



## **Request for Expressions of Interest Document**

### **Consultancy for Legal and Oversight Framework in line with the National Payment Systems Strategy**

**State Bank of Pakistan**

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Procurement Division-II, General Services Department, State Bank of Pakistan (SBP BSC), 4<sup>th</sup> Floor,  
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## Section: I

### REQUEST FOR EXPRESSIONS OF INTEREST (REOI) (CONSULTING SERVICES)

#### **Pakistan Financial Inclusion & Infrastructure Project**

**Credit No.:** 5989-PK (Part B)

**Project ID No.** P159428

**Assignment Title:** Consultancy for Legal and Oversight Framework in line with the National Payment Systems Strategy

**Reference No.** PK-SBP - FIIP-128845-CS-QCBS

The State Bank of Pakistan (SBP) has received financing from the World Bank towards the cost of the Financial Inclusion & Infrastructure Project, and intends to apply part of the proceeds for consulting services.

The consulting services (“the Services”) include Consultancy for Legal and Oversight Framework in line with the National Payment Systems Strategy, the main objective is to strengthen the current legal and regulatory frameworks for the Payment Systems in Pakistan by:

- Identifying the existing legislations that need to be targeted for providing legal coverage to Payment Systems.
- Identifying gaps in the existing legal and regulatory framework that need to be addressed.
- Suggesting suitable amendments including the draft of these amendments in the relevant legislations and regulations in line with the Principles of Financial Market Infrastructure (PFMI).

The detailed Terms of Reference (TOR) of the assignment can be downloaded from the website: [www.sbp.org.pk](http://www.sbp.org.pk).

SBP now invites consulting firms (“Consultants”)/ joint ventures to indicate their interest in providing the requisite Services as per the provision mentioned in the TOR. Interested Consultants should provide information demonstrating that they have the required qualifications and relevant experience to perform the Services. In this regard, there are prescribed instructions which have been mentioned in the Instructions for the Consultancy Firms which may be downloaded from the website [www.sbp.org.pk](http://www.sbp.org.pk). Prospective firms are encouraged to provide materials / information that would be specific to the proposed services only by giving all the relevant details as required in the Instructions, and to avoid submitting generic promotional material. The unrelated or incomplete materials / information shall not be considered. The parameters for evaluation of REOIs responses are as follows:

- a) General Capability (Max Score = 20 )
- b) Relevant Experience (Max Score = 50)
- c) Technical Capability (Max Score = 30 )

The attention of interested Consultants is drawn to Section III, paragraphs, 3.14, 3.16, and 3.17 of the World Bank’s “Procurement Regulations for IPF Borrowers” July 2016 [Revised November 2017 and August 2018] (“Procurement Regulations”), setting forth the World Bank’s policy on conflict of interest, the same shall be observed while participating in the procurement process.

“A consultant that has been engaged by the Borrower to provide Consultancy Services for the preparation or implementation of a project (or an affiliate that directly or indirectly controls, is controlled by, or is under common control with that consulting firm), shall be disqualified from subsequently providing Goods, Works, or Non-Consulting Services resulting from, or directly related to those Consulting Services”.

Consultants may associate with other firms to enhance their qualifications, but should indicate clearly whether the association is in the form of a joint venture and/or a sub-consultancy. In the case of a joint venture, all the partners in the joint venture shall be jointly and severally liable for the entire contract, if selected.

A consultant will be selected through “Quality and cost based selection (QCBS) Method” in accordance with the procedures set out in the World Bank’s Procurement Regulations. In addition, the whole procurement process will be governed under the World Bank “Procurement Regulations for IPF Borrowers” July 2016 [*Revised November 2017 and August 2018*].

Further information can be obtained from the address below during office hours i.e. 0900 to 1700 hours (Pakistan Standard Time).

Expressions of interest must be delivered in a written form to the address below (in person, or by post) by or before 1500 hours (Pakistan Standard Time) on **October 11, 2019** which shall be opened on same day at 1530 hours in the presence of representatives of consulting firms who may choose to be present. This REOI is also available on the websites: [www.sbp.org.pk](http://www.sbp.org.pk)/[www.ppra.org.pk](http://www.ppra.org.pk).

