

PRE-QUALIFICATION DOCUMENT (PQD)

FOR

SHORT LISTING OF CONSULTING FIRMS

FOR

**MONITORING, EVALUATION AND IMPACT EVALUATION
(ME&IE) CONSULTANTS**

UNDER THE PROJECT

**NATIONAL PROGRAM FOR IMPROVEMENT OF
WATERCOURSES IN PAKISTAN: PHASE-II**



**FEDERAL PROJECT MANAGEMENT UNIT (FPMU)
FEDERAL WATER MANAGEMENT CELL
MINISTRY OF NATIONAL FOOD SECURITY & RESEARCH
ISLAMABAD**

November, 2019

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NATIONAL PROGRAM FOR IMPROVEMENT OF WATERCOURSES IN PAKISTAN: PHASE-II

1. BACKGROUND

Water is the scarce input in the irrigated agriculture system of Pakistan. Irrigated agriculture revolves around the efficient use of water at all levels: farm, canal, provincial, regional and national. In recent years' stagnation in yields along with inability to meet food security targets, thus forcing food grain imports, have been viewed seriously by policy planners. The unabated supply of irrigation water to the farmers' fields with minimal losses is long been recognized as a prudent strategy by irrigation engineers and water managers. All out efforts have been made by the Government of Pakistan to minimize the seepage and percolation losses in tertiary irrigation system through implementation of water conservation projects under On Farm Water Management departments both at federal and provincial levels. Several programs and projects have been launched to improve water situation through channel lining, PVC pipes for conveyance, concrete structures and more recently use of farm level storage reservoirs/tanks and application of modern irrigation technologies to curtail water losses.

Agriculture is the backbone of Pakistan's economy, contributing around 18.9% to the national GDP. A Task Force on Agriculture was constituted in order to formulate strategy for the Government's 100 days agenda to realize the true potential of agriculture sector. The Task Force in consultation with all the provincial and relevant stakeholders, prepared presentation for the Prime Minister of Pakistan. The Prime Minister was pleased to chair a meeting on the subject "Conserve & Increase Productivity of Water" held on 31st October, 2018 in the Prime Minister's office, Islamabad. Ministry of National Food Security & Research (M/o NFS&R) apprised the Prime Minister that about 95% of the available fresh water is being used for agriculture in Pakistan with dismally low irrigation water use efficiency, i.e., 40%. About 47 MAF of water is lost in conveyance in canals, distributaries and watercourses. To sensitize the provincial governments with regard to PM National Agriculture Emergency Program, M/o NFS&R held meetings with the Provincial Planning and Development Departments including Agriculture Departments at respective provincial headquarters. The Provincial Governments were requested to submit their component PC-Is, duly approved by the competent forum, to the Ministry of NFS&R for formulation of Umbrella PC-I. Accordingly, an Umbrella PC-I titled "**National Program for Improvement of watercourses in Pakistan – Phase-II**" has been prepared to implement Prime Minister's directive that pertains to conserve and increase productivity of water through improvement/reconstruction of watercourses, construction of Water Storage Tanks and provision of Laser Land Levelers.

The proposed project is in line with both, the mandate of the government and objectives of National Water Policy-2018. **The Prime Minister's 100 days agenda** stresses on massively expanding water conservation efforts through smart interventions to reduce water losses. Similarly, **National Water Policy** of the country aims at: (i) reduction of 33% in 46 MAF river flows that are lost during conveyance - watercourses lining especially in saline and semi-saline areas; and (ii) increase at least 30% in efficiency of water use by producing "more crop per drop of water".

PROJECT DESCRIPTION

The National Program for Improvement of Watercourses in Pakistan, Phase-II has been envisaged to improve **59,427** Nos. watercourses, **16,932** Nos. of water storage tanks, and provision of **16,610** Nos. of laser land levelers in Punjab, Sindh, KP, Balochistan, AJ&K,

Gilgit Baltistan, and Islamabad Capital Territory. The quantum of works in all the above provinces/areas are given in the following Table.

