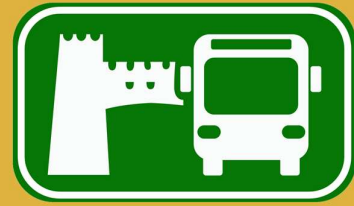


TransPeshawar (The Urban Mobility Company)



TRANS PESHAWAR
The Urban Mobility Company

Request for Proposal

**Property Rental Assessment Consultant for Zu Business Centers
(ZBC) at Dabgari and Mall of Hayatabad**

Procurement Title	Property Rental Assessment Consultant for Zu Business Centers (ZBC) at Dabgari and Mall of Hayatabad
Contract Ref No.	TPC/BD/OCB/C/LVC/2024-25/007/RB
Bid Security	Bid Security shall be 2% of the bid price submitted in shape of CDR from a scheduled bank of Pakistan in the name of Chief Executive Officer (CEO), TransPeshawar (The Urban Mobility Company). The bid security shall be provided from the account of consultant submitting proposal.
Date of Issuance of Request for Proposal	April 16, 2025
Deadline for Submission of Proposal	11:30 AM (PST) May 06, 2025
Date and Time for Opening of Proposal	11:45 AM (PST) May 06, 2025

1. TransPeshawar (The Urban Mobility Company) has been established by the Government of Khyber Pakhtunkhwa to operate the bus rapid transit (BRT) system under section 42 of the Company's Act, 2017, TransPeshawar is responsible to carry out the project implementation, management and maintenance of urban rapid transit projects in Peshawar, assigned by Khyber Pakhtunkhwa Urban Mobility Authority.

2. Zu Business Center - Dabgari is located at Dabgari Garden Peshawar. The facility is comprised of two basements dedicated for parking, Ground floor, 1st Floor, 2nd Floor and Top Floor. It is equipped with elevators, standalone generator, IT equipment, ATS, firefighting etc. Whereas Zu Business Center - Mall of Hayatabad is located near Phase-3 Chowk Hayatabad, Peshawar. The facility is comprised of two basements, ground floor, mezzanine floor and Top Floor. It is equipped with elevators, standalone generator, IT equipment's, ATS, firefighting etc.

3. TransPeshawar intends to rent out ZU Business Centre - Dabgari Garden and Mall of Hayatabad. For this purpose, TransPeshawar is seeking the services of a Property Rental Assessment Consultant to assess and determine market-based rental rates for both Zu Business Centers separately (as a whole and/or floor/shop wise) to maximize the revenue. Complete scope of services is provided in Terms of Reference (ToR) attached as **Appendix- I** (hereinafter called the "Services").

4. It is understood that the consultant has gone through the entire Request for Proposal Document and has complete understanding of the terms and conditions, scope of services etc. mentioned here along with their implication.

5. You must quote for complete services under the Request for Proposal Document. Financial Offer will be evaluated for complete scope of services and contract awarded to the consultant offering the lowest evaluated total cost of all the Services meeting qualification requirements.

6. You shall submit **one original of the Price Bid** on the Form of Proposal, and clearly marked "**Original**". In addition, you shall also submit **one copy marked as "COPY"**. In case of any discrepancy between the Original and Copy, the original shall prevail. **Your Proposal in the attached format should be signed, sealed in an envelope** and addressed to and delivered to the following address:

Chief Executive Officer TransPeshawar
First (1st) Floor KPUMA Building Main BRT Depot,
Opposite NHA Complex Chamkani, Peshawar.

7. Your bid must be written in the English language, must be accompanied by adequate supporting documentation, profiles, CV and other relevant material/documentation in the same English language for provision of services.

8. You shall submit one proposal for the above scope of services. Your bid must be typed and shall be signed by you or your authorized representative. **Without a signature in your Form of Proposal, your Proposal will not be considered any further.**

9. Your proposal should be submitted as per the following instructions and in accordance with the attached form of Contract. The attached Terms and Conditions of Services is an integral part of the Contract.

