

EXPRESSION OF INTEREST

FOR

Hiring of Consultancy Firm Strategic Environmental Assessment (SEA)

By

**Urban Sector Planning and Management Services
Unit PVT. LTD.**



THE URBAN UNIT
Urban Sector Planning & Management Services Unit (Pvt.) Ltd.
A Public Sector Company.

DISCLAIMER


1. The information contained in this Expression of Interest (EOI) document or subsequently provided to Bidder(s), whether verbally or in written form by or on behalf of The Urban Unit or any of their employees or advisors, shall be subject to the terms and conditions set out in this EOI document and any other terms and conditions subject to which such information is provided.
2. This EOI document does not purport to contain all the information each Bidder may require. This EOI document may not be appropriate for all persons, and it is not possible for The Urban Unit or their employees or advisors to consider the particular needs of each Bidder who reads or uses this EOI document. Certain Bidders may have better knowledge of the proposed Project than others may. Each Bidder should conduct its own investigations and analysis and should check the accuracy, reliability and completeness of the information in this EOI document and obtain independent advice from appropriate sources. The Urban Unit its Representatives, their employees and advisors make no representation or warranty and shall incur no liability under any law, statute, rules or regulations as to the accuracy, reliability or completeness of the EOI document.
3. The Urban Unit, may, in their absolute discretion, but without being under any obligation to do so, update, amend, add to any or all of the provisions or supplement the information of this EOI document or cancel the present Invitation and call for fresh Invitations. Such changes would be intimated to all Bidders using this EOI Document.
4. The Urban Unit reserves the right to reject any or all of Expression of Interests (EOIs) submitted in response to this EOI Invitation at any stage without assigning any reasons whatsoever before acceptance of any proposal. The Urban Unit also reserves the right to hold or withdraw from or cancel the process at any stage up to the final pre-qualification / shortlisting.
5. Neither The Urban Unit nor their employees or representative will have any liability in case of non-receipt of any correspondence from them to the bidders due to the postal delays.
6. Mere submission of this EOI or Pre-qualification or subsequent issue of RFP does not vest any right in the Bidder for being selected for the project.

EXPRESSION OF INTEREST

Schedule of Shortlisting Process

This EOI is issued to the Bidder in response to the advertisement of Expression of Interest- "Hiring of Consultancy Firm for Strategic Environmental Assessment (SEA)" in the Nawa-e-Waqat and the News dated 21-01-2019.

Advertisement for Expression of Interest	January 21, 2019 (Monday)
Last date for receipt of queries	January 31, 2019 (Thursday) 5:00 pm Contact Person: Mr. Salman Javed Hashmi, Acting Chief Executive Officer The Urban Unit, 503-Shaheen Complex, Egerton Road, Lahore, Pakistan. Phone: +92 42-99205316-22 Fax: +92 42-99205323 Email: ceo.urbanunit@gmail.com
Last date for submission of EOIs in response to this EOI	February 08, 2019 (Friday) at 05:00 pm at the The Urban Unit, 503-Shaheen Complex, Egerton Road, Lahore, Pakistan. Phone: +92 42-99205316-22 Fax: +92 42-99205323
Issuance of Request for Proposal (RFP) documents	It will be issued to the shortlisted consultants after complete evaluation of EOI.


Salman Javed Hashmi
Acting Chief Executive Officer

Urban Sector Planning & Management Services Unit Pvt. Ltd.

Contact: Ph: +92 42-99205316-22 Fax: +92 42-99205323

Email: uspmu@punjab.gov.pk, website: www.urbanunit.gov.pk

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ACRONYMS & ABBREVIATIONS

EOI	Expressions of Interest
USPMU	Urban Sector Planning and Management Services Unit
RFP	Request for Proposal

SECTION I: INSTRUCTIONS TO BIDDER

A. Scope of Application

1. Urban Sector Planning and Management Services Unit Pvt. Ltd. wishes to receive EOIs for Qualification to shortlist experienced and capable firms / companies for the RFP stage.
2. Shortlisted Bidders would be subsequently invited to submit the proposal in respect of the “Hiring of Consultancy Firm for Strategic Environmental Assessment (SEA)”.
3. Final TORs will be shared at the RFP Stage and attached TORs in EOI document are draft version for the overall understanding of the assignment.

