

Project Proposal Form

(For PPP Project Initiated by Implementing Agencies)

Unique PPP code to be assigned by the Implementing Agency through PPPPA e-system_____

General Information	
1.	Name of the Project:
2.	Name of the Implementing Agency:
3.	Administrative Department:
4.	Sector: (Please mention the name of the relevant sector, does the project pertain to a priority sector or a neglected sector as notified by the Government).
5.	Project category: <i>(Please mention the category of the project in accordance with the classification provided in the Rules).</i>
6.	Competent forum to approve the Project Proposal <i>(Please specify the forum competent to approve the Project Proposal in accordance with the Rules):</i>
7.	Name of the forum which approved the Project Concept. <i>(Please include the copy of the approved PPP Concept)</i>
PART-A	
Project Requirements and Benefits	
8.	Project objectives: a) Please include a comprehensive list of project objectives. How are they aligned with the government priorities and sectoral roadmap? How the project addresses existing challenges or gaps in achieving sectoral goals? b) How the project will contribute in achieving specific sectoral goals in quantifiable terms? Establish the justification of the project supported by relevant data.
9.	Explain the approach and methodology used to prepare the Project Proposal. Has the Need Assessment been carried out? If so, please include its result and findings.

10. Please include the base-line data and projected data upon which the proposed project has been based.

11. What are the economic, social, and environmental benefits of the project, including its measurable outcomes e.g. revenue generation, job creation etc.

PART-B

Comprehensive Technical Feasibility

12. Please include the comprehensive scope of the project including the project components, infrastructure, services and facilities to be established under the project

13. Please include the reference design, drawings, specifications, technology, processes upon which the cost estimates have been prepared. In case of infrastructure projects topographic surveys, geotechnical investigations, hydrological studies and other design parameters may also be included, where relevant.

Status of Land

14. Project Location (Please mention name of the district, tehsil, and area, where the proposed project will be executed; please include the location map with geographic coordinates)

15. What is the status of land, including Right of Way, required for the implementation of the project?

16. Where land is available with the Implementing Agency for the implementation of the project, please include map of the area proposed for the project together with evidence of availability of land; what is the cost of land for the purpose of categorization of the project, in the light of instructions issued by the Board of Revenue (BoR). What will be the proposed legal arrangement for the availability of land for the Implementation of Project;

17. Where acquisition of land is being proposed, please include the land acquisition plan including the details of the land to be acquired and tentative cost. How the cost of acquisition shall be borne?

Cost Estimates

18. Detailed project cost estimates including the EPC and non-EPC Costs *(Please attach detailed cost estimates of the project including designing, consulting, transaction advisory, construction, installation, commissioning etc. till the commissioning of the Project. The cost*

estimates may further be broken down on yearly basis. Please include the assumptions used to reach such estimates.)

19. Estimated operations and maintenance cost during the contract period: (Please attach the detailed cost estimates of the operation and maintenance of the project during the contract period.

20. Estimated cost of up-gradations and overhauls required during the project lifecycle: (Please include detailed cost estimates of up-gradations and overhauls of the project infrastructure during the contract period, together with the assumptions used to reach such estimates may also be provided. How will this cost be financed)

21. Does the project cost include a foreign funding. If so, please include the source of funding, its detailed breakdown and the level of commitment.

PART-C

Proposed PPP Model

22. Explain the proposed PPP model in detail. Please attach the analysis of various options which the Implementing Agency has explored for the purpose. How the proposed PPP model is suitable out of all these options?

23. Please include the roles and responsibilities proposed to be assigned to Implementing Agency.

24. Please include the roles and responsibilities proposed to be assigned to the Private Partner.

25. Please include the role of lender or financial institution in the proposed PPP model.

26. Does the project assign any responsibility to a Government Agency other than Implementing Agency? If so, please include its details. Does it entail a financial cost, if so, what will be the mechanism of bearing that cost?

Concessions, Project Support and Project Revenues

27. Provide the details of the concessions being proposed to be offered to the Private Partner.

28. Whether the project requires funding out of Viability Gap Fund (VGF) for its implementation, if so, please include the detailed breakdown of funding requirement out of Viability Gap Fund (VGF) on yearly and quarterly basis. Why alternate methods to reduce viability gap funding not suitable?

29. Does the proposed model include any Minimum Revenue Guarantee (MRG)? If so, to what extend and which agency will provide these

guarantees? Is there an adequate source of funding to provide such guarantees?

30. What other types of Project Support are being proposed for the project? Please provide a comprehensive list and establish their justification.

