

**GALIYAT DEVELOPMENT
AUTHORITY**
TOURISM DEPARTMENT
GOVT OF KHYBERPAKHTUNKHWA



GALIYAT DEVELOPMENT AUTHORITY (GDA)

GOVERNMENT OF KHYBER PAKHTUNKHWA

REQUEST FOR PROPOSAL

FOR

Galiyat Land Use Planning & Zoning

July - 2021

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1. BACKGROUND OF THE ORGANIZATION

The Galiyat Development Authority was established on 8th June 1999 as a succession body of Hazara Hill Tract Improvement Trust under GDA act of 1996. GDA mission to create an enabling environment for Pakistan's tourism industry by providing world-class facilities that commensurate with our rich cultural heritage, rare archaeological treasures and exquisite environmental beauty in close partnership and coordination between the public and the private sector while preserving and protecting our cultural and moral values and projecting the tourist-friendly image of the country.

2. OBJECTIVE

Since Galiyat is a tourism oriented region and attracts large scale tourists across the globe, therefore the land is a valuable Resource and useable land is going to be scarce for the future development. On the other hand, like major cities Urbanization, one of the key challenges of the new millennium, is taking place at a rapid rate and is unstoppable. The scale and complexity of urban problems are intensifying everywhere. Therefore, the urbanizing centres need to revisit and revitalise their Land Use planning and zoning processes to address their future economic, social and environmental needs.

The tourism centers in KPK are not only confronted with the task of managing unprecedented population growth, but are also under tremendous pressure to adequately cope with the resultant demands on land and infrastructure services.

The Government of the KPK intends to develop Tourism Integrated Zones of the Province as sustainable, livable and well managed engines of economic growth. The Galiyat region and its surrounding areas have expanded greatly, and hence require a comprehensive, strategic, regional long and short-term land use plans.

Therefore, Galiyat Development Authority (GDA) has been assigned the task to prepare the "Galiyat Land Use & Zoning Plan". Since the scope of this Plan will be regional, Galiyat Development Authority shall be the Client on behalf of all UC's, VC's and additional areas under the authority.

The "Galiyat Land Use & Zoning Plan 2041 (GLUZP-41)" need to have regional focus and short to long term action plans for land allocation, zoning and financing plans. In this regard, you are invited to submit proposal as per this RFP.

3. OVERVIEW

For the preparation of the land use plan, the project will undertake detail research studies based on both primary and secondary data sources. The "Galiyat Land Use and Zoning Plan" will be prepared in two steps. In the first step, the preparation of written plan along with laws, policies and proposals for the implementation, based on evidence collected in area studies report the land use plan and zones will be prepare. In the second step, a complete digitized land use plan and zones will be prepared in GIS (including the existing data of land use and the proposed land use and zoning plan in editable SHP file). The Galiyat Land Use and Zoning Plan will be prepared for the next 20 years.

4. ELIGIBLE BIDDERS

4.1 Invitation is open to all firms meeting the following requirement.

- a) Pakistani firm, registered with SECP, PEC, PCATP, FBR, KPRA and other government bodies where applicable.
- b) Capable to deliver Land Use and Zoning Plans in public Sector entities of Khyber Pakhtunkhwa and such plan can be effectively implemented in the Development Authority (locally and/or internationally).

c) Have successfully prepared the offered plans in at least two (02) public or private sector organizations in Pakistan.

d) International firms are required to apply through JV with local Pakistani firm.

Please note that bidders are requested to fill the detailed qualification criteria in **(Form A)** of this RFP and submit it in a separate envelope along with the Technical and Financial proposal.

5. COST OF TENDERING

5.1 The bidder shall bear all costs that is associated with the preparation and submission of its bid and the Galiyat Development Authority (GDA) will in no case be responsible or liable for those costs, regardless of the conduct or outcome of the tendering process.

6. TENDER DOCUMENTS

6.1 CONTENTS OF TENDER DOCUMENTS

- The tender documents are those stated below.
 - a) Purpose of this RFP
 - b) Instructions to bidders (ITB)
 - c) Data Sheet
 - d) Scope of Work
 - e) Any addendum in respect of project issued thereof

6.2 CLARIFICATIONS OF TENDER DOCUMENTS

For clarification (s) in respect of bidding documents a pre-RFP conference/session will be held 22.06.2021 (Tuesday) 11:30AM. All prospective bidders requiring any clarification (s) in respect of tender documents or the project may visit the office of the **Director General Galiyat Development Authority, 2nd Floor, ZTBL Building, Main Mansehra road Abbottabad** as per pre-RFP meeting date.

6.3 AMENDMENT IN TENDER DOCUMENTS

- At any time prior to the deadline for submission of bids/RFP, the Galiyat Development Authority (GDA) may, for any reason, whether at his own initiative or in response to a clarification requested by a prospective bidder, modify the tender/RFP documents by issuing an addendum.
- Any addendum thus issued shall be part of the tender documents. To afford bidders reasonable time in which to take an addendum into account in preparing their bids, the GDA may at its discretion extend the deadline for submission of bids.

