

## **Bidding Documents for Hiring of Valuer Firms for Cost Evaluation of Raw Land**

### **1. Introduction**

Federal Government Employees Housing Foundation (FGEHF) is in the process of “Evaluation of Bids / Proposals submitted by the Bidders / JV Partners for Prime Minister’s Initiative for 05 Million Affordable / Low Cost Housing Project”. (FGEHF) now intends to engage the services of a Valuer firm in order to establish a fair and reasonable valuation of the properties based on market value wherever identified in Pakistan.

### **2. Scope of Services**

The scope of Services for this assignment shall include but not limited to the following:

- a) Determination of Market Value of raw land as identified based on generally accepted analytical methodologies of common use, namely:
  - Sale Comparison: Considers the sale of similar or substitute properties on cash basis of related market within the same or comparable area/ location, and establishes a value estimation process involving comparison. In general, a property being valued is compared with cash sales of similar properties that have been transacted in the market within the given period in the past.
  - Cost Approach: Considers the possibility that, as an alternative to the purchase of a given property, of one could acquire an asset that would provide equal utility. This would involve the cost of acquiring equivalent land and constructing an equivalent new structure.
- b) Valuation of the property, separately for each of the above approaches, considering the present condition of the property at the time of the appraisal, without considering future developments of the completion of ongoing developments.

### **3. Report Presentation**

- a) Purpose, Scope and Date of Appraisal

Briefly describe the purpose, scope, date of appraisal service rendered on the property, its location, category (agriculture/commercial etc.), the valuation methods and the assumptions used.

- b) Valuation

Gather data on the valuation of the property under appraisal; investigate and identify sale of similar properties within the last two (2) years in the vicinity of the subject property and interview people known to be knowledgeable of the real estate prices and circumstances of the sale as identified. The valuer must also identify potential value addition of the land for client considering future prospects of development in the adjoining areas.

#### **4. Report Submission Period**

The Valuer shall immediately conduct actual ocular inspection and appraisal of the property/ies after receipt of land documents from FGEHF. Final appraisal report for the property/ies must be submitted to FGEHF within **two weeks (14 days)** time.

#### **5. Mode of Payment**

The fee/remuneration of the Valuer firm for the services performed shall be based on “quoted price” for valuation of the respective raw land inclusive of all applicable taxes and all out-of-pocket expenses. The payment of fee/remuneration to the Valuer firm shall be released by FGEHF within reasonable time after submission of Final report. No delay payment charges will be applicable.

#### **6. Eligibility Requirements**

The candidate firms must hold a valid registration with State Bank of Pakistan and PBA as registered Valuer in relevant category having demonstrated experience of working in the relevant field of price evaluation of raw land. The candidate firms must have permanent / supervisory staff with engineering staff holding registration certificates of Pakistan Engineering Council. The candidate firms should be on Active Taxpayer List of the Federal Board of Revenue and must not be blacklisted by any Client / Government / Semi Government Department / Autonomous body.

#### **7. Period of Services**

The period of Services shall be upto completion of this assignment, unless any additional services are required from qualified firm under the contract and in accordance with Public Procurement Rules 2004 to conduct valuations of the Land.

#### **8. Validity of Proposals**

The Proposals shall remain valid for a period of 90 days after the date of opening of bids.

#### **9. Confidentiality and Integrity**

The firm must not disclose any proprietary or any related information to any non-relevant person .The firm must remain independent in the whole process and maintain highest level of integrity, professionalism without any external influence. Any Indication or evidence that firm is involved in favoritism of any kind will result in Blacklisting of that firm and the case may be forwarded to Investigating agencies/Authorities for strict action against the culprits.

#### **10. Bid Security**

Interested Firms must submit Bid Security in the form of Call Deposit Receipt (CDR) in favor of FGEHF of Amount equal to 2 % of the Total quoted amount with validity period as mentioned in serial No. 08.Bids submitted without Bid Security shall be considered Non – Responsive and will be rejected

#### **11. Documents Comprising the Proposal**

The Proposal shall be submitted in single (01) envelope containing required documents and 'Financial Proposal'.

##### **a) Financial Proposal**

The candidate firms will quote its offered price as “Valuation Fee of raw land” in sealed envelope as per Table below, against the Scope of Services inclusive of all out-of-pocket expenses and prevailing taxes such as Income Tax and Provincial Sales Tax on Services, etc.