The assignment title of the consultancy should be clearly written on the front of the envelope or in the subject line.

**Joint Director**

Procurement Division-II, General Services Department  
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Email: [gsd.proc2@sbp.org.pk](mailto:gsd.proc2@sbp.org.pk)

## **Section: II**

### **Terms of Reference**

#### **1. Background**

The State Bank of Pakistan (SBP) was established under the State Bank of Pakistan Act 1956, in accordance with which its objectives are to foster monetary stability and promote credit and exchange conditions conducive to the growth of the economy of Pakistan. Information on the SBP can be found on the website <http://www.sbp.org.pk/>

In recognition that the payments system is an integral part of the financial system and is vital for the financial stability, economic growth and monetary policy implementation, the SBP is committed to ensure safety and efficiency of Pakistan's National Payment System (NPS). SBP's vision 2020 envisages a modern and robust Payment Systems in Pakistan which is well supported in the financial industry of the country and there is a strong desire for the development of a coherent, efficient, safe, convenient and integrated NPS. The financial industry also recognizes that the SBP is best positioned to take the lead in NPS development in light of its statutory objectives as mentioned above.

One of the major components in the implementation of the NPS strategy is to review the existing legal and regulatory framework of the payment Systems of the country, identify the gaps and subsequently fill these gaps by suitable amendments in the legal and regulatory framework of the country.

#### **2. Current Legal Framework**

Following are the major legal frameworks that provides the legal basis for governing and developing payment systems of the county.

1. The Payment Systems & Electronic Funds Transfer Act of 2007
2. The Electronic Transaction Ordinance 2002
3. The Negotiable Instrument Act 1881
4. The Qanoon-e-Shahadat, 1984
5. The State Bank of Pakistan Act, 1956
6. The Prevention of Electronic Crimes Act 2016
7. The Banking Companies Ordinance 1962

#### **3. Current Regulatory & Oversight Framework**

The major regulations relevant the payment systems in the country are (not exhaustive) are as follows

1. Guidelines for White Label ATM Operators issued vide PSD Circular No: 05 of 2018
2. Electronic Fund Transfers (EFT) Regulations issued vide PSD Circular No. 03 of 2018
3. New PRISM Operating Rules (PORs) issued vide PSD Circular No. 02 of 2018
4. Guidelines for Clearing Operations issued vide PSD Circular No. 03 of 2017
5. Payment Systems Designation Framework issued vide PSD Circular No. 02 of 2017
6. Regulations for Payment Card Security issued vide PSD Circular No. 05 of 2016
7. Prepaid Card Regulations issued vide PSD Circular No. 04 of 2016
8. Regulations for the Security of Internet Banking issued vide PSD Circular No. 03 of 2015
9. Branchless Banking Regulations for Financial Institutions issued vide BPRD Circular No. 09 of 2016
10. Regulations for Mobile Banking Interoperability issued vide BPRD Circular No. 03 of 2016
11. Master Circular of Payment Systems Data issued vide PSD Circular No. 03 of 2016

#### **4. Objective**

The main objective of the consultancy is to strengthen the current legal and oversight frameworks for the Payment System in Pakistan by:

1. Identifying the existing legislation that needs to be targeted for providing legal coverage to Payment Systems
2. Identifying gaps in the existing legal and oversight framework in the wake of technological advancement that needs to be addressed
3. Suggesting suitable amendments including the draft of these amendments in the relevant legislation, regulations and oversight framework in line with the Principles of Financial Market Infrastructure (PFMI) and international best practices.