7. PREPARATION OF BIDS

7.1 LANGUAGE AND DOCUMENTS

- Bid documents and all correspondence will be in English language.
 - The bid should have a covering letter on printed letter pad of the firm/JV. All pages of the bid shall be initialed / signed and official seal be affixed by the person(s) authorized to sign. This shall be indicated by submitting a written Power of Attorney authorizing the signatory of the bid to act for and on behalf of the bidder.
 - In case of a JV, the bidder shall clearly specify the JV in the form a written agreement between both the parties clearly indicating the lead partner and other TOR's.

8. BIDS VALIDITY PERIOD

- A bid shall remain valid for a period of 180 days from the date of opening of technical bids.

9. SUBMISSION OF BIDS AND PROCESS

- 9.1** The bid shall comprise of a single package containing two (2) separate and sealed envelopes. Each envelope containing separately marked, the technical proposal and financial proposal.
- 9.2** The envelopes shall be marked as Technical proposal and financial proposal must be in bold and legible letters to avoid confusion. Initially GDA will only open the Technical proposal after reviewing the qualification criteria form (**Form A**). The financial proposal will be kept separately under the custody of GDA and will be opened at later stage.
- 9.3** The bidder needs to submit three (3) hard copies of technical proposal (one hard copy be marked as “ORIGINAL” and other two as “COPY”, furthermore in case of discrepancies “ORIGINAL” hard copy will be deemed to be corrected.
- 9.4** The contract shall be awarded to the bidder whose bid is thus determined to be the highest evaluated bid as per the technical and financial criteria. The detail technical criterion as per RFP.
- 9.5** The inner and outer envelopes shall be addressed to **Director General, Galiyat Development Authority, 2nd Floor, ZTBL Building, Main Manshera Road Abbottabad.**
- 9.6** The inner envelope shall indicate the name and address of the bidders to enable the bid to be returned un-opened in case it is decided “LATE”.
- 9.7** If the outer and inner envelop is not sealed and signed and marked as required GDA will accept no responsibility in this regard.
- 9.8** The bid shall be delivered in person or sent by the registered mail which **should reach the above-mentioned address on or before 1:00 pm on 20.07. 2021.**
- 9.9** Bid should be submitted in sealed envelope having necessary information regarding tender notice and warning message “**DO NOT OPEN BEFORE (tender opening date & time).**”
- 9.10** No open, e-mailed or faxed bid will be accepted.
- 9.11** Any bid received by the GDA after the date and time of tender opening will be returned unopened to such bidder.

10. MODIFICATION & WITHDRAWAL OF BID

- 10.1** Any bidder may modify or withdraw his bid after bid submission provided that written notice of the modification or with-drawl is received by the concerned officer prior to the deadline for submission of bids (closing date).
- 10.2** No bid shall be modified or withdrawn by a bidder after the deadline for submission of bids.

11. OPENING OF BID & BIDDING PROCESS

- 11.1** The GDA’s tender committee will open the bids at **2:00 pm hours on dated July 20, 2021**, in the presence of bidders’ representatives who choose to attend, at the conference room of GDA, Abbottabad.
- 11.2** The bidding process will be a two-step process as per KPPRA Rules 2014. In first step, technical bid will be evaluated and bidders will be accepted or rejected. For the technical qualification, bidders will be required to score a minimum 70% points in technical evaluation. In the second step financial bids of technically qualified bidders will be opened and award will be made on the basis of highest aggregate score (70% Technical and 30% Financial) as per details mentioned in section 24.9 below.
- 11.3** The bidder’s name, bid prices, any discount, the presence or absence of tender security, and such other details as the committee at its discretion may consider appropriate, will be announced at the tender opening.
- 11.4** The procurement committee will redress any query raised by the bidders, on the spot.
- 11.5** The procurement committee reserves the right to reject any one or all bids by assigning a reason.

12. CLARIFICATIONS/CORRECTIONS OF BID

12.1 To assist in the examination, evaluation and comparison of the bids the procuring committee, at its discretion, may ask the bidder for a clarification about the information provided in the proposal. The request for clarification and the response shall be in writing and no change in the price or substance of the bid shall be sought, offered or permitted.

12.2 Arithmetical errors will be rectified on the following basis:

- a) If there is a discrepancy between unit price and total price that is obtained by multiplying the unit price and quantity, the unit price shall prevail and total price shall be corrected. If there is a discrepancy between the words and figures the amount in words shall prevail. If there is a mistake in addition / totaling that can be corrected.
- b) If the bidder does not accept the corrected amount of bid, his bid will be rejected and his tender security will be forfeited.

13. PROCESS TO BE CONFIDENTIAL

13.1 No bidder shall contact GDA on any matter relating to its tender from the time of opening to the time of contract is awarded.

13.2 Any effort by a bidder to influence GDA in the tender/bid evaluation, bid comparison or contract award decision may result in the rejection of his bid.

14. AWARD CRITERIA & GDA'S RIGHT

14.1 The contract will be awarded to substantially responsive highest evaluated bidder, in accordance with evaluation criteria as per section 24 of the RFP document and as determined solely by GDA.

14.2 The GDA reserves the right to accept or reject any bid, and to annul the tendering process and reject all bids, at any time prior to award of contract, without thereby incurring any liability to the affected bidders or any obligation to inform the affected bidders of the grounds for the GDA's action.

15. FOR THE VERIFICATION OF THE BIDDER'S FINANCIAL AND TECHNICAL CAPABILITIES.

GDA and its procuring committee reserve the right to investigate, inquire any information provided by the firm in technical and financial proposals with or without prior intimation of the bidder. It will be based upon an examination of the documentary evidence of the bidder's qualifications as well as such other information as the committee deems necessary and appropriate.

