



## EXPRESSION OF INTEREST (EOI)

### OPERATION AND MANAGEMENT OF NEWLY CONSTRUCTED GOVERNMENT PRIMARY SCHOOLS IN KHYBER PAKHTUNKHWA THROUGH PUBLIC-PRIVATE PARTNERSHIPS

**Note:** The prospective bidder is expected to examine this EOI document carefully, including all Instructions, Terms & Conditions, ToRs etc. Failure to furnish all required information or submission of an application not responsive to the document in any respect, would result in rejection of the Bid.



**Government of Khyber Pakhtunkhwa  
Elementary & Secondary Education Department**



**DISCLAIMER**

This EOI Document is provided to the recipients solely for use in preparing and submitting applications in connection with the competitive bidding process for the Operation and Management of Newly Constructed Government Primary Schools in Khyber Pakhtunkhwa through Public-Private Partnerships mode for the term of the Concession Period. This document for applications is being issued by the Elementary & Secondary Education Department (E&SED), Government of Khyber Pakhtunkhwa, in consultation with the PPP Unit, P&DD, Risk Management Unit, Finance Department, Government of KP, solely for use by prospective bidders in considering the Project.

The potential bidder shall bear all costs associated with or relating to the development and submission of proposal including but not limited to preparation, copying, postage, delivery fees, and all other expenses incurred by the bidder.

E&SED, Govt. of KP may, in its absolute discretion, but without being under any obligation to do so, update, amend or supplement the information in this document. This document may be cancelled by the Contracting Authority at any stage as per provision contained in Rule 31 of KP Public- Private Partnerships (Selection of Private Partner) Rules, 2021.



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### 1. DEFINITIONS:

- a. **“Act”** means the Khyber Pakhtunkhwa Public-Private Partnership Act, 2020 (Khyber Pakhtunkhwa Act No. XLII of 2020);
- b. **“Contracting Authority”** means Elementary & Secondary Education Department (E&SED), Government of Khyber Pakhtunkhwa.
- c. **“Expression of Interest”** means a document or set of documents, submitted to the Contracting Authority, to show intent of participation, in response to Request for Expression of Interest, in the pre-qualification or short-listing procedure;
- d. **“Government”** means the Government of the Khyber Pakhtunkhwa;
- e. **“Public-Private Partnerships”** means a contractual or institutional arrangement between the Public Partner and Private Partner, for providing or using a public asset or service in which the Private Partner bears a significant risk and management responsibilities and receives compensations for it;
- f. **“Public Procurement Rules”** means the Khyber Pakhtunkhwa Public Procurement Regulatory Authority (KP-PPRA) Act 2012 and Rules 2014.
- g. **“Pre-Qualification”** means the procedure to evaluate Expression of Interest submitted by the interested bidders in accordance with the criteria laid down in REOI;
- h. **“Private Partner”** means a selected Private Party that carries out a project under a public private partnership;
- i. **“Private Party”** means a concessionaire, contractor, lessee, joint venture or any other body corporate under the applicable law;
- j. **“Public Partner”** means the Contracting Authority that has entered into public private partnership;
- k. **“Province”** means the Khyber Pakhtunkhwa;
- l. **“Public-Private Partnerships Agreement”** means the agreement between the Public Partner and Private Partner that sets forth the terms and conditions for the development and implementation of this project.
- m. **“Request for Expression of Interest”** means the advertisement published by the Contracting Authority in the print and electronic media to solicit Expression of Interest from the interested Private Parties;
- n. **“RFP”** stands for Request for Proposal and means a document, or a set of documents issued to pre-qualified or shortlisted bidders in order to solicit technical and financial bids from them;
- o. **“Shortlisting”** means the procedure following pre-qualification wherein bidders meeting pre-qualification criteria are ranked on the basis of strength of their pre-qualification responses and only selected bidders are issued RFP;
- p. **Words, expressions and terms** not specifically defined in these rules shall have the same meanings as attributed to them in relevant trade and industry practices.



## 2. INTRODUCTION:

Article 25-A of the Constitution of Pakistan mandates that "The State shall provide free and compulsory education to all children of the age of five to sixteen years in such manner as may be determined by law." This provision underscores a key government objective: ensuring that every child receives an education without financial burden.