- (i) PRICES: The prices should be quoted for complete scope of services on the format given under **(Appendix-II)** as a lump sum in Pakistani Rupees (PKR) inclusive of all applicable Taxes and including out of pocket expenses.

(ii) **BID SECURITY:** Bid security shall be submitted to the amount of two (2%) of the total bid amount in shape of CDR from scheduled bank of Pakistan in the name of Chief Executive Officer (CEO) TransPeshawar. The bid security shall be provided from the account of the Consultant submitting the proposal. A Proposal not accompanied by compliant bid security shall be rejected as non-responsive;

- (a) The requisite bid security shall remain valid for a period of Twenty-Eight (28) days beyond the original validity period of the bids;
- (b) Bid Security of the unsuccessful bidders shall be released as promptly as possible upon the successful Bidder's signing of contract agreement;
- (c) The bid security of successful bidder shall be returned after completion of contract and performance of deliverables under the contract.
- (d) The Bid security may be forfeited if:
 - i. a bidder withdraws his bid during the period of bid validity.
 - ii. In the case of a successful bidder, if he fails to:
 - accept the correction of his Bid Price;
 - Sign the contract agreement.

(iii) **EVALUATION OF BPROPOSALS:** Offers determined to be substantially responsive to the requirements will be evaluated by comparison of their prices. An offer is not substantially responsive if it contains material deviations or reservations to the terms, conditions, and specifications in this Bid Solicitation Document, and it will not be considered further. TransPeshawar will evaluate and compare only the bids determined to be substantially responsive. In evaluating the bids, TransPeshawar will adjust for any arithmetical errors as follows:

- (a) where there is a discrepancy between amounts in figures and in words, the amount in words will govern;
- (b) where is a discrepancy between the unit rate and the line-item total resulting from multiplying the unit rate by the quantity, the unit rate as quoted will govern; and
- (c) if a Bidder refuses to accept the correction, his bid will berejected.

(iv) **AWARD OF CONTRACT:** The award will be made to the bidder offering the lowest evaluated price that meets the given qualifications. Qualification requirements are as follows:

- a) Individual, or firm or company. In case of firm or company the consultant shall be registered with Registrar of Firms or SECP respectively;
- b) Registration with Federal Board of Revenue (FBR) and Khyber Pakhtunkhwa Revenue Authority (KPRA).
- c) Affidavit to be submitted that consultant is not blacklisted by any government/ semi government/ autonomous or any banking company/ financial institution.
- d) Consultant to declare the list of ongoing criminal and civil litigation(s) and enquiries by ACE, NAB, FIA or any other law enforcing agencies, if any. None of the owner(s) or valuation staff to be deployed on assignment have been convicted of criminal offence under any court of law. Affidavit to be provided by the consultant.
- e) At least having (03) projects of rent and area valuation services with reference to private and government lands, properties, buildings, encroachments, allied structures, equipment and machinery.

- f) Method of performing assessment for ZBC Dabgari Garden and Mall of Hayatabad keeping in view the attached ToR (**Appendix-I**);
- g) Has submitted 2% of bid security in form of a CDR / Demand Draft in favor of Chief Executive Officer (CEO) TransPeshawar.

Verifiable documentary proof of above requirements along with company profile and/or CV (in case of an individual) shall be submitted by the bidders for responsiveness of their bids. Method for performing assessment given under 9(iv)(f) for the specified assignment shall be elaborated in detail. Similarly, for contractual experience required under Clause 9(iv)(e) above, Letter of Award and/or contract agreement shall be submitted. Failure to submit any relevant document to the above requirements will result in disqualification of bidder.

- (v) VALIDITY OF THE OFFER: Your bid should be valid for a period of ninety (90) days from the deadline for receipt of bid.
- (vi) SIGNING OF CONTRACT: Within seven (07) days of issuance of the Letter of Award/Acceptance the successful bidder will sign the contract agreement (**Appendix-III**) with the Client.

