



Government of Pakistan

**Ministry of Information Technology and Telecommunication**

## **EXPRESSION OF INTEREST**

**(NATIONAL LEVEL)**

Ministry of Information Technology and Telecommunication Pakistan (MoITT) is the national focal Ministry and enabling arm of the Government of Pakistan for planning, coordinating and directing efforts to initiate and launch Information Technology and Telecommunications programs and projects aimed at economic development of the country.

2. MoITT is seeking the services of competent and experienced consultants to provide consultancy services for The Feasibility Study for the Establishment of Jiddat Investment & Support Fund (JISF).
3. Expression of Interest documents are available on the website of the Ministry ([www.moitt.gov.pk](http://www.moitt.gov.pk)). Interested consultants must submit their EOI on prescribed format and EOI should reach the office of the undersigned through courier on or before 31<sup>st</sup> October 2021 till 17:00 Hours PST (GMT+5).

Section Officer – IT,  
Ministry of IT and Telecommunications  
7th Floor, Pakistan Secretariat, Kohsar Block, Islamabad  
Tel: +92-51-9210964 Email: [so.it@moitt.gov.pk](mailto:so.it@moitt.gov.pk)

## **EXPRESSION OF INTEREST**

**JIDDAT INVESTMENT AND SUPPORT FUND (JISF)**

## **NAME OF THE WORK**

**JIDDAT INVESTMENT AND SUPPORT FUND (JISF)**

Section Officer - IT,  
Ministry of IT and Telecommunications  
7th Floor, Pakistan Secretariat, Kohsar Block, Islamabad  
Tel: +92-51-9215348 Email: [so.it@moitt.gov.pk](mailto:so.it@moitt.gov.pk)

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## 2 DATA SHEET

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<b>Serial No.</b>	<b>Items</b>	<b>Description</b>
1	Ministry	Ministry of Information Technology and Telecommunication
2	Address	Ministry of IT and Telecommunications 7th Floor, Pakistan Secretariat, Kohsar Block, Islamabad  Tel: +92-51-9210964
3	EOI Reference Number	1-2/2021-IT/JISF
4	Date of Issue of EOI	17 <sup>th</sup> October 2021
5	Last Date for Submission of EOI Response	31 <sup>st</sup> October 2021
6	Language of EOI	English
7	Website	<a href="http://www.moitt.gov.pk">www.moitt.gov.pk</a>

### 3 DISCLAIMER

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The Ministry of Information Technology and Telecommunication (MoITT) invites Feasibility Study for The Establishment of Jiddat Investment and Support Fund (JISF) to address the market failure in the supply of early and growth stage investment capital for innovative, science & technology based high tech startups. JIS Fund will be a platform for providing seed stage risk capital for cutting edge science & technology-based startups where generally private sector investors are initially reluctant to invest in due to high degree of risks. However, a detailed and comprehensive analysis of existing regulatory regime is also essential for a complete understanding of relevant structure of the proposed JIS Fund. MoITT intends to select well-established, experienced and innovative consultants for the Feasibility Study for The Establishment of Jiddat Investment and Support Fund (JISF). The sole objective of this document (the Expression of Interest) is to solicit response from interested consultants for taking part to conduct a comprehensive feasibility study to assess the viability before allocation and commitment of resources for its optimal utilization. MoITT reserves the right to discontinue with the selection process without assigning any reason thereof.

While this document has been prepared in good faith, no representation or warranty, expressed or implied, is or will be made, and no responsibility or liability will be accepted by MoITT or any of their employees, advisors or agents as to or in relation to the accuracy or completeness of this document and any liability thereof is hereby expressly disclaimed. Interested consultants may carry out their own study/ analysis/ investigation as required as part of their due diligence before submitting their responses.

This document does not constitute an offer or invitation, or solicitation of an offer, nor does this document or anything contained herein, shall form a basis of any contract or commitment whatsoever.

Some of the activities listed to be carried out by MoITT subsequent to the receipt of the responses are indicative only. The Ministry has the right to continue with these activities, modify the sequence of activities, add new activities or remove some of the activities, as dictated by the best interests of MoITT.

## **4 PROPRIETARY NOTICE**

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This document contains confidential information of Ministry of Information Technology and Telecommunication, which is provided for the sole purpose of permitting the recipient to evaluate the proposal submitted herewith. In consideration of receipt of this document, the recipient agrees to maintain such information in confidence and to not reproduce or otherwise disclose this information to any person outside the group directly responsible for evaluation of its contents, except that there is no obligation to maintain the confidentiality of any information which was known to the recipient prior to receipt of such information from MoITT or becomes publicly known through no fault of recipient, from MoITT or is received without obligation of confidentiality from a third party owing no obligation of confidentiality to MoITT.