16. NOTIFICATION OF AWARD & SIGNING OF CONTRACT AGREEMENT

16.1 Prior to expiration of the period of bid validity prescribed by GDA, the GDA will notify the successful bidder in writing ("Letter of Acceptance"/ "Letter of Intent") that his bid has been accepted.

16.2 The formal contract shall be executed with successful bidder within 15 days from the date of furnishing of letter of acceptance/Letter of Intent.

17. PERFORMANCE SECURITY/BANK GUARANTEE

- The successful bidder shall furnish to the GDA a performance security up to 10% of the total contract value within 15 days after the contract award.
- The performance security shall be valid for a period of 24 months (from the date of successful delivery).
- The performance security/bank guarantee shall be further extended if the Galiyat Land Use and Zoning plan submission is delayed.
- Failure of the successful bidder to furnish acceptable performance security shall constitute sufficient grounds for the annulment of the award and forfeiture of the 2% bid security fee.

18. TERMS OF PAYMENT

18.1 15% of the payment will be made in advance to the bidder upon submission of the Performance guarantee in accordance with the bidding documents.

18.2 Balance payment will be made for the following payment categories in accordance with the payment timelines and schedule to be developed by the successful bidder at the time of finalization of the contract agreement. These timelines will be mutually agreed between Galiyat Development Authority (GDA) and the successful bidder and will take into consideration the provisional and final acceptance of the Plan.

- a) **Inception Report**
- b) **Data Analysis and Study Report**
- c) **Draft Galiyat Land Use and Zoning Plan**
- d) **GIS Base Map (Including the existing & proposed Land Use and Zones in digitized format / SHP Files)**
- e) **Final Galiyat Land Use & Zoning Plan**
- f) **Draft Final Regional Land Use & Zoning Plan Map on scale 1:100,000.**
- g) **Draft Final Land Use & Zoning Plan Map of Towns on scale 1:50000.**

18.3 Taxes will be deducted as per government rules at the time of payment and payment will be made in Pak Rupees.

19. DATA SHEET FOR BIDDERS

Following is the data sheet of this project and should be used by the bidders as an integral part when responding to this RFP.

Name of the Organization	Galiyat Development Authority
Address of the Organization	2nd Floor ZTBL Building, Main Manshera road Abbottabad.
Number of regions / divisions within GDA	Three Circles of Galiyat Region, Four Circles of Makhniyal Area, District Haripur and Seven towns of GDA.
Schedule for this RFP submissions and evaluation:	Maximum 180 days after opening of technical bid
Advertisement in the national press	All leading national dailies
Pre-bid Conference for bidders	Pre Bid meeting date is 22.06.2021
Last date to ask queries from GDA	22.06.2021
Bid submission date	20.07.2021
Tentative Bid evaluation completion timeline	At least 30 days after the opening of technical bid
Final Decision/ result timeline	TBD by GDA at later stage
Contract negotiations and signing	TBD by GDA at later stage
Implementation Start Date	TBD by GDA at later stage
Evaluation Weight	<ul style="list-style-type: none"> • 70% Technical • 30% Financial
Evaluation Criteria	Please see section 24 of this RFP document for detailed Evaluation criteria
Evaluation Process	Three steps process: Step 1: Evolution of the qualification criteria. Summary acceptance or rejection based on the qualification criteria as available at section 24 and Form A.

	<p>Step 2: Technical evaluation and bids with minimum 70% points in technical evaluation will be short listed.</p> <p>Step 3: The financial proposal for only the short listed bidders will be opened and financial evaluation will take place as per criteria mentioned in the RFP.</p>
Bids submission address	Director General, Galiyat Development Authority, 2nd Floor, ZTBL Building, Main Mansehra Road, Abbottabad.

20. SCOPE OF THE WORK

The objective this RFP is to have qualified bidders to submit their proposals, for the preparation of Land Use and Zoning Plan for Galiyat Region. The overall scope of the project will include the following areas with the objective of this scope of work being implemented within 14 months of award of Contract.

The research components of the plan are discussed below.

THEORETICAL BACKGROUND, LEGAL & INSTITUTIONAL FRAMEWORK AND METHODOLOGY.

- i. Introduction to land use planning and zoning, outcomes and the phases of the project.
- ii. Review of Existing planning System, including evolution of land use planning and zoning in Khyber Pakhtunkhwa.
- iii. Review of development plans (Land Use Plan, Master plan, Structural Plans and Local plans) and their outcome.
- iv. Planning methodology and approach ; use of evidence for future planning through stakeholder participation, data sources (primary and secondary), data collection, processing, and analysis.
- v. Assessment of the current planning procedures, working mechanism, formulation of annual development plans and their implementations aligned with the land use plan by respective line department and agencies including planning and development.
- vi. Pros and Cons of existing local Planning & Development Institutions.
- vii. Study of existing laws, by laws, building control, codes and standards, practiced in Galiyat for towns and rural areas in the region.
- viii. Role of Galiyat Development Authority in development control, there implementation mechanism.
- ix. Legal framework for implementation of land use plan in the region with their clear role and responsibilities and constraints.

POPULATION AND HUMAN SETTLEMENT.

