

**EOI FOR THE CONSULTANCY FOR THE ANALYSIS, DESIGN  
AND IMPLEMENTATION OF INTERNET VOTING FOR  
OVERSEAS PAKISTANIS**

**NAME OF THE WORK**

CONSULTANCY FOR THE ANALYSIS, DESIGN AND IMPLEMENTATION OF  
INTERNET VOTING FOR OVERSEAS PAKISTANIS

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## 2 DATA SHEET

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Serial No.	Items	Description
1	Ministry	Ministry of Information Technology and Telecommunication
2	Address	Ministry of IT and Telecommunications 7th Floor, Pakistan Secretariat, Kohsar Block, Islamabad  Tel: +92-51-9215348
3	EOI Reference Number	1-23/2019-IT
4	Date of Issue of EOI	12 <sup>th</sup> November 2020
5	Last Date for Submission of EOI Response	23 <sup>rd</sup> December 2020
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 CONSULTANCY FOR THE DESIGN, ANALYSIS AND IMPLEMENTATION OF INTERNET VOTING FOR OVERSEAS PAKISTANI to maximize user / voter participation, by allowing them to vote from anywhere and allowing access from different computer systems and from any device that has an internet connection. MoITT intends to select well- established, experienced and innovative consultants for the CONSULTANCY FOR THE DESIGN, ANALYSIS AND IMPLEMENTATION OF INTERNET VOTING FOR OVERSEAS PAKISTANIS. This document has been prepared on the basis of available information and recommendations of INTERNET VOTING TASK FORCE (IVTF) and other publicly available documents. The sole objective of this document (the Expression of Interest) is to solicit response from interested consultants for taking part in the future electoral process for overseas Pakistanis. 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 evaluating I-Voting mechanisms and solutions to digitalize the electoral process of Pakistan.

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 (i.e. machinery/equipment/development/installation/functioning/operations etc.).

MoITT is in the process of selecting well-established, experienced and innovative consultants for CONSULTANCY FOR THE DESIGN, ANALYSIS AND IMPLEMENTATION OF INTERNET VOTING FOR OVERSEAS PAKISTANIS 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 CONSULTANCY FOR THE DESIGN, ANALYSIS AND IMPLEMENTATION OF INTERNET VOTING FOR OVERSEAS PAKISTANIS.

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 forty five (45) days after award of contract.

It is expected that only consultants having proven experience in development / design, build, analysis, operation and maintenance of Internet Voting and must have executed I-Voting projects will respond to this Expression of Interest notice.

## 6 Scope of Work

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The objective is to analyze prevalent I-Voting solutions/technologies along with existing I-Voting system developed by NADRA and propose Internet voting solutions/recommendations to maximize user / voter participation of overseas Pakistanis, by allowing them to vote from anywhere and allowing access from different computer systems and from any device using internet.

### 6.1 Terms of Reference

- a. Conduct a detailed study of prevalent I-Voting solutions and approaches used across the World.
- b. Analyze the Internet electoral processes and procedures in Pakistan.
- c. Analyze the I-VOTE solution developed by NADRA, identify its shortcomings and propose improvements.
- d. Perform a technical benchmarking exercise of countries with similar voting processes/procedures and the technology deployed.
- e. Propose the methodology, standards and best practices for implementing or configuring the i-Voting system for Overseas Pakistanis keeping in view the recommendations by IVTF
- f. Provide recommendations for continuous improvements to the proposed Internet Voting methodology.
- g. Propose the procedures to ensure the integrity of the I-Voting process.
- h. Propose the solutions/mechanism to maintain audit trails without compromising anonymity of users
- i. Propose solutions to maintain secrecy of ballot in terms of I-Voting.
- j. Propose solutions/mechanism to ensure the security of I-Voting solutions.
- k. Analyze various E2E internet voting solutions and propose a solution that is best suited to Pakistan.
- l. Analyze various Blockchain internet voting solutions and propose a solution that is best suited to Pakistan.
- m. Any other proposition, in addition to the above, that adds value to the desired I-Voting mechanism/solution.

## 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.

<b>CRITERIA</b>		<b>MARKS (Max)</b>	<b>DOCUMENTS REQUIRED</b>
<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 experience of completed projects of I-voting. Past experience of consultancy provided for I-voting. Past experience of products/solutions developed for I-voting	<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	Copy of ISO Certification for Quality Management System. (preferably ISO 9001: 2015 or equivalent) Requirement may be relaxed, as determined by the Ministry.
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 debarment 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

<b>Turnover of last three fiscal years</b>	<b>FY _____</b>	<b>FY _____</b>	<b>FY _____</b>
<b>Amount in US\$</b>			
<b>Amount in words</b>			

**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 (US\$)	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:**  
**Consultant**

**Signature & Designation**

**Seal of the**

## 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 (I VOTING)

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**

**12.6 FORM-D-1**

**DETAILS OF KEY PERSONNEL/PROFESSIONALS**

<b>S. No.</b>	<b>Designation</b>	<b>Name</b>	<b>Qualification (including university &amp; year of degree obtained after graduation)</b>	<b>Full time/part time</b>	<b>Total years of experience</b>	<b>Projects currently involved in</b>
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**

## 12.8 Form E-1

### Cover Letter from the Consultant

Consultant letter head [Date]  
The xxxxxx

Reference: Notice on Expression OF Interest for CONSULTANCY FOR THE DESIGN, ANALYSIS AND IMPLEMENTATION OF INTERNET VOTING FOR OVERSEAS PAKISTANIS

Dear Sir,

This is to notify you that XXXX intends to submit a response to the EOI for CONSULTANCY FOR THE DESIGN, ANALYSIS AND IMPLEMENTATION OF INTERNET VOTING FOR OVERSEAS PAKISTANIS

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**