## 5. Scope of Work

1. Comprehensive review of the current legal and oversight framework existent in the form of ordinances, acts, rules, regulations, guidelines and any other relevant instructions issued by regulators from time to time, including but not limited to the following:
  - a. The Payment Systems & Electronic Funds Transfer Act of 2007
  - b. The Electronic Transaction Ordinance 2002
  - c. The Negotiable Instrument Act 1881
  - d. The Qanoon-e-Shahadat, 1984
  - e. The State Bank of Pakistan Act, 1956
  - f. The Prevention of Electronic Crimes Act 2016
  - g. The Banking Companies Ordinance 1962
2. Considering the evolving technologies and Payment landscape of the country, review of the above mentioned laws specifically Payment System & Electronic Funds Transfer Act, 2007, identify gaps and propose specific and objective amendments in the relevant Act or law in the light of best international practices. The following critical areas should be covered:
  - a. Legal Framework for E-Money Institutions and Payment Service Providers
  - b. Legal Framework for Cheque Truncation
  - c. Legal and regulatory practices related to Shared KYC and eKYC
  - d. Regulatory Sandbox development in light of the existing and proposed legal framework.
  - e. Fin-Techs (and similar entities leveraging ABCD - AI, Blockchain, Cloud and Data), Digital Fiat Currency (DFC) and other nonbanks authorization and/or designation by SBP
3. Review of SBP's mandate to:
  - a. Conduct oversight of Payment Systems operated by Financial Institutions, Non-Banking Financial Institutions, Exchange Companies, Money or Value Transfer Services and other entities
  - b. Conduct oversight of the electronic and paper based payment instruments
  - c. Conduct oversight of payment channels like ATMs, POS, Internet and Mobile Banking, etc.
  - d. Conduct oversight of Virtual Currencies/Crypto Assets
4. Identify laws and propose amendments in the relevant laws to ensure the legal coverage of above- mentioned areas (Item 3).
5. Comprehensive review of the payment system regulatory framework, identify gaps and propose specific amendments in the relevant regulation or propose new regulations in the light of best international practices specifically covering the areas mentioned in point "2" above.
6. Ensure that draft legal & regulatory framework/amendments adequately covers area related to clearing and settlement of payment instructions by FMI in Pakistan

7. Review existing laws including SBP Act, 1956; Payment Systems and Electronic Fund Transfer Act, 2007 and all/any other legal mandate with reference to SBP's oversight function.
8. Identify gaps, propose amendments, and draft specific clauses (in line with international security & oversight standards) to enhance legal coverage of SBP's oversight function; encompassing innovations in the payment systems arena including but not limited to FinTechs, Virtual/Crypto Currencies, Blockchain based Digital Financial Services (DFS), Cybersecurity, Artificial Intelligence (AI), Big Data and cloud computing for payment systems, etc.
9. Review and propose Payment Systems Oversight framework for SBP covering retail, high value and micro payment systems, Securities Settlement Systems, Depositories, Trade Repositories, Central Counterparties, Direct Debit, Credit Transfer Schemes, Card Based Payment Systems and payment instruments based on best practices and international principles (PFMI)
10. Review and analyze data requirements for Payments System's oversight function and perform the following:
  - a. Propose software solution for payment systems oversight
  - b. Prepare draft Request For Proposals (RFPs) for software acquisition
  - c. Prepare data collection templates and suggest analysis methodology for data acquired from banks, PSOs/PSPs and other participants
  - d. Identify tools for real-time data acquisition and processing
11. Build and enhance SBP capacity through rigorous trainings/workshops for payment systems oversight and effective utilization of proposed software solution for payment systems oversight; including at least 2- 3 model reports based on the proposed oversight framework
12. Develop an overall mechanism to adopt the above mentioned oversight frameworks for SBP
13. Attend meetings with Stakeholders, give presentations, clarifications, explanations to SBP, Ministry of Finance (MoF) and the committees of the Parliament as and when necessary in consultation with Legal Services Department, SBP.
14. Rationalizing the existing data items being collected by Payment Systems Department, SBP and propose changes to enhance the existing data set to be collected.

## 6. Deliverables

1. Detailed review report of the current legal and regulatory framework of the national payment system specifically for the areas mentioned in scope of work.
2. Recommendations to address the gaps and areas of improvements identified in the legal and regulatory review and in light of best international practices as mentioned in the scope of work.
3. Draft of legal and regulatory amendments and new legal & regulatory provisions to fill the gaps and shortcoming identified in legal and regulatory framework review and in light of best international practices.
4. Report including key action items on Regulatory Sandbox for FinTechs and pros and cons for adopting ABCD (AI, Blockchain, Cloud and Data) and other emerging technologies for SBP
5. Oversight framework document for micro, retail and high value payment systems channels and instruments.
6. Strategy for SBP to adopt a comprehensive oversight and legal framework for payments market of Pakistan.
7. Business Requirements and Functional Specification for Oversight data collection and analysis software

8. Project Management for the complete project cycle for the procurement and consequent installation of software for data collection of Oversight.
9. Fulfilment of all the requirements against the scope of work to the satisfaction of SBP's evaluation committee.
10. Capacity building sessions/workshops and training manuals for effective utilization of proposed oversight frame work and software solution for payment systems oversight.

