

Issued to

M/s: _____

Date : _____

Issued By : _____

PREQUALIFICATION DOCUMENTS

INFRASTRUCTURE DEVELOPMENT WORKS (ROAD, WS, SEWERAGE & DRAINAGE) FOR PHASE-1B AT M-3 INDUSTRIAL CITY, FAISALABAD

OCTOBER 2014



FAISALABAD INDUSTRIAL ESTATE DEVELOPMENT & MANAGEMENT COMPANY

Office of Chief Executive Officer, FIEDMC

Head Office: 1st Floor, FCCI Complex, East Canal Road Canal Road, Faisalabad

Tel: (+92-41) 9230231-4 Fax: (+92-41) 9230235

PRE-QUALIFICATION DOCUMENTS
ARE TO BE SUBMITTED BY **FILLING THE
REQUIRED FORMS GIVEN IN ANNEXURES**
(BY TYPING OR WRITING IN BLOCK LETTERS)

IMPORTANT

**FILL IN THE FORMS IN ANNEXURES INSTEAD OF
REFERRING TO ENCLOSURES AS IT MAY LEAD TO
REJECTION OF YOUR DOCUMENTS**

**EACH PAGE OF YOUR SUBMISSION IS TO BE SIGNED
BY AN AUTHORIZED REPRESENTATIVE**

**IN CASE OF NON-UTILIZATION OF ANY FORM, THE
SAME SHOULD BE CROSSED AND SIGNED. ONLY
ORIGINAL BOOK, DULY FILLED & SIGNED WILL BE
CONSIDERED**

Submission of Original Pre-qualification Documents book purchased from Office of Chief Executive Officer, FIEDMC duly filled signed and stamped is mandatory for Pre-qualification.

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1. INVITATION FOR PRE-QUALIFICATION

Date: _____

1. **Faisalabad Industrial Estate Development & Management Company, Faisalabad (FIEDMC)** invites all PEC registered contractors to participate in the Pre-Qualification for **Infrastructure Development Works (Road, WS, Sewerage & Drainage) for Phase-1B at M-3 Industrial City, Faisalabad.**
2. **Faisalabad Industrial Estate Development & Management Company, Faisalabad (FIEDMC)** hereinafter referred as “the Employer” intends to prequalify all PEC registered Contractors for the **Infrastructure Development Works (Road, WS, Sewerage & Drainage) for Phase-1B at M-3 Industrial City, Faisalabad.**
3. **M/s. Osmani & Co. (Pvt.) Ltd.** has been engaged as “The Engineer/ Consultants” to plan, design and supervise all works in M3 Industrial City, Faisalabad.
4. The firms fulfilling the following **mandatory requirements** shall only be considered for further evaluation (relevant documents to be attached):
 - i) Valid PEC Registration Certificate for the 2014 in the Category of “C-1 or above”.
 - ii) PEC Specialization Code “CE-01, CE-09 & CE-10”
 - iii) Affidavit on stamp paper of Rs.100/- (duly notarize) that the applicant firm is not black listed by any procuring Agency, Govt. or Semi-Govt. Departments, Autonomous bodies, international Organization and any Cantonment Boards in Pakistan.
 - iv) List of any present or past litigation of the Bidding Firm with any Organization, Govt. Dept. or private concern (If “No” write “Nil” and submit an affidavit on Stamp Paper duly notarized in this regard). Litigation statement shall be provided in the following format:-

No.	Name of person/ Entity	Litigation Nature	Name of Project	Litigation date	Litigation result/ In progress concluded	If concluded, mention result

5. Appropriate category PEC registered contractors may obtain the prequalification documents from the **Office of Chief Executive Officer, FIEDMC, 1st Floor, FCCI Complex, East Canal Road Canal Road, Faisalabad, Tel: (+92-41) 9230231-4 Fax: (+92-41) 9230235** or may request to send the same through mail at the specified address. However, FIEDMC does not take any responsibility or liability of any delay or non-receipt of the documents to the requesting party.
6. Clarification meeting may be held at a time & date to be notified later if the same, in the opinion of FIEDMC, is required. The venue shall be at the **Office of Chief Executive Officer, FIEDMC, 1st Floor, FCCI Complex, East Canal Road Canal Road, Faisalabad, Tel: (+92-41) 9230231-4 Fax: (+92-41) 9230235.**
7. Applications for Pre-qualification must be delivered in sealed envelopes by hand or through registered mail or courier, to:- **Office of Chief Executive Officer, FIEDMC, 1st Floor, FCCI Complex, East Canal Road Canal Road, Faisalabad, Tel: (+92-41) 9230231-4 Fax: (+92-41) 9230235,** not later than 1700 hrs on _____. FIEDMC does not take any responsibility or liability of any delay or non-receipt of the submission by the applicants if sent through mail or courier.

