



Expression of Interest (EOI)

Engagement of Consultant to Conduct SBP Sentiments Surveys at State Bank of Pakistan(SBP) Karachi

June 2026

Table of Contents

SECTION I – REQUEST FOR EXPRESSION OF INTEREST	3
SECTION II – INSTRUCTIONS TO APPLICANTS	4
SECTION III – ELIGIBILITY/QUALIFICATION CRITERIA	6
SECTION IV – TERMS OF REFERENCE	7
SECTION V – GUIDELINES FOR SUBMISSION OF INTEREST	9
SECTION VI – LETTER OF SUBMISSION OF INTEREST	10
SECTION VII-A- APPLICANT INFORMATION FORM	11
SECTION VIII-A – UNDERTAKING	12
SECTION VIII-B – UNDERTAKING	13
SECTION IX – Curriculum Vitae	14



SBP BANKING SERVICES CORPORATION

Request for expression of interest (EOI)

EOI No. GSD (Proc-II) /RD-Survey Services/42165/2026

SBP Banking Services Corporation (SBP BSC) on behalf of State Bank of Pakistan (SBP) invites Expression Of Interest (EOI) from the entities that are on Active Taxpayers List of the Federal Board of Revenue for the **Engagement of Consultant to Conduct SBP Sentiments Surveys at State Bank of Pakistan (SBP) Karachi**. Bidding will be conducted pursuant to *Regulation-3 (B) - Quality and Cost Based Selection (QCBS)* method of Procurement of Consultancy Services Regulations, 2010. Request for Proposal (RFP) Documents soliciting Technical and Financial Proposals will be issued only to shortlisted firms via EPADS.

Expressions of Interest (EOI) Documents containing the detailed description of the assignment and Terms & Conditions are available on E-PADS at (www.eprocure.gov.pk).

A pre-submission meeting will be held on **July 10 at 11:00 AM** via Zoom Meeting Application. Meeting ID & Password is given in the EOI Documents. The prospective firms can also obtain the Meeting ID & Passcode through an email request at gsd.proc2@sbp.org.pk.

The electronic EOI responses, prepared in accordance with the instructions provided in the EOI Documents, must be submitted by using E-Pak Acquisition and Disposal System (E-PADS) on or before **July 24, 2026 at 11:00 AM** which shall be opened on the same day at **11:30 AM** in the presence of representatives of participating consultants who may choose to be present. Manual proposals shall not be accepted.

Joint Director
Procurement Division-II
General Services Department
3rd Floor, BSC House, State Bank of Pakistan
I.I Chundrigar Road, Karachi
Tel: (021) 3311-5306/8305
Email: gsd.proc2@sbp.org.pk

SECTION II – INSTRUCTIONS TO APPLICANTS

A. General	
1. Scope of Expression of Interest (EOI)	1.1. State Bank of Pakistan (SBP) – hereinafter referred to as the “ Procuring Agency ”, having its principal place of business at I.I. Chundrigar Road, Karachi, Pakistan, wherever the context requires shall be deemed to include its subsidiaries invites sealed Expression of Interests (EOI) for <u>Engagement of Consultant to Conduct SBP Sentiments Surveys at State Bank of Pakistan (SBP) Karachi</u>
2. Qualification & Eligibilities of Consultant	2.1. The Consultant (hereinafter referred to as the “ Applicant ” fulfilling the criteria given in “ Section III-Eligibility/Qualification Criteria ” is eligible to participate in the procurement process.
3. One EOI per Consultant	3.1. The Consultant shall submit only one EOI through EPADS. 3.2. Later on, The shortlisted Consultant shall submit only one Proposal, in its name at RFP stage.
4. Cost of EOI	4.1. The Consultant shall bear all costs associated with the preparation and submission of its EOI, and the Procuring Agency will in no case be responsible or liable for such costs whether or not the Consultant qualify for the award of contract or for the next stage. The Procuring Agency is not bound to accept any proposal and reserves the right to annul the selection process under the procurement regulatory framework at any time before the Contract award without thereby incurring any liability to the Consultants.
5. Contents of EOI	5.1. The contents of EOI Documents are listed below. These should be read in conjunction with any addenda that may be issued before the closing date. i. Request for EOI ii. Instructions to Consultants iii. Eligibility/Qualification Criteria iv. Terms of Reference v. Guidelines for Submission of Interests vi. Letter of Submission of Interest vii. Applicant Information Form viii. Format of Undertaking
6. Amendment of EOI Documents	6.1. At any time before the deadline for submission of EOI, the Procuring Agency may, for any reason, whether at its initiative or in response to a clarification requested by an Applicant, amend the EOI documents. Amendments will modify or replace/supersede earlier ones. 6.2. Amendments will be provided in the form of <i>Addenda</i> to the EOI documents, which will be uploaded by the Procuring Agency on EPADS besides uploading on its website. Addenda will be binding on the Consultants and they will be required to immediately acknowledge receipt of any such Addenda. It will be assumed that the amendments contained in such Addenda will have been taken into account by the Consultant in its EOI.