B. Eligible Bidders

1. May be a single company/firm. The term Bidder used hereinafter would therefore apply to a single entity.
2. The Bidder (Firm) should submit a Power of Attorney as per the format enclosed at Appendix 1, authorizing the signatory of the EOI Application to commit the Bidder.
3. Notwithstanding anything stated elsewhere in this document, the Client shall have the right to seek updated information from the Bidder to ensure their continued eligibility. Bidder(s) shall provide evidence of their continued eligibility in a manner that is satisfactory to the Client. Bidder may be disqualified, if it is determined by the Client, at any stage of the process, that the Bidder will be unable to fulfil the requirements of the Project or fails to continue to satisfy the Eligibility Criteria. Supplementary information or documentations may be sought from Bidders at any time and must so be provided within a reasonable period as stipulated by the Client.
4. A firm which has been barred or disqualified either by any department/agencies of the Government of Pakistan /Punjab or Government departments/agencies of their respective country, in case of International bidder(s) would not be eligible to submit an EOI Application, either individually or as member of a Consortium. Bidder to submit an affidavit to this effect.

C. Number of EOIs

Each Bidder shall submit only one (1) EOI Application in response to this EOI. As per Rules 36 (A) of Punjab Procurement Rules 2014, one firm is allowed to submit one bid only. In any procurement, one firm submits more than one bids, the procuring agency shall reject all such bids.

D. EOI Preparation Cost

The Bidder shall be responsible for all of the costs associated with the preparation of its EOI and its participation in the pre-qualification process. The Client will not be responsible or in any way liable for such costs, regardless of the conduct or outcome of the pre-qualification process.

E. Examination of EOI

1. It would be deemed that by submitting the EOI, Bidder has:
 - a. Made a complete and careful examination of the EOI; and
 - b. Received all relevant information requested from the Client.

2. The Client shall not be liable for any mistake or error on the part of the Bidder in respect of the above.

F. Right to accept or Reject all Applications

1. Notwithstanding anything contained in this EOI, the Client reserves the right to accept or reject all EOI and to annul the pre-qualification process and reject all EOIs / proposals, at any time without any liability or any obligation for such acceptance, rejection or annulment, with assigning reasons.
2. The Client reserves the right to reject any EOI Application if:
 - a. At any time, a material misrepresentation is made or uncovered, or
 - b. The Bidder does not respond promptly and thoroughly to requests for supplemental information required for the evaluation of the EOI.
3. Such misrepresentation / improper response would lead to the disqualification of the Bidder.

G. Contents of EOI

The EOI Document comprises the contents as given in the Table of Contents and would additionally include any Addendum issued in accordance with the provisions of this Document.

H. Clarifications

Interested parties may address their queries relating to the EOI to the Office of the Urban Unit. The queries should reach the above latest by January 31, 2019 05:00 pm, Ph: +92 42-99205316-22, Fax: +92 42-99205323; Email: procurements@urbanunit.gov.pk. The Urban Unit would endeavor to respond to the queries. The responses will be sent by fax/email.

I. Amendment of EOI

1. At any time prior to the deadline for submission of EOI Application, the Client may, for any reason, whether at its own initiative or in response to clarifications requested by any Bidder, modify the EOI Document by the issuance of an Addendum.
2. Any Addendum thus issued will be sent in writing to all those who have sent queries to the EOI Document, and shall also be uploaded on www.urbanunit.gov.pk

J. Language

The EOI and all related correspondence and documents should be written in the English language. Supporting documents and printed literature furnished by Bidder with the EOIs; Application may be in any other language provided that they are accompanied by appropriate translations of the pertinent passages in the English language duly certified appropriately. Supporting materials, which are not translated into English, shall not be considered. For the purpose of interpretation and evaluation of the EOI, the English language translation shall prevail.