Study of Population distribution, density, and growth variation, in and out migration of project area: / tehsil / UCs / VCs from post- partition census periods (1951, 1961, 1972, 1981, 1998, Present and plan periods/20 years by projection).

Population composition and characteristics

- Identification of the age group by sex including special group.
- Infants(1month-4 years)
- Primary/school going age (5-9 years)
- Middle (10-14years)

- High (15-19 years)
- Higher secondary university going(19-24 years)
- Young adults (25-39 years)
- Mature adults (40-59 years)
- Senior citizens (60+ years)
- Household size, literacy and educational attainment through sample survey of Multiple Indicator Cluster Surveys (MICS standard).
- Human resource Employment/ occupation. (through sample survey of MICS standard)
- Constraints and Recommendations

PHYSICAL ENVIRONMENT STUDY.

a. Physiography and Geology

- Locational map of the Galiyat– with main physical features.
- Geological map of the study area in GIS Digital vector format (SHP).
- Relief map (DEM/DTM) with resolution 30 meters.
- Seismographic conditions, expected epicenters, intensity/direction of waves/ major fault lines.
- Demarcation of fault lines.

b. Climate

1. Range and monthly distribution of temperature – historical perspective.
2. Monthly precipitation distribution pattern - historical perspective, annual rain fall data of the last fifty years.
3. Monthly distribution of humidity.
4. Prevailing wind direction around the year.
5. Monthly wind direction.

c. Hydrology and Water Resource

1. Surface water resources and distribution networks, dams, rivers, canals and drainage system.
2. Ground sub soil water (aquifer level).
3. Soil and land capability map based on soil survey of Pakistan standards.
4. Sediment load of river and its effects.
5. Water quality study (surface and ground).
6. Identification of ground water recharges locations.
7. Review of completed/ongoing projects/plans
8. Constraints and Recommendations (what, how, where, how, when, who, and why).
Through Local level institutional heads, political leaders, NGOs, and community notables.

Environment

1. Detailed study of main sources of air and water pollution and its impact on environment.
2. Identification of industrial pollutant areas.
3. Identification of sensitive areas.
4. Review of existing laws & policies and future plans (what, how, when, who, where, and why).

5. Constraints and Recommendations.

Forest

1. Distribution of forestland and type since 1947.
2. Deforestation and afforestation in the area.
3. Past and present forest produce – economic effect on local economy.
4. Impact of deforestation on environment.
5. Existing polices, plans and Future direction (what, how when, who, where and why).
6. Constraints and Recommendations.

COMMUNICATION

Road Network

1. Plotting of Detail road network in the area on map.
2. Identification of major transport corridors.
3. Traffic volume on major transport corridors.
4. Origin – Destination surveys. (at all entry and exist point of the area one week duration)
5. Annual Development Plans, planned and in progress.
 - i. On-going projects.
 - ii. New Projects.
 - iii. Future Plans.
 - iv. Capital outlay involved.
6. National Highway Authority/ Provincial Highway Authority:
 - i. On-going projects.
 - ii. New Projects.
 - iii. Future plans (what, where, how, when, who, and why).
 - iv. Capital outlay.
7. Constraints and recommendations

Telecommunication, Postal Services & Telegraphs

1. Mapping of telecommunication services in the area.
2. Level of services and their coverage.
3. Constraints and Recommendations
4. Requirement of new telecommunication services in the area.
5. Future plans (what, how, why, when, who, and where,).

URBANIZATION AND HIERARCHY OF HUMAN SETTLEMENT

Human settlement by size, type, rural /urban, rank-size (primary, secondary, territory)

- Urbanization trend in historical prospective (shp files through change detection analysis)
- Population density of the settlements.
- Human settlement by size, type: urban / rural, rank size, function and classification and rapidly growing human settlements.
- Study of urban regeneration and urban sprawl. (shp files through change detection analysis)

- Identification of areas which would be urbanized in next 20 years.
 - Future population projection of settlement (identified by 1998 census) by different models 20 years ahead.
 - Development of guidelines for declaration of urban settlement with stake holder participation.
 - Future proposes decentralization, new towns and development corridors identification.
 - Guidelines for identification of major developing corridors and their associated issues.
- I. Distribution of infrastructure and facilities in every settlement of the Galiyat.
 - II. Facilities such as sewerage, water supply, play grounds, boundary wall, within the settlement.
 - III. Identification of the major links between the regions upward and downward.
 - IV. Findings and recommendations.
 - V. Review of the existing and new towns in public and private sector.
 - VI. Future plans of the physical planning. (to be taken from the future land use and zoning proposal)

SOCIAL AMENITIES: HEALTH, EDUCATION RECREATION, AND SECURITY

Education

1. Literacy ratio by age and sex group UC wise. (Household survey comparison with census.
2. Existing distribution of the education institution (schools, colleges, universities) (private and government) including special education institutions.
3. Enrollment and dropout rate of the students in region.
 - Primary school
 - Middle school
 - High school
 - Colleges
 - Technical education colleges
 - University
4. Need of new education institution (schools, colleges, universities) and there site identification.
5. Teacher-student ratio in the primary, secondary, higher, intermediate, and higher level.
6. Major Constraints and challenges in education system in the region
7. Recommendation
8. Future plans regarding the education services in the area. (what, how, why, when, who, and where,).

