



Islamic Republic of Afghanistan

Administrative Office of the President

National Procurement Authority

اداره تدارکات ملی

REQUEST FOR EXPRESSIONS OF INTEREST  
(CONSULTING SERVICES – FIRMS SELECTION)

**Country:** Islamic Republic of Afghanistan

**Name of Project:** Project Management Professional

**Assignment Title:** Project Management Professional

**Duration of Assignment:** 10 days + 2 days exposure

**Implementing Agency:** Ministry of Communications & Information Technology (MCIT)

**Duty Station:** Turkey

**Contract Type:** Lump Sum

**Reference No:** MCIT/98/ICB/CS-26

### 1. Background

The Mandate of Ministry of Communication and IT (MCIT) are to provide high Quality Communication, IT and Postal Services for the Afghan People at Affordable prices. The Ministry has been Actively Advocating for a Positive change in the Society by Connecting the Afghan People to Knowledge and Resources, which will enable them to improve the quality of their lives. The Afghan Government aims to establish a stable and Democratic Political Environment, rule of law, and a Favorable Regulatory Environment for Business.

Vision:

The vision of the Ministry of Communication and IT is to transform Afghanistan into technology Information Society.

#### Priorities of MCIT:

- To deliver the Telecom, IT and postal services to remote areas throughout the country
- To supply high speed internet to the people in Afghanistan
- To design, develop and deploy the technical platform of the National Identity Card (NID) and provide ide technical assistance to the relevant agencies on the successful implementation of project"
- To extend the fiber optic network in the country
- To replace the existing analogue television (TV) broadcasting systems by digital TV broadcasting systems in the country and tighten regulations for broadcasting companies
- To enhance the capacity of the Afghan government by introducing the concept of e-Government and encourage all the ministries to integrate ICT within their main work.

### 2. Objectives of the Assignment

In this course, a case study must threaded throughout the program, and includes activities development of many of the planning deliverables and more), which enable participants to apply the lessons learned in the units to the projects they are currently on. The curriculum should present in a dual fashion; the theory of PMI is balanced by the reality of the course instructors' project management experiences. The dual approach provides the student learner with real examples of the theory of PMI. There are numerous discussion topics throughout, along with exercises to reinforce what participants have learned in the classroom, which translates into opportunities for incorporation of improved practices into participants' current projects. Quizzes, also called knowledge checks are

given after lessons to measure the students' progress. Additionally, a 100-question practice PMP® certification exam is included. Upon successful completion of this course, the participants should be granted PDUs that are required before taking the PMP® certification exam.

For further information on the Objectives of the Assignment, you can access the ToR under the above mentioned assignment title and reference number on the website: <https://mcit.gov.af>

### **3. Qualification Requirements/Short listing Criteria:**

The Ministry of Communication and Information Technology now invites eligible consulting firms ("Consultants") to indicate their interest in providing the services described above and in ToR. Interested Consultants should provide information demonstrating that they have the required qualifications and relevant experience to perform the Services.

#### **The short listing criteria are:**

- a. The Consultant should be registered legal entity and should have been in business for at least the last 5 years in providing Consultancy Services of similar assignments. (The consultant is required to provide the Copy of the Certificate of Incorporation issued by relevant authority in country of establishment).
- b. The consultant shall demonstrate having sound financial situation by submitting audited financial reports or any other credible financial documents in which the consultant annual turnover for any of the last Five (5) years (**2014, 2015, 2016, 2017 and 2018**) shall be **\$ 136,000 (One Hundred and Thirty Six Thousand US Dollars)**.
- c. The consultant should provide proven experience for a minimum of at least one contract with the value of **\$ 70,000 (Seventy Thousand US Dollar)** in the last Five (5) years of similar nature indicating the duration, value, years of performance, which should showcase the expertise/strength of the consultant for the undertaking such assignments. The Consultant while describing the assignment(s) for similar experience should furnish the following details:
  - Consultant should explain in what way the executed assignment(s) was/were similar in nature to the current assignment.
  - The Consultant should explain the exact role played by the Consultant in the assignment if the assignment was carried out in association with other firms as JV or in sub-consultancy for carrying out the assignment.
- d. Consultant having some regional experience is desirable.
- e. The requirements for Consultants who intends to associate with other firm(s) in the form of a Joint Venture (JV) or sub-consultancy to enhance their qualifications are indicated as under:
  - i. The **lead partner is required to be identified clearly** and state the composition and nature of their association (**JV/ sub-consultant**) in their EOI. In case of JV, the following minimum requirements shall be fulfilled:
    - a) **Lead Partner:** Shall meet at least 60% of the shortlisting criteria for annual turnover and experiences requirement defined under Part 3 above (**Qualification Requirements/Short listing Criteria**), paragraphs (b) and (c) respectively.
    - b) **JV Partner:** Shall meet at least 25% of the shortlisting criteria for annual turnover and experiences requirement defined under Part 3 above (**Qualification Requirements/Short listing Criteria**), paragraphs (b) and (c) respectively.  
When fulfilling the above minimum requirements, in aggregate, either the lead member and/ or JV partner(s) shall meet at least 100% of the short listing criteria referred to above.
  - ii. The short listing criteria provided under Part 3 above (**Qualification Requirements/Short listing Criteria**), paragraphs (b) and (c) will not be applied for sub-consultant.