Province/ Area	Watercourses (Nos)	Water Storage Tanks (Nos)	Laser Land Levelers (Nos)
Punjab	10,000	3,000	9,500
Sindh	12,149	2,000	5,000
Khyber Pakhtunkhwa	13,000	5,000	600
Balochistan	20,389	5,507	1,500
Azad Jammu & Kashmir	1,165	600	5
Gilgit-Baltistan	2,500	825	5
ICT	224	-	-
Total	59,427	16,932	16,610

2. PROJECT ACTIVITIES

The activities to be carried out under the proposed Project are summarized as under:

- i) Mobilization through capacity building of Water Users Associations /Farmers Organizations in improved water management techniques and their registration under On-Farm Water Management and Water User Associations Ordinance [Act] 1981 and organization of **76,359** WUAs.
- ii) Reconstruction/renovation and improvement of **59,427** watercourses involving complete earthen renovation, partial lining of critical reaches (50% of the total watercourse length as decided in the high-level meeting), and installation of water control structures, construction of **16,932** Water Storage Tanks. It is expected to save around **9.3 MAF per annum** (approx saving of 123 acre-feet (AF) per watercourse per annum).
- iii) Provision of **16,610** Laser Land Levelers at 50% cost sharing, with the expectation to save about 50% irrigation water for wheat and about 68% of irrigation water for paddy.

3. PROJECT OBJECTIVES

- i. Social mobilization through capacity building of WUAs/ FOs
- ii. Minimization of conveyance and field application losses
- iii. Reduction in water logging and salinity
- iv. Equity in water distribution
- v. Reduction in water disputes/thefts/litigation
- vi. Motivation/participation of farmers
- vii. Poverty reduction through employment generation
- viii. Increase in crops yield/sufficiency in food

4. PROJECT OUTCOMES

- a) Reduction in water logging and salinity in project areas to the extent of 10%.
- b) Cropping intensity is expected to increase by 5-20%
- c) Crops yield is estimated to increase by 10-15%.
- d) Equity in water distribution increased by about 30%.
- e) Reduction in water disputes/thefts litigation amongst the farmers over water distribution by about 80%.

- f) Help poverty reduction through generation of employment.
- g) Self-sufficiency in food through utilization of water saved for edible oilseed production.
- h) Cement industry, bricks Killen, Precast Structures Industry and other related industries production will pick up.
- i) Motivating farmers through awareness campaign for watercourse improvement.
- j) Providing technical material to farmers for optimal utilization of water resources in the shape of technical manual and operational guidelines

5. OBJECTIVES OF CONSULTANCY SERVICES

The objectives of the consultancy services under the project would be to facilitate smooth implementation of the Project and provide supervision support in carrying out the project activities in all provinces including AJ&K, GB, and ICT. The consultants would undertake baseline, midline and end line surveys, develop monitoring strategy, framework & RBM besides assessing the water saving etc. Moreover, the consultants would assist in overall project monitoring & evaluation activities including monthly, quarterly and annual progress reports and validation reports as required by the project management.

6. SCOPE OF CONSULTANCY SERVICES

Engagement/ recruitment of Monitoring, Evaluation, Third Party Validation and Impact Evaluation Consultants to provide monitoring and evaluation support required to ensure that the activities envisaged under “National Program for Improvement of Watercourses in Pakistan: Phase-II” are executed in an orderly manner with high standard of workmanship and specified quality of materials within the envisaged implementation period and in conformity with latest technical, social and environmental standards.

It has been approved that a well reputed and specialized consultancy firm would be recruited in accordance with the PPRA Rules for provision of Monitoring, Evaluation and Impact Evaluation Consultants. The objectives of Monitoring, Evaluation and Impact Evaluation consultancy services include, but not limited, to:

- i) Undertake baseline, midline and end line surveys of the project activities/interventions in all the project areas.
- ii) Develop monitoring strategy, framework and Result Based Monitoring (RBM) indicators.
- iii) Preparation of Monthly, Quarterly and Annual Monitoring and Evaluation Reports of the project activities.
- iv) Assessing the water saving per annum on watercourse, water storage tanks and field level as well as aggregate due to the project interventions
- v) Assessing the improvement in water availability due to provision of conveyance system.
- vi) Assessing the economic benefits to the agriculture in terms of changes in yield, irrigated area, cropping pattern, cropping intensity, farm income and employment in command area of watercourses and water storage tanks.
- vii) Assessing the extent of community mobilization, financial and administrative sustainability of Water Users' Associations. And monitoring the maintenance of watercourses, water storage tanks and laser land levelers.
- viii) Calculate Economic Impact of project interventions.
- ix) Carryout impact evaluation of the project investment on the economy and stakeholders.