S.No	Location	Size of Land	Valuation Fee (Rs.)
1.	Mauza Otare, Tehsil & District Lahore.	47-150 kanals	
2.	Mauza Kacha, Tehsil & District Lahore.	24-40 kanals	
3.	Mauza Muhammad Pura/ Dhamky, Tehsil & District Lahore.	46 kanals	
4.	Mauza Mian Gujjan/ Sabi Budhni/ Jaba Daudzai, Tehsil & District Peshawar.	5000 kanals	
5.	Mauza Balarzai, Tehsil & District Peshawar.	3500 kanals	
6.	Top kalyal, Jhammat, Manga, Bishandot, Sanghori, Chairey Araiyan, Basanta & Natha Har Do Laal Mauza, GT Road, Rawat.	30,000-50,000 kanals.	
7.	Channi Sher Alam, Karpal, Bagga, Sangral, Kalima Mughal, Maira Bhertha, Lohser, Harka, GT Road Rawat Rawalpindi.	50,000 kanals.	
<b>Total Quoted Rate (Rs.)</b>			

All payments shall be subjected to FGEHF audit requirements and payable after deduction of applicable taxes as per policy.

## 12. Submission and Opening of Proposals

The Proposals, prepared in accordance with the above provisions, must reach to the following address on or before 03-06-2019 up to 14:00 Hours. The Proposals will be opened the same day at 14:30 Hours in the presence of representatives of Valuer firms who choose to attend the opening.

**M Afzal Javed**

Director (Finance),

Federal Government Employees Housing Foundation

Mauve Area, G-10/4, Islamabad

Tel: 051-9106072

## 13. Evaluation Criteria & Award of Contract

The following criteria will be adopted for evaluation purposes:

- FGEHF will determine whether each Proposal is substantially responsive to the requirements of the Bidding document. A substantially responsive Proposal is one which (i) meets the eligibility requirements; (ii) has been properly signed; and (iii) substantially

conforms to all the terms, conditions and requirements mentioned in the Bidding document and Advertisement. FGEHF may reject any Technical Proposal as non-responsive if found not meeting the requirements of the bidding document.

- b) FGEHF will evaluate and compare the Financial Proposals of Valuer firms whose documents are complete in all respects and are declared substantially responsive to the requirements of the Bidding document in accordance with item a) above. The Financial Proposals will be evaluated for complete Scope of Services. Financial Proposals covering partial Scope of Services will be rejected as non-responsive.
- c) Selection of Valuer Firm, out of substantially responsive firms, for award of contract will be based on Least Cost Method.
- d) FGEHF reserves the right to reject all Proposals at any time prior to the acceptance of a Proposal according to provisions of Rule 33 of Public Procurement Rules, 2004.

## DATA SHEET

- 1.1 The name of the Assignment is:  
**Hiring of Valuer Firms for Cost Evaluation of Raw Land**
- 1.2 The name of the Client is:  
**Federal Government Employees Housing Foundation (FGEHF), 10-Mauve Area, G-10/4 Islamabad.**
- 1.3 The description and the objectives of the Assignment are:  
**Price Evaluation of Raw land, at multiple locations in Pakistan, Proposed by bidders and identified by Client**
- 1.4 Scope of work is as mentioned in the Bidding Document.
- 1.5 The address for seeking clarifications is:  
**M Afzal Javed , Director(Finance), FGEHF, 10-Mauve Area, G-10/4, Islamabad**  
**Tel: 051-9106072.**  
**Email: JVP.FGEHF@GMAIL.COM**
- 1.6 Payment of all taxes/ duties and other imposition as may be levied under the Applicable law shall be responsibility of the Valuer Firm.
- 1.7 The number of copies of the Proposal required is:  
**Financial Proposal = One Original + 01 Copy**
- 1.8 The address for writing on the proposal is:  
**M Afzal Javed , Director, Finance, FGEHF, 10-Mauve Area, G-10/4, Islamabad.**
- 1.9 The date and time of proposal submission are: **03.06.2019 up to 14:00 Hours.**
- 2.0 Validity period of the proposal is:  
**90 days after the last date of submission of proposal.**
- 2.1 The location for submission of proposals is: **As per 1.8 above.**