## 7. Duration and Timelines

The consultancy for Legal and Oversight framework is expected to start from December 2019 and is expected to conclude not later than September 2020 (10 months). However, the project management part of the deliverable pertaining to Software for Data collection of Payment Systems Oversight is expected to conclude after successful its installation expected to conclude in July, 2021.

## 8. Payment Terms

Sr. #	Deliverables for Consulting Firm	Timeline	Payment Schedule
1	Detailed review report of the current legal and oversight framework of the national payment system specifically for the areas mentioned in scope of work.	80 days from the signing of the contract	5.0%
2	Recommendations to address the gaps and areas of improvements identified in the legal and oversight review and in light of best international practices as mentioned in the scope of work.	120 days from the signing of the contract	10.0%
3	Draft of legal amendments and new legal & regulatory provisions to fill the gaps and shortcoming identified in legal and regulatory framework review and in light of best international practices.	210 days from the signing of the contract	20.0%
4	Report on review and analysis of SBP's data requirements for oversight function and propose software solution for payment systems oversight including data collection templates and recommendation for analysis methodology.	360 days from signing of the contract	10.0%
5	Oversight framework document for micro, retail and high value payment systems and instruments.	240 days from the signing of the contract	15.0%
6	Strategy for SBP to adopt a comprehensive oversight and legal framework for payments market of Pakistan and key action items on Regulatory Sandbox for FinTechs and pros and cons for adopting latest technology trends (as mentioned in Scope of Work) in SBP	300 days from the signing of the contract	10.0%
7	<ol style="list-style-type: none"> <li>a. Business Requirements and Functional Specification for Oversight data collection and analysis software.</li> <li>b. Project Management for the complete project cycle for the procurement (e.g., RFPs, etc.) and consequent installation of software for data collection of Oversight.</li> <li>c. Capacity building sessions/workshops and training manuals for effective utilization of proposed oversight frame work and software solution for payment systems oversight.</li> </ol>	Expected to finish in conclude in July, 2021	30.0%



#### 9. Reporting & Coordination

The main point of contact for this exercise from SBP will be:

Rajeev Gulrajani  
Assistant Director  
Payment Systems Department  
State Bank of Pakistan  
Karachi

Tel: 021-33113449

#### 10. Ownership of Confidential Information

The consulting firm would ensure that all the data/ information collected under this consultancy is kept confidential and will be the sole and exclusive property of SBP. The consulting firm will not, acquire any right, title or interest in or to any of the confidential information collected for this consultancy.

