



Request for Expressions of Interest Document

Consultancy for National Payment Gateway and Payment Systems

State Bank of Pakistan

Procurement Division-II, General Services Department, State Bank of Pakistan (SBP BSC), 4th Floor,
BSC House, I.I Chundrigar Road, Karachi Tel: +92-21-3311 5420 & 3311 5963

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Section: I



STATE BANK OF PAKISTAN 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 National Payment Gateway and Payment Systems

Reference No. PK-SBP - FIIP-153924-CS-QCBS

The Government of Pakistan has received financing from the World Bank Group (WBG) for Financial Inclusion and Infrastructure Project (FIIP) to support the implementation of Pakistan's National Financial Inclusion Strategy. This project aims to improve access to credit for Micro, Small and Medium Enterprises and to enable individual uptake of digital payments and financial services through an upgraded financial infrastructure and capacity building. Moreover, the project will benefit financial service providers (that is, participating financial institutions [PFIs], MFIs, MFBs, and banks) and Government agencies (SBP), and departments of the Ministry of Finance (MOF), including the CDNS.

One of the major components of the project is to upgrade/replace the existing SBP operated Real Time Gross Settlement System (RTGS) with a state-of-the-art Automated Transfer System (ATS+). For the purpose, SBP intends to hire Consultancy Services for National Payment Systems Gateway under the umbrella of World Bank's Financial Inclusion Infrastructure Project (FIIP). As a major part of FIIP, SBP intends to hire a consulting firm that will be broadly responsible to study the overall payment systems landscape of Pakistan, analyze the current payment systems infrastructure in State Bank of Pakistan, present their recommendations on improving the current infrastructure and be the project manager for the procurement of the same.

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

State Bank of Pakistan (SBP) now invites interested consultants / joint venture to indicate their interest for providing consultancy services for National Payment Gateway and payment systems as per the provision mentioned in the Terms of Reference. The eligible firms are required to demonstrate/ provide requisite information to prove their qualification/ eligibility to perform the assignment. In this regard, there are prescribed standards which have been mentioned in the Instructions for the Consultancy Firms which may be downloaded from the website www.sbp.org.pk where this REOI is also available. 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 EOIs are as follows:

- a) General Capability (Max Score= 15)
- b) Relevant Experience and Technical Capability (Max Score= 85)

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. In addition, please refer to the following specific information on conflict of interest related to this assignment:

A firm that has been engaged by the Borrower to provide Consulting 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 **March 3, 2020** 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/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
State Bank of Pakistan – SBP BSC, 4th Floor, BSC House
I.I Chundrigar Road, Karachi, Pakistan
Tel: + 92 – 21 – 3311 5420 / 3311 5963
Email: gsd.proc2@sbp.org.pk

Section: II

TERMS OF REFERENCE

CONSULTANCY FOR NATIONAL PAYMENT GATEWAY AND PAYMENT SYSTEMS

1. Background

The State Bank of Pakistan (SBP) is incorporated under the State Bank of Pakistan Act, 1956, which gives the Bank the authority to function as the central bank of the country. The SBP Act mandates the Bank to regulate the monetary and credit system of Pakistan and to foster its growth in the best national interest. Detailed 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 in Pakistan, and is vital for its financial stability, monetary policy implementation and capital markets development, SBP is committed to the safety and efficiency of Pakistan's National Payment System (NPS). SBP is working to develop a modern and robust Payment system as outlined in its Vision 2020.

In order to achieve the strategic objective as outlined in its Vision 2020, the SBP intends to establish a fully integrated national payments processing system, which will:

1. Provide foundation for the development of a range of innovative payment systems and services
2. Accelerate the move towards adoption of Digital payment instruments.
3. Reduce risks in the financial system in line with the Principles of Financial Market Infrastructure (PFMIs).
4. Promote efficiency and convenience, and foster trust, in the NPS for both individual and institutional users.

The SBP in order to achieve the above objectives, intends to hire the services of a reputable and experienced consultancy firm to provide consultancy for the state of art, fully integrated and interoperable National Payment Systems Platform, under the umbrella of World Bank's Financial Inclusion Infrastructure Project (FIIP).

2. Current Infrastructure at SBP

State Bank of Pakistan currently owns and operates Pakistan Real-time Interbank Settlement Mechanism (PRISM) system capable of performing real-time gross settlement for the participating institutions including Banks/MFBs, Development Financial Institutions, Clearinghouses and Payment Systems Operators etc. PRISM Systems also offers the traditional RTGS Systems features such as Intraday Liquidity Facility, Gridlock Resolution and Queuing for interbank payments as well as Government Securities Settlement on Delivery vs Payment functionality.