Aligning with this mandate, the Government of Pakistan is committed to achieving Sustainable Development Goal 4 (SDG-4), which aims to provide inclusive, equitable, and quality education for all.

In Khyber Pakhtunkhwa, the Elementary and Secondary Education Department (E&SED) is entrusted with the pivotal responsibility of enhancing education services at the elementary and secondary education levels throughout the province. The Department is responsible for the planning, implementation, coordination, management and supervision of education activities carried out at the provincial level.

In this regard, under the KP-PPP Act 2020 the PPP node is established and functioning at the department of E&SED to leverage the private sector capacities for the efficient delivery of education.

### VISION STATEMENT:

*To serve as the nerve center for engaging private sector in the development of sustainable education services delivery throughout the province of Khyber Pakhtunkhwa.*

### MISSION STATEMENT:

*To drive sustainable and equitable education in Khyber Pakhtunkhwa through strategic public-private partnerships, by facilitating innovative approaches, promoting quality education delivery, and creating an enabling environment for the private sector to contribute significantly to the province's educational landscape in alignment with the Education Sector Plan (ESP).*



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### 3. PROJECT DESCRIPTION:

The Elementary and Secondary Education Department Khyber Pakhtunkhwa (hereinafter referred to as "E&SED") intends to engage the private partners under Public-Private Partnerships mode for the Operations and Management of Newly Constructed Government Primary Schools in the province under the relevant laws of the Government of Khyber Pakhtunkhwa.

The aim of this initiative is to enter into an agreement with reputable private sector organization(s) having relevant education-sector experience for the purpose of managing the operation of selected schools. The primary objective is to improve access & equity, enhance quality and introduce innovation in the education system.

In the proposed PPPs model, **School Buildings with basic facilities** are already in place, while the private partner will be responsible for **Operation and Management of Schools**. The private partner is entrusted with delivering quality education to children living in the vicinity of school. The private partner will have the autonomy to hire staff for managing school operations.

The private partners will remain the economic owner of the school building and allied facilities during the life of the concession agreement and will be responsible for maintaining the aforementioned assets at their own expense.

The tenure of the concession agreement shall be ten (10) years, which may be suitably extended, subject to satisfactory performance of the private party. This EOI pertains to eight (8) newly constructed government primary schools in Khyber Pakhtunkhwa, as presented in (**Annex-1**) of this document.

#### OBJECTIVE:

The contracting authority aims to leverage the expertise and resources of both the public and private sectors to improve access to equitable and quality education, while duly prioritizing marginalized communities and underserved areas.

To achieve the said objective, E&SED Khyber Pakhtunkhwa has advertised a Request for Expression of Interest (R-EOI) under National Competitive Bidding from the bidders include Single Entity / firms / Joint Venture, Consortium / Education Management Organizations, registered with relevant government authorities having relevant experience for the titled project.

This EOI document is in accordance with the **Khyber Pakhtunkhwa Public-Private Partnerships Act 2020** and the **Khyber Pakhtunkhwa Public-Private Partnerships (Selection of Private Partner) Rules, 2021**. The Private Partner shall be selected under **Single-Stage Two Envelope Procedure** in accordance with the *ibid* laws along with all subsequent amendments. Request for Proposal (RFP) will be issued to the short- listed bidders only. The ToRs at "**Annex-2**" is only for the understanding of the project by the bidder" and the *final Terms of Reference* will be provided in the "Request for Proposal".



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**4. PROCUREMENT PROCESS AND INDICATIVE TIMELINES:**

The procurement process has been structured to ensure fairness, transparency and timeliness. It is anticipated to process through the following stages.

Stage	Indicative Timelines
Publication in national newspapers and websites of P&D department, E&SED and KP-PPRA	13 <sup>th</sup> September 2024
Issuance of EOI Documents	16 <sup>th</sup> September 2024
Pre-Bid Meeting	1 <sup>st</sup> October 2024 (Tuesday) 10:00 AM
Issuance of amended bidding documents (if required)	2 <sup>nd</sup> October 2024
Clarifications / comments request deadline	7 <sup>th</sup> October 2024
EOI documents submission deadline	10 <sup>th</sup> October 2024 (Thursday) 02:30 PM
EOI documents opening	10 <sup>th</sup> October 2024 (Thursday) 03:00 PM,
Publication / announcement of the evaluation report	In due time
Issuance of RFP documents to the shortlisted / pre-qualified bidders	After approval of EOI evaluation report / announcement of results.