31. Please include the proposed tariff matrices and their underlying assumptions. Explain how the tariffs, charges, or fees proposed under the project shall remain affordable for end-users. Has an affordability survey been conducted? If so, include its findings.

32. Estimated project revenues including their types and sources. Have all the potential streams of revenues been adequately captured? Please include the year wise break-down of the projected revenues and estimated project cash flows including expenditure forecast.

Comprehensive Financial Feasibility

33. Please include the comprehensive financial and economic viability of the proposed PPP model and the alternate options. Establish how the proposed model is most suitable.

34. Please provide the detailed financial model in the soft and editable form in Microsoft excel. The model may include all assumptions, estimates calculations, forecasts, key drivers, inputs and outputs.

35. Establish how the proposed model is suitable in terms of bankability. Establish that the proposed model is suitable for inviting bids and bringing investment at this stage.

36. Please provide the detailed break-down of the financing structure into Private Partner equity, Commercial loan and Project Support. In case of commercial loan, what will be the loan retirement period?

37. Has the sensitivity analysis has been conducted for the impact of the key drivers on the proposed PPP model under varying circumstances? If so, please include the findings of the sensitivity analysis and the impact of key drivers under the varying circumstances on the viability and its financial, direct and contingent liabilities for the Government.

38. Has the Value for Money (VfM) analysis been conducted for undertaking the project in the proposed model? If so, please include its findings.

39. Please include the details of the payment structure and conditions under which the payments shall become payable.

Project Tenure

40. What is the estimated time of project execution, till the start of operations *(Please include a comprehensive project execution plan including design, invitation of bids, construction and installation, commissioning).*

41. What is the proposed PPP Contract period *(Please include a breakdown of the contract period including execution, operations and maintenance, upgradation and overhaul and eventual transfer, where relevant).*

PART-D

Legal Assessment

42. Please identify the relevant legal and regulatory framework concerning the project. Please identify regulatory clearance and approvals, which would be required for undertaking the project. Which party will be responsible for securing such approvals. How the Implementing Agency is empowered under law to enter into the proposed PPP Contract.

Project Risks

43. Please include the detailed risk matrix of the project. How the risks are being allocated and apportioned between the parties. What mitigation strategies are being proposed to address the potential risks?

44. What risks are being proposed to be borne by the Government or the Implementing Agency? What will be the financial liability for the Government in bearing these risks? What mitigation strategies have been adopted to protect the interest of the Government against the occurrence of such risks?

45. What risks are being proposed to be borne by the Private Partner?

46. Please include a detailed break-down of the financial and contingent liabilities of the project. How those liabilities are being proposed to be met? The break-down on yearly and quarterly basis may also be included.

Monitoring and Evaluation

47. Please include the monitoring and evaluation framework proposed for the project.

48. Have performance and quality standards been adequately defined for the project. If so, please include the standards that the project needs to comply with during the project life cycle. What will be the mechanism of monitoring and enforcing these standards?

49. Whether an Independent Engineer and Independent Auditor will be hired for the project, if so, please include their detailed Terms of Reference (ToR).

50. Please include the exit strategy in detail. What will be the mode and mechanism of transfer of assets and provision of services after the project closure.

PART-E

Environmental and Social Safeguards

51. What are the possible environmental risks associated with the project? Does the project require conduct of an environmental study before its undertaking. Has the required environmental study been conducted? If so, please include the study and its findings.

52. Does the project require conduct of a Social Impact Assessment? If so, please include the study and its findings.

PART-F

Draft Bidding Documents

53. Please include the draft PPP Contract, Request for Expression of Interest (REOI), Pre-Qualification Document (PQD), Request for Proposal (RFP), proposed evaluation criteria and the method for inviting bids, where relevant.

Certificate

(to be submitted with the Project Proposal)

It is certified that the Project Proposal has been prepared in line with the requirements of the Punjab PPP Act 2025 and the Rules. The estimates in the Proposal are realistic. The proposed project fulfils the requirement of the Act and the Rules and is suitable to be approved for implementation as a PPP project under the Act.

Name of the Agency or Transaction Advisor who has prepared the Project Proposal and the signatures of its authorized representative	
Name:	Signature:

Name and signatures of the officers who have checked the Project Proposal	
Name:	Signature:

Name and signatures of the Head of Implementing Agency	
Name:	Signature:

Name and Signatures of the Administrative Secretary (in case of projects to be submitted to the Authority)	
Name:	Signature:

Name and contact details of the focal person, for further information	
Name:	Contact:

Date of Submission: _____