2. INSTRUCTIONS TO APPLICANTS

2.1 Submission of Applications

2.1.1 Applications for pre-qualification (one original and one copy) must be received in sealed envelopes to be delivered by hand or through registered mail or courier to:-

Office of Chief Executive Officer, FIEDMC, 1st Floor, FCCI Complex, East Canal Road Canal Road, Faisalabad, Tel: (+92-41) 9230231-4 Fax: (+92-41) 9230235, not later than 1700 hrs on _____. The Employer reserves the right to accept or reject the late applications.

2.1.2 The name & mailing address of Applicant shall be clearly marked on the envelope.

2.1.3 The applications shall be prepared in the English language. Information in any other language shall be accomplished by its translation in English. Employer reserves the rights for Pre-qualification incase of non-compliance of the above requirement.

2.1.4 The Applicant must have worked in the role of prime contractor and documentary evidence of the same to be provided by the applicant.

2.1.5 FIEDMC will verify the validity of submitted documents from the respective Clients/ Banks/ Auditors, etc. and if it is observed that any fake/ misleading document or information has been provided by the applicant than the Pre-qualification document would be rejected and the applicant may be black-listed.

2.1.6 No document shall be accepted after submission of Pre-qualification documents.

2.1.7 The Applicants must respond to all questions and provide complete information as advised in this document. Any lapses to provide essential information may result in dis-qualification of the Applicant.

2.1.8 Submission of Original Pre-qualification Documents book purchased from Office of Chief Executive Officer, FIEDMC duly filled signed and stamped is mandatory for Pre-qualification.

2.1.9 Before submitting the prequalification document a clarification meeting may be held by the Employer for any clarification of applicants. The time, date and place of meeting will be notified later.

2.2 Qualification Criteria

2.2.1 General

Pre-qualification of applicants who fulfill the mandatory requirements as spelled-out in these documents, will be based on the criteria given in succeeding paras 2.2.2 to 2.2.5 regarding the Applicant's Financial Soundness, Experience Record, Personnel Capabilities and Equipment Capabilities as demonstrated by the Applicant's responses in the forms attached to this letter.

The Employer reserves the right to waive minor deviations, if these don't materially affect

the capability of an applicant to perform the contract. Sub-contractor's experience and resources shall not be taken into account in determining the Applicant's compliance with the qualifying criteria. However, Joint Venture experience & resources shall be considered, but each member of a Joint Venture independently must meet the PEC eligibility criteria as per latest rules issued by PEC on the function of JV with International firms. **Foreign contractors will have to apply as per PEC latest rules and guidelines for working in Pakistan.** Association of firms will be considered for similar treatment as in case of Joint Venture. Distribution rights given by any manufacturer to any firm or individual is not qualified to be a joint venture and will be treated as individual, the capability of such firms will not be considered as qualification under this pre-qualification criteria. No preference will be given to distributors for their submittals. The qualification criteria to be used is provided as following:

Category	Max. Points
General Experience	550
Personnel Capabilities	50
Equipment Capabilities	100
Financial Soundness	300
Total:	1000

Prequalification status shall be decided on the basis of Pass/Fail basis. Each applicant will have to pass the Minimum requirement to secure atleast 50% score in each category, and the Minimum requirement to secure overall 700 points (out of 1000 points) to be declared as pre-qualified for that specific work.