**Section III:  
Instructions to Consultants**

1. Scope of Expression of Interest	State Bank of Pakistan, having its principal place of business at I.I. Chundrigar Road, Karachi, Pakistan which terms, wherever the context permits shall be deemed to include its subsidiaries hereinafter interchangeably called the "Bank" invites sealed Interests for "Consultancy for Legal and Oversight Framework in line with the National Payment Systems Strategy" <b>under World Bank financed project</b> titled "Financial Inclusion & Infrastructure Project" .
2. Eligibility of the Consultant	The Consulting firms will be required to fulfill the eligibility criteria as defined in paragraph, 3.21 of the World Bank's "Procurement Regulations for IPF Borrowers" July 2016 [ <i>Revised November 2017 and August 2018</i> ] ("Procurement Regulations")
Qualification of the Consultants	<p>All the consulting firms are eligible to participate in the procurement process if they meet the following eligibility criteria. Further shortlisting process will be carried out as per paragraph 7.17 of the World Bank's "Procurement Regulations for IPF Borrowers" July 2016 [<i>Revised November 2017 and August 2018</i>] ("Procurement Regulations")</p> <div style="border: 1px solid black; padding: 10px;"> <p><b>Score Based Evaluation Criteria</b></p> <p><b><u>GENERAL CAPABILITY:</u></b></p> <p><b>1. Core Business of the Firm:</b></p> <ul style="list-style-type: none"> <li>a. General Consultancy: 10 points</li> <li>b. Legal or Oversight Consultancy:15 Points</li> <li>c. Both Legal and Oversight Consultancy: 20 Points</li> </ul> <p style="text-align: right;"><b>[Max. Score = 20]</b></p> <p><b><u>RELEVANT EXPERIENCE:</u></b></p> <p><b>2. Prior experience of working with national and/or international agencies/firms/companies/intergovernmental organizations that have been involved in payment systems</b></p> <ul style="list-style-type: none"> <li>a. Experience of 1 project = <b>15 points</b></li> <li>b. Experience for 2 projects = <b>25 points</b></li> </ul> <p style="text-align: right;"><b>[Max. Score = 25]</b></p> <p><b>3. Experience in providing legal consultancies for technology projects for banks/financial institutions</b></p> <ul style="list-style-type: none"> <li>a. Experience of 1 project = <b>15 points</b></li> <li>b. Experience of 2 projects = <b>20</b></li> <li>c. Experience of 3 or more projects = <b>25 points</b></li> </ul> <p style="text-align: right;"><b>[Max. Score = 25]</b></p> <p><b><u>TECHNICAL CAPABILITY:</u></b></p> <p><b>4. Formulation of legal frameworks at national/international level:</b></p> <ul style="list-style-type: none"> <li>a. 1 project = <b>10 points</b></li> </ul> </div>

	<p>b. Experience for 2 or more projects = <b>15 points</b></p> <p style="text-align: right;"><b>[Max. Score = 15]</b></p> <p><b>5. Developed a nationwide oversight framework or strategy for financial markets infrastructure.</b></p> <p>a. At least one such project = <b>10 points</b></p> <p>b. Experience for 2 or more projects = <b>15 points</b></p> <p style="text-align: right;"><b>[Max. Score = 15]</b></p> <p><b>Note:</b> Minimum qualifying score is <b>60%</b>.</p>	
<p>3. One Interest per entity</p>	<p>Interested Firms / Consultants shall submit only one Interest, either individually or as a partner in a joint venture or as sub-consultant as per paragraph 3.20 of “Procurement Regulations for IPF Borrowers” July 2016 [<i>Revised November 2017 and August 2018</i>]..</p> <p>All partners of the joint venture shall be evaluated independently and if qualified shall be legally liable, jointly and severally, during the bidding process and for the execution of the contract in accordance with the contract terms, and a statement to this effect shall be included in the authorization. In the event of a successful proposal, payment will be made to lead partner.</p> <p>For firms who shall be in an arrangement of sub-consultant, only the experience/capacity of lead firm shall be assessed. However, such arrangement should be clearly mentioned in Expressions of Interest Response.</p>	
<p>4. Cost of Expression of Interest</p>	<p>The interested participating firms shall bear all costs associated with the preparation and submission of their interest, and the Bank will in no case be responsible or liable for those costs.</p>	
<p>5. Contents of Expression of Interest</p>	<p>The contents of the Expression of Interest (EOI) Documents are listed below. These should be read in conjunction with any addenda.</p> <ul style="list-style-type: none"> <li><b>i)</b> Request for Expression of Interest</li> <li><b>ii)</b> Terms of Reference</li> <li><b>iii)</b> Instructions to Consultants</li> <li><b>iv)</b> shortlisting/Qualification Criteria</li> </ul>	
<p>6. Amendment of Expression of Interest Documents</p>	<p>i) At any time prior to the deadline for submission of Interest, the Bank may, for any reason, whether at its own initiative or in response to a clarification requested by a prospective firm/consultant, amend the Request for Expression of Interest (REOI) document. Amendments will modify or replace/supersede earlier ones.</p>	
	<p>ii) Amendments will be provided in the form of Addenda to the Request for Expression of Interest (REOI) document, which will be sent in writing to all prospective participants who received the EOI Documents from the Bank. Addenda will be binding on participants. Participants are required to immediately acknowledge receipt of any such Addenda. It will be assumed that the amendments contained in such Addenda will have been taken into account by the participants in its interest / submission</p>	