## **5 EXPRESSION OF INTEREST**

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### **5.1 About Ministry of Information Technology and Telecommunication**

Ministry of Information Technology and Telecommunication Pakistan (MoITT) is the national focal Ministry and enabling arm of the Government of Pakistan for planning, coordinating and directing efforts to initiate and launch Information Technology and Telecommunications programs and projects aimed at economic development of the country.

### **5.2 Purpose of this EOI**

Ministry of Information Technology and Telecommunication is conducting a comprehensive feasibility study to assess the viability before allocation and commitment of resources for its optimal utilization.

Consultants having technical and financial strength are invited to participate in this venture in which the Ministry will participate to an extent of facilitation / sponsoring for the Project.

MoITT is in the process of selecting well-established, experienced and innovative consultants for the Feasibility Study for the Establishment of Jiddat Investment & Support Fund (JISF) through competitive bidding process. The objective of this document is to solicit proposal from interested consultants, who fulfil the prequalification criteria set out in this document, to offer Feasibility Study for the Establishment of Jiddat Investment and Support Fund (JISF)

Based on the prequalification criteria set out in this document, prequalified consultants will be allowed to participate in the subsequent RFP. Prequalified consultants have to complete the consultancy report/services within One Hundred and Twenty Days (120) days after award of contract.

It is expected that only consultants having proven experience in Establishment of Investment & Support Fund and related projects will respond to this Expression of Interest notice.

## 6 SCOPE OF WORK

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### 6.1 Terms of Reference / SOW

**The study (Draft TORs of the consultant) should cover the following:**

- a. The consultant will conduct a comprehensive analysis of all macro and micro factors that may influence the need for establishment of JIS Fund. The macro analysis may include all existing of Political, Economic, Social and Technological (PEST) conditions that may impact the successful establishment and operation of JIS Fund. Similarly, micro analysis of relevant industry may also be conducted.
- b. A comprehensive study and analysis of existing entrepreneurial and innovation ecosystem and landscape will be conducted to assess the need for establishment of such Fund.
- c. A comprehensive review and analysis of existing regulatory framework will be conducted to identify key acts, ordnances, laws, statues, rules and regulations etc. that will impact the establishment of JIS Fund including analysis of the same. The regulatory analysis will in turn enable identification of relevant legal structure for the fund fulfilling all relevant legal requirements.
- d. A comprehensive analysis of global best practices will also be conducted to identify the successful international models that have created sustainable and large-scale impact for startups.
- e. Risk analysis identifying key risks that may impact the successful establishment and operation of JIS Fund may also be conducted
- f. The consultant will conduct a comprehensive supply and demand side analysis. The consultant is expected to project the future demands of seed and growth capital requirements for startups of Pakistan in coming ten years, with identification of key bottlenecks and gaps that startups face in access to such capital. Similarly, a comprehensive analysis of supply side will also be conducted to identify key institutions, resources and channels, both local and international, available to startups for fulfilling their funding requirements. A gap in demand and supply side will also be performed. An overall assessment of VC investment in Pakistan including opportunities and key bottlenecks will also be performed.



- g. To assess the importance of funding on growth and success of startups and its overall impact on national economy when access to capital is made available to startups through establishment of such funds.
- h. The consultant is expected to identify key local, regional and international opportunities available in this domain keeping in view the existing overall entrepreneurial and innovation ecosystem environment.
- i. To evaluate and assess existing national and international seed funding models in public, private and PPP mode and propose a model that is the most appropriate to fund the startup eco-system in Pakistan.
- j. A comprehensive Governance structure of the Fund will also be proposed by the consultant.
- k. In addition to identification of legal and organizational structure of the fund, consultant is also expected to assess the resource requirements i.e human, capital, physical, ICT etc that may be necessary for effective operations of JIS Fund.
- l. The comprehensive feasibility report will include the recommendations or otherwise from the consultant for establishment of such including its legal organizational structure.
- m. A comprehensive stakeholder analysis including identification of all key stakeholders that may be impacted by JIS Fund and those which may impact the Fund.
- n. Propose and implement a successful methodology for conducting feasibility including proposed research methodology including key methodology to collect data and information from secondary primary sources i.e journals, reports, books, workshops, interview, group discussion, survey etc.
- o. Possibility of prospective project financing and implementation through different modes i.e., Private Sector/Public-Private Partnership (PPP) etc.
- p. To conduct needs assessment for similar fund in public sector.
- q. To provide viability of a fund of similar nature
- r. To provide modalities of operating the fund and how to engage fund managers from the private sector, if the fund is found to be viable.

## 7 PREQUALIFICATION OF CONSULTANT(S)

The criteria for the prequalification of consultant(s) are tabulated as following.

Consultants obtaining 70 marks and above will only be prequalified and will be allowed to participate in the RFP.

