



**QUAID-E-AZAM THERMAL POWER  
(PVT) LIMITED**

**Annex-I**



## **TERMS OF REFERENCE (TOR)**

# **HIRING OF CONSULTANT TO ESTABLISH SPORTS COMPLEX AT BHIKKI POWER PLANT**

First Floor 7 C-1 Gulberg III, Lahore, Tel: +92-42-35750936-8, Fax: +92-42-35750939



# QUAID-E-AZAM THERMAL POWER (PVT) LIMITED

## 1. Company Background:

Quaid e Azam Thermal Power (Pvt.) Limited (hereinafter referred "QATPL") is a company limited by Shares incorporated under the Companies Ordinance, 1984. QATPL is owned by the Government of Punjab through Energy Department. The Company has established and operating 1180 MW Re-Gasified Liquefied Natural Gas (RLNG) based Thermal Power Plant at Bhikki, Sheikhpura.

## 2. Objectives:

The Company intends to hire the services of a reputed consulting firm (the "Consultant") with a strong background and experience in construction consultancy services including planning, concept design, preparation of tender documents including Bill of Quantities (BOQs) and construction contract document, evaluation of bids and supervision of construction etc. (the "Consultancy Services").

The Sports Complex would be planned and designed in a professional manner and the detailed space requirement would be determined by the Consultant in close coordination & approval of the Company.

## 3. Project Details:

The site for Sports Complex is situated near Bhikki, District Sheikhpura adjacent to Bhikki Power Plant. The land for Sports Complex is a rectangular plot measuring approx. 96 Kanals located on north-eastern side of the Power Plant. The Location map of Site for Sports Complex is attached as **Annex-A**.

The Sports Complex shall contain following facilities:

- Cricket Ground
- Hockey ground
- Soccer Ground
- Badminton Court
- Tennis Court
- Basketball Court
- etc

Initial design for reference is attached as **Annex-B**.

## 4. Detailed Scope of Work

The Consultant would carry out the detailed planning & design services in the following manners:

**Phase-1: Detailed Layout Planning**

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The Consultant shall prepare the detailed layout of the scheme as per applicable details / space requirements / standards. The detailed layout plan should have sufficient details about sizes / dimensions for sports facilities, parking areas etc.

The Consultant shall prepare a detailed horticulture plan as part of the detailed layout plan to enhance aesthetics and beauty of the Sports Complex.

## **Phase 2 Preparation of Contractor Cost Estimates and Tender Documents including BOQ's & Technical Specifications of Works**

After preparation & submission of the detailed design / drawings, the Consultant shall prepare detailed cost estimates for the development of the Sports Complex inclusive of all infrastructure and utility services. These cost estimates / BOQ's would be prepared on the pattern & format as desired by the Company. Further, the Consultant would prepare the Contractor's Cost Estimate and Tender Documents, in accordance with Punjab Public Procurement Rules (PPRA), 2014 based on the proposed phasing of the Project execution. The Tender Documents shall include:

- a) Invitation for Bidders
- b) Instruction to Bidders;
- c) Evaluation Criteria;
- d) Detailed Company's Requirements;
- e) Ancillary Items;
- f) Construction Contract;
- g) Bill of Quantities (BOQs);
- h) Forms and Schedules to Bids;
- i) Technical Specifications;
- j) Drawings; and
- k) Technical Data Sheets.

## **Phase-3: Selection of Contractor**

In this phase, the Consultant will attend pre-bid meeting (if required), prepare replies to queries of bidders, undertake evaluation of bids and prepare bid evaluation reports (Technical and Financial etc.).

## **Phase-4: Construction Supervision**

In this phase, the Consultant will review contractor's project schedules and plans and ensure their adequacy and approve schedules as per provision of the construction contract. The Consultant will identify any deficiency in project planning, sequencing / scheduling, resource loading, if any, and ensure observance of schedule.

The Consultant will monitor the progress and raise alerts if there are any possible delays. The Consultants will also certify the milestone payments and will advise in the case of any change or new requirements or disputes.