	In order to allow prospective firms/consultant reasonable time in which to take the amendment into account in preparing their Interests, the Bank may, at its discretion, extend the deadline for the submission of Interests.
<b>A. Preparation of Interests</b>	
7. Language of Interests	The Interests prepared by the consulting firms, as well as all correspondence and documents relating to the Interests exchanged by the participants and the Bank shall be written in English or Urdu. Supporting documents and printed literature furnished by the participants in another language should be accompanied by an accurate translation of the relevant passages in English or Urdu; in this scenario interpretation of the translation shall prevail.
8. Documents Comprising the Interests	The Interests submitted by the consulting firms shall comprise all the documents to establish their Shortlisting/Qualification including incorporation/registration documents as per prevailing laws which includes but not limited to copies of incorporation certificate, tax registration certificates, active taxpayer proof, and other documents in support of Shortlisting/qualification Criteria etc. The successful bidder will ensure compliance with all relevant local tax laws of purchaser country including necessary registration if any required.
<b>B. Submission of Interests</b>	
9. Sealing & Marking of Interests /	The participants shall submit one original and two copies of each Expression of Interest documents in separate envelopes; duly marked the envelopes as "ORIGINAL INTERESTS DOCUMENTS" and "COPY NO. [number]."
10. Deadline for Submission of Interests	Interests must be received by the Bank by the time and at the address specified in Request for Expressions of Interest.
11. Opening of Interests	Expressions of interest shall be opened on same day (submission date) at the time specified in Request for Expression of Interest in the presence of representatives of consulting firms who may choose to be present. The address for opening of Interest is as follows:  Learning Resource Centre, State Bank of Pakistan, I.I Chundrigar Road, Karachi
12. Late Submission of Interest	This will be treated as per the requirement of paragraph 7.1 (e) of "Procurement Regulations for IPF Borrowers" July 2016 [Revised November 2017 and August 2018].
13. Selection procedure for shortlisting of Firms	The shortlisting will be done pursuant to paragraph 7.17 of Section VII (Approved Selection Methods Consulting Services) of "Procurement Regulations for IPF Borrowers" July 2016 [Revised November 2017 and August 2018]. The said paragraph mention as follows:  <i>"The shortlist shall include not fewer than five (5) and more than eight (08) eligible firms. The Bank may agree to shortlist comprising a smaller number of firms when not enough qualified firms have expressed interest in the assignment, not enough qualified firms could be identified, or the size of the contract or nature of the assignment does not justify wider competition."</i>  <b>Note:</b>  In case more than one firm have obtained the same overall score, the firm with the highest score in relevant experience will be shortlisted. In case if more than one firms have the same relevant experience as well, then the firm with the oldest incorporation will be shortlisted.

**C. Evaluation of Interests**

14. Evaluation and Comparison of Interests

Pursuant to Evaluation Criteria contained in this document the Interests submitted by the participants as per Guidelines for Submission of Interests (Section IV) shall be evaluated in detail as per criteria given in Section III.