10. Bidders should note that during the period from the receipt of the bid and until further notice from the Contact, all queries should be communicated and in writing using e-mail only. The Contact for all enquires in relation to this bid is as follows:

Name: CEO, TransPeshawar
Email Address: To: ceo@transpeshawar.pk
CC: khalil.ahmed@transpeshawar.pk

11. The bidder whose bid has been accepted will be notified of the award of contract through the Letter of Acceptance issued by TransPeshawar within validity of bid.

Appendix-I

TERMS OF REFERENCE (TORs)

BACKGROUND

TransPeshawar (The Urban Mobility Company) has been established by the Government of Khyber Pakhtunkhwa under section 42 of the Company's Act, 2017. TransPeshawar is responsible to carry out the project implementation, management and maintenance of urban rapid transit projects in Peshawar, assigned by Khyber Pakhtunkhwa Urban Mobility Authority.

Zu Business Center – Dabgari with a total area of 27 Kanal is located at Dabgari Garden Peshawar. The facility is comprised of two basements dedicated for parking, Ground floor, 1st Floor, 2nd Floor and Top Floor. It is equipped with elevators, standalone generator, IT equipment, ATS, firefighting etc. Whereas Zu Business Center - Mall of Hayatabad with a total area of 35 Kanal is located near Phase-3 Chowk Hayatabad, Peshawar. The facility is comprised of two basements, ground floor, mezzanine floor and Top Floor. It is equipped with elevators, standalone generator, IT equipment's, ATS, firefighting etc.

Now TransPeshawar intends to rent out ZU Business Centre - Dabgari Garden and Mall of Hayatabad. For this purpose, TransPeshawar is seeking the services of a Property Rental Assessment Consultant to assess and determine market-based rental rates for both Zu Business Centers separately (as a whole and/or floor/shop wise) to maximize the revenue as per given directions.

SCOPE OF SERVICES

- 1) Conduct physical surveys of Zu Business Center - Dabgari Garden and Mall of Hayatabad and provide rental valuation based on market rates and Govt. rates for comparison purposes.
- 2) Conduct valuation of facility and provide rental assessment for the facility as a whole in case commercial facility has to be rented out to a single entity and also floor wise in case the facility has to be rented floor wise or shop wise. Valuation to be done through following manner:
 - i. The consultant will find a value of real estate with similar size, location and amenities and assess the rental value in the area;
 - ii. A short survey of the estate agents/ property dealers shall be carried out.
- 3) In case of floor wise rental assessment, provide rental value for the respective floor and shop with respect its location within the premises.
- 4) Provision of property pictures, maps with coordinates and details.
- 5) Interact, consult and present to the relevant federal, provincial and local government authorities and other stakeholders, as the case may be.
- 6) In addition to above, other data provisions i.e., output of the survey activities to be provided

including but not limited to:

- a. Google maps with location, land demarcation, and GIS coordinates;
- b. Potential usage of property based on surrounding areas, use and typology;
- c. Description of surrounding of facilities and its implication on rental value;
- d. Access and approach mechanism for the building;
- e. Amenities and utility services available in surrounding including telephone, gas, power/electricity, water supply and sewerage
- f. Historic appreciation of rental value with future forecast based on local trends

TIME DURATION AND PROFESSIONAL LIABILITY

- i. The duration of required Rental Valuation consultancy services shall be twenty (20) days, from the date of signing of the contract. The consultant shall be bound to perform the services within given timelines.
- ii. The consultant selected shall be liable for consequence of errors or omissions on its part. The bid security shall be forfeited in this case.
- iii. The consultant shall be responsible for all losses or damages and short coming in deliverables etc. suffered by TransPeshawar as a result of mis-conduct or inadequate services in performing the contract.

DELIVERABLE SUBMISSION

- i) Certified assessment report and presentations to be separately provided for Dabgari and Mall of Hayatabad with pictorial drawings based on the provided scope of assignment as mentioned above.
- ii) All deliverables shall be submitted in two (2 nos.) hard copies and also in soft form.