CRITERIA		MARKS (Max)	DOCUMENTS REQUIRED
<b>A.</b>	<b>FINANCIAL CAPABILITY</b>	<b>10</b>	
	<b>Turnover figure for last consecutive three (03) years</b>	<b>10</b>	Information to be provided on prescribed Form <a href="#">A-1</a>
<b>B.</b>	<b>GENERAL WORK EXPERIENCE</b>	<b>25</b>	
	<b>Past Experience</b> Past Experience of projects of Information Technology consultancy services.	<b>25</b>	Information to be provided on prescribed Form <a href="#">B-1</a> & Form <a href="#">B-2</a>
<b>C.</b>	<b>SPECIFIC WORK EXPERIENCE (Excluding that of Part-B above)</b>	<b>40</b>	
	<b>Consultancy Projects of Similar Nature</b> Past (Similar) experience of completed projects of Feasibility Study / Consultancy for the Establishment of Investment & Support Fund. Past (Similar) experience of consultancy provided for Feasibility Study / Consultancy for the Establishment of Investment & Support Fund. Past (Similar) experience of products/solutions developed for Feasibility Study / Consultancy for the establishment of Investment & Support Fund.	<b>40</b>	Information to be provided on prescribed Form <a href="#">C-1</a> & Form <a href="#">C-2</a>
<b>D.</b>	<b>HUMAN RESOURCES CAPABILITY</b>	<b>25</b>	
	Qualification of Experience of resources employed by the organization	<b>25</b>	Information to be provided on prescribed Form- <a href="#">D-1</a> & Form- <a href="#">D-2</a>
	<b>Grant Total</b>	<b>100</b>	

## **8 CLARIFICATION DURING EVALUATION BY THE MINISTRY**

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During the prequalification, the Ministry may require the consultant(s) for necessary clarifications or substantiation of the information furnished. The applicant(s) shall furnish the necessary clarifications expeditiously by post/courier/fax/e-mail or by any other means of communication to Ministry's address.

If the consultant fails to provide timely clarification or substantiation of the information furnished, the Ministry may declare such consultant as unqualified and reject his/her application.

## **9 REJECTION OF EOI DOCUMENT OF APPLICANT(S)**

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The Ministry reserves the right to reject any or all EOI applications. The Ministry shall upon request communicate to any applicant who submitted EOI application, the grounds for its rejection, but is not required to justify those grounds. The Ministry is not liable for any losses to applicant(s) due to such rejection.

Making any misrepresentation or furnishing of any false or wrong information, document or evidence by any applicant, as the case may be, may result in rejection of the EOI document of applicant(s). In addition, in such cases, legal action shall be taken as per prevailing law, in addition to debarment of the applicant(s) to participate in any procurement in the jurisdiction of the Ministry, for the time determined by the Ministry on the basis of the gravity of misrepresentation or false or wrong information.

## **10 NOTICE OF RESULT OF EVALUATION**

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All applicants irrespective of whether prequalified or not will be notified in writing the result of prequalification in due course of time.

Pre-qualified applicant(s) will be invited to participate in the Request for Proposal process.

## 11 REQUIRED DOCUMENTS

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S. No.	Documents
1	Certified Copy of Registration/Incorporation, as per the laws of the land in which it originates.
2	Copy of Valid Income Tax, GST Certificate(s) whichever applicable.
3	Certified Copy of Tax Clearance Certificate of previous Fiscal Year or extension letter for present Fiscal Year with Tax Clearance Certificate of previous to previous Fiscal Year Requirement may be relaxed, as determined by the Ministry.
4	Audit report of last three (03) fiscal years. Requirement may be relaxed, as determined by the Ministry.
5	The Bidder must demonstrate through documentary evidence that it has successfully delivered at least three (03) Projects along with Completion Certificate / Letter.
6	Self-Declaration Form of mentioning their eligibility, non-conflict of interest, non-receipt of any punishment while providing consultancy services or any other business including any kind of department by any Governmental or national or international organizations and litigation history (if any).

## 12 FORMS

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### 12.1 FORM A-1

#### FINANCIAL CAPABILITY OF THE CONSULTANT

Full name of the Consultant: \_\_\_\_\_

#### FINANCIAL STATUS

Turnover of last three fiscal years	FY _____	FY _____	FY _____
Amount in PKR/USD			
Amount in words			

#### Note:

Provide similar information for each member in case of joint venture.

Submit Audited Reports of last three (03) fiscal years to support the above information.

Date:  
Consultant

Signature & Designation

Seal of the

## 12.2 FORM B-1

### GENERAL WORK EXPERIENCE OF THE CONSULTANT

S. N.	Name of the project	Location	Client value of contract (PKR/USD)	Year of completion	Description of relevant work
1.					
2.					
3.					
4.					
5.					
6.					
7.					