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The Consultant will supervise the correct execution of the construction works, co-ordinates with various works of the construction contractor at Site, take care that the quality assurance program is applied, assist the company in establishing / enforcing site safety regulations and hold regular progress review meetings with the company and the construction contractor.

Following the implementation activities, the Consultant will conduct, together with the construction contractor, a formal inspection of the construction and installation to check and record the satisfactory completion of the work. In principle, the Consultant will ensure quality of all construction and installation activities ensuring that:

- The construction works are carried out in a professional manner and in time according to the schedule agreed upon in the construction contract,
- The construction manpower and equipment required are available according to the construction schedule,
- Consultant will deploy at least one resource to the project site to ensure quality of work,
- Site surveying by the construction contractor is done correctly,
- The construction / equipment / materials are in accordance with the specifications, the approved drawings and comply with the latest applicable codes and standards,
- The construction materials' suitability is checked before being used,
- Appropriate site instructions and work permits are issued,
- Site inspection and deficiency reports are prepared,
- Progress reports, as specified, are prepared and distributed,
- Monthly progress review and coordination meetings are held, and minutes of such meetings are prepared and followed-up for proper implementation as needed,
- Correct accounts and records of cost/financial activities of the works are maintained,
- The construction contractor's milestone payment applications are scrutinized,
- Enforce Environment, Health and Safety (EHS) standards at construction site and ensure their compliance.
- A proper deficiency list is prepared for each part of the project,
- Milestone completion certificates, construction completion and provisional acceptance test certificate are issued and all preconditions according to the construction contract are completely fulfilled.
- The firm shall ensure that all services conform to the standards for professional services. All the advice and opinions will be required in writing on the firm's letterhead and/or official email, where applicable.

## 5. Project Deliverables

The following submissions will have to be made by the Consultant strictly within the overall timelines mentioned below:

Sr.	Deliverables	Timelines
1.	Detailed Layout Plan / Master Plan of the Project	<b>One (01) month</b> time from the date of signing of

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		Agreement for Consultancy Services.
2.	Engineering Cost Estimates of the Project	<b>Two (02) month time</b> from the date of signing of Agreement for Consultancy Services.
	Tender Documents including BOQ's and Technical Specifications of the Project	
3.	Selection of Contractor	<b>Four (04) month time</b> from the date of signing of Agreement for Consultancy Services.
4.	Construction Supervision	<b>Thirteen (13) month time</b> from the date of signing of Agreement for Consultancy Services

## 6. Tentative Time Schedule

The whole assignment is expected to be completed within 13 months time from effective date of commencement of the Assignment.

## 7. Payment Schedule:

The following is the indicative milestone payment schedule for the Consultancy Services:

Sr.	Milestone	Percentage (%)
1.	Detailed Layout Plan / Master Plan of the Project	5%
2.	Engineering Cost Estimates of the Project	5%
	Tender Documents including BOQ's and Technical Specifications of the Project	10%
3.	Selection of Contractor	10%
4.	Construction Supervision	70%

*Signature*  
12/8/21



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## 8. Queries:

For any queries or additional information, please contact Mr. Usman Saeed, Manager Administration, QATPL, 1<sup>st</sup> Floor, 7-C1, Gulberg III, Lahore, (042) 35750936-8.