	6.3. To allow the Consultants reasonable time to take the amendment into account in preparing their EOI, the Procuring Agency may, at its discretion, extend the deadline for the submission of EOI.
B. Preparation of Interests	
7. Language of EOI	7.1. The EOI prepared by the Consultants, as well as all the correspondence and documents relating to the EOI, exchanged by the Consultant and the Procuring Agency shall be written in English or Urdu.
8. Documents Comprising the EOI	8.1. The EOI submitted by the Consultants shall comprise all the documents to establish their Eligibility/Qualification including incorporation/registration documents as per prevailing laws which includes but is not limited to copies of incorporation certificates, tax registration certificates, active taxpayer proof, etc. The successful Consultant will ensure compliance with all relevant local tax laws including necessary registration if required.
C. Submission of Interests	
9. Sealing & Marking of EOI	9.1. The Consultant shall submit one EOI document, , through E-PADS
10. Deadline for Submission of EOI	10.1. EOI must be submitted by the Applicants through EPADS by the time specified in the Request for Expression of Interest.
11. Late Submission of EOI	11.1. The Procuring Agency will not entertain the EOI received after the prescribed deadline submitted via EPADS.
D. Evaluation of Interests	
12. Evaluation and Comparison of EOI	12.1. Pursuant to Evaluation Criteria contained in this document, EOIs submitted by the Consultants as per Guidelines for Submission of EOI (Section V) shall be evaluated in detail as per eligibility criteria given in Section III. 12.2. Under the provision of Rule 48 of Public Procurement Rules 2004 (PPR-2004), any Consultant may file its written complaint against the eligibility parameters or any other terms and conditions as prescribed in the EOI Documents, if found contrary to the provisions of the procurement regulatory framework, the same shall be addressed to the Grievance Redressal Committee (GRC) well before the EOI submission deadline. The details of Grievance Redressal Committee (GRC) is given on the Public Procurement Regulatory Authority (PPRA) website: www.ppra.org.pk.
13. Overriding Effect of	13.1. Whenever there is any conflict in these documents the stipulations of PPR,2004 and Procurement of Consulting Services Regulations,2010 shall prevail.

SECTION III – ELIGIBILITY/QUALIFICATION CRITERIA

The Evaluation of Interests will be ascertained based on the following parameters:-

Sr.#	Evaluation Parameter	Means of Verification
1.	The Consultant must be registered with relevant tax authorities and appear on Active Taxpayers List (ATL) of FBR at the time of bid submission, opening and evaluation	Active Taxpayer Certificate/ATL Status/Sufficient Proof
2.	The Consultant must have at least five years of experience in conducting telephonic/face-to-face surveys.	copies of contract(s) for non-overlapping period/ completion certificate of completed assignments / sufficient documentary proof for experience.
3.	The Consultant must have the capacity to provide up to 50 enumerators (having at least twelve years of education along with multilingual capabilities, e.g. Urdu, Sindhi, Punjabi, Pushto, Balochi etc.) per day at Procuring Agency Center for Survey Research, Karachi for execution of survey services	Affidavit on Stamp Paper of Rs. 100 As per format given in section VIII-A of this document.
4.	The Consultant should submit an affidavit that the consultant is not blacklisted or debarred by any organization and is not in the sanctioned list of National Counter Terrorism Authority (NACTA).	Affidavit on Stamp paper of Rs. 100 As per format given in section –VIII-B of this document

