TASKS SHEET FOR ESTABLISHMENT OF FOREIGN AIDED PROJECTS

Task	Sub Task	Activities		Responsibility for Execution	Planned Start Date	Planned End Date	Duration	Actual Start Date	Actual End Date	Delay	Reasons for Delay	Corrective Measures	Progress & Update
1	Identificat	tion of Project											
	1.1	Need Identification	•	AD / EA									
	1.2	Preparation of Project Proposal	•	AD / EA Donor Agency									
2	Approval (of Concept Paper											
	2.1	Preparation of Concept Paper	•	AD / EA Donor Agency									
	2.2	Submission of concept paper in P&D Board	•	AD / EA									
	2.3	Pre-PDWP Meeting	•	P&D Board									
	2.4	Clearance from PDWP	•	P&D Board									
	2.5	Submission of Concept Paper to Planning Commission	•	AD / EA P&D Board									
	2.6	Approval from Concept Clearance Committee	•	Planning Commission AD / EA P&D Board									
3	Approval	of Punjab Government fo	or o	btaining Loan (Paralle	el with the A	<mark>pproval of (</mark>	Concept Pap	er)					
		Summary for Chief Minister	•	AD / EA									
		Summary for Cabinet Committee on Development & Finance	•	AD / EA									
4	Formal Request for Financing from Donor through EAD		•	AD / EA P&D Board									
5	Scoping Mission / Identification Mission		•	Donor Agency									
6	Approval	of PC-II for Feasibility St	·										

Task	Sub Task	Activities	Responsibility for Execution	Planned Start Date	Duration	Actual Start Date	Actual End Date	Delay	Reasons for Delay	Corrective Measures	Progress & Update
	6.1	Preparation of PC - II	• AD / EA								
	6.2	Submission of PC – II to P&D Board	• AD / EA								
	6.3	Pre - PDWP	P&D Board								
	6.4	Clearance / Approval from PDWP	P&D Board								
	6.5	Approval from CDWP	Planning Commission								
	6.6	Issuance of Administrative Approval of PC-II	• AD / EA								
7	Consultar	nt Selection for Feasibilit	y Study								
	7.1	Preparation of EOI Document and its submission to Donor for NOC	AD / EADonor Agency								
	7.2	Donor Review & Approval of EOI Document	Donor Agency								
	7.3	Advertisement for Request of EOI (REOI)	• AD / EA								
	7.4	Evaluation of EOIs & Shortlisting	• AD / EA								
	7.5	Submission of EOI Evaluation Report to Donor for NOC	• AD / EA								
	7.6	Submission of RFP for Donor Review & Issuance of NOC	AD / EADonor Agency								
	7.7	Issuance of RFP to Shortlisted Firms / Consultants	• AD / EA								
	7.8	Submission of Proposals (Technical & Financial)	• AD / EA								
	7.9		• AD / EA								

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		Proposals										
	7.10	Submission of Technical Evaluation Report for Donor Review	AD / EADonor Agency									
	7.11	Donor Review & Issuance of NOC regarding Technical Evaluation	 Donor Agency 									
	7.12	Opening of Financial Proposals	• AD / EA									
	7.13	Financial Evaluation & Submission of Combined Evaluation Report to Donor for NOC	AD / EADonor Agency									
	7.14	Negotiations with Highest Ranked Firm	• AD / EA									
	7.15	Submission of Negotiated Contract for Donor Review & Issuance of NOC	AD / EADonor Agency									
	7.16	Uploading Final Bid	AD / EADonor Agency									
	7.17	Letter of Intent	• AD / EA									
	7.18	Award of Contract	• AD / EA									
8	Notificatio	on of Land Availability	• AD / EA									
9	Feasibility	/ Study										
	9.1	Surveys										
	9.1.1	Topographic Survey	• AD / EA									
	9.1.2	Geotechnical investigation & Survey	• AD / EA									

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	9.1.3	Physical Model Study	• AD / EA								
	9.2	Assessments/Plan									
	9.2.1	Environmental & Social Impact Assessment	• AD / EA								
	9.2.2		• AD / EA								
	9.2.3	Financial & Institutional Assessment	• AD / EA								
	9.2.4	Risk Assessment	• AD / EA								
	9.2.5	Monitoring & Evaluation Assessment	• AD / EA								
	9.2.6	Stakeholders Assessment	• AD / EA								
	9.3	Detailed Design & Cost E	Estimates								
	9.3.1	Detailed Design	• AD / EA								
	9.3.2	PC-I & Cost Estimates	• AD / EA								
10	Pre-Appra	aisal / Appraisal Mission	Donor Agency								
11	Approval	of Project									
	11.1	Submission of PC-I to P&D Board	• AD / EA								
	11.2		P&D Board								
	11.3	Pre - PDWP	P&D Board								
	11.4	Clearance from PDWP	P&D Board								
	11.5	Dianaina Cananiasian	P&D BoardAD / EA								
	11.6		 Planning Commission 								
	11.7	Clearance from CDWP	Planning								