K. Currency

The currency for the purpose of the EOIs; Application shall be the Pak Rupee (PKR).

L. Format and Signing of EOI Application

1. The Bidder would provide all the information as per this EOI. The Client would evaluate only those EOIs that are received in the required format and are complete in all respects.

2. The Bidder shall prepare one original of the documents comprising the EOI Application and clearly marked "ORIGINAL".
3. The EOI Application shall be typed or written in indelible ink and each page shall be initialled and stamped by the Bidder. All the alterations, omissions, additions, or any other amendments made to the EOI Application shall be initialled by the person(s) signing the EOI Application.

M. Sealing and Marking of EOI Applications

1. The Bidder shall seal the original duly marking the envelopes as "ORIGINAL". The envelopes shall then be sealed in an outer envelope super scribing 'EOI for "Hiring of Consultancy Firm for Strategic Environmental Assessment (SEA)" and also the name(s) of bidder / consortium.
2. Each EOI (original and copy) shall contain:
 - a. Power of Attorney (POA) for the signing authority as per the format enclosed at Appendix 1. Alternatively, at EOI stage, authorization letter issued by the CEO or suitably authorized person would suffice subject to the power of attorney being submitted before the RFP submission deadline;
 - b. Bidder details at Appendix 2;
 - c. EOI's Application in the prescribed format as in Appendix 3 along with supporting documents;
 - d. Completed Format for Experience as in Appendix 4 (A&B), along with supporting documents;
 - e. Completed Format for Curriculum Vitae (CV) for Professional Staff as in Appendix 5
 - f. Completed Format for Financial Capability as in Appendix 6 along with supporting documents;
 - g. Format of Anti collusion certificate as in Appendix 7;
 - h. Format of Assignment Undertaking as in Appendix 8;
 - i. Format for Memorandum of Understanding (MOU) as in Appendix 9.
3. The envelope shall be addressed to:

Salman Javed Hashmi
Acting Chief Executive Officer
Urban Sector Planning & Management Services Unit (The Urban Unit)
Office No. 3, 5th Floor, Shaheen Complex,
Edgerton Road, Lahore, Pakistan

4. If the envelope is not sealed and marked as instructed above, the Client assumes no responsibility for the misplacement or premature opening of the contents of the EOI Application submitted.

N. EOI Application Due Date

EOI Applications should be submitted on or before 05:00 pm PST on the EOI Application Due Date mentioned in the Schedule of Pre-Qualification Process, at the address provided above in the manner and form as detailed in this EOI. EOI Applications submitted by either facsimile transmission, telex or e-mail will not be considered for evaluation and shortlisting. However, the Client reserves the right to extend the EOI Application Due Date and Time, at any time prior to opening of EOIs in response to this EOI. In such cases, the EOI applications received prior to such extension shall not be opened. Further, if the EOI document is materially modified long/during such extended period, the EOI application received prior to extension shall be returned to the bidders and appropriate time shall be allowed for resubmission of the EOI applications.

O. Late EOI Applications

EOI Applications received after the Due Date shall NOT be considered.

P. Modifications/ Substitution/ Withdrawal of EOIs

The Bidder may modify, substitute or withdraw its EOIs after submission, provided that written notice of the modification, substitution or withdrawal is received by the Client before the EOI's Due Date and time. No EOI shall be modified or substituted or withdrawn by the Bidder after the EOI Due Date and time.

Q. Evaluation of Application - Due Date

The Client would open the Applications on the opening due date mentioned in the Schedule of Pre-qualification Process, for the purpose of evaluation.

R. Evaluation of EOI – Criteria

The Client would subsequently examine and evaluate EOIs in Accordance with the criteria set out in Section 3.

S. Evaluation of EOI - Supporting Documents

The Client reserves the right to call for supporting documentation to verify the data provided by Bidder, at any time during the pre-qualification process. The Bidder in such cases would need to provide the requested clarification / documents promptly and within the stipulated time failing which the Bidder is liable to be disqualified at any stage of the shortlisting process.