Health Facilities

1. Existing health facilities and availabilities of trained manpower, beds.

2. W.H.O (world health organization) standards of health and coverage standards regarding the health, and there comparison with the existing health situation in the region.
3. Population to doctor ratio.
4. Number of beds available in the hospital.
5. Need of new health facilities.
6. Major disease in last 2 years.
7. Current status of health facility [functional, non-functional if non-functional their reasons]
8. Review of existing health policy regarding the establishment of health facility.
9. Constraints and recommendations.
10. Future plans (what, how, why, when, who, and where,).

Recreational Facilities

1. Prominent sports, facilities, historical and religious places (stadiums, sport courts, grounds, etc.) Entertainment (Treks, Cinema, Tourists spots, Zoos, Parks, hill resorts, museums, main libraries and alike)
2. Map showing.
 - **Sports**
 - i. Type of Sports facility available.
 - ii. Review of existing sport facility policy for establishment of sport facility
 - iii. Standards for allocation of new grounds/ stadium.
 - iv. Identification of new location for sport facilities.
 - v. Constraints and recommendations.
 - vi. Future Plans (what, how, why, when, who, and where).
 - **Entertainment.**
 - i. Hotels (category wise).
 - ii. Hill resorts.
 - iii. Effect of hotels and hill resort on current infrastructure.
 - iv. Constraints and recommendations.
 - v. Future Plans (what, how, why, when, who, and where).
 - **Historical and religious Places.**
 - i. Details of historical places (Forts, Mosques, temples, Gurdawaras, Tombs etc.
 - ii. Conversation and Rehabilitation Plans of the government.
 - a. Existing.
 - b. Future
 - c. Constraints.
 - **Libraries, Museum, Zoos and Open Spaces, Parks and Playground**
 - i. Details of libraries, zoos, and major open spaces, parks and playground.
 - ii. Need of new parks and playgrounds their standards and locations.
 - iii. Future plan (what, how, why, when, who, and where).

Security

- i. Entry and exit points of the Galiyat.
- ii. Number of Police stations, security check post, their current status and coverage(map ,shp files and documentation)
- iii. Population to security personal ratio and their capacity.
- iv. Location and allocation criteria of the new security stations.
- v. Constraints and recommendations.
- vi. Future plans (what, how, why, when, who, and where).

Graveyards

- i. Existing and proposed graveyards
- ii. Capacity of current graveyards and issues such as squatting etc.
- iii. Constraints and Recommendations

HOUSING.

1. Household size/No. of persons per dwelling unit in Projective perspective.

1981, 1998, Present, Plan Period (20 years)

Existing Housing Stock

- (i) katcha
- (ii) Semi pucca
- iii) pucca

2. Occupancy Rates- Historical perspective from housing census

1981, 1998, Present, Projected figure (20years)

3. Existing Housing Scheme Public and Private Sector.
4. Housing Shortage/backlog current and plan period (20 years).
5. Affordability inputs of the public.
6. Housing Density.
7. Ownership pattern of house.
8. Appropriate location for new housing schemes/ Towns.
9. Assessment of national/provincial policy regarding housing and its implementation.
10. Constraints and recommendations.
11. Future plan (what, how, why, when, who, and where)

FUELS, MINERALS AND ENERGY

Fuels and minerals

1. Existing and potential fuels and minerals resources in the Galiyat.
2. Economic Impact assessment of fuels and minerals development in the Galiyat.
3. Existing practices for extraction of mines, fuels and mineral and their impact on environment. (Secondary source such as EPA and academic institution).
4. Review of existing laws, policies, and regulations.
5. Future plan (what, how, why, when, who, and where,).
6. Constraints and Recommendations.

Energy and Power development

1. Identification of existing, proposed and potential energy sources (renewable and non-renewable):
 - Hydro
 - Solar
 - Wind
 - Thermal/coal/oil/gas.

2. Existing demand/generation and shortfall in the Galiyat.
3. Review of National/ provincial policy regarding the energy and power.
4. Existing/ongoing/future plans (what, how, why, when, who, and where,).
5. Constraints and Recommendations.

AGRICULTURE AND LIVESTOCK.

Agriculture Sector

Total area of the galiyat and its uses

Cultivated

- a. Barani Rain fed.
- b. Irrigated.

Uncultivated waste.

- a. Cultivated waste not available for cultivation
- II. Forest area
- III. Range Land as given in Land Use Plan
- IV. Eroded areas
- V. Cultivable waste
- VI. Production profile of the area including main crops. And cropping pattern (existing and future)
- VII. Water Management issues and type of irrigation.
- VIII. Agriculture Employment.
- IX. Impact of urbanization and settlement growth on agriculture. (on land, production, employment)
- X. Review of existing laws/policies. (provincial and federal both)
- XI. Constraints and Recommendations.

Livestock Sector

- I. Detail documentation of available livestock.
- II. Assessment of poultry and fisheries centers.
- III. Economic potential of livestock.
- IV. Documentation of animal husbandry, training, institutes, veterinary hospitals, available facilities and their level of services.
- V. Review of existing regulatory framework.
- VI. Plans Existing / ongoing. New / in process. Future.
- VII. Constraints and recommendations

Water Logging & Salinity

- I. Map indicating water logged and saline sodic areas.
- II. Classification of water logged and saline areas by degree.
- III. Measures taken by Govt: to reclaim area by SCARP Projects.
- IV. Existing Plans. Constraints, Future Plans.
- V. Constraints and Recommendations.
- VI. Future plans (what, how, why, when, who, and where,).

