal as per Annex-2 of the contract agreement Annex-C).

1.5. The Financial proposals of only qualified technical proposals will be opened. The Financial Proposal will be evaluated on the basis of cost only.

**OFFEROR'S LETTER TO SoP
CONFIRMING INTEREST AND AVAILABILITY
FOR THE INDIVIDUAL CONTRACTOR (IC) ASSIGNMENT**

Date _____

(Name of Project Director/Coordinator)

Directorate of Photogrammetry,
Survey of Pakistan, *Murree Road, Faizabad,*
Rawalpindi, Pakistan

Dear Sir/Madam:

I hereby declare that:

- A. I have read, understood, and hereby accept the Terms of Reference describing the duties and responsibilities
- B. I have also read, understood, and hereby accept SoP's General Conditions of Contract for the Services of the Individual Contractors;
- C. I hereby propose my services and I confirm my interest in performing the assignment through the submission of my CV which I have duly signed and attached hereto as Annex 1;
- D. In compliance with the requirements of the Terms of Reference, I hereby confirm that I am available for the entire duration of the assignment, and I shall perform the services in the manner described in the Terms of Reference as per my proposed approach/methodology which I have attached hereto as Annex 2.
- E. I hereby propose to complete the services based on the following payment rate:
- F. An all-inclusive daily fee of [*state amount in words and numbers indicating currency*]
- G. A total lump sum of [*state amount in words and numbers, indicating exact currency*], payable in the manner described in the Terms of Reference.
- H. For your evaluation, the breakdown of the abovementioned all-inclusive amount is attached hereto as Annex-F;

- I. I recognize that the payment of the abovementioned amounts due to me shall be based on my delivery of outputs within the timeframe specified in the TOR, which shall be subject to SoP's review, acceptance, and payment certification procedures;
- J. This offer shall remain valid for a total period of 120 days after the submission deadline;
- K. If I am selected for this assignment, I shall sign an Individual Contract with SoP;
- L. I fully understand and recognize that SoP is not bound to accept this proposal, and I also understand and accept that I shall bear all costs associated with its preparation and submission, interviewing, meetings and that SoP will in no case be responsible or liable for those costs, regardless of the conduct or outcome of the measuring qualification/selection process.
- M. REFERENCES: List three persons, not related to you, who are familiar with your character and qualifications.

Full Name	Full mail Address	Business or Occupation

I certify that the statements made by me in answer to the foregoing questions are true, complete, and correct to the best of my knowledge and belief. I understand that any misrepresentation or material omission made on a Personal History form or other document requested by the Organization may result in the termination of the service contract or special services agreement without notice.

DATE: _____

SIGNATURE: _____

Required Annexes

- i. CV shall include Education/Qualification, Professional Certification, Employment Record /Experience
- ii. Breakdown of Costs Supporting the Final All-Inclusive Price as per Annex-2
- iii. Brief Description of Approach to Work (as per TOR)

**BREAKDOWN OF COSTS
SUPPORTING THE ALL-INCLUSIVE FINANCIAL PROPOSAL**

A) Breakdown of Cost by Components:

Cost Components	Unit Cost	Quantity	Total Rate for the Contract Duration
I. Personnel Costs			
Professional Fees			
Land Transportation			
Others (Transportation)			
II. Travel Expenses (related to expected visits/ meetings)			
Round Trip Airfares to and from the visit			
Living Allowance			
Travel Insurance			
Terminal Expenses			
Others (pls. specify)			

B) Breakdown of Cost by Deliverables

Deliverables <i>[list them as referred to in the TOR]</i>	Percentage of Total Price (Weight for payment)	Amount
Deliverable 1		
Deliverable 2		
....		
Total	100%	PKR