T. Evaluation of EOI - Right to Reject

The Client reserves the right to reject any EOI Application if:

1. At any time, a material misrepresentation is made or uncovered; or
2. The Bidder does not respond promptly and thoroughly to requests for supplemental information required for the evaluation of the EOI.

U. Confidentiality

Information relating to the examination, clarification, evaluation, and recommendation for the short-listed Bidders shall not be disclosed to any person not officially concerned with the process. The Client will treat all information submitted as part of EOI Application in confidence and would require all those who have access to such material to treat the same in confidence. The Client will not divulge any such information unless it is ordered to do so by higher authority that has the power under law to require its disclosure.

V. Tests of responsiveness

Prior to evaluation of EOIs, the Client will determine whether each EOI Application is responsive to the requirements of the EOI. An EOI Application shall be considered responsive if the EOI Application:

1. Is received by the Due Date including any extension thereof;
2. Contains information required as per Appendix 3, 4, 5, 6 & 7.

The Client reserves the right to reject any EOI Application which is non-responsive and no request for alteration, modification, substitution or withdrawal shall be entertained by the Client in respect of such EOI Applications.

W. Clarifications

To facilitate evaluation of EOIs, the Client may at its sole discretion, seek clarifications in writing from any Bidder regarding its EOI.

X. Qualification and Notification

After the evaluation of EOIs, the Client would announce a list of shortlisted Bidders who meet the Qualification Criteria. At the same time, the Client would notify other Bidders that their EOI Applications have been unsuccessful. The shortlisted Bidders would then be requested by the Client to submit a detailed Proposal in the form and manner to be set out in the RFP Document.

SECTION 2: TERMS OF REFERENCE

The Urban Sector Planning and Management Services Unit Pvt. Ltd. (*The Urban Unit*) is a knowledge-based organization striving to inculcate the sense of proportions among key stakeholders to manage rapid urbanization and improve the standard of living of the people of Pakistan. The Urban Unit's mandate is to give policy advice and services to public and private sector organization in the areas that include inter alia Housing & Urban Planning, Urban Transport, Solid Waste Management, Water & Sanitation, Urban Economics & Municipal Finance, Institutional Development, Capacity Building, and Services Delivery Improvement.

1. Project Background

With its roughly 110 million inhabitants, Punjab is rapidly growing, and among the most populous and urbanized regions of South Asia. It has a GDP volume of about \$104 billion in total and \$1,530 per capita per annum. It is experiencing a consistent and long-term demographic shift from rural to urban areas, with around 37% of the population living in urban Punjab. Punjab is administratively divided into 9 Divisions and 36 Districts. While Lahore, the capital of Punjab and its largest city, is currently home to about 8 million people owing to its position as an urban magnet in the region, Punjab has 4 other cities with populations in excess of 1 million inhabitants.

The economy of Punjab, however, is not performing up to its potential. Its GDP growth rate is hovering around 5%, which is quite low compared to its regional competitors. In order to realize the comparative geographical potentials & advantages and achieve inclusive and rapid economic growth, the Planning and Development Department, Government of the Punjab embarked upon the process of development of **Punjab Spatial Strategy (PSS)** through World Bank funded Punjab Jobs & Competitiveness Program (J&C PforR). Due to the significance of this task, it has been assigned to the Urban Unit, Punjab.

PSS provides a long-term comprehensive development road map for the province of Punjab. It entails assessment of the potential growth corridors and growth nodes (including identifying cities with the highest growth potential and the constraints standing in the way

of their potential), to prioritize and coordinate investments around them. It also presents a visual of an environmentally sustainable spatial structure of the Punjab while focusing on protecting and improving physical and biological Resources.

In Punjab, environmental protection is recognized as an integral part of the social and economic development. Our quality of life, health and well-being rely on clean land, water and air, productive soils, available minerals, water resources and fluvial systems and processes. They also depend on distinctive and inspirational landscapes, a wealth of wildlife, vibrant communities, a healthy, well managed countryside and open spaces accessible for everyone to enjoy. The province of Punjab has a highly fragmented landscape with a lot of pressure from developmental activities and alternative land use. In such a landscape, conservation and protection opportunities must be carefully targeted, which is possible through spatial prioritization analysis. As developmental activities and anthropogenic impacts are inevitable in areas like this, offsetting and mitigation options can serve as a surrogate for conservation.