E&SED Khyber Pakhtunkhwa reserves, at its sole and absolute discretion, the right to alter the above timeline, if deemed necessary.



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**5. ELIGIBLE BIDDERS:**

Prospective bidders for the project, having valid registration with relevant government authorities, shall include:

1. Single entity or a Joint Venture (JV) / Consortium comprising of companies, firms, corporate bodies or other legal entities
  - i. Each Joint Venture (JV), Consortium shall appoint and authorize one (01) lead member (hereinafter called as "*Lead Member*") to represent and irrevocably bind all members of the Consortium in all matters connected with the short listing, including but not limited to the submission of the EOI Application on behalf of the Consortium.
  - ii. Consortium shall be comprised a maximum of up to three (03) members of companies, firms, corporate bodies, or other legal entities duly registered under the applicable, permitted and relevant laws and procedures.
2. Education Management Organization from the Private Sector.
3. Education sector NGOs / INGOs / Foundations.

**6. INELIGIBLE BIDDERS:**

- i. If a bidder or Joint Venture / Consortium member has been barred from participating in any project by the Federal, Provincial or local government or government instrumentality in Pakistan or in any other jurisdiction to which the bidder or a Consortium member belongs or in which the bidder or a Consortium member conducts its business, whereas the bar subsists as on the EOI document Submission Deadline, such entity shall NOT be eligible to submit document for EOI, either individually or as a Consortium member.
- ii. Failed to perform any contract with the Government as evidenced by imposition of a penalty by an arbitral or judicial authority or a judicial pronouncement or arbitration award against the Prospective Bidder or JV / Consortium member as the case may be.
- iii. The Bidder may be a single entity or a Joint Venture / Consortium, coming together to implement the project. However, no bidder applying individually or as a member of a JV, as the case may be, can be member of another JV. The term bidder used herein would apply to both a single entity and a Joint Venture.





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**7. QUALIFICATION PARAMETERS:**

The received EOI Application shall be evaluated on the following grounds:

❖ Overall experience of the bidder
❖ Relevant experience of the bidder
❖ Human Resource / Enrollment / Branch Network
❖ Financial Capacity of the Service Provider

Detail of Qualification Criteria is attached as **Annex-3**. Only the short-listed bidders who meet the qualification criteria will be issued RFP of the project.

**7.1 EVALUATION REQUIREMENTS:**

If the prospective bidder is a Consortium, then the consortium leader must fulfill all subsections of eligibility criteria as contained in Annex-3.

**7.2 PREPARATION COST:**

The bidder may apply for a single, or multiple schools given in Annex-1. After competition of the EOI process, the shortlisted / pre-qualified bidders shall be issued RFP documents. The contract(s) will be awarded to the Bidder(s) whose Bid(s) shall be found as the Best ranking Bid under each Package separately.

The bidder shall bear all costs associated with the preparation and submission of this EOI document and all costs and expenses related to the bidder's preparation of responses to questions or requests for clarification.

**7.3 LANGUAGE:**

The EOI document and all related correspondence and documents must be written in English. Supporting documents and printed literature furnished by bidder with the EOI documents may be in any other language provided that they are accompanied by appropriate translations of the submitted documents in English and being duly certified. Supporting materials, which are not translated into English, will not be considered for short listing purpose.

**7.4 PRE-QUALIFICATION MEETING:**

- i. The Contracting Authority shall organize a pre-qualification meeting on 01 October 2024, at 10:00 AM at the following address:  
**Elementary & Secondary Education Department (E&SED),**  
Block A, 3<sup>rd</sup> Floor, Building-A, Civil Secretariat, Peshawar  
Ph.: + 92-91-9210480
- ii. The prospective bidders are advised to regularly access E&SED / P&DD / KPPPRA websites for project-related updates.



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- iii. The Authority reserves the right to call any additional pre-qualification meetings before the submission deadline, if it so desires.