- f. The Consultant should furnish only true and factual information in the EOI (for itself, its partners and sub-consultant(s), if any). By an act of submission of an EOI against this REOI, the Consultant shall be deemed to be aware that for any misrepresentation by the Consultant in regards to its EOI including any qualification documents/ information about the consultant itself, its partner and/ or sub-consultant detected at any stage of selection process or during execution of the resultant contract, if successful, the Consultant will be prosecuted under the Laws of Afghanistan.

#### **4. Legal Reference**

The attention of interested Consultants is drawn to Chapter 4 of Procurement Procedure: *Process of Request for Proposal, Saratan 1395 issued by NPA, Government of Islamic republic of Afghanistan*. In addition, please refer to the following information on conflict of interest related to this assignment as Rule 112 of *Procurement Procedure*: All employees connected with this procurement, Evaluation Committee, Opening Committee, Award Authorities, Members of National Procurement Commission are required, prior to start or approval of any type of Procurement activity; to declare their state of Conflict of Interest in case such Conflict of Interest exist. The consultants are also required to maintain high standard of ethics throughout the procurement process.

The consultants can download the Public Procurement Law and Procedure from: [www.ageops.net](http://www.ageops.net).

#### **5. Method of Selection**

A Consultant will be selected in accordance with the **Quality and Cost Based Selection (QCBS)** set out in Rule 57 of Procurement Procedures.

#### **6. Submission of EOI**

Expressions of interest as per Annexure 'A' attached must be delivered in a written form to the address below (in person, by mail, or by e-mail, [Ghulam.1996@gmail.com](mailto:Ghulam.1996@gmail.com) and [Hussain.adil@mcit.gov.af](mailto:Hussain.adil@mcit.gov.af)) by 20<sup>th</sup> April 2019 before 02:00 PM (Kabul Local Time).

Further information in respect to this REOI can be obtained at the address below by email or in person during office hours [08:00 AM-04:00PM].

**Attention:** Ghulam Hussain Adil

**Procurement Head**

**Name of the Procuring Entity:** Ministry of Communication and IT (MCIT)

**Address:** 14<sup>th</sup> Floor, Procurement Department, Ministry of Communication and IT  
Mohammad Jan KhanWatt, Kabul-Afghanistan

Phone Number: +93(0)202147557

Email: [Ghulam.1996@gmail.com](mailto:Ghulam.1996@gmail.com) , [afghanpost.project@gmail.com](mailto:afghanpost.project@gmail.com)

Web site: <https://mcit.gov.af/> and [www.ageops.net](http://www.ageops.net).

(The ToR is accessible from MCIT website where the assignment is announced)

## Annexure 1: Format for Expression of Interest

The expression of interest must be submitted as per the following format:

*{Note: In case documents submitted are in any language other than English, the consultant should submit a self-certified copy of the translated document in English (along with originals).}*

**SECTION 1:** Organization Details (In case the EoI is being submitted as a Joint Venture, the information has to be submitted for the Lead Partner as well as other members of the Joint Venture separately.)

Part 1: Organisation Detail			
I.	Name of the Organization		
II.	Details of the Organization	<ul style="list-style-type: none"> <li>• Address of the Registered Office:</li> <li>• Telephone:</li> <li>• Facsimile:</li> <li>• Website:</li> </ul>	
III.	Information about Organization	<ul style="list-style-type: none"> <li>• Year of Establishment: (copy the incorporation certificate shall be provided)</li> <li>• Status of the Organization: (Public Ltd./Private Ltd./LLP etc.)</li> </ul>	
IV.	Name and designation of the person authorized	<ul style="list-style-type: none"> <li>• Name</li> <li>• Designation</li> <li>• E-mail</li> <li>• Contact Number</li> </ul>	
V.	Annual Turnover for any of the last Five (5) Financial Years	Financial Year	Annual Turnover (Million USD)
		2014	
		2015	
		2016	
		2017	
		2018	
VI.	Number of Personnel		
<b>Part 2</b>		EOI Respondent firm needs to mention its core business areas and any other relevant details / experience in a descriptive format. EOI Respondent firm needs to mention its Technical and managerial capability for executing the scope of services.	
<b>Please provide a response with details in not more than 2 pages</b>			

## SECTION 2: Documents to be submitted

	Information to be provided	Documentary Evidence to be Provided	Page number as part of Annexure
a	The Consultant should be registered legal entity and should have been in business for the last 5 years in providing Consultancy Services of similar assignments. (The consultant is required to provide the Copy of the Certificate	Copy Certificate of Incorporation issued by relevant authority in country of establishment	