2.2.2 General Experience (Max. 550 Points)

A maximum of 550 points shall be awarded under this category on the basis of following qualifications (Details of these criteria are given in section 3):

Sr. No.	Description	Maximum Points
i)	Specific Experience	
	a) Road Works	150
	b) Water Supply	25
	c) Sewerage System	25
	d) Drainage Works	100
ii)	Regional Experience (Punjab)	50
iii)	Integrated Infrastructure Work Experience	200
	Sub-total:	550

2.2.3 Personnel Capabilities (Max. 50 Points)

A maximum of 50 points shall be awarded under this category using the following criteria:

Sr. No.	Description	Maximum Points
i)	Graduate Engineers Registered with PEC	
	a) Engineers having 10 year or more experience & Confirmatory Certificate from Employer is required that the said Engineers are working in his firm (5 marks/engineer)	20

Sr. No.	Description	Maximum Points
	b) Engineers having less than 10 years experience & Confirmatory Certificate from Employer is required that the said Engineers are working in his firm (2.5 marks/engineer)	10
ii)	Number of Diploma Engineers in employment of Firm	
	a) Diploma engineers having 10 year or more experience & Confirmatory Certificate from Employer is required that the said Engineers are working in his firm (5 marks/diploma engineer)	15
	b) Diploma Engineers having less than 10 years experience & Confirmatory Certificate from Employer is required that the said Engineer are working in his firm (2.5 marks/diploma engineer)	05
	Sub-total:	50

2.2.4 Equipment Capabilities (Max. 100 Points)

A maximum of 100 points shall be awarded under this category on the basis of the various kinds of equipment available with the contractor which is relevant to the specific work. Details of same are given in section 3:

2.2.5 Financial Position (Max. 300 Points)

A maximum of 300 points shall be awarded under this category on the basis of the following criteria:

No.	Description	Maximum Marks
i)	Bank Credit Line	50
ii)	Average of Annual Turnover in last 5 years.	250
	Sub-total:	300

2.3 Joint Venture (JV)

2.3.1 Joint Venture must comply with the following minimum requirements for qualification apart from overall criteria:-

- a) The lead partner shall have to secure not less than 400 points of all qualifying criteria given in above paras 2.2.2 to 2.2.5.
- b) Other partners (combined) shall have to secure not less than 300 points of all the qualifying criteria given above in paras 2.2.2 to 2.2.5.
- c) A contracting firm can either apply independently in this pre-qualification or as a partner in only one of the JVs under this pre-qualification.
- d) The lead partner of the JV firms should be registered with Pakistan Engineering Council in the required category with relevant specialization codes.

- e) The points to a JV shall be awarded on the basis of considering 60% share of lead partner and 40% share of associated partner (s).
 - f) Any change in a prequalified JV after prequalification, shall not be allowed.
 - g) Bid shall be signed by all members in the JV so as to legally bind all partners, jointly and severally, and the bid shall be submitted with a copy of the JV agreement providing the joint and several liability with respect to the contract.
 - h) Joint venture firms will be checked for verification that they have maintained the prequalifying capabilities after the bid.
 - i) The JV shall not consist of more than 03 partners including the Lead Partner
- 2.3.2 The prequalification of a JV does not prequalify any of its partners individually or as a partner in any other JV or association. In case of dissolution of a JV, the subject JV pre-qualification shall stand nullified.

2.4 Conflict of Interest

- 2.4.1 The Applicant (including all members of a JV) must not be associated, nor have been associated in the past, with the consultant or any other entity that has prepared the design, specifications, and other prequalification and bidding documents for the project, or was proposed as Engineer for the contract, over the last five years. Any such association may result in disqualification of the Applicant.

2.5 Updating Prequalification Information

- 2.5.1 Bidders shall be required to update the financial, personnel and equipment information used for prequalification at the time of submitting their bids, to confirm their continued compliance with the qualification criteria and verification of the information provided at the time of prequalification. A bid shall be rejected if the Applicant's qualification thresholds are no longer met at the time of bidding.

2.6 Other Factors

- 2.6.1 Only firms and JVs that have been prequalified under this procedure shall be invited to bid. A qualified firm or a member of a qualified JV may participate only in one bid for the contract. If a firm submits more than one bid, singly or as a JV, all bids including that bidder will be rejected. This rule will not apply in respect of bids which include specialist sub-contractors who are used by more than one bidder.
- 2.6.2 The Employer reserves the right to:-
- a) Amend the scope and value of any contract(s) to be bid, in which event the bidder(s) will only bid among those prequalified bidders who meet the requirements of the contract(s) as amended. However the Employer has to review the disqualified bids who originally do not meet the specified criteria for Pre-qualification.
 - b) Reject or accept any application as per provisions of Punjab Procurement Rules 2014 (PPR-2014).

- c) Cancel the prequalification process and reject all applications as per provisions of Punjab Procurement Rules 2014 (PPR-2014).