**7.5 CLARIFICATIONS:**

The bidder requiring any clarification on the EOI document may send a request for clarification to E&SED at the address:

**Elementary & Secondary Education Department (E&SED),**  
Block A, 3<sup>rd</sup> Floor, Building-A, Civil Secretariat, Peshawar  
Ph.: + 92-91-9210480

Alternatively, bidders may also seek clarifications through email address: [ppp.advisor@gmail.com](mailto:ppp.advisor@gmail.com). Furthermore, such email requests must have the following subject:

*"HIRING OF PRIVATE PARTNER FOR OPERATION AND MANAGEMENT OF GOVT PRIMARY SCHOOLS IN KP UNDER PUBLIC PRIVATE-PARTNERSHIPS MODE".*

All clarification requests will only be entertained if they are received at least five (05) days prior to the submission deadline.

Copies of responses to clarifications, including an explanation of the query, without identifying the source will be sent to all interested parties who have obtained the EOI document, and will form part of the EOI document. If similar or repeated queries are made by bidders, those queries may be listed as one query and responded to once.

**8. FORMAT AND SIGNING OF EOI APPLICATION:**

- i. The bidder may apply for a single or multiple schools given at Annex-1.
- ii. Each bidder shall prepare and submit one (1) printed **original**, one (1) printed **copy** and (1) **electronic copy** (on USB drive) of the EOI application, clearly marking each one as "Original" and "Copy", as appropriate. In the event of any discrepancy / difference between the copy and the original, the original shall govern.
- iii. The original and all printed copies of the EOI application shall be typed or written in indelible ink. The person or persons duly authorized shall sign the EOI application by:
  - a. Signing the original EOI Application; and
  - b. Initialing all the pages of the EOI document.
- iv. The relevant EOI application shall contain no alterations, omissions or additions, unless such corrections are signed by the person or persons duly authorized.
- v. The information to be provided within the USB shall contain non-compressed and un-



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protected files in printable formats. Furthermore, such devices must be free from virus.

## 9. SEALING AND MARKING OF EOI APPLICATIONS

- i. The bidder shall seal the original EOI Application and copy in separate envelopes, each containing the documents specified in the EOI application. The envelope bearing original documents shall be marked "*EOI Application Original*" and the envelope bearing the copy be marked "*EOI Application Copy*" (all duly marked as required herein) on the front. Copy and original EOI Application sealed individually should be submitted to the E&SED enclosed in a single envelop bearing the words "*HIRING OF PRIVATE PARTY FOR OPERATION AND MANAGEMENT OF GOVT PRIMARY SCHOOLS IN KP UNDER PUBLIC-PRIVATE PARTNERSHIPS MODE*".
- ii. The inner envelope shall each indicate the name and address of the bidder (in case of a Consortium, the name and address of the Lead Member) to enable the relevant EOI Application to be returned unopened if it is declared "late".
- iii. The USB requested shall be submitted with the printed EOI Application. For avoidance of doubt, it is expressly specified that the prospective bidders shall not be allowed to submit their EOI Applications by e- mail or fax.

## 10. APPLICATION SUBMISSION & OPENING DATE AND TIME:

- i. **EOI documents should be submitted through courier on or before 10<sup>th</sup> October 2024 (Thursday) at 02:30 PM** to the office of **Elementary & Secondary Education Department (E&SED)**, Block A, 3<sup>rd</sup> Floor, Building-A, Civil Secretariat, Peshawar Ph.: + 92-91-9210480 in the manner and form as detailed in this EOI document.
- ii. The applications shall be opened on the same day by the Procurement Committee in the presence of representatives of the bidders who chose to attend at 03:00 PM.
- iii. In the event of any of the above-mentioned dates or given in the estimated timetable, being declared as a holiday / closed day for the department, the documents will be available / received / opened on the very **next working day** at the appointed time.
- iv. The contracting authority shall not be responsible for any postal or **courier delays**.
- v. The applications submitted through email / fax will not be considered for evaluation and short listing. E&SED reserves the right to extend the EOI application submission Date and Time, at any time prior to opening of EOI applications.
- vi. E&SED also reserves the right to reject any or all the proposals any time before award of agreement as per provisions contained in Rule 31 of The Khyber Pakhtunkhwa Public-Private Partnerships (Selection of Private Partner) Rules, 2021.