PSS aims to protect, conserve and restore Punjab's environment in order to improve the quality of life of public through sustainable development. It also envisions measures to promote economic growth in the region and in improve environmental quality standards in Punjab.

2. Objective

The objective is to undertake a Strategic Environmental Assessment (SEA) of the Punjab Spatial Strategy (PSS), thereby ensuring that environmental, climate change and socio-economic factors, including gender aspects, are appropriately integrated and main streamed in the Punjab Spatial Strategy as to achieve of Punjab's development agenda in a sustainable manner.

a. Specific Objective

- Identify, describe and assess environmental and socio-economic effects of the Punjab Spatial Strategy, including with respect to:
 - a) Resource efficiency and cleaner production principles and practices;
 - b) Provincial and local spatial economic benefits;
 - c) and impacts on poverty for men and women including a gender analysis.
- Provide recommendations with regard to resource efficient, low-carbon and climate resilient operations for considerations in the new Punjab Spatial Strategy including

its implementation strategies, thereby especially focussing on recommendations that will have a lasting effect on environmental quality, climate resilience, inclusive growth, sustainable development, poverty reduction and gender equality efforts

- Draft a full SEA for the new Punjab Spatial Strategy that also included stakeholder consultations and public participation sessions, with special attention to specific environment, sustainable development, inclusive growth, poverty and gender related measures.

3. Scope of Work

Strategic Environmental Assessment (SEA) for Punjab Spatial Strategy (PSS) must include but not limited to the following scope of work;

a. Overview of the strategic document and its policy, institutional and legal framework

The strategy-making and/or planning process for Punjab Spatial Strategy should be described, including alternative options that may be under discussion. If deemed necessary and with adequate justification, additional options should be suggested for consideration in the SEA study. Where a strategic document already exists, its main features should be described.

The policy, institutional and legal framework relating to Punjab Spatial Strategy should be described. Particular attention should be paid to institutions and entities responsible for environment and climate change issues relevant to the implementation of the strategic document, as well as to the relevant environmental and climate change policy and legislation (including bilateral, regional and international commitments).

National and provincial environmental and climate change policy objectives relevant to the sector should be identified.

The links between the strategy-making/planning process and the SEA must be described, i.e. which outputs of the strategy-making/planning process should feed into the SEA process and vice-versa. The specific strategy-making/planning decisions and processes that should be influenced by the SEA must be identified.

b. Description of key stakeholders, their interests and concerns

The involvement of stakeholders in the SEA process is a key success factor. Key stakeholders should be identified: key groups and institutions, environmental agencies,

climate change related institutions, non-governmental organisations, representatives of the public and others, including those groups potentially affected by the likely environmental impacts of implementing the sector strategic document. Particular attention should be paid to involving typically less represented groups such as women, indigenous peoples and minority groups.

Consultants must review records of any national public consultation process that may have taken place as part of the sector strategic document preparation process, if available. Based on this review and on additional consultations, they should identify key stakeholders' interests, concerns and values with respect to the strategic document under consideration and propose a stakeholder engagement strategy. The strategy should provide stakeholders an opportunity to influence decisions.

Due to the large geographical areas that may be covered by the strategic document, stakeholder engagement could focus on key stakeholders, especially targeting directly affected and vulnerable groups as well as key stakeholders that may not have been adequately represented in the strategic document preparation.

c. Description of key aspects to be addressed in the SEA

On the basis of the policy, institutional and legal framework analysis, as well as the consultation of stakeholders, the key environmental and climate change aspects that should be addressed in the SEA study should be identified – i.e. the key sector strategy-environment/climate change interactions that need to be given special consideration and emphasis in light of:

- the potential significant impacts on the environment, significant contributions to greenhouse gas emissions (in relation to national emissions), and increased climate change vulnerability associated to the implementation of the strategic document;
- the key environmental, natural resources and climate change aspects that impinge on sector performance and are not adequately addressed by the strategic document;
- key opportunities for the strategic document to make a significant contribution to environmental sustainability, climate resilience, low carbon development and green economy; and
- the potential conflicts between the strategic document and environmental and climate change policy objectives (at national or sub-national level).