Note:

1. The shortlisted Consultant will be issued the Request for Proposal (RFP) documents soliciting sealed Technical and Financial Proposals under *Regulation-3 (B) Quality and Cost Based Selection Method* of the Procurement of Consultancy Services Regulations, 2010 (PCSR-2010).
2. The EOI response should be submitted through EPADS.
3. The EOI submitted in hard form will not be entertained.
4. Requirement/ composition of exact team will be notified at RFP stage.

SECTION IV – TERMS OF REFERENCE

1. Scope of Work

The scope of the assignment would broadly be but not limited to the following areas:

The selected Consultant shall conduct:

1. Development and expansion of population frame for Business Confidence Survey and Consumer Confidence Survey in collaboration with Procuring Agency as per advised methodology.
2. Periodic review of questionnaire for Business Confidence Survey and Consumer Confidence Survey and revisions if required by Procuring Agency.
3. Assist Procuring Agency to draw the Business Confidence Survey and Consumer Confidence Survey sample as per criteria.
4. Managing staff of the survey team.
5. Training of the personnel to execute/supervise/manage the surveys.
6. Thorough training of enumerator.
7. On-site and off-site monitoring of enumerators to ensure data quality and consistency.
8. Conducting up to twelve (12) surveys (monthly) each for Consumer Confidence and Business Confidence in a year.
9. Checking data and calculation for confirmation.
10. Submission of results to Procuring Agency along with analysis report of each survey within three (03) days after completion of surveys as per Procuring Agency format.
11. To conduct other surveys of any type with more or less sample size as and when required by Procuring Agency.
12. Submitting invoice periodically.
13. Examining at least 10% of all completed interviews through call listening, to verify adherence to questionnaire protocol and correctness of recorded responses.
14. Implementation of data consistency checks and outlier detection during data entry and aggregation.
15. Management of complete interview records, and audit trails for all survey rounds.
16. Ensuring compliance with standardized sampling and interviewing protocols across all enumerators.
17. Data confidentiality and secure handling of respondent information in accordance with institutional requirements.
18. Submission of report after completing of each wave covering response rates, completion rates, and data analysis.
19. Submit annual performance report, which will include feedback, comments and suggestions on the improvement of the surveys.

20. Schedule of Deliverables

Following reports will be submitted in hard and soft forms:

Report	Description
Comprehensive report of BCS	Prepare monthly report from the survey data as per format provided by Procuring Agency along with summary of key insights
Sector wise results of BCS	-do-
Question wise results of BCS	-do-
Company's profile wise results of BCS	-do-
Any other report (s) required by Procuring Agency team from the survey data on any dimension	-do-
Comprehensive report of CCS	-do-
Strata wise/ province wise results of CCS	-do-
Question-wise results of CCS	-do-
Households' profile wise results of CCS like (Income wise, education wise, profession wise, gender wise, fresh/ rotating, etc.)	-do-
Any other report (s) required by Procuring Agency team from the survey data on any dimension	-do-

21. Project Completion Timeline

The duration of the contract will be up to five years, subject to annual appraisal based on a structured criteria.

22. Non-Disclosure Agreement

- a) The Consultant shall ensure the confidentiality of all Procuring Agency-related information obtained during this engagement. All such information will be subject to non-disclosure obligations, with the information remaining confidential indefinitely.
- b) The Consultant must sign a Non-Disclosure Agreement (NDA) with Procuring Agency.
- c) Upon completion of the engagement, the Applicant must securely dispose of all Procuring Agency-related information, including reports and supporting documentation, and may be required to confirm the destruction or deletion of such materials.