## 11. ANNOUNCEMENT OF EVALUATION REPORT:

After completion of evaluation, the Contracting Authority shall announce the result of Bid Evaluation Report as per pre-determined criteria given in **Annex-3**. Request for Proposal shall only be issued to the "Pre-Qualified / Shortlisted bidders".



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**12. SPECIAL INSTRUCTIONS TO PROSPECTIVE BIDDERS:**

- i. The applicant shall sign/initial & stamp each page before submitting the expression of interest. Submission of inaccurate or false information would result in disqualification and legal action will be initiated against the applicant. The applicant shall attach attested copies of the requisite documents/certificates where required.
- ii. In case of Joint Venture, Copy of JV Agreement must be provided with standard terms & conditions under the relevant law.
- iii. Bidder shall note that any Joint Venture / Consortium must NOT comprise of more than three (03) members.
- iv. For each individual school that a bidder may be interested in, **one bid one bidder** shall be the prevailing rule. A bidder bidding as a member of a joint venture shall not be entitled to submit another bid individually for the same school.
- v. To assist in the process of examination of EOIs, E&SED may, at its sole discretion, ask any bidder for clarification including additional information and documents subject to the condition that the same shall be integral part of original bid. In case of any additional documents, same will be accepted only if they are of historical nature i.e., either the documents or facts in writing in the documents should have existed prior to be EOI submission time and same could be verified independently.

**ANNEXURES**

<b>DOCUMENTS FOR INFORMATION OF BIDDERS</b>		
<b>1.</b>	List of Newly Constructed Govt. Primary Schools on PPP Mode	Annex-1
<b>2.</b>	Draft Terms of References (TORs)	Annex-2
<b>3.</b>	Qualification Criteria (Eligibility & Evaluation Criteria)	Annex-3
<b>DOCUMENTS FOR SUBMISSION WITH EOI APPLICATIONS</b>		
<b>1.</b>	Covering letter (Format attached)	Annex-A
<b>2.</b>	Basic Information of Applicant (Format attached)	Annex-B
<b>3.</b>	Organization's Profile	Annex-C
<b>4.</b>	Relevant Experiences (Format attached)	Annex-D
<b>5.</b>	Branch Network Detail (To be provided on letterhead)	Annex-E
<b>6.</b>	Financial Capabilities (Format attached)	Annex-F
<b>7.</b>	Non-Blacklisting Affidavit (Format attached)	Annex-H
<b>8.</b>	JV / Consortium agreement (if applicable)	Annex-I
<b>9.</b>	Other documents the applicant desires to submit	Annex-J



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Annex-1

LIST OF NEWLY CONSTRUCTED GOVERNMENT PRIMARY SCHOOLS ON PPPs MODE

S.NO	NAME OF SCHOOL	GENDER	DISTRICT
1.	Govt. Girls Primary School Missar	Girls	Abbottabad
2.	Govt. Girls Primary School Kotka Sher Khan	Girls	Lakki Marwat
3.	Govt. Primary School Chamkot Shifted to Govt. Primary School Shaheed Upper Dir	Boys	Dir Upper
4.	Govt. Girls Primary School Faqir Abad	Girls	Peshawar
5.	Govt. Girls Primary School Akhoon Banda	Girls	Haripur
6.	Govt. Girls Primary School Yasin Abad Yarik	Girls	D.I.Khan
7.	Govt. Girls Primary School Kutla Jandar Bari	Girls	Abbottabad
8.	Govt. Primary School Sarara	Boys	Haripur



**DRAFT TERMS OF REFERENCES**

*(Final Terms of Reference will be given in the RFP Document)*

**1. Objective:**

The contracting authority aims to leverage the expertise and resources of both the public and private sectors to improve access to equitable and quality education, while duly prioritizing girls' education and underserved areas.