① 2/3/21

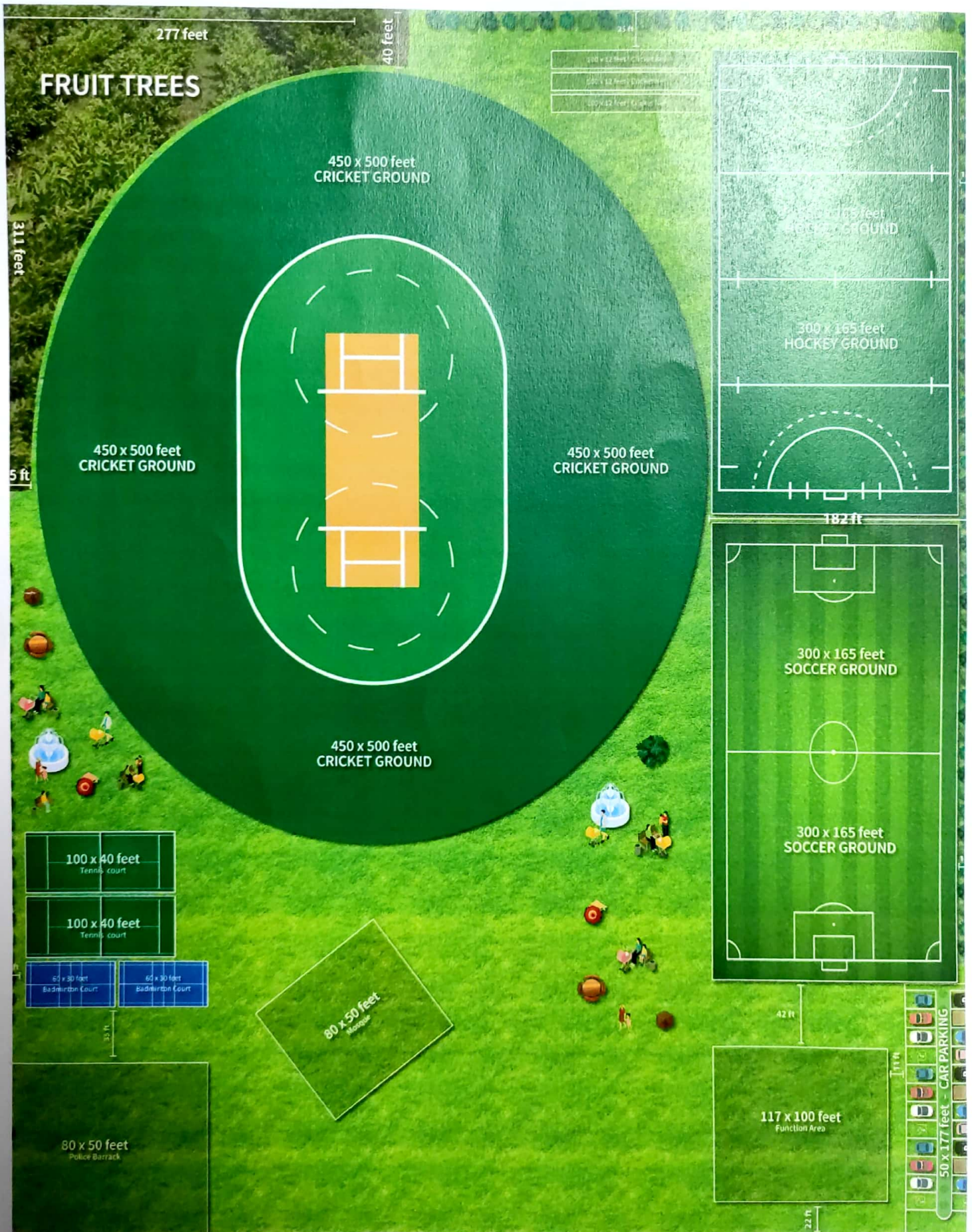
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Wd  
12/24/21





W. J. 14/8m



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FINANCIAL QUOTATION

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QUAID-E-AZAM THERMAL POWER (PVT) LTD.

1<sup>st</sup> Floor, 7-C1, Gulberg-III,

Lahore, Pakistan.

[Date]

Dear Sir,

We, the undersigned, offer to provide the Consulting Services for *[Insert title of Assignment]* in accordance with your Request for Quotation dated *[Insert Date]*. Our Financial Quotation inclusive of all the applicable taxes and costs is as follows:

Consultancy Services	Quotation
	Pak Rupees
<i>In figures</i> <b>Total Costs of Financial Proposal</b> (Inclusive of all taxes)	
<i>In words</i> <b>Total Costs of Financial Proposal</b> (Inclusive of all taxes)	

Yours sincerely,

Authorized Signature *[In full and initials]*: \_\_\_\_\_

Name and Title of Signatory: \_\_\_\_\_

Name of Bidder: \_\_\_\_\_

Address: \_\_\_\_\_