Task	Sub Task	Activities	Responsibility for Execution	Planned Start Date	Planned End Date	Duration	Actual Start Date	Actual End Date	Delay	Reasons for Delay	Corrective Measures	Progress & Update
			Commission									
	11.8	Approval from ECNEC	 Planning Commission 									
	11.9	Issuance of Authorization	 Planning Commission 									
	11.10	Issuance of Administrative Approval	• AD / EA									
12	Appraisal	Mission	Donor Agency	P&D B	oard							
13	Inclusion	in ADP	 AD / EA P&D Board 									
14		on of Project / Program Committee	• AD / EA									
15	Loan	of Punjab Government fo Negotiation Negotiation Team	or: (Parallel after Clearai	nce of PC-I fro	om CDWP)							
	15.1	Summary for Chief Minister	• AD / EA									
	15.2	Summary for Cabinet Committee on Development & Finance	• AD / EA									
16		otiations (Parallel after	 AD / EA P&D Board EAD 									
17	Loan	of Punjab Government fo Signing Documents (Project App	pr:	cing Agreemo	ent & Projec	t Agreemen	t)					
	17.1	Summary for Chief Minister	• AD / EA									
	17.2	Summary for Cabinet Committee on Development & Finance	• AD / EA									
18		ning: cing Agreement by EAD ct Agreement by AD	 EAD Donor Agency P&D Board 									
	, indje		AD / EA									

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19	Legal Opi Departme		Law Department AD / EA									
20	Loan Effe		Donor Agency EAD									
21	Establishment of PMU											
	21.1	Completion of HR Recruitment	• AD / EA									
	21.2	Establishment of Logistics	• AD / EA									
	21.3	Procurement	• AD / EA									
22	Opening	of Assignment Account										
	22.1	Request For Opening Of Assignment Account To Finance Department										
	22.2	Issuance of Advice by	 AD / EA Finance Department AG Punjab 									
	22.3	Issuance of Advice by Account General to Treasury Officer / District Accounts Officer	AD / EAAG Punjab									
	22.4	Issuance of Advice by Treasury office to National Bank of Pakistan	AD / EATreasury Office									
	22.5	Request to State Bank of	 AD / EA State Bank of Pakistan National Bank of Pakistan 									
	22.6	Opening of Account	 National Bank of Pakistan AD / EA 									
23	Implemer	tation / Operating Stage										

Task	Sub Task	Activities	R	Responsibility for Execution	Planned Start Date	Duration	Actual Start Date	Actual End Date	Delay	Reasons for Delay	Corrective Measures	Progress & Update
	23.1	Withdrawal Request to Donor Agency		AD / EA Donor Agency								
	23.2	Transfer of Funds to Assignment Account		Donor Agency								
	23.3	Funds made Online	•	Finance Department								
	23.4	Advice for Treasury Office by Finance Department		Finance Department AD / EA								
	23.5	Issuance of Advice from Treasury Office to National Bank of Pakistan	• ,	Treasury office AD / EA								
24	Initiation	of On-Ground Operation	al Flo	ws / Start of Impleme	entation							
	24.1	Preparation of Pre- Qualification Documents	•	AD / EA								
	24.2	Submission of Pre- Qualification Documents to Donor Agency	•	AD / EA								
	24.3	Review of Pre- Qualification Documents by Donor Agency & Issuance of NOC		AD / EA Donor Agency								
	24.4	Publication of Pre- Qualification Notice	•	AD / EA								
	24.5	Evaluation of Applications & Pre- Qualification of Firms	•	AD / EA								
	24.6	Submission of Report regarding Pre-Qualified Firms to Donor	•	AD / EA								
	24.7	Donor Review & Issuance of NOC regarding Pre-Qualified Firms		AD / EA Donor Agency								
	24.8	Preparation of Bidding Documents &		AD / EA Donor Agency								

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		Submission to Donor Agency for NOC										
	24.9	Issuance of Bidding Documents to Pre- Qualified Firms	• AD / EA									
	24.10	Submission of Proposals (Technical & Financial)	• AD / EA									
	24.11	-	• AD / EA									
	24.12		AD / EADonor Agency									
	24.13	Opening of Financial Bids of Technical Qualified Bidders	• AD / EA									
		Financial Evaluation & Submission of Combined Evaluation Report to Donor for Review & NOC	AD / EADonor Agency									
	24.15	Uploading Final Bid Evaluation Reports (Technical & Financial) on Relevant Web Portals	• AD / EA									
	24.16	Redressal of Grievance	• AD / EA									
	24.17	Issuance of Letter of Intent / Acceptance	• AD / EA									
	24.18	Award of Contract	• AD / EA									