The Employer shall neither be liable for any such actions nor be under any obligation to inform the Applicant of the grounds for rejection, however, may be debriefed if solicited.

3. EVALUATION CRITERIA

Applicants meeting the minimum requirements mentioned in Para 2.2 besides other factors shall be considered for pre-qualification. Each applicant will have to pass the following:

- Minimum requirement to secure atleast 50% score in each category
- Minimum requirement to secure overall 700 points (out of 1000 points)

3.1 Minimum requirement to secure atleast 50% score in each category

Category	Maximum Points Obtainable (100%)	Minimum Points for Category Prequalification (50%)
General Experience	550	275
Personnel Capabilities	50	25
Equipment Capabilities	100	50
Financial Soundness	300	150

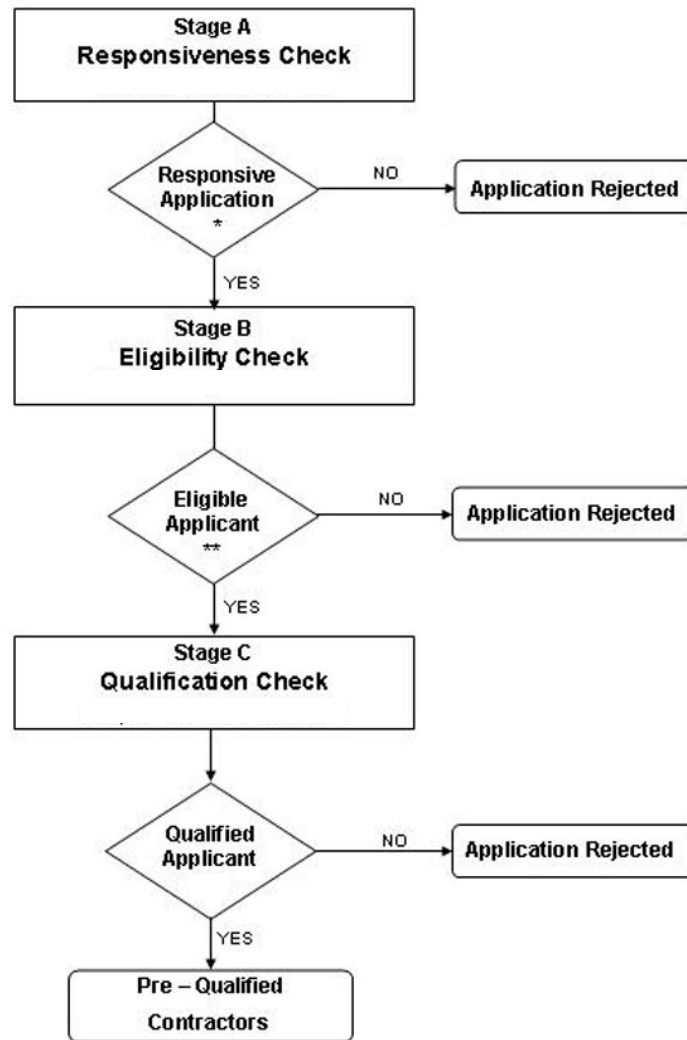
3.2 Minimum requirement to secure overall 700 points (out of 1000 points)

Total Passing Score = Min. 700 Points

3.3 Pre-qualification process & Evaluation Details

Pre-Qualification of the applications shall be done based on the Qualification Criteria as explained above. To evaluate the applications and pre-qualify the applicants, the detailed Procedure to be adopted is shown as following:

Pre – Qualification Process



As can be seen from the Pre-Qualification process chart, the whole process is divided into 3 main stages:

- Stage A: Responsiveness Check
- Stage B: Eligibility Check
- Stage C: Qualification Check

Each of these 3 stages are explained in detail as below.

Stage A: Responsiveness Check

The applications submitted shall first be examined to check whether the Applicant Contractor had submitted all the documents and information required by the pre-qualification documents. The areas covered by the examination for Pre-Qualification included the following:

- i) Submission of Original Pre-qualification Documents book purchased from Office of the Chief Executive Officer duly filled signed and stamped is mandatory for Pre-qualification.

The applications found out to be substantially responsive as per the defined criteria shall be assessed in the Stage B (Eligibility) & Stage C (Qualification) of the pre-qualification process.