**2. Scope of Services:**

<b>Roles &amp; Responsibilities under Public-Private Partnerships (PPP) Mode</b>	
<b>Public Partner</b>	<b>Private Partner</b>
Availability of school building with chowkidar	Ensuring effective management of school operation
	Provision of teaching and learning services
	Hiring of teaching & non-teaching staff
Payment for enrolled students as per the concession agreement	Payment of all expenditures arising from school operations
Ensuring compliance of concession agreement by the private partner	Compliance of concession agreement by the private partner
Provision of Textbooks, Furniture & Fixtures	Repair & Maintenance of school premises, Infrastructure, Furniture & Fixtures

**3. Duties and Responsibilities of the Private Partner**

- i. To Operate, Manage and Maintain the school for delivery of quality education to the children of that vicinity.
- ii. To Ensure maximum enrollment of eligible students up to the primary level;
- iii. To implement the government-approved curriculum and syllabus, and to help faculty enhance their pedagogical and classroom management skills in alignment with the student learning outcomes established by the government.
- iv. To recruit the best available teaching staff to deliver quality education.
- v. To Employ various strategies to increase and retain student enrollments, including community outreach for parental and community support;
- vi. To coordinate with the regional and district education authorities for monitoring and quality control.
- vii. To Expand learning opportunities for all students, particularly those at risk of academic



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- failure;
- viii. To ensure that quality compliance parameters are consistently adhered to by providing quality education and ensuring successful program delivery;
  - ix. To ensure an inclusive and safe learning environment for students with disabilities;
  - x. To engage parents and community stakeholders in designing and implementing a school improvement plan;
  - xi. To organize regular Parent Teacher Council (PTC) meetings, record keeping and regularly reporting progress to the concerned stakeholders;
  - xii. To ensure safe, clean and hygienic environment within the facility, while also implementing measures to prevent damage to the school infrastructure;
  - xiii. To hire non-teaching staff for administration, and cleaning of the school.
  - xiv. To ensure accountability through specified measures and Key Performance Indicators (KPIs) outlined in the contract, ensuring transparency and effectiveness in the management of the school;
  - xv. To discuss regularly progress and barriers with relevant key stakeholders to ensure transparency and address any challenges effectively;
  - xvi. To be responsible for all proper accounting, timely disbursement, and audit of expenditures allocated through the approved budget and contract to ensure transparency and financial accountability;
  - xvii. To ensure the fulfillment and compliance with Key Performance Indicators (KPIs); and
  - xx. To implement continuous professional development programs for teaching and non-teaching staff to enhance their skills and capacities in line with emerging educational trends and best practices.



**QUALIFICATION CRITERIA**

**A. ELIGIBILITY CRITERIA FOR ELIGIBLE BIDDERS**

**(MANDATORY REQUIREMENTS)**

S #	Check List	Status		Documentary Evidence	
		Yes	No		
1.	<b>Valid Registration</b> with relevant government authority.				
2.	<b>Experience</b> Bidder must have at least five years of relevant experience  <i>Among JV / Consortium the <b>Lead Member</b> should have minimum <b>Five years'</b> experience and <b>other partners / members</b> must have <b>three years</b> as on last date for submission of proposals.</i>				
3.	<b>Tax registration</b> with the relevant authorities.				

**Please Note that:**

- i. The bidder unable to meet ANY of the mandatory requirements shall be straightaway disqualified/rejected.
- ii. Any Joint Venture / Consortium must NOT comprise of more than three (03) members. Further, **one bid one bidder** is the prevailing Rule of thumb.
- iii. A Bidder bidding as a member of a joint venture / consortium shall be precluded from any other separate bid.
- iv. For sales tax on services registration with Khyber Pakhtunkhwa Revenue Authority (KPRA), if a single entity or consortium is not registered, they may be shortlisted, qualified on provisional basis, however before opening of financial bid they will be required to register themselves with KP-Revenue Authority.
- v. In case of Joint Venture or Consortium, copy of agreement must be provided mentioning the rolls and responsibility of each partner.