The Consultants’ will primarily report to the National Projects Coordinator, Government of the Pakistan, Islamabad and will coordinate with the concerned Provincial

Director Generals (OFWM)/Director of concerned department of other federating agencies for smooth execution of project activities. All records and sites will be open and available to the consultants to enable them to perform their functions. The Consultant Selection Committee (CSC) at federal level comprising of representative from NFS&R, PD&R, Finance Divisions, Representatives of concerned Provincial Director General, OFWM Directorates, Dy Project Coordinator. FPMU with NPsC as Chairman will recruit the consultants in accordance with relevant PPRA rules and procedures on Quality Base Selection (QBS) basis.

7. ELIGIBILITY/ EVALUATION CRITERIA

Any firm or consortium of companies expressing interest will need to demonstrate significant experience of managing Projects of similar nature and magnitude. Interested consulting firms/ consortia must provide information indicating that they are qualified to perform the envisaged services (e.g. brochures, descriptions of similar assignments, value of previous assignments; if the firm was in JV/association, then the role of the firm in that assignment and value of the respective services); experience under similar conditions, availability of appropriate skills among staff, etc.

A. Pre-Requisite /Mandatory Requirements

Following information must be accompanied with the application: Not providing/meeting/responding to any of these requirements may lead to non-responsiveness by Firms/JV. In case of JV Lead firm must fulfill the pre-requisites:

- (i) Firm(s)/joint venture(s) name, address, copy of the Registration Certificate with relevant professional bodies, supported by latest / updated renewal. The firms/Lead Firm in JV must have their offices in all four provinces (Punjab, Sind, KP and Balochistan).
- (ii) Registration with Securities & Exchange Commission or Registrar of Firms
- (iii) Audited account statements for the last three years with minimum average turnover of lead firm of PKR 450 million or above.
- (iv) Registration with Income Tax and Sales Tax Department;
- (v) Detailed description of the Firm Profile by providing its organizational structure, list of permanent staff, quality management system and list of testing equipment/machinery.
- (vi) Copies “Memorandum of understanding (MoU) or Joint Venture (JV) agreement” among the Joint Venture partners (as the case may be) indicating role and share of each JV partner or sub consultant. PEC Standard Forms of Joint Venture/Consortium Agreements and Memorandum of Understanding shall be used for the purpose.
- (vii) Affidavit confirming that (a) applicant firm(s)/joint venture(s) have never been blacklisted by any government department and/or by any government owned company/ foundation/ authority (If ever black listed, then provide the case history and current status of the firm regarding this decision) and nor in any litigation (b) all the information provided by the applicant firm/joint venture are correct. History of litigation (if any) in courts or any arbitration proceedings.
- (viii) Provision of all the data on prescribed formats/forms attached as Annex-A along with documentary evidences.

B. Firm Experience

- (i) General experience by providing the list of total number of projects/assignments performed so far.

- (ii) Relevant experience and past performance of firm(s)/joint venture(s); by submitting the detail of most relevant projects undertaken in the past (10 years).
- (iii) List of similar works currently in progress, with total cost of consultancy services, date of start and expected date of completion.

C. Human Resource Capacity

- (i) List of permanent professional staff along with
- (ii) CVs (resume) of relevant core staff having expertise in water management, M&E, Impact evaluations of water sector projects indicating project wise experience with exact time duration for each project and their current commitments;
- (iii) CVs of the firm directors or partners
- (iv) Any additional document to support relevant experience of firm(s)/Joint Venture(s);

8. PQD EVALUATION

The evaluation of Expression of Interests will be carried out on the basis of applicant firm(s)/joint venture(s) responsiveness to the evaluation criteria based on following allocated scores to each broad category. The minimum qualifying score will be **75%**.