3. Objective

Consultancy for the National Payment Systems Platform comprising Automated Transfer System (ATS+), covering appropriate architecture to support real time retail as well as wholesale payments as well as settlement and integration of the proposed platform with other payment systems operating in Pakistan where applicable. Project Management for the Implementation of the proposed platform.

4. Scope of Work and Deliverables

1) Study of existing payment systems landscape in Pakistan

- Scan the existing Payment Systems Infrastructure including the related projects under implementation phase at SBP and banks in Pakistan and provide recommendations for the new ATS+ System. The proposed ATS+ system shall be composed of preferably at least 2 components, one is the state-of-the-art Real-time Gross Settlement System (RTGS) and the other an Automated Clearing House (ACH).
- The consultancy shall also incorporate recommendations for the requirements for the infrastructure keeping in view the present day payments landscape of Pakistan.

- Analysis of operational environment to identify requirements, constraints and specific action items.
- Recommendations for the adaption of International Messaging Standards i.e. ISO 20022 by the banks and payment systems in Pakistan in light of the proposed ATS+ system.
- Identify the innovative payment methods and instruments such as e-money and m-money that can be used to encourage payment digitization.
- Engagement with the potential participants, operator and beneficiaries of the system to establish common understanding and align plan according to the objectives, goals and requirements of ATS+ system under National Payment Strategy.

2) Work plan including benchmark and targets to be achieved i.e. State-of-the-art ATS+ system

- Prepare an overall framework, design and architecture of ATS+ system infrastructure requirement.
- Assist vendor in Identifying technical requirements and develop detail technical design including core, ancillary and integration components (end-to-end)
- Develop industry and enterprise architecture of the required ATS + system on an internationally recognized standard.
- Review the security architecture proposed by the vendor.
- Provide specifications, design, scheme and integration of existing platforms with the new system.
- Provide estimated timelines in the form of a Gantt chart for ATS+ project implementation. The timelines should identify all major tasks provided by the vendor, SBP and the participants.
- Assist SBP in completing the bidding formalities

3) Assist in implementation and provide project management consultancy for project life cycle for installation of State-of-the-art ATS+ system at State Bank of Pakistan.

- Assist in Project implementation for each component of ATS+. Provide supervision to the project including procurement, acquisition and implementation. Provide guidance during developments, issues resolution and document activities at all stages of the project as per the work plan of the implementation firm.
- Supervision of the Installation of ATS+ till finalization in light of the scope of work to the satisfaction of SBP Procurement and Technical team
- Assess implementation against the prescribed requirements, criteria and standards and all project development and provide recommendations for the final acceptance and closure of the project.
- Assist in developing policies, operational procedures, rules related to ATS+ in consultation with vendor.
- Submission of periodic project status reports in consultation with the vendor for ATS+.

4) Developing SBP officials' capacity and post-implementation requirements

- Provide complete history of developments, activities, knowledge, learnings before the end of the combined (and assist in doing so as per requirement).
- Provide future strategic recommendations for sustainable development and operations of the system.
- Ensure that the vendor for the ATS+ will develop SBP officials' functional, technical and operational management of ATS+ system.
- The consultancy will also ensure that the capacity building is effectively measured through at least a set of measurable key performance indicators.

5. Duration and Timelines

The consultancy is expected to start from June 2020. The conclusion of the project will be dependent upon consulting team's project management of the implementation and testing of the SBP-operated payment systems as per the scope of work, until go-live that is expected not later than September 2022.

6. Milestones or Deliverables

The services will be delivered through the phases, all of which are interrelated and/or depend on a previous phase. The conclusion of each phase depends on the acceptance of the deliverables outlined below. The

project is successfully completed once all the following key deliverables or relevant milestones are accepted by SBP.

Project Phase	Deliverable	Acceptance Criteria
Milestone 1 Review of Payment Infrastructure, legal, regulatory and operational environment	A comprehensive report(s) on: <ul style="list-style-type: none"> Existing Payment Systems Infrastructure and recommendations for the proposed ATS+ System Operational environment, constraints and specific action items for SBP, financial industry and the vendor for the proposed ATS+ solution Recommendations for the adaption of International Messaging Standards i.e. ISO 20022 by the banks and payment systems in Pakistan in light of the proposed ATS+ system. Innovative payment methods and instrument as per the scope of work Incorporate potential participants, operator and beneficiaries suggestions, where feasible, for ATS+ system 	Report accepted by SBP
Milestone 2 Specification Document	Specification document comprising at least following items: <ul style="list-style-type: none"> Framework, design, architecture of ATS+ including design of industry and enterprise architecture required for integration of existing platforms with ATS+ system on an internationally recognized standard Infrastructure requirement for proposed ATS+ system Review of security architecture proposed by the vendor. A Draft Project plan for implementation of ATS+ system In addition to above, provide assistance to SBP in completing the bidding formalities	Specification document accepted by SBP