	Information to be provided	Documentary Evidence to be Provided	Page number as part of Annexure
	of Incorporation issued by relevant authority in country of establishment).		
b	The consultant shall demonstrate having sound financial situation by submitting audited financial reports or any other credible financial documents in which the consultant annual turnover for any of the last Five (5) years <b>(2014, 2015, 2016, 2017 and 2018) shall be \$ 136,000 (One Hundred and Thirty Six Thousand US Dollars).</b>	<p>Statutory Auditor's certificate (i.e. FY 2014, FY 2015, FY 2016, FY 2017, FY 2018) that provides the information explicitly as per the specific requirement of the criterion.</p> <p>OR</p> <p>Financials statements duly certified by the Chartered Accountant</p> <p>OR</p> <p>Self-certification by the authorized signatory of the EoI mentioning the Annual Turnover for any of the last Five (5) years supported by financial statements or Annual Auditor Reports (for FY 2014, FY 2015, FY 2016, FY 2017, FY 2018) clearly indicating the annual turnover.</p> <p>Please note: The annual turnover quoted must be the annual turnover of the EoI Respondent firm/Lead Partner/JV and not its parent/child company The contact detail (email and phone number with address) for the auditors shall be provided for verification purposes.</p>	

	Information to be provided	Documentary Evidence to be Provided	Page number as part of Annexure
c	<p>The consultant should provide proven experience for a minimum of at least one contract with the value of <b>\$ 70,000 (Seventy Thousand US Dollar)</b> in the last Five (5) years of similar nature indicating the duration, value, years of performance, which should showcase the expertise/strength of the consultant for the undertaking such assignments. The Consultant while describing the assignment(s) for similar experience should furnish the following details:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Consultant should explain in what way the executed assignment(s) was/were similar in nature to the current assignment.</li> <li><input type="checkbox"/> The Consultant should explain the exact role played by the Consultant in the assignment if the assignment was carried out in association with other firms as JV or in sub-consultancy for carrying out the assignment.</li> </ul>	<p>Details of the experience should be submitted as per format in <b>Section 3</b>.</p> <p>Please note:  <i>The credentials cited under this must have been executed by the EoI Respondent or the Lead/JV partner and not its parent/child company</i></p>	
d	<p>Consultant having some regional experience is desirable.</p>	<p>Details of the experience should be submitted as per format in <b>Section 3</b>.</p> <p>Please note:  <i>The credentials cited under this must have</i></p>	

	Information to be provided	Documentary Evidence to be Provided	Page number as part of Annexure
		<i>been executed by the EoI Respondent or the Lead/JV partner and not its parent/child company</i>	
e	<p>The requirements for Consultants who intends to associate with other firm(s) in the form of a Joint Venture (JV) or sub-consultancy to enhance their qualifications are indicated as under:</p> <p>I. The <b>lead partner is required to be identified clearly</b> and state the composition and nature of their association (<b>JV/ sub-consultant</b>) in their EOI. In case of JV, the following minimum requirements shall be fulfilled:</p> <p><b>c) Lead Partner:</b> Shall meet at least 60% of the shortlisting criteria for annual turnover and experiences requirement defined under Part 3 above (<b>Qualification Requirements/Short listing Criteria</b>), paragraphs (b) and (c) respectively.</p> <p><b>d) JV Partner:</b> Shall meet at least 25% of the shortlisting criteria for annual turnover and experiences requirement defined under Part 3 above (<b>Qualification Requirements/Short listing Criteria</b>), paragraphs (b) and (c) respectively.</p> <p>When fulfilling the above minimum requirements, in aggregate, either the lead member and/ or JV partner(s) shall meet at least 100% of the short listing criteria referred to above.</p> <p>II. The short listing criteria provided under Part 3 above (<b>Qualification Requirements/Short listing Criteria</b>), paragraphs (b) and (c) will not be applied for sub-consultant.</p>		

**SECTION 3:** Format for furnishing details of Credentials / Past Experiences for projects in undertaking related or similar assignment as at Sl. No. 3 of Section 2. The information need to be furnished as per the Format below for each credential.

The project citation should be a maximum of 2 pages per credential/project along with documents as mentioned under Sl. No. 3 of Section 2 (above). The citation need to be furnished for each credential.

Assignment name:	Country: Location within the country
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Name of Client:	Address: Email and Phone No.
Name of the Legal Entity in whose name the contract is:	Duration of assignment (months):
No. of man month of the assignment:	Start date (Month/year): Completion date (Month/year):
Approx. value of the overall contract (in USD):	Approx. value of the services provided by your firm under the contract (in USD):
Name of associated organizations, if any:	Role of Consortium member:
Narrative description of the Project:	
Detailed Scope of services, coverage of the project: <ul style="list-style-type: none"> <li>• <i>Consultant should explain in what way the executed assignment(s) was/were similar in nature to the current assignment</i></li> <li>• <i>The Consultant should explain the exact role played by the Consultant in the assignment if the assignment was carried out in association with other firms as JV or in sub-consultancy for carrying out the assignment.</i></li> <li>• <i>Key-person inputs provided by the Consultant in executing the assignment giving particulars such as qualification and experience of Key staff provided for the assignment (CVs of such key staff are not required to be attached)</i></li> </ul>	
Relevance of Project to the current scope (i.e. relevant project components in detail)	
Details of the impact of the project for the client:	