Sr. No.	Evaluation Criterion	Maximum Marks	Marking Criteria
A.	Company Profile	20	
i).	Quality Management Structure	5	ISO Certification = 5 marks
ii).	Qualified Staffing Strength	5	1-50 staff = 3 marks 51-100 staff = 4 marks > 100 staff = 5 marks
iii).	Verifiable list of Total number of projects undertaken by the firm(s)/joint venture(s)	5	1-50 projects = 3 marks 50-100 projects = 4 marks > 100 projects = 5 marks
iv).	Offices	5	Office in four Provinces = 5 marks (Punjab, Sindh, Balochistan, KP)
B.	Relevancy with the Envisaged Works	40	
i).	Number of similar/relevant assignments completed during Last 10 years	10	5 mark per one project
ii).	Magnitude (Project cost) of similar assignments completed during last 10 year's	10	Cost Rs.1,500-3,000 million= 3 marks Cost Rs.3,000-6,000 million=5 marks Cost > Rs. 6,000 million = 10 marks
iii).	Magnitude (Project cost) of similar assignments in-progress	20	Cost Rs.10,000-19,000 million = 5 marks Cost Rs.20,000-29,000 million =10 marks Cost Rs.30,000-39,000 million = 15 marks Cost Rs.40,000 or above = 20 marks

C.	Core Team	30																			
	1) Team Leader / Monitoring and Evaluation Specialist 2) Provincial Team Leader / Monitoring & Evaluation Specialist 4 No's 3) Environment & Social Monitoring Specialist 4) GIS & Information Management Specialist 5) ICT/Technology Specialist 6) Irrigation Agronomist 7) Agricultural Economist 8) Social & Gender Specialist	30	Weightage given to each position: <table border="1" data-bbox="1002 322 1326 667" style="margin-left: auto; margin-right: auto;"> <thead> <tr> <th>Position</th> <th>Percentage</th> </tr> </thead> <tbody> <tr><td>1</td><td>30%</td></tr> <tr><td>2</td><td>20%</td></tr> <tr><td>3</td><td>15%</td></tr> <tr><td>4</td><td>5%</td></tr> <tr><td>5</td><td>5%</td></tr> <tr><td>6</td><td>10%</td></tr> <tr><td>7</td><td>10%</td></tr> <tr><td>8</td><td>5%</td></tr> </tbody> </table> <p>a) General qualification (general education, training and experience) (20%)</p> <p>General / Overall Experience: 30 years for position 1 20 years for positions 2 30 years for position 3 15 years for position 4 10 years for position 5 30 years for position 6 30 years for position 7 25 years for position 8</p> <p>b) Relevant background (relevant education, training, experience equal weightage) 70%</p> <p>Position Wise Qualification:</p> <ol style="list-style-type: none"> 1) M.Sc./Ph.D. Degree in Agricultural Economics / Economics 2) M.Sc. Agriculture Economics/ Economics 3) Ph.D. Environment Sciences 4) M.Sc. GIS/Computer sciences/ IT 5) M.Sc. Information Technology 6) Ph.D. Agronomy/Plant Breeding 7) Ph.D. Agriculture Economics 8) M.Sc. Sociology/Gender Studies <p>Specific / Relevant Experience: 20 years for position 1 10 years for positions 2 20 years for position 3 10 years for position 4 5 years for position 5</p>	Position	Percentage	1	30%	2	20%	3	15%	4	5%	5	5%	6	10%	7	10%	8	5%
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1	30%																				
2	20%																				
3	15%																				
4	5%																				
5	5%																				
6	10%																				
7	10%																				
8	5%																				

			20 years for position 6 20 years for position 7 15 years for position 8 c) Fluency in local languages etc. (10%)
D.	Financial Capacity	10	
	Average three years Annual Turn Over	10	Not less than 450 Million

9. EOI SUBMISSION

A consulting firm/consortium will purely be shortlisted on merit in accordance with the evaluation criteria and procedure laid down in this PQD and relevant PPRA Rules. However, pre-qualification/shortlisting of any firm/consortium does not guarantee award of work as it would depend on evaluation of the proposals on **Quality Based Selection (QBS) method** submitted subsequently only by the pre-qualified/shortlisted firms. **One (01) Original and Seven (07) copies** of the Expressions of Interest shall be delivered by hand or dispatched by post at the address given below not later than the advertised date and time during office hours. Electronic copies shall not be entertained in any case. In case of any discrepancy, the documents furnished in original shall prevail. An EOI will be determined as non-responsive in case required documents are not submitted in accordance with the guidelines provided in this document.