Milestone 3 ATS+ Implementation Support	<ul style="list-style-type: none"> Assist in Project implementation for each component of ATS+. Provide supervision to the project including procurement, acquisition and implementation. Provide guidance during developments, issues resolution and document activities at all stages of the project as per the work plan of the implementation firm. Supervision of the Installation of ATS+ till finalization in light of the scope of work to the satisfaction of SBP Procurement and Technical team Assess implementation against the prescribed requirements, criteria and standards and all project development and provide recommendations for the final acceptance and closure of the project. Assist in developing policies, operational procedures, rules related to ATS+ in consultation with the vendor. Submission of periodic project status reports in consultation with the vendor. 	SBP will provide a certificate for acceptance of support services
Milestone 4 Post Go-Live Support	<ul style="list-style-type: none"> Development of Key Performance Indicators to ensure that vendor has developed SBP official's capacity for functional, technical and operational management of ATS+ system. Provide future strategic recommendations for sustainable development and operations of the system. Ensure that the vendor for the ATS+ will develop SBP officials' functional, technical and operational management of ATS+ system. Project Completion Report in light of the scope 	Key Performance Indicators and report accepted by SBP

7. Payment Terms

Sr. #	Project Phase	Timeline for Compliance by Consultancy against each milestone*	Payment Schedule
1	Milestone 1 Review of Payment Infrastructure, legal, regulatory and operational environment	60 days from the signing of the contract	15%
2	Milestone 2 Specification Document	120 days from the completion of milestone 1	30%

3	Milestone 3 ATS+ Implementation Support	540 days from completion of milestone 2	40% in 3 tranches (details are as follows) 1. 15% of 40% payment on signoff of implementation Contract with vendor 2. 25% of 40% on installation of test system at SBP 3. 60% on completion of User Acceptance Testing (UAT). SBP will release payments at serial # 2 and 3 above in 50:50 ratio if the implementation of RTGS & ACH (including any other system component) is executed in phases
4	Milestone 4 Post Go-Live Support.	90 days after submission of Final report	15%
	Total Duration of the Consultancy	810 days	

*The times mentioned are flexible keeping in view the work done during the consultancy and dependencies of the vendor for ATS+

8. Reporting & Coordination

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

Rajeev Gulrajani
Assistant Director
Payment Services Division
State Bank of Pakistan
I.I. Chundrigar Road
Karachi