23. Payment Terms

The payment shall be made on monthly basis subject to satisfactory services and receipt of invoice(s)

SECTION V – GUIDELINES FOR SUBMISSION OF INTEREST

1. Only Consultants from Pakistan (National Competitive Bidding) are eligible to submit the response for the *Engagement of Consultant to Conduct SBP Sentiments Surveys at State Bank of Pakistan (SBP) Karachi*.
2. Eligible Consultant(s) should submit **Expressions of Interest (EOI)** in English/Urdu language along with relevant complete details of their qualification and experience as requested under **Section III – Eligibility/Qualification Criteria**.
3. A pre-submission meeting will be held on **July 10, 2026 at 11:00 AM** via Zoom. Meeting ID & Password are as follows:
Zoom Link:
<https://us04web.zoom.us/j/76653758203?pwd=2Kic4IzjtqubyvfdNU4bLnjyazB4I31>
ID: 766 5375 8203
Password: SBP123
4. Consultant(s) are encouraged to attend the meeting to gain clarity about the procurement process, scope, evaluation criteria or any other related aspects. Official minutes of the Pre-submission meeting shall be issued to all participating Applicants through EPADS besides uploading on the Procuring Agency's website.
5. Consultants must provide unambiguous and clear information as per the above requirements and must provide only material that would be specific to the proposed services, and to avoid submitting generic promotional material.
6. Any further information/clarification by the procuring agency can be sought.

SECTION VI – LETTER OF SUBMISSION OF INTEREST

Over Firm's Letterhead

Date: dd-mm-yyyy

EOI Title: *Engagement of Consultant to Conduct SBP Sentiments Surveys at State Bank of Pakistan (SBP) Karachi*

Reference: *EOI No. GSD (Proc-II) /RD-Survey Services/42165/2026*

To:

Director

General Services Department
SBP Banking Services Corporation (HOK)
4th Floor BSC House, I. I. Chundrigar Road,
Karachi, Pakistan

We, the undersigned, apply to be shortlisted for the referenced Request for EOI and declare that:

- (a) **No reservations:** We have examined and have no reservations to the EOI Documents, including Addendum(s) No(s), issued in accordance with Instructions to Applicants **(ITA)**: [insert the number and issuing date of each addendum].
- (b) **No conflict of interest:** We have no conflict of interest;
- (c) **Eligibility:** We meet the eligibility requirements, we have not been suspended by the Procuring Agency based on execution of a Bid/Proposal Securing Declaration;
- (d) **State-owned enterprise or institution:** *[select the appropriate option and delete the other]*
[We are not a state-owned enterprise or institution] / [We are a state-owned enterprise or institution];
- (e) **Not bound to accept:** We understand that you may cancel the shortlisting process at any time without incurring any liability to the Consultants. Only Consultants who have been shortlisted shall be entitled to participate further in the procurement proceedings;
- (f) **True and correct:** All information, statements and description contained in the Application are in all respect true, correct and complete to the best of our knowledge and belief.

Signed: [insert signature(s) of an authorized representative(s) of the Applicant]

Name: [insert full name of the person signing the Application]

In the capacity of [insert capacity of the person signing the Application]

Duly authorized to sign the Application for and on behalf of: [insert full name of the Applicant]

Address: _____

Dated: _____

SECTION VII-CONSULTANT'S INFORMATION FORM

Over Firm's Letterhead

Date: dd-mm-yyyy

EOI Title: Engagement of Consultant to Conduct SBP Sentiments Surveys at State Bank of Pakistan (SBP) Karachi

Reference: EOI No. GSD (Proc-II) /RD-Survey Services/42165/2026

Consultant's Name:	<i>[insert full name]</i>
Consultant's Country of Registration:	<i>[indicate country of Constitution]</i>
Consultant's year of Incorporation:	<i>[indicate the year of Constitution]</i>
Tax Registration Details	
Consultant's legal address:	<i>[insert street/ number/ town or city/ country]</i>
E-mail Address:	
Telephone/Mobile Number:	
Official Web Site:	
Consultant's Authorized Representative Information	Name: <i>[insert full name]</i> Address: <i>[insert street/ number/ town or city/ country]</i> Telephone/Fax numbers: <i>[insert telephone/fax numbers, including country and city codes]</i> E-mail address: <i>[indicate e-mail address]</i>
Attached are Copies of Original Documents of	- Articles of Incorporation (or equivalent documents of constitution or association), and/or documents of registration of the legal consultant named above, in accordance with ITA 4.5. - Included are the organizational chart, a list of Board of Directors, and the beneficial ownership.