Stage B: Eligibility Check

During this stage, the Eligibility of each contractor shall be checked against:

- i) Valid PEC Registration Certificate for the 2014 in the Category of "C-1 or above".
- ii) PEC Specialization Code "CE-01, CE-09 & CE-10"
- iii) Affidavit on stamp paper of Rs.100/- (duly notarize) that the bidding firm is not black listed by any procuring Agency, Govt. or Semi-Govt. Departments, Autonomous bodies, international Organization and any Cantonment in Pakistan.
- iv) List of any present or past litigation of the Bidding Firm with any Organization, Govt. Dept. or private concern (If "No" write "Nil" and submit an affidavit on Stamp Paper duly notarized in this regard). Litigation statement shall be provided in the following format:-

No.	Name of person/ Entity	Litigation Nature	Name of Project	Litigation date	Litigation result/ In progress concluded	If concluded, mention result

The pre-qualification applications of applicant NOT meeting the eligibility criteria, shall be rejected, and will not be considered in the stage C (qualification check). All applications passing the eligibility criteria shall be considered for the stage.

Stage C: Qualification Check

After the stage B (eligibility), the Qualification of each applicant shall be determined against the qualification criteria. A detailed Point system shall be used to quantify the performance of each applicant against the defined Qualification Criteria in section 2.2 of this document.

3.4. Specific Experience - Evaluation Details

Criteria	Compliance Requirements			Documents	
Requirement	Single Entity	Joint Venture			Submission Requirements
		All Partners Combined	Lead Partner	Partner (s)	
Specific Experience (SPEXP) of following fields shall be counted for the contracts in the FIELD OF SPECIALIZATION (for which Pre-Qualification Application is being made) during the last 5 years in which the applicant has worked in the role of Prime Contractor. Following criteria shall be used:					Form A-2
SPEXP (Roads) during last 5 years Aggregate value of the sizeable projects \geq Rs. 600 M (The sizeable projects shall mean project of value \geq Rs. 150 M. Project lesser than Rs. 150 shall not be considered as sizeable projects).	150 Points	150 Points	\geq 90 Points	\leq 60 Points	
SPEXP (Water Supply) during last 5 years Aggregate value of the sizeable projects \geq Rs. 150 M (The sizeable projects shall mean project of value \geq Rs. 50 M. Project lesser than Rs. 50 shall not be considered as sizeable projects)	25 Points	25 Points	\geq 15 Points	\leq 10 Points	
SPEXP (Sewerage System) during last 5 years Aggregate value of the sizeable projects \geq Rs. 150 M (The sizeable projects shall mean project of value \geq Rs. 50 M. Project lesser than Rs. 50 shall not be considered as sizeable projects)	25 Points	25 Points	\geq 15 Points	\leq 10 Points	
SPEXP (Drainage) during last 5 years Aggregate value of the sizeable projects \geq Rs. 300 M (The sizeable projects shall mean project of value \geq Rs. 100 M. Project lesser than Rs. 100 shall not be considered as sizeable projects)	100 Points	100 Points	\geq 60 Points	\leq 40 Points	

NOTE:

The point system is based on the following criteria:-

- Full points for completed projects (with substantial completion certificate)
- 50% points for on-going project (with Work-order)

3.5. Regional (Punjab) Experience - Evaluation Details

Criteria	Compliance Requirements			Documents	
Requirement	Single Entity	Joint Venture		Submission Requirements	
		All Partners Combined	Lead Partner		Partner (s)
Regional Experience (REGEXP) shall be counted for the regional contracts during the last 5 years in which the applicant has worked in the role of Prime Contractor. Following criteria shall be used:					Form A-3
REGXP during last 5 years Aggregate value of the sizeable projects \geq Rs. 300 M (The sizeable projects shall mean project of value \geq Rs. 100 M. Project lesser than Rs. 100 shall not be considered as sizeable projects)	50 Points	50 Points	\geq 30 Points	\leq 20 Points	

NOTE:

The point system is based on the following criteria:-

- Full points for completed projects (with substantial completion certificate)
- 50% points for on-going project (with Work-order)