INDUSTRY

1. Map indicating by industry by (size and type) heavy, medium and light (manufacturing) industrial zones/small industrial estates, and individual industry.
2. Industrial growth pattern – historical perspective.
3. Industrial Employments.
4. Employment distribution by type.
5. Industrial Reforms.
6. Map indicating Tax Free Zone.
7. Existing & future industrial plans (what, how, why, when, who, and where,).
8. Review of existing laws/policies.
Constraints/disparities and recommendations

TRADE AND COMMERCE

- I. Distribution of Commerce and Trade Centers.
 - International
 - National (Supported by a Map)
 - Regional District
 - Sub Regional District
- II. Services area of Commerce & Trade Centers.
 - Details analysis of all types of commercial activities in the area (data/information to collect through field service).
 - Details of export / import of various goods / commodities.
 - Service area.
 - Location aspects.
 - Foreign Exchange Component.
- III. Constraints and recommendations
- IV. Future plan (what, how, why, when, who, and where,).

Land Use Distribution

The information of the present land use in digitized form (GIS Maps is SHP files) differentiated by the boundaries of Union Councils, Towns , Village Councils, Cantonment areas, Forest, Wildlife and other administrative authorities.

Land Use Attributes

The land use plan will clearly demonstrate the attributes of the land and its present use for the future planning including the ownership data.

The attributes will be as follow

- a. Residential
- b. Commercial
- c. Agriculture
- d. Forest
- e. Range Land
- f. Infrastructure
- g. Public Buildings
- h. Open Land
- i. Constraints and recommendations

j. Future plan (what, how, why, when, who, and where,).

Land Zoning Plan

a. The land zoning plan be prepared on the basis of the existing land use data and the attributes of the land. To determine the existing land use and to distribute the land according to the nature and potential the land use zoning plan will be prepared for the next 20 years. The zones can be divided into following categories

1. Agriculture Zone
2. Tourism Zone
3. Commercial Zone
4. Residential Zone
5. Recreational Zone
6. Forest Zone
7. Mix Land Use Zone
8. Industrial Zone

Public Consultation:

Public consultation and involvement is a very crucial aspect while planning the future of an area. In this context time to time, public presentations, meetings and seminars will be conducted to involve the local community in the planning process.

- I. Constraints and recommendations
- II. Future plan (what, how, why, when, who, and where,).

Implementation Plan/Methodology:

1. This chapter will includes the complete methodology of implementation of this Land use and Zoning Plan, the roles and responsibilities of institutions, public leaders, individuals, line departments, and other stake holders will be defined comprehensively.
2. It will also contain the constrains and their possible solutions either legal, economic, institutional, social or environmental.
3. The identification and solution of the problems related to the land acquisition, ownership rights and the criteria by which land use decisions will be made.
4. Constraints and recommendations
5. Future plan (what, how, why, when, who, and where,).

S.N	Deliverables	Duration
1.	Submission of technical and financial proposal	20.07.2021
2.	Presentation and demonstration of Plan to evaluation committee	To be communicated
3.	Contract award	To be communicated
4.	Inception Report	To be communicated
5.	Data Analysis and Studies Reports	To be communicated
6	Draft Galiyat Land Use and Zoning Plan	To be communicated

7	GIS Base Map (Including the existing & proposed Land Use and Zones in digitized format / SHP Files)	To be communicated
8	Final Galiyat Land Use & Zoning	To be communicated
9	Draft Final Regional Land Use & Zoning Plan Map on scale 1:100,000. Draft Final Land Use & Zoning Plan Map of Towns on scale 1:50000.	To be communicated

These timelines are indicative, and bidder should include a more detailed delivery timeline in their proposal.

21. DURATION AND LOCATION

This service is required for Galiyat Development Authority (GDA) Government of Khyber Pakhtunkhwa. The service provider will prepare a comprehensive Land Use and Zoning Plan for Galiyat Region with a complete implementation policy.

22. BIDDER RESPONSE TO THIS RFP

Bidder response to this RFP must be submitted in the hardcopies (two hard copies) and softcopies provided as per the structure provided in the table below. We have also provided a brief description of each section of the responses. We strongly advise the bidders to following the structure below.

23.1 TECHNICAL PROPOSAL/RESPONSE

S.No	Title	Description
1	Proposal overview	
1A	Our understanding of your requirements	Present in this section your understanding, as a bidder, of what GDA is expecting from the scope of work defined in this RFP.
1B	Bidder Profile (individual or JV)	Present in this section a brief description of the bidder's organization/JV partner and any other organizations the bidder may be involving in delivering the scope of work defined in this RFP.
1c	Bidder Experience	Present in this section at least two (02) references of similar completed projects (at least one in similar industry (National/International and one in Pakistan Organization). The bidder will required to submit the completion certificate of previously completed projects.
2	Approach & Methodology	In this section bidder will present the approach that he proposes to use in carrying out the scope of work defined in this RFP and identify the methodology on which the approach is based. The bidder will also address in this section the transfer of knowledge requirements described in section this RFP.
3	Proposed Plan Preparation Methodology	
3A	Proposed Plan Preparation Methodology	In this section the bidder is required to present the proposed plan preparation methodology that bidder believe is best fit to GDA requirements.
4	Project organization & team to be engaged in this project	

4A	Proposed Project Organization	Here the bidder should present the proposed project organization structure indicating roles and responsibilities to be played by the resources and roles to be played by GDA (expected assistance at GDA's part).
4B	Proposed project team	Present in this section a brief summary of the experience of each resource to be engaged in this project, please also share the CV's.
5	Project Plan & Deliverables	
5A	Project plans	Present in this section the proposed different levels of project plan clearly indicating the key project milestones and dependencies. These project plans must be in line with the bidder's proposed approach.
5B	Proposed Project Deliverables	Present in this section the deliverables related to key project milestones.
6	Optional and additional details	The bidder may provide any additional information and details that he deem is important and necessary for this assignment.