SECTION VIII-A – UNDERTAKING

Over Stamp Paper of Rs. 100/-

Undertaking For Compliance with Eligibility Criteria No. 03

Date: dd-mm-yyyy

EOI Title: Engagement of Consultant to Conduct SBP Sentiments Surveys at State Bank of Pakistan (SBP) Karachi

Reference: EOI No. GSD (Proc-II) /RD-Survey Services/42165/2026

Dear Concern,

I/We hereby confirm and declare that I/We, M/s -----, has the capacity to provide up to 50 enumerators (having at least twelve years of education along with multilingual capabilities, e.g. Urdu, Sindhi, Punjabi, Pushto, Balochi etc.) per day at Procuring Agency's Center for Survey Research, Karachi for execution of survey services.

Detection of false declaration/statement at any stage of the entire application/Bidding Process / Currency of the Contract shall lead to disqualification and forfeiture of Bid Security or Performance Guarantee, as the case may be, and termination of the contract.

Seal & Signature of Firm:

Date:

Signature along with the stamp of authorized representative.

SECTION VIII-B – UNDERTAKING

Over Stamp Paper of Rs. 100/-

Undertaking For Non-Blacklisting/Non-Debarment & Non-Sanctioning

Date: dd-mm-yyyy

EOI Title: Engagement of Consultant to Conduct SBP Sentiments Surveys at State Bank of Pakistan (SBP) Karachi

Reference: EOI No. GSD (Proc-II) /RD-Survey Services/42165/2026

Dear Concern,

I/We hereby confirm and declare that I/We, M/s -----, has never been blacklisted/debarred under Rule 19 of PPR-2004 by any government/semi-government organization.

Detection of false declaration/statement at any stage of the entire application/Bidding Process / Currency of the Contract shall lead to disqualification and forfeiture of Bid Security or Performance Guarantee, as the case may be, and termination of the contract.

Seal & Signature of Firm:

Date:

Signature along with the stamp of authorized representative.

SECTION IX – Curriculum Vitae

Position Title and No.	{e.g., K-1, TEAM LEADER}
Name of Expert	{Insert full name}
Date of Birth	{day/month/year}
Country of Citizenship/Residence	

Education: List college/university or other specialized education, giving names of educational institutions, dates attended, degree(s)/diploma(s) obtained}

Degree	Year	Major	Name of Institution

Employment record relevant to the assignment: {Starting with present position, list in reverse order. Please provide dates, name of employing organization, titles of positions held, types of activities performed and location of the assignment, and contact information of previous Procuring Agency's and employing organization(s) who can be contacted for references. Past employment that is not relevant to the assignment does not need to be included.}

Period	Employing organization and your title/position. Contact info for references	Project Title	Country	Summary of activities performed relevant to the Assignment
[e.g., May 2005-present]	[e.g., Ministry of, advisor/consultant to... For references: Tel...../e-mail.....; Mr. *****, deputy minister]			

Membership in Professional Associations and Publications:

Language Skills (indicate only languages in which you can work):

Adequacy for the Assignment:

Detailed Tasks Assigned on Consultant's Team of Experts:	Reference to Prior Work/Assignments that Best Illustrates Capability to Handle the Assigned Tasks
{List all deliverables/tasks in which the Expert will be involved}	

Expert's contact information: (e-mail, phone.....)

Certification:

I, the undersigned, certify that to the best of my knowledge and belief, this CV correctly describes myself, my qualifications, and my experience, and I am available, as and when necessary, to undertake the assignment in case of an award. I understand that any misstatement or misrepresentation described herein may lead to my disqualification or dismissal by the Procuring Agency.

{day /month/year}

Name of Expert
Date

Signature

{day /month/year}

Name of authorized
Date
Representative of the Consultant
(the same who signs the Proposal)

Signature (*electronic signature are also acceptable*)

Seal & Signature of Firm:

Date:

Signature along with the stamp of authorized representative.