QUALIFICATION AND EXPERIENCE

- Individual, firm or company. In case of firm or company the consultant shall be registered with Registrar of Firms or SECP respectively;
- Registration with Federal Board of Revenue (FBR) and Khyber Pakhtunkhwa Revenue Authority (KPRA).
- Affidavit to be submitted that consultant is not blacklisted by any government/ semi government/ autonomous or any banking company/ financial institution.
- Consultant to declare the list of ongoing criminal and civil litigation(s) and enquiries by ACE, NAB, FIA or any other law enforcing agencies, if any. None of the owner(s) or valuation staff to be deployed on assignment have been convicted of criminal offence under any court of law. Affidavit to be provided by the consultant.
- At least having (03) projects of rent and area valuation services with reference to private and government lands, properties, buildings, encroachments, allied structures, equipment and machinery.

PAYMENTS:

- i. The Consultant shall be given payments in two tranches of the total amount for consultancy. Payment will be made as per following schedule.

S#	Deliverables	% of bid price to be paid
1.	Submission of Inception Assessment Report for Dabgari and Mall of Hayatabad facility consisting of methodology	15%
2.	Acceptance of Final Assessment Report for Dabgari and Mall of Hayatabad facility	85% (42.5 % for each)

- ii. Payments will be subject to provision of an original invoice, duly endorsed, signed, and submitted to TransPeshawar. Payment shall be made in lump sum through cross cheque in the name of consultant and shall be paid in Pakistani Rupees after relevant tax deduction.
- iii. The contract price shall be firm and fixed and not subject to any adjustment during contract performance.

FORM OF PROPOSAL**To:**

Chief Executive Officer TransPeshawar,
 First (1st) Floor KPUMA Building Main BRT Depot,
 Opposite NHA Complex Chamkani, Peshawar.

We offer to execute the Services of “**Property Rental Assessment Consultant for Zu Business Centers at Dabgari and Mall of Hayatabad**” in accordance with the terms and conditions of Request for Proposal Document for the Contract Price of _____ inclusive of all taxes and out of pocket expenses (amount in words and numbers) (_____) in PKR as given below.

S/No.	Description Of Services	Total Price in PKR Inclusive of all Taxes and Out of Pocket Expenses
1	All services as per Appendix-I of this Request for Proposal Document.	

Our proposal shall be valid for the validity period as provided in Request for Proposal Document.

Authorized Signature:**Name and Title of Signatory:****Name of Consultant:****Address:****Phone Number:****Email Address:**

FORM OF CONTRACT

This AGREEMENT is made on..... day of....., 2025 between TransPeshawar (hereinafter called "the Client") on the one part and (Hereinafter called "the Consultant") on the other part.

WHEREAS the Client has requested for Proposals for the services of **Property Rental Assessment Consultant for Zu Business Centers at Dabgari and Mall of Hayatabad** (hereinafter called "the Services") to be provided by the Consultant, viz. **Property Rental Assessment Consultant for Zu Business Centers at Dabgari and Mall of Hayatabad** (hereinafter called "Contract") and has accepted the proposal of the Consultant for the Services under Contract at the sum of PKR -----hereinafter called "the Contract Price".

NOW THIS AGREEMENT TO BE WITNESSETH AS FOLLOWS:

1. The following documents shall be deemed to form and be read and construed as part of this agreement, viz:
 - a) Letter of Acceptance;
 - b) Form of Proposal;
 - c) Terms of Reference (Appendix-I).
2. Taking into account payments to be made by the Client to the Consultant hereinafter mentioned, the Consultant hereby concludes an Agreement with the Client to execute and complete the Services under the Contract and remedy any defects/ perform the complete the Service therein in conformity with the provisions of the Contract.
3. The Client hereby covenants to pay, in consideration of the acceptance of Contract, complete all the Services and remedying of defects therein, the Contract Price in accordance with Payment Conditions prescribed by the Contract.

IN WITNESS whereof the parties hereto have executed the Contract under the laws of Pakistan on the date indicated above.

Signature and seal of the Client:

For and on behalf of

Mr. _____

Name of Authorized Representative

Signature and seal of the Consultant:

For and on behalf of

Mr. _____

Name of Authorized Representative