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**B. EVALUATION CRITERIA:**

- i. *Bidders are directed strictly to adhere to the sequence / template given below for preparation and submission of documents. The relevant documents must be attached with the application.*
- ii. **Qualification marks from the following given parameters are 60 marks (pass / fail criteria) out of 100 marks. Only qualified / shortlisted bidders shall be issued the Request for Proposals documents.**

S #	Parameter	Maximum Marks	Parameter Range	Assigned Marks	Remarks
1	<b>EDUCATION SECTOR EXPERIENCE</b>	15	5-7 years	10	i. Year of incorporation having valid registration with the government authority. ii. Complete Profile of the bidder along with organogram of the firms should be attached. iii. The bidder shall provide details as per <b>Annex-C</b>
			7+ to 10 years	12	
			10+ years	15	
2	<b>NUMBER OF OPERATIONAL SCHOOLS/ INSTITUTIONS</b>	15	Up to 3 Schools	10	The bidder shall provide details as per <b>Annex-D</b> attached.
			4 to 6 Schools	12	
			Above 6 Schools	15	
3	<b>TEACHING STAFF</b>	20	Up to 5 Teachers	16	i. Complete details of teaching staff on <b>Annex-D</b> ii. Minimum eligible qualification Bachelor
			5 to 14 Teaches	18	
			14+ Teachers	20	
4	<b>CURRENT ENROLLMENT</b>	25	240 to 350	15	The bidder shall provide class-wise enrolment of each individual school being operated by the bidder as per <b>Annex-D</b>
			351 to 550	20	
			above 550	25	
5	<b>REVENUE DURING LAST ACADEMIC YEAR</b>	15	PKR 3 m to 5 m	9	Range values are in million PKR. Should be backed by verifiable documentary evidence such as bank statement of the School's Bank account etc.
			Above PKR 5 m to 10 m	12	
			Above PKR 10 m	15	
6	<b>BRANCH NETWORK</b>	7	District Level	3	Verifiable records on letterhead must be attached as per <b>Annex-E</b>
			Provincial Level	5	
			National Level	7	
7	<b>INCOME TAX RETURNS</b>	3	3 years	3	Relevant record from the concerned department must be attached
			2 years	2	
			1 year	1	
	<b>TOTAL</b>	<b>100</b>			

Note. RFP documents shall only be issued to those bidders qualify the passing marks i.e 60 out of 100 marks.

Signature of Authorized Signatory)  
Bidder seal & stamp



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**Annex-A: Format of Cover Letter**

To

**Elementary & Secondary Education Department (E&SED),  
Block A, 3<sup>rd</sup> Floor, Building-A, Civil Secretariat, Peshawar  
Ph.: + 92-91-9210480**

Subject: **OPERATION AND MANAGEMENT OF NEWLY CONSTRUCTED GOVT.  
PRIMARY SCHOOLS IN KP UNDER PUBLIC-PRIVATE PARTNERSHIPS MODE**

**Dear Sir,**

Being duly authorized to represent and act on behalf of \_\_\_\_\_ and  
having reviewed and fully understood all the terms and conditions set forth in the EOI document  
and attached annexes.

We hereby express our interest and apply for the short listing of the “*HIRING OF PRIVATE PARTY  
FOR OPERATION AND MANAGEMENT OF GOVT PRIMARY SCHOOLS IN KP UNDER PUBLIC-PRIVATE  
PARTNERSHIPS MODE*”.

**Authorized Signature:**

\_\_\_\_\_

**Name:**

\_\_\_\_\_

**Designation :**

\_\_\_\_\_

**Applicant's Official Seal:**

\_\_\_\_\_

\_\_\_\_\_



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Elementary & Secondary Education Department**



**Annex-B: Basic Information of Applicant**

**BASIC INFORMATION OF APPLICANT**

**Prospective Applicant**

- a) Name:
- b) Address of the main office and its branch office (s), Pakistan:
- c) Date of incorporation and / or commencement of business:
- d) Type of Business (Single Entity, firm, corporation, partnership, etc.)
- e) Telephone No:
- f) Cell No:
- g) Fax:
- h) Email:

**Consortium Member's Information**

- a) Name:
- b) Designation:
- c) Address:
- d) Telephone No:
- e) Cell No
- f) Fax No:
- g) E-mail Address:
- h) Primary area of business

**Details of individual (s) who will serve as the point of contact / communication for the Bidder's company:**

- a) Name:
- b) Designation:
- c) Address:
- d) Telephone No.
- e) Mobile | WhatsApp.
- f) E-mail address:
- g) Fax No.