Depending on expected impacts on society and the scope of other studies, there is also a need to determine the extent to which social impacts should be assessed, notably from the perspective of livelihoods and poverty reduction.

d. Description of the scope of the environmental baseline to be prepared in the SEA study

Also on basis of the information obtained above, the consultants must provide indications on the scope of the environmental baseline required for the SEA study, ensuring that it will be adequate to examine in more detail the key environmental aspects identified above. This will include a proposal on the geographical units that will need to be targeted. All geographical units identified for inclusion in the environmental baseline assessment should be justified.

(The identification of geographical units will be more relevant for more focused programmes, and less so for provincial-level policies. Thus this section should be amended to reflect the nature of the strategic document being assessed).

e. SEA Study

The SEA study will be based on the results of the scoping phase (following approval of the scoping study report) and include an environmental baseline study, the identification of environmental and climate change constraints and opportunities, the identification and assessment of the potential environmental impacts, an analysis of performance indicators, an appreciation of the institutional capacities to address the environmental and climate change challenges identified, and conclusions and recommendations.

i. Environmental Baseline Study

A description and appraisal must be made of the current state of the environment, focusing on those key environmental components identified in the scoping study and necessary to better understand the key issues identified. The trends for, and pressures on, the various environmental components must be identified and a projection made of the state of the environment in the short-, medium- and long-term (as relevant) under the assumption of no implementation of the strategic document, taking into account the effects of climate change (to the extent they can be predicted with some reliability). External factors must be taken into account, including the influence of policies and strategic plans from other sectors. If the ‘no implementation’ scenario is unrealistic, the most probable ‘business-as-usual’

scenario should be selected. The geographical (or mapping) units to be addressed should be described, if relevant.

ii. Identification and evaluation of environment-related risks, constraints and opportunities

The environmental and climate change factors that can affect (positively or negatively) the relevance, effectiveness, efficiency and sustainability of the strategic document, should be identified, described and assessed. These factors may include the availability of natural resources necessary to achieve the strategy's objectives, as well as the current and projected effects of climate change. This part of the study should consider the environmental issues that can potentially be addressed by the strategic document under assessment. The study should assess if the strategic document provides an adequate response to these constraints and opportunities. As relevant, the study should assess whether the sector strategic document, in view of identified vulnerabilities, includes an adequate response in terms of adaptation to climate change – or may, on the contrary, lead to an inadequate response ('maladaptation').

iii. Identification and evaluation of impacts

The potential environmental consequences of implementing the strategic document, including the positive or negative contribution to greenhouse gas emissions (if significant relative to emission levels), must be identified and described for each alternative being studied; their significance should be determined taking into account the characteristics of impacts, the views and concerns of stakeholders and the sensitivity of the environment. The potential cumulative impacts of the envisaged sector activities should be identified, since they may differ from the sum of individual impacts. Those impacts which are significant should be assessed in detail taking into account:

- the views and concerns of stakeholders;
- consistency with international commitments (bilateral and multilateral environmental agreements);
- socio-economic consequences (especially on vulnerable groups and ethnic minorities);
- compliance with environmental and climate change regulations and standards;
- consistency with environmental and climate change objectives and policies; and
- their implications for sustainable development.