National Projects Coordinator
Federal Project Management Unit (FPMU)
Federal Water Management Cell
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Email: npc.fpmu@gmail.com

ANNEX-A LIST OF FORMS MANDATORY TO USE

FORM TITLES	FORM NUMBER
INFORMATION FORM	I
FIRM'S REFERENCE RELEVANT SERVICES CARRIED OUT IN THE LAST TEN YEARS WHICH BEST ILLUSTRATE QUALIFICATIONS	II
FORMAT OF CURRICULUM VITAE	III
LIST OF PROJECTS COMPLETED IN LAST 10 YEARS	IV
LIST OF PRINCIPAL/PERMANENT STAFF	V
FINANCIAL CAPABILITIES	VI

INFORMATION FORM

[Name of Firm/Entity Lead]

Assignment :

Project:

1. Name of consultant [Lead partner if joint venture]
 - Address
 - Telephone No(s)
 - Fax Number
 - E-mail Address
 - Registration No. with PEC along with Registered Office Address.
2. Description of consulting firm (ownership/organization)
3. Experience (Number of Years)
 - Local/national
 - International
 - Regional (within the country-details)
4. Name(s) and Address (es) of firms, if a JV; their short description and description of their role in the JV/ Association.
5. Experience of the Consultants (on appended forms in Annex –A list of Forms) during the last 10 years:

General	(Maximum Projects) - (In all Fields but not completely relevant)
Specific	2 Projects of similar magnitude and complexity
6. Organization chart showing consultant's structure.
7. Capital of consultant (Financial Statements for the latest three years).
 - Subsidiaries and associates.
 - Annual fees in the last three years.
 - Financial reference [name/address of bank(s)]

8. Professional staff available for the assignment on the appended format.
9. Additional information (if any but relevant).

Yours truly,

Name of Authorized Representative Position:

Date:

FIRM'S REFERENCE

Relevant Services Carried Out in the Last Ten Years Which Best Illustrate Qualifications

Assignment Name:

Country:

Location within Country:

Professional Staff Provided by Your Firm:

Name of Client:

No of Staff:

Address:

No of Staff Months:

Start Date (Month/Year):

Completion (Month/Year):

Date

Magnitude (Project Cost) :
(Rs.)
Value of Services
(Rs.)

Name of Associated Firm (s), if any:

No. of Months of Professional Staff Provided by Associated Firm(s)

Name of Senior Staff (Project Director/Coordinator, Team Leader) involved and functions performed:

Narrative Description of Project& salient Features of the components of Project:

Description of Actual Services (with salient features of component handled) Provided by Your Firm also showing percentage share and the position in joint venture / consortium, if applicable;

Firm / Consultants' Name: _____

FORMAT OF CURRICULUM VITAE

(Against nominated positions as provided in evaluation criteria and other CV's)

1. The Discipline/ Expertise :
2. Name of the Firm :
3. Name of Nominee :
4. Date of Birth :
5. Years with the Firm :
6. Nationality :
7. PEC Registration/
Membership No. :
8. Key Qualifications : (Provide an outline of the nominee's
experience)
9. Academic Qualification :
10. Employment Record :
11. Languages and Proficiency : (In speaking, reading and writing as Degree
of Excellent-Good-Fair-Poor)
12. Certification

I, the undersigned, certify that, to the best of my knowledge and belief, these bio-data correctly describes myself, my qualifications and my experience.

Signature:

Dated: day/month

LIST OF PRINCIPAL STAFF

(To be filed by each firm in case of joint venture)

1. Name :
2. Profession/Expertise :
3. Date of Birth :
4. Years with the Firm :
5. Nature of experience in this firm and others :
6. Membership of Professional Societies :
7. Education :
8. Other Training :
9. Knowledge of Languages :
11. Status with the firm i.e. Regular/Non regular and : Period/years working

FORM -VI**FINANCIAL CAPABILITIES**

Year¹	Annual turnover (Rs. Million)	Current Ratio (Rs. Million)	Net Worth (Rs. Million)
2015-2016			
2016-2017			
2017-2018			

1. *Data provided under the head of financial capabilities must be supported by the Audited Annual Financial Statements.*