24. EVALUATION PROCESS AND CRITERIA:

24.1 GDA will review the submitted proposals in accordance with the specific qualification, and experience requirements as well as with the specific tasks stated above. Firms should clearly indicate their experience and previous engagements in line with the specific requirements and technical strength.

24.2 The bid will be evaluated on functionality and *bidders require a minimum of 70 out of 100 points allocated for professional ability*. Bidders will be evaluated in terms of the minimum requirements. Bidders who do not fulfill all the requirements, or do not submit the required documents will be disqualified.

24.3 The bidders will prepare the technical and financial proposals along with the qualification form attached in **Form A**. This qualification form will be filled and submitted in a separate envelope. The technical and financial proposals will be submitted as guided in this RFP.

24.4. The technical bids will be evaluated as per the criteria mentioned below. The bidders obtaining at least 70% in the technical evaluation will have their financial bids opened by the GDA.

24.5 The proposals submitted will be evaluated along the following criteria. The technical evaluation will have 70% weight and the financial evaluation will have 30% weight.

24.6 Below table provides the details of the technical evaluation (detailed break-up is attached at section 25).

AREA	TOTAL POINTS
Firms profile – overall	30
Firm's Core Experience in Town Planning Projects	20
Proposed methodology & Technical approach in reference to the TORs	30
Profile of Key personnel for the proposed team	20
Total	100

24.7 GDA will award contract to the successful bidder who scores highest in the evaluation criteria.

24.8 Below table provides the details of the financial evaluation.

Area	Total Points
Bid price	100
Total	100

24.9 Formula for evaluation will be as follows:

- Total Marks= 100 (Technical = 70% + Financial= 30%)
- Technical Proposal will be evaluated as follows:
 - $0.7 \times \text{Obtained marks} = x$
- Financial Proposal will be evaluated as follows:
 - $(\text{Value of Lowest bidder/Bid value of respective bidders}) \times 0.3 = y$
- $X + y = \text{Total marks obtained}$

25. EVALUATION CRITERIA

The main parameters of evaluation criteria are given below.

S.No	Description of Indicator	Allocable Marks	Parameters/ Sub-allocation	Remarks
A) Firm Profile: Total marks 30				
1	Registration	05 marks	- PEC/PCATP: 03 marks - KPRA/FBR: 02 marks	Attach attested copies of certificates
2	Number of years of experience since inception	15marks	-02 Yrs to 05 Yrs: 05 -06 Yrs to 10 Yrs: 10 -10 and above: 15	Attested copies of Experience Certificates and or documents clearly evidencing the year of establishment and experience.
3	Offices/Infrastructure Presence	05 marks	-Khyber Pakhtunkhwa: 03 marks -Islamabad and other cities; 02 mark	Registered Address of Head Office, Sub-offices, Telephones, Fax & Email etc.
4	Average Annual Turnover during last 03 years	05 marks	-10 M to 50 M: 01marks -50 M- 100M: 03marks -Above 100M: 05marks	Audited financial statements
B) Firm's Core Experience in Town Planning Projects : 20 Marks				
1	Number of projects successfully implemented in public sectors	10 marks	Public Sector: -02 to 03 projects: 03 mark -04 to 06: 06 marks - 7 & above: 10 marks	Attested copies of Certificates clearly showing successful implementation or engagement letters or Completion Certificate.
3	Number of projects successfully implemented in private sectors	10 marks	Private Sector:	Attested copies of Certificates clearly showing successful

			-02 to 03 projects: 03 mark -04 to 06: 06 marks - 7 & above: 10 marks	implementation or engagement letters or Completion Certificate.
C)	Proposed methodology & Technical approach in reference to the TORs (30 marks)			
1	Understanding the objectives requirements of the Department and Proposed methodology for successful plan preparation	10 marks	As per technical proposal and presentation	Power point Presentation to the Technical Evaluation Committee
2	Problem solving methodology	10 marks	As per technical proposal and presentation	Power point Presentation to the Technical Evaluation Committee
3	Presentation and Demo	10 marks	As per technical proposal and presentation	
D)	Profile of Key personnel for the proposed team (20 marks)			
1	<ul style="list-style-type: none"> • Team Leader/Project Manager • Urban Infrastructure Planning Specialist • Junior Urban Planners • Zoning Laws Specialists • Architects • Socio-Economists • Landscape Designer Architect • Environment Specialists • Tourism Specialists • GIS Specialists • Civil Engineer • Surveyor and other field staff <p>CVs along with credentials of experience</p>	20 marks	<p>Project Manager: 10 years & above professional experience in Town Planning - 10 marks Below 10 years: 08 marks</p> <p>Urban Infrastructure Planning Specialist 08+ years' experience: 05 marks Below 8 years: 03 mark</p> <p>Other staff: 03-05years experience: 03 marks Above 5year: 05 marks</p>	CVs and Experience Certificates/client references etc.