As far as climate change mitigation is concerned, different strategies may lead to different outcomes in terms of greenhouse gas emissions. If various alternatives are under consideration and involve significant differences in this regard, these differences should be evaluated in the study.

iv. *Identification and evaluation of impacts in terms of vulnerability to climate risks*

The direct and indirect impacts of implementing the strategic document in terms of increased or reduced vulnerability to climate variability and climate change should be considered as relevant (e.g. the construction of new infrastructure in ‘climate-sensitive’ areas may lead to population migration to these areas, thus exposing more people to climate risks; on the contrary, sector-wide measures may contribute to increase the population’s resilience to climate change).

v. *Analysis of performance indicators*

Performance indicators proposed by the strategic document should be assessed from an environmental perspective, i.e. with regard to their usefulness to capture the environmental effects (positive or negative) of implementing the strategic document and to monitor the environmental and climate-related constraints bearing on it. Based on this analysis, proposals should be made as appropriate for the improvement of the existing performance assessment framework.

vi. *Appraisal of the capacities to address environmental and climate-related challenges*

The capacity of regulatory institutions to address the identified environmental and climate-related issues, both in terms of adaptation and mitigation, should be appraised.

(Consultants might be requested to incorporate information on budget allocations and medium-term development framework).

vii. *Stakeholder engagement*

Stakeholders should be engaged throughout the SEA study according to the stakeholder engagement strategy agreed at the inception phase.

viii. *Conclusions and recommendations*

This section will summarise the key environmental issues for the Punjab involved, including policy and institutional constraints, challenges and main recommendations. Recommendations should be made on how to optimise positive impacts and make best use of environment- natural resource- and climate change related opportunities, as well as on

how to mitigate adverse effects, adapt to environmental and climate change constraints and manage risks. They should suggest the selection of an alternative (in cases where more than one alternative is envisaged), potential changes in the design of the strategic document, implementation and monitoring modalities, or cooperation actions.

In view of the preparation of a support programme/project, recommendations should be made to support the overall assessment of the strategic document. Recommendations to enhance the strategic document should incorporate in the policy dialogue with the partner government.

The limitations of the SEA and its assumptions should be presented. The recommendations should take into account the views presented by stakeholders and explain how these were integrated. In the case of concerns that were not integrated in the final recommendations, the reasons thereof should be given.

SECTION 3: CRITERIA FOR EVALUATION

Following Criteria will apply to all firms:

A. Shortlisting:

The Bidder shall be pre-qualified using criteria given below based on their Technical Experience.

On these parameters, the Bidder would be required to meet the evaluation criteria. Bidders meeting these criteria will only be qualified for issuance of request for proposal. In case of JV, Consortium, Association with sub-consultant or any similar status where two or more firms has participated in a combined manner, the eligibility and evaluation process will be carried out for lead firm only.

B. Eligibility Criteria:

The presence of the following items has to be checked before Bidders are evaluated for shortlisting:

1. Copy of Registration Certificate along with latest renewal letter;
2. Copy of Registration with Income Tax Department of Pakistan (FBR) along with Active Tax Payer Status
3. Copy of Registration with Punjab Revenue Authority, Lahore along with Active Tax Payer Status
4. The Firm/Company have at least 07 years' experience.
5. List of permanent professional staff along with C.Vs of relevant core staff showing project-wise experience with exact time duration for each project (Appendix 5);
6. List of similar works completed during last 10 years and similar works in hand, indicating total cost of such works and cost of projects received against those works along with date of start and completion or expected date of completion (Appendix 4);
7. A certificate / affidavit that Bidder is not blacklisted by any Government / Autonomous Body;
8. Audited statements/ Income Tax Returns for the last 3 years (Appendix 6);

C. Evaluation Criteria:

Once all Bidders that have not submitted the required items mentioned in the eligibility criteria are removed from the list, remaining Bidders would be evaluated according to the following criteria:

Sr. No.	Documents Required	Marks
1	List of International Development Partner/ International Non-Government Organization Funded projects (Appendix 4(A)):	<i>Max marks 25</i>
	1 to 2	10
	3 to 4	20
	5 or Above 5	25
2	List of Similar Project: (Appendix 4(B))	<i>Max marks 50</i>
	5 to 10	30
	11 to 15	40
	Above 15	50
3	Average Turnover for last 3 years: (Turnover in PKR) as per Income Tax Statements/Audit Financial Statement	<i>Max marks 25</i>
	1 to 15 Million	10
	15 to 29 Million	20
	30 Million or above	25
Total		100

Note: Passing Marks – 65%