



Drug Regulatory Authority of Pakistan

Prime Minister's National Health Complex,
Park Road, Chak Shahzad, Islamabad

Request for Expression of Interest (EOI)

Drug Regulatory Authority of Pakistan (DRAP), an autonomous body of the Federal Government established under the DRAP Act 2012, is responsible for providing effective coordination and enforcement of the Drugs Act, 1976 (XXXI of 1976). DRAP invites Expressions of Interest (EOI) from Legal Practitioners/Law Firms who are registered with the relevant authority of Government of Pakistan and are on Active Taxpayers List of the Federal Board of Revenue for provision of following services:

- i) To conduct a comprehensive review of the existing DRAP Act, 2012, DRAP Accounting Procedure and Financial Rules, 2015 and DRAP Employees Service Regulations, 2015 in the light of Judgement of Honorable Islamabad High Court in Writ Petition No. 541/2020, Writ Petition No. 558/2020 and Writ Petition No. 634/2020;
- ii) To identify gaps, inconsistencies and areas for improvement based on the international best practices and the national administrative legal framework.
- iii) Draft proposed Service Rules of DRAP in accordance with the provisions contained in DRAP Act, 2012 and the framework notified by Establishment Division, Government of Pakistan for framing of service rules of autonomous bodies.

EOI documents *containing detailed terms and conditions etc. are available on the PPRA/ DRAP websites and EPADS Portal i.e. www.eprocure.gov.pk for free download*). The EOI Proposals must be prepared in accordance with the instructions contained in the EOI document and must be submitted through EPADS portal so as to reach Drug Regulatory Authority of Pakistan, PM Health Complex, Park Road Islamabad on or before ____ at _____. Proposals will be opened on the same day 30 minutes after the closing time in Committee Room of DRAP HQ Islamabad in presence of bidders who may choose to participate and attend.

The proposals must be submitted through EPADS portal and manual proposals will not be entertained.

**EXPRESSION OF INTEREST (EOI) DOCUMENT
FOR
LEGAL PRACTITIONERS/ LAW FIRMS FOR DRAFTING OF DRAP EMPLOYEES SERVICE RULES**

1. SCOPE OF SERVICES

Drug Regulatory Authority of Pakistan (DRAP), an autonomous body of the Federal Government established under the DRAP Act 2012, is responsible for providing effective coordination and enforcement of the Drugs Act, 1976 (XXXI of 1976). DRAP invites Expressions of Interest (EOI) from Legal Practitioners/Law Firms who are registered with the relevant authority of Government of Pakistan and are on Active Taxpayers List of the Federal Board of Revenue for provision of following services:

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- ii) To identify gaps, inconsistencies and areas for improvement based on the international best practices and the national administrative legal framework.
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2. TERMS AND CONDITIONS

- i) The proposals will be subject to Public Procurement Rules, 2004 and the PPRA regulations including e-Pak Procurement Regulations. The bids to be prepared as single PDF file and uploaded through EPADS Portal i.e. www.eprocure.gov.pk.
- ii) All the data/ information submitted by the bidders will be treated as confidential.
- iii) Expenses required to prepare the proposals and participate in this procurement will be borne by the bidders.
- iv) DRAP reserves the right to verify any information submitted by the bidders.
- v) Any information or statement which is found incorrect by DRAP will be a ground of rejection of the proposal.
- vi) DRAP reserves the right to cancel the procurement process at any time without any notice.
- vii) All queries (regarding the EOI document) must be sent in writing or through official email of DRAP i.e. _____.
- viii) The bidder must clearly mention in his proposal the timelines for completion of the task which should not exceed 15 days from the award of contract.
- ix) Major milestones along with mode of payment and total remuneration of the service should be clearly mentioned in the proposal.

- x) Proposals fulfilling the qualification criteria will be evaluated on lowest cost basis and the bidder offering the lowest rates will be offered the contract.

3. PRE-REQUISITE DOCUMENTS TO BE ATTACHED

- i) All proposals must be in sealed envelope and labeled as “EXPRESSION OF INTEREST” indicating the name of the individual applicant/firm.
- ii) A letter of introduction briefly detailing the individual/law firm’s qualification and suitability for the assignment.
- iii) Complete profile of the firm including personal profile of the head of the law firm.
- iv) An affidavit on stamp paper of at least Rs.100 value that the bidder is not debarred by any public agency/government organization to participate in government contracts.

4. QUALIFICATION CRITERIA

The proposals will be evaluated for compliance to the following mandatory qualification criteria. Failure to meet any of the given condition will disqualify the bidder and his financial proposal/ quotation will not be entertained. Financial Proposals shall be considered of those applicants who fulfill the qualification criteria.

Sr. No	Qualification/ Experience
1	Applicant should possess minimum LLB or equivalent qualification from HEC and Pakistan Bar Counsel’s recognized institution.
1	At least 15 years of experience of High Court practice along with 5 years’ experience of Supreme Court practice. Copies of High Court/Supreme Court licenses must be annexed.
2	The applicant should be rendering legal services to at least 5 public sector organizations, two of whom must be autonomous bodies. A Certificate from the concerned section/ office (<i>dealing with legal affairs</i>) of each public body is required in favor of the applicant/ bidder confirming that the latter is rendering services to the satisfaction of the public body.
3	At least 15 reported judgments with their citations. Preference will be given to those applicants with judgements related to regulatory as well as service laws.
4	The applicant shall also submit a certificate from a public body/government entity/international organization confirming that the former has accomplished a similar assignment to its satisfaction or is currently engaged in provision of similar services.
5	The applicant must have conducted at least 1000 cases at High Court level. A list of cases duly attested by the concerned official of the High Court must be annexed. Preference will be given to those applicants with judgements related to regulatory and services laws.
6	The head office of the applicant/bidder should be in Islamabad.

5. AWARD OF CONTRACT

The contract will be award to the bidder who fully complies with the qualification criteria and offers the most advantageous bid to be determined on least cost basis.

Deputy Director (Procurement, Projects & Logistics)
Hamza Zubaid Malik
Friday, 08 November, 2024, 9:55:52 AM



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