## Section IV- Shortlisting/Qualification Criteria

The Evaluation of Interests will be ascertained based on following parameters:-

Evaluation Parameters	Reference in EOI
<p><b>General Capability:</b></p> <p>1. Core Business of the Firm:</p> <ul style="list-style-type: none"> <li>a. General Consultancy: 10 points</li> <li>b. Legal or Oversight Consultancy: 15 Points</li> <li>c. Both Legal and Oversight Consultancy: 20 Points</li> </ul> <p style="text-align: right;"><b>[Max. Score = 20]</b></p>	
<p><b>Relevant Experience:</b></p>	
<p><b>2. Prior experience of working with national and/or international agencies/firms/companies/intergovernmental organizations that have been involved in payment systems</b></p> <ul style="list-style-type: none"> <li>a. Experience of 1 project = <b>15 points</b></li> <li>b. Experience for 2 projects = <b>25 points</b></li> </ul> <p style="text-align: right;"><b>[Max. Score = 25]</b></p> <p><b>3. Experience in providing legal consultancies for technology projects for banks/financial institutions</b></p> <ul style="list-style-type: none"> <li>a. Experience of 1 project = <b>15 points</b></li> <li>b. Experience of 2 projects = <b>20</b></li> <li>c. Experience of 3 or more projects = <b>25 points</b></li> </ul> <p style="text-align: right;"><b>[Max. Score = 25]</b></p>	
<p><b>Technical Capability:</b></p>	
<p><b>4. Formulation of legal frameworks at national/international level:</b></p> <ul style="list-style-type: none"> <li>c. 1 project = <b>10 points</b></li> <li>d. Experience for 2 or more projects = <b>15 points</b></li> </ul> <p style="text-align: right;"><b>[Max. Score = 15]</b></p> <p><b>5. Developed a nationwide oversight framework or strategy for financial markets infrastructure.</b></p> <ul style="list-style-type: none"> <li>c. At least one such project = <b>10 points</b></li> <li>d. Experience for 2 or more projects = <b>15 points</b></li> </ul> <p style="text-align: right;"><b>[Max. Score = 15]</b></p>	

**Note:**

- 1- After meeting mandatory eligibility criteria, minimum passing score is 60%. However, shortlist will be established by observing the provision given at paragraph 7.17 of the World Bank's "Procurement Regulations for IPF Borrowers" July 2016 [Revised November 2017 and August 2018] ("Procurement Regulations").
- 2- In case more than one firm have obtained the same overall score, the firm with the highest score in relevant experience will be shortlisted. In case if more than one firms have the same relevant experience as well, then the firm with the oldest incorporation will be shortlisted.
- 3- The shortlisted Firms / Consultants will be issued the Request for Proposal documents for soliciting sealed Technical and Financial Proposals under Quality and Cost based Selection method" as mentioned in paragraph 7.2 of "Procurement Regulations for IPF Borrowers" July 2016 [*Revised November 2017 and August 2018*].
- 4- The Interests should be submitted in sealed envelopes.
- 5- Only the Interests submitted in hard copy will be entertained.

## GUIDELINES FOR SUBMISSION OF INTERESTS

1. Eligible consulting firm(s) should submit Expressions of Interest (EOI) in English/Urdu language along with relevant complete details of their qualification and experience as requested hereunder: -
  - i. Name, address, Phone, Fax and E-mail address along with postal and telegraphic address for the head office, branch offices and contact personnel;
  - ii. Certificate of Incorporation/Registration with authorized government department(s) of the firm/association either Sub-consultants or Joint Venture, as Legal Entity. In case of local participating firm copy of tax registration certificate /ATL
  - iii. Corporate Profile providing sufficient information/details in following, but not limited to, areas in respect of a firm/each associating firm of a joint venture: -
    - (a) Years of operations;
    - (b) Management Structure/Organogram & Systems of the firm with relevant information about Board/Directors etc.;
    - (c) Core competencies having information in the related areas;
    - (d) CVs of technical resources;
  - iv. Certificate of affiliations with different bodies and ratings if any.
  - v. Any additional documents to support relevant experience of consultancy firm/joint venture;
  - vi. In case of firms, participating in an association, sub-consultant or JV, original Letter(s) of Association from each associating partner, confirming the Lead Partner/Partner in Charge, on the letter head of a firm/partner duly signed and stamped, must be provided;
  - vii. List and status of litigation/arbitration by the consultancy firm or any member of the joint venture(s) against a client, if any;
  - viii. Affidavit from all the participating partners of the association confirming that: (a) applicant firm/joint venture(s) has never been blacklisted by any International, Government/Semi Government Organization and (b) All the information provided by the applicant firm/joint venture is correct.
2. Interested firm(s) must provide lucid information as per above requirements indicating that they are qualified to perform above services and must provide only materials that would be specific to the proposed services, and to avoid submitting generic promotional material.
3. If the EOI response consists of more than one volume, the applicant must clearly number the volumes constituting the EOI and provide an indexed table of contents for each volume. All documents should be securely bound.
4. Any further information/clarification by SBP BSC can be sought.

**Note:** The guidelines are just to facilitate the preparation of response against REOI by the participating firms.