26. FORMS FOR QUALIFICATION CRITERIA

FORM-A

Name:
Address, (head office and branch offices)
Is your firm is registered in Pakistan, JV partner details? (Please share all registrations and JV details)

NAME	REFERENCE DETAILS
Number of years established in Pakistan	
Total number of employees and their detail	
Number of employees/professionals	
Number of Town Planning Employees with planning expertise (please attach CV's)	
Number of Engineering Employees with Planning expertise (please attach CV's)	
Number of Functional Employees with Master Planning/ Land Use Planning expertise (please attach CV's)	
Number of Functional Employees with GIS expertise (please attach CV's)	

RELEVANT PROJECT EXPERIENCE DETAIL

Please provide at project briefs to cover your experience within Town Planning/Master Planning / Land Use and Zones Planning. Replicate the table below and complete one for each project you successfully completed.

Project 1:	
Client name	
Industry	
Client business address	
Duration of project	Project start date and Project end date
Scope of the project (please list modules you have implemented)	
Client contact number and details (we may contact the your client for verification purpose)	
JV partner details	Please share JV partnership agreement clearly indicating the lead partner and TOR's and details of the JV partner.

II. Budget

All costs should be stated in ETB. Budget should be presented in a format where cost areas are clearly identified, including costs relating to the project.

If the technical bid has different proposed methodologies or options for approaching the model, please be sure to include a separate budget for each of the proposed options.

III. General Qualifications of the Firm/JV

The Firm with experience in projects related to Town/ Master/ Land Use Planning & Zoning that has the following experience:

1. Legally Registered Firms with PCATP/PEC/FBR/KPRA.
2. Having experience of the projects of same nature as described in the RFP Document.

IV. Methodology:

The firm/JV is asked to provide a brief concept paper (2-3 pages) which indicates methodology and approach in carrying out this assignment.

After the selection the firm/JV will present their concept in detail and in accordance with the stated scope of work, and timeline.

Thus, deliverables on the methodology include:

- a) Inception Report
- b) Data Analysis and Study Report
- c) Draft Galiyat Land Use and Zoning Plan
- d) GIS Base Map (Including the existing & proposed Land Use and Zones in digitized format / SHP Files)
- e) Final Galiyat Land Use & Zoning Plan
- f) Draft Final Regional Land Use & Zoning Plan Map on scale 1:100,000.
- g) Draft Final Land Use & Zoning Plan Map of Towns on scale 1:50000.

V. Acceptance of Proposal

All rights to accept or reject proposal without giving any reasons, shall be reserved by GDA. If deemed necessary, the firm/JV shall be asked for modifications.

VI. Responsibilities of Galiyat Development Authority (GDA)

Remaining within the policies and practices, GDA primary responsibility will be to help the firm to achieve the objectives of this RFP documents.

VII. Responsibilities of Company/Firm

The firm/JV will be responsible for carrying out the tasks outlined in this RFP and ensure the delivery of outputs stated above within the agreed budget and timeline.

VIII. Copyright

The copyright of the entire Plan and Maps developed by the organization/ firm/JV under this RFP will belong to Galiyat Development Authority (GDA).

IX. Termination of the Contract

GDA may terminate the agreement, if the firm/JV commits a breach in the performance or observance of any of its obligations under this RFP. The firm/JV shall be notified in written form within a week prior to the termination of the agreement.

X. Confidentiality

During the performance of the assignment or any time after expiry or termination of the agreement, the firm/JV shall not disclose to any person or otherwise make use of any confidential information which the firm/JV has obtained or may obtain in the course of the GDA. Except for purposes of this assignment, the information shall not be disclosed to the public nor used in whatever form without written permission of Galiyat Development Authority (GDA).

XI. Documents to be submitted by Firm/JV

The application shall contain following documents:

A. Technical and financial proposal

1. Technical Proposal: Concept of the Land Use and Zoning Plan, methodology and other details as mentioned in this RFP.
2. Financial Proposal: Detailed budget breakdown including taxes

B. Details of the Firm/JV

1. Organization profile with Urban/Town Planning/ Master Planning/ Land Use and Zoning experience
2. CVs of the Team leader and core team members
3. A copy of firm/JV registration (in case a JV documents of both JV partners will be required)
4. A copy of latest Tax Clearance Certificate
5. Any other relevant documents

GDA PROJECT TEAM

The company/firm shall work closely with following GDA officials for information, assistance and project implementation.

Mr. Syed Ali Raza, Director Tourism, GDA Email: alirazashah687@gmail.com	Mr. Babar Hanan Abbasi Projects Manager, GDA Email: bahanan250@gmail.com	Mr. Ahsan Rehman Town Planner, GDA Email:plnrahsanrehman@gmail.com
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The RFP documents should reach the address below via registered courier by on or before 20.07.2021 at 1 pm.

Galiyat Development Authority (GDA)

**2nd Floor, ZTB Building,
Main Mansehra Road, Abbottabad,
Khyber Pakhtunkhwa
Office Phone: 0992-9310240**