Tel: +9221-33113449

9. 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 National Payment Gateway and Payment Systems" <i>under World Bank financed project</i> titled "Financial Inclusion & Infrastructure Project" .																																								
2. Eligibility of the Consultant	The Consulting firms will be required to fulfil the eligibility criteria as defined in paragraph, 3.21 of the World Bank's "Procurement Regulations for IPF Borrowers" July 2016 [Revised November 2017 and August 2018] ("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 [Revised November 2017 and August 2018] ("Procurement Regulations")</p> <table border="1"> <tr> <td colspan="2">General Capability: (15 Score)</td></tr> <tr> <td>1. The firm shall be in the business of providing consulting services:</td><td></td></tr> <tr> <td> a. Up to 5 years' experience = 1 point per year ranging from 1-5</td><td></td></tr> <tr> <td> b. More than 5 years' experience and upto 10 years' experience = 1 point per year</td><td></td></tr> <tr> <td> c. More than 10 years' experience = 15 points</td><td></td></tr> <tr> <td></td><td style="text-align: right;">[Max. Score = 15]</td></tr> </table> <table border="1"> <tr> <td colspan="2">Relevant Experience and Technical Capability of the Firm/Consultant: (85 Score)</td></tr> <tr> <td>1. Prior experience of working with national and/or international agencies/firms/companies/intergovernmental organizations that have been involved in payment systems</td><td></td></tr> <tr> <td> a. 1 project = 15 points</td><td></td></tr> <tr> <td> b. 2 or more projects = 25 points</td><td></td></tr> <tr> <td></td><td style="text-align: right;">[Max. Score = 25]</td></tr> <tr> <td>2. Prior experience of providing consultancy or implemented a similar RTGS/ACH/ATS etc. project(s)</td><td></td></tr> <tr> <td> a. 1 project = 15 points</td><td></td></tr> <tr> <td> b. 2 projects = 25 points</td><td></td></tr> <tr> <td> c. 3 projects = 35 points</td><td></td></tr> <tr> <td> d. 4 or more projects = 45 points</td><td></td></tr> <tr> <td></td><td style="text-align: right;">[Max. Score = 45]</td></tr> <tr> <td>3. Prior Experience of providing similar scale RTGS/ACH/ATS project implementation consultancy or management in one country with a GDP equivalent to or more than Pakistan</td><td></td></tr> <tr> <td> a. 1 project = 10 points</td><td></td></tr> <tr> <td> b. 2 or more projects = 15 points</td><td></td></tr> </table>	General Capability: (15 Score)		1. The firm shall be in the business of providing consulting services:		a. Up to 5 years' experience = 1 point per year ranging from 1-5		b. More than 5 years' experience and upto 10 years' experience = 1 point per year		c. More than 10 years' experience = 15 points			[Max. Score = 15]	Relevant Experience and Technical Capability of the Firm/Consultant: (85 Score)		1. Prior experience of working with national and/or international agencies/firms/companies/intergovernmental organizations that have been involved in payment systems		a. 1 project = 15 points		b. 2 or more projects = 25 points			[Max. Score = 25]	2. Prior experience of providing consultancy or implemented a similar RTGS/ACH/ATS etc. project(s)		a. 1 project = 15 points		b. 2 projects = 25 points		c. 3 projects = 35 points		d. 4 or more projects = 45 points			[Max. Score = 45]	3. Prior Experience of providing similar scale RTGS/ACH/ATS project implementation consultancy or management in one country with a GDP equivalent to or more than Pakistan		a. 1 project = 10 points		b. 2 or more projects = 15 points	
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	<p style="text-align: right;">[Max. Score = 15]</p> <p>Total Score = 100</p> <p>Minimum passing score/points is 60%.</p>
3. One Interest per entity	<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 [Revised November 2017 and August 2018].</p> <p>All partners of the joint venture 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>
4. Cost of Expression of Interest	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.
5. Contents of Expression of Interest	<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"> i) Request for Expression of Interest ii) Terms of Reference iii) Instructions to Consultants iv) Shortlisting/Qualification Criteria
6. Amendment of Expression of Interest Documents	<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.
A. Preparation of Interests	
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. Submission of Interests	
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	The Bank will not entertain the Interests received after the prescribed deadline. However, same may be entertained if it fulfills the requirement of paragraph 7.1 (e) of "Procurement Regulations for IPF Borrowers" July 2016 [Revised November 2017 and August 2018].
C. Evaluation of Interests	
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> Note: In case more than one firm have obtained the same overall score, the firm with the highest score in relevant experience i.e. criteria no. 2 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.
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:-

General Capability: (15 Score)	
1. The firm shall be in the business of providing consulting services:	
<ul style="list-style-type: none"> d. Up to 5 years' experience = 1 point per year ranging from 1-5 a. More than 5 years' experience and upto 10 years' experience = 1 point per year b. More than 10 years' experience = 15 points 	
[Max. Score = 15]	[Max. Score = 15]
Relevant Experience and Technical Capability of the Firm/Consultant: (85 Score)	
1. Prior experience of working with national and/or international agencies/firms/companies/intergovernmental organizations that have been involved in payment systems	
<ul style="list-style-type: none"> a. 1 project = 15 points b. 2 or more projects = 25 points 	
[Max. Score = 25]	
2. Prior experience of providing consultancy or implemented a similar RTGS/ACH/ATS etc. project(s)	
<ul style="list-style-type: none"> a. 1 project = 15 points b. 2 projects = 25 points c. 3 projects = 35 points d. 4 or more projects = 45 points 	
[Max. Score = 45]	
3. Prior Experience of providing similar scale RTGS/ACH/ATS project implementation consultancy or management in one country with a GDP equivalent to or more than Pakistan	
<ul style="list-style-type: none"> a. 1 project = 10 points b. 2 or more projects = 15 points 	
[Max. Score = 15]	
Total Score = 100	

Minimum passing score/points is 60%

Note:

- After meeting mandatory eligibility criteria, minimum passing score is 60%. However, maximum number of consultants to be shortlisted will be observed as per paragraph 7.17 of the World Bank's "Procurement Regulations for IPF Borrowers" July 2016 [Revised November 2017 and August 2018] ("Procurement Regulations"), the said paragraph is reproduced as follows:

"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."

- In case more than one firm have obtained the same overall score, the firm with the highest score in relevant experience and technical capability in evaluation criteria will be shortlisted. In case if more than one firms have the same relevant experience and technical capability 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*]. The Interests should be submitted in sealed envelopes.
- 4- 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.
5. The participating firm/joint venture/sub consultant should not be blacklisted/debarred/Sanctioned by any Organization/agency and information provided in Request for expression of interest response/submission is correct. An affidavit in this regard shall be provided.