**Note:** (1) *Note: Provide above information for each member in case of a joint venture.*

**Date:**

**Signature & Designation**

**Seal of the Consultant**

## 12.3 FORM B-2

### DETAILS OF THE WORKS STATED IN FORM B-1

The following information should be provided in the format indicated for each reference project for which the consultant was legally contracted.

Project Name:		Country:
Project Location: Name of Client: Approximate value of Services:		Professional Staff Provided by the consultant: No. of Staff: N. of Man-months:
Start Date: (Month/Year)	Completion Date: (Month/Year)	No. of man-months of Professional Staff provided by consultant(s).
Name of associated firm(s) if any:		
Name of Senior Staff (Project Director/Coordinator, Team Leader) involved and functions performed:		
Detailed Narrative Description of Project:		
Detailed Description of Actual Services Provided by the Consultant:		

**Date**

**Signature & Designation**

**Seal of the Consultant**

## 12.4 FORM C-1

**SPECIFIC WORK EXPERIENCE OF THE CONSULTANT OF THE SIMILAR NATURE (FEASIBILITY STUDY / CONSULTANCY FOR THE ESTABLISHMENT OF INVESTMENT & SUPPORT FUND.)**

S. N.	Name of the project	Location	Client value of contract	Year of completion	Description of relevant work carried out
1.					
2.					
3.					
4.					
5.					
6.					
7.					

**Note:** (1) *Note: Provide above information for each member in case of a joint venture.*

**Date:**  
**Consultant**

**Signature & Designation**

**Seal of the**



## 12.5 FORM C-2

### DETAILS OF THE WORKS STATED IN FORM C-1

The following information should be provided in the format indicated for each reference project for which the consultant was legally contracted.

Project Name:		Country:
Project Location: Name of Client: Approximate value of Services:		Professional Staff Provided by the consultant: No. of Staff: N. of Man-months:
Start Date: (Month/Year)	Completion Date: (Month/Year)	No. of man-months of Professional Staff provided by the consultant(s).
Name of associated firm(s) if any:		
Name of Senior Staff (Project Director/Coordinator, Team Leader) involved and functions performed:		
Detailed Narrative Description of Project:		
Detailed Description of Actual Services Provided by the Consultant(s):		

**Date:**  
**Consultant**

**Signature & Designation**

**Seal of the**

## 12.6FORM-D-1

### DETAILS OF KEY PERSONNEL/PROFESSIONALS

S. No.	Designation	Name	Qualification (including university & year of degree obtained after graduation)	Full time/part time	Total years of experience	Projects currently involved in
1						
2						
3						
4						
5						
6						
7						
8						
9						
10						
11						

Date:  
Consultant

Signature & Designation

Seal of the

**12.7 FORM-D-2**

**Resume (Name of the Prime/Alternate Candidate)**

**(There is no mandatory requirement to mention alternate candidates)**

Position		Candidate [tick appropriate one] Prime Alternate	
Candidate Information	1. Name of Candidate	2. Date of Birth	
	Professional Qualification		
Present Employment	Name of Employer		
	Address of Employer		
	Telephone	Contact (manager/personnel officer)	
	Fax	Telax	
	Job title of candidate	Year with present employer	

Summarize professional experience in reverse chronological order. Indicate particular technical and managerial experience relevant to the Project.

Month/ Dates/years		Company / Project/ Position/ Relevant technical and management experience	
From	To		

**Date:**  
**Consultant**

**Signature & Designation**

**Seal of the**

## 12.8Form E-1

### Cover Letter from the Consultant

Consultant letter head [Date]  
The xxxxxx

Reference: Notice on Expression OF Interest for the Feasibility Study for the Establishment of Jiddat Investment & Support Fund.

Dear Sir,

This is to notify you that XXXX intends to submit a response to the EOI for the Feasibility Study for the Establishment of Jiddat Investment & Support Fund.

Primary and Secondary contacts are:

	<b>Primary Contact</b>	<b>Secondary Contact</b>
Name:		
Designation:		
Address:		
Mobile No.		
e-mail ID		

We confirm that the information contained in this response or any part thereof, including its exhibits, and other documents and instruments delivered or to be delivered to Ministry of Information Technology and Telecommunication is true, accurate, verifiable and complete

It is hereby confirmed that I/We are entitled to act on behalf of our consultant and empowered to sign this document as well as such other documents, which may be required in this connection

(Signature)  
(In the capacity of)

Duly authorized to sign the EoI Response for and on behalf of:

Sincerely,

**Name Title Signature Date**  
(Name and Address of Consultant)

Seal/Stamp of Consultant

## 12.9 Form E-2

### CERTIFICATE AS TO AUTHORISED SIGNATORIES

I, certify that I am ..... of the ....., and that..... who signed the above response is authorized to bind the consultant by authority of its governing body.

**Date:**  
**Consultant**

**Signature & Designation**

**Seal of the**