Signature of Authorized Signatory  
Bidder seal & stamp



### Organization's Profile

**Note.** The bidder shall attach the complete profile of its organization including year of incorporation, registration relevant authority, experience, staff detail, organogram and other relevant information.



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Relevant Experience – Annex-D

**EXPERIENCE OF MANAGEMENT OF  
SCHOOLS / EDUCATIONAL INSTITUTIONS / FRANCHISE**

Using the format below, provide information of each *functional registered school / Institution managed / operated by applicant / JV*. Please provide the following details along with relevant documents for each institution separately.

<b>Name of School / Institution:</b>		Name & date of registration with the relevant authority:					
Starting date (month/year).	GPS coordinates:	X					
		Y					
Ownership status: (Sole Proprietorship / Partnership / other)		Address of school with Contact Number.					
Total No. of staff engaged for the school. Teaching ( ) Non-teaching ( )		Current enrolment of Students:					
		KG/P	1	2	3	4	5
Total Numbers of classrooms in the school/institute		Class-wise fee structure in PKR.					
		KG/P	1	2	3	4	5
Owner Name.		Principal /Administrator Name with Contact No.					
Registration No. with BISE (In Case) Yes / No		Number of operational schools/institutions in the same District:					
Any other relevant information relevant to the assignment, (if any):							
Teacher details (up to maximum 15 teachers)							
S #	Teacher Name & CNIC			Qualification		Experience (years)	
1.							
2.							



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3.			
4.			
5.			
6.			
7.			
8.			
9.			
10.			
11.			
12.			
13.			
14.			
15.			

**Note:**

1. Credit against pre-qualification criteria shall only be given for operational schools / Institutions of a bidder.
2. All the Financial numbers are to be given in PKR

**(Signature of Authorized Signatory)**

Bidder seal & stamp



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Annex E: Branch Network Detail

BRANCH NETWORK

S#	Name of Branch	District	Complete Address	Principal/ Branch Head Contact No.	Building Status (Rented/ Owned)
1.					
2.					
3.					
4.					
5.					
6.					
7.					
8.					
9.					
10.					

**Note: Attach picture of main gate of each branch.**



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Annex F:

Financial Capabilities

**Prospective Bidder**

(or if the bidder is a Consortium, the relevant Consortium member)

**ANNUAL REVENUE (during the last academic year)**

Academic Year	Annual Revenue (Rs in Million)

\* Verifiable documentary evidence such as bank statement of the School's Bank account etc.

**INCOME TAX RETURNS**

Year (Enter the Financial Year)	Income Tax Returns (PKR)
2022-23	
2021-22	
2020-21	

\*Tax Returns documents from the relevant documents must be attached.

(Signature of Authorized Signatory)

Bidder seal & stamp





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**Annex-G Non-Blacklisting Affidavit**

All the bidders must submit this affidavit on stamp paper of Rs. 500/- (Rs. Five Hundreds Only) at the time of bid submission on the following format:

I, we \_\_\_\_\_ Owners / Director / Legal Attorney / Accredited representative of **Name & address of the Applicant**, solemnly declare that,

1. We have read the contents of the EOI Document and have fully understood it.
2. That the financial instruments, statements of facts, data and documents being submitted by us for the subject bidding are true, genuine and correct.
3. We undertake that information being submitted is correct and true, and that any false information shall lead to disqualification at any stage.
4. **Name and Address of the Applicant** is not blacklisted by any of Provincial or Federal Government Department, Agency, Organization or autonomous body anywhere in Pakistan.

In case we fail to comply any of the aforesaid conditions, or the documents submitted by **Name & address of the Applicant** is found false/forged, our bid will be cancelled, and the department reserves the right to debarring us from participation in future tenders of the E&SED Department Khyber Pakhtunkhwa for a period of one year.

Dated \_\_\_ day of \_\_\_\_\_, 2024

<b><u>APPLICANT</u></b>	
Signature:	
CNIC #	
Name	
Designation	
Address	
<b>WITNESS 1</b>	<b>WITNESS 2</b>
Signature: -----	Signature: -----
CNIC #-	CNIC #
Name:	Name
Designation:	Designation:
Address:	Address: