



**Ministry of Science & Technology
Government of Pakistan**

**CALL FOR TENDERS / BIDS FOR
HIRING THE SERVICES OF A FIRM FOR THE THIRD
PARTY PERFORMANCE APPRAISAL OF CIP PROJECT**

Ministry of Science & Technology (MoST), Government of Pakistan, is executing a PSDP Project titled “**Certification Incentive Programme (CIP) for SMEs under PQI Initiative 2025**” to facilitate and support SME sector in the country. Under the CIP initiative, SMEs are being supported and strengthened through capacity building and incentivization upon certification against 32 standards. Under the provision of the CIP project, a Third Party Performance Appraisal is required to be conducted to ascertain the overall impact of the CIP facilitation and support on the quality, productivity, work environment and businesses of the SMEs.

Accordingly, MoST invites the Bids / Tenders, on the basis of **Single Stage Two Envelope Bidding Procedure**, for availing services for the **Third Party Performance Appraisal (TPPA)** of CIP Project, from reputable **FIRMS / INSTITUTIONS** who are on the active GST & Income Tax payer list. The complete Bidding Documents containing requirements, description of assignment, scope of requisite services, deadline, place of submission of Bids and Evaluation Criteria is available at MoST’s Websites:- www.most.gov.pk, www.cipmost.gov.pk and PPRA Website. To facilitate the bidders, a Pre-Bid meeting is arranged at **10.00 a.m on Monday, the 9th January, 2023** at MoST’s building, Islamabad.

The Bids prepared in accordance with the instructions contained in the Bidding Documents and fulfilling the following requirements, along with Bid Security @ 2% of the offered Bid price in the form of Pay Order, must reach at the address given below on or before **Friday, the 27th January, 2023 at 10:00 a.m PST**.

- a. The TPPA Services Providing Firm’s / Institution’s profile including location of its offices, registration showing year of its establishment along with relevant past experience of at least 5 years.
- b. List of key Technical Personnel / Surveyors with their bio-data and certified Competence.
- c. List of similar type of jobs / projects executed by the Firm / Institution during last 5 year along with details of the organizations to whom such services were provided.
- d. Photocopy of GST registration & Income tax / professional tax payment certificate for the last 5 years.
- e. Affidavit on non-judicial stamp paper stating that the Firm / Institution has never been blacklisted / indulged in litigation with any Authority / Government department and that the information and details provided by it in the bidding documents are correct. If involved in any litigation in the past or at present, the details of the results thereof.

After initial scrutiny of bids, the TPPA services provider will be invited, by allowing ample time, for presentation on their profile to the Selection Committee at Islamabad for Technical Evaluation and short listing. The Financial Bids / proposals of only the technically responsive / qualified bidding Firms / Institutions will be opened and considered for competition and award of contract.

Selection of TPPA Service Provider / Firms / Institutions will be done on the basis of Bidding Procedure described above.

Further clarification / information (if any) may be obtained on any working day during office hours from the undersigned.

The Bids / Tenders will be opened in the presence of TPPAs representatives who may opt to attend the event on **Friday, the 27th January, 2023 at 10:30 a.m PST** in the Project’s office at the given below address.

PROJECT MANAGER
Certification Incentive Programme, Ministry of Science & Technology
1-Constitution Avenue, Sector G-5/2, Islamabad.
Tel. No.+92-51-9216930, Email: pmcipmost@gmail.com