3.6. Integrated Work Experience - Evaluation Details

Criteria	Compliance Requirements			Documents	
Requirement	Single Entity	Joint Venture		Submission Requirements	
		All Partners Combined	Lead Partner		Partner (s)
Integrated works Experience (INTGEXP) Infrastructure development shall be counted for the contracts in the FIELD OF SPECIALIZATION (for which Pre-Qualification Application is being made) the applicant has worked in the role of Prime Contractor.					Form A-4
INTGEXP during last 5 years Aggregate value of the sizeable projects \geq Rs. 1,000 M (The sizeable projects shall mean project of value \geq Rs. 200 M. Project lesser than Rs. 200 shall not be considered as sizeable projects).	200 Points	200 Points	\geq 120 Points	\leq 80 Points	

NOTE:

The point system is based on the following criteria:-

- Full points for completed projects (with substantial completion certificate)
- 50% points for on-going project (with Work-order)

3.7. Equipment

Criteria	Compliance Requirements			Documents	
Requirement	Single Entity	Joint Venture			Submission Requirements
		All Partners Combined	Lead Partner	Partner (s)	
General Equipment List (EQUIP) Provided by the Applicant as per following:					Form A-7
EQUIP >=Rs.100 Million	100 Points	100 Points	≥ 60 Points	≤ 40 Points	

NOTE:

Equipment registered on the company or owner's name or leased by the company or owner will be considered only (ownership documents/ lease documents are required to be submitted with the prequalification document book).

3.8 Financial Situation - Average Annual Turnover

Criteria	Compliance Requirements			Documents	
Requirement	Single Entity	Joint Venture			Submission Requirements
		All Partners Combined	Lead Partner	Partner (s)	
Minimum average annual turnover (AVGTO) within the last 5 years as per following requirement per category:					Form A-8
AVGTO >= <ul style="list-style-type: none"> ○ Less than Rs. 200 M - 0 Points ○ Rs. 200 M to Rs.400 M - 50 Points ○ Rs. 400 M to Rs.600 M - 100 Points ○ Rs. 600 M to Rs.800 M - 150 Points ○ Rs. 800 M to Rs.1000 M - 200 Points ○ More than Rs. 1000 M - 250 Points 	250 Points	250 Points	≥ 150 Points	≤ 100 Points	

3.9 Financial Situation - Bank Credit Limits

Criteria	Compliance Requirements			Documents	
Requirement	Single Entity	Joint Venture			Submission Requirements
		All Partners Combined	Lead Partner	Partner (s)	
Minimum Bank Credit Limits Available (CREDIT) as per certificate issued from Banks in last 12 months					Form A-8
CREDIT \geq Rs.50 Million/Year	50 Points	50 Points	\geq 30 Points	\leq 20 Points	

NOTE:

Bank Credit Limit letter(s) not older than 12 months should be submitted with Application
 Pro-rata lesser points shall be given in-case of applicant's submission details are smaller than the required criteria.

Letter of Application

Date:.....

To: Office of the Chief Executive Officer
1st Floor, FCCI Complex
East Canal Road Canal Road
Faisalabad.

SUBJECT: Pre-Qualification for Infrastructure Development Works (Road, WS, Sewerage & Drainage) for Phase-1B at M-3 Industrial City, Faisalabad.

Sir,

1. Being duly authorized to represent and act on behalf of..... (hereinafter "the Applicant"), and having reviewed and fully understood all the prequalification information provided, the undersigned hereby apply to be prequalified as a bidder for the above mentioned works.
2. Attached to this letter are copies of original documents defining:
 - (a) the Applicant's legal status;
 - (b) the principal place of business; and
 - (c) the place of incorporation (for applicants who are corporations); or

the place of registration and the nationality of the owners (for applicants who are partnerships or individually-owned firms).
3. Your Authority and its authorized representatives are hereby authorized to conduct any inquiries or investigations to verify the statements, documents, and information submitted in connection with this application, and to seek clarification from our bankers and clients regarding any financial and technical aspects. This Letter of Application will also serve as authorization to any individual or authorized representative of any institution referred to in the supporting information, to provide such information deemed necessary and requested by yourselves or the authorized representative to verify statements and information provided in this application, or with regard to the resources, experience, and competence of the Applicant.
4. Your Agency and its authorized representatives may contact the following persons for further information, if needed.

General and Managerial Inquiries	
Contact 1	Telephone 1
Contact 2	Telephone 2

Personnel Inquiries	
Contact 1	Telephone 1
Contact 2	Telephone 2

Technical Inquiries	
Contact 1	Telephone 1
Contact 2	Telephone 2

Financial Inquiries	
Contact 1	Telephone 1
Contact 2	Telephone 2

5. This application is made with the full understanding that:
- (a) bids by prequalified applicants will be subject to verification of all information submitted for prequalification at the time of bidding;
 - (b) your organization reserves the right to:
 - (i) amend the scope and value of any contract under this project; in such event bids will only be called from prequalified bidders who meet the revised requirements; and
 - (ii) reject or accept any application, cancel the prequalification process, and reject applications; and
 - (c) your organization shall not be liable for any such actions and shall be under no obligation to inform the Applicant of the grounds for actions at 5(b) hereabove.
 - (d) your organization shall not be liable for consequence of, and shall be under no obligation to inform the applicant of the grounds for, actions taken under para 5(b) hereabove.
6. Appended to this application, we give details of the participation of each party, including capital contribution and profit/loss agreements, to the joint venture or association. We also specify the financial commitment in terms of the percentage of the value of the (each) contract, and the responsibilities for execution of the (each) contract.
7. We confirm that in the event that we bid, that bid as well as any resulting contract will be.
- (a) signed so as to legally bind all partners, jointly and severally; and
 - (b) submitted with a Joint Venture agreement providing the joint and several liability of all partners in the event the contract is awarded to us.

8. The undersigned declare that the statements made and the information provided in the duly completed application are complete, true, and correct in every detail.

Signed
Name
For and on behalf of

General Information

All individual firms applying for prequalification are requested to complete the information in this form. Nationality information is also to be provided for foreign owners as required under the PEC Bye-Laws.

Where the Applicant proposes to use named subcontractors for critical components of the works, or for work contents in excess of 10 percent of the value of the whole works, the following information should also be supplied for the specialist subcontractor(s).

1.	Name of Firm	
2.	Head Office Address	
3.	Telephone	Contact Person: Name: Title:
4.	Fax	Telex
5.	Place of Incorporation/Registration	Year of incorporation/registration

NATIONALITY OF OWNERS		
	NAME	NATIONALITY
1.		
2.		
3.		
4.		
5.		

Application Form A-1B

(only for Specialist Subcontractors)

Date:
 Page of pages

Each member of Specialist Subcontractors must fill in this form

Specialist Subcontractor Information	
Applicant's legal name	
Subcontractor's legal name	
Subcontractor's country of constitution	
Subcontractor's year of constitution	
Subcontractor's legal address in country of constitution	
Subcontractor's authorized representative information (name, address, telephone numbers, fax numbers, e-mail address)	
<p>Attached are copies of the following original documents.</p> <p><input type="checkbox"/> 1. Articles of incorporation or constitution of the legal entity named above.</p> <p><input type="checkbox"/> 2. Authorization to represent the firm named above.</p> <p><input type="checkbox"/> 3. In case of Specialist Subcontractors a formal intent to enter into an agreement.</p>	

Date, Sign & Stamp of Contractor

For every contract reported in Forms A-2, A-3 and A-4; copy of award letter and/or completion letter is to be enclosed with the application (duly signed and stamped by an authorized representative of the applicant firm)

Application Form A-2

SPECIFIC Experience Record

ROAD WORKS

Applicant's Legal Name: Date:

Page of pages

Each Applicant must fill in this form

SPECIFIC EXPERIENCE						
Year of completion	Contract Value (Rs.)	Client	Contract Title	Approx. cost of Road works in the contract (Rs.)	Mandatory Attachments	
					Work order (Y/N)	Completion Certificate (Y/N)

Date, Sign & Stamp of Contractor

For every contract reported in Forms A-2, A-3 and A-4; copy of award letter and/or completion letter is to be enclosed with the application (duly signed and stamped by an authorized representative of the applicant firm)

Application Form A-2

SPECIFIC Experience Record

WATER SUPPLY WORKS

Applicant's Legal Name: Date:

Page: of pages

Each Applicant must fill in this form

SPECIFIC EXPERIENCE						
Year of completion	Contract Value (Rs.)	Client	Contract Title	Approx. cost of Water Supply works in the contract (Rs.)	Mandatory Attachments	
					Work order (Y/N)	Completion Certificate (Y/N)

Date, Sign & Stamp of Contractor

For every contract reported in Forms A-2, A-3 and A-4; copy of award letter and/or completion letter is to be enclosed with the application (duly signed and stamped by an authorized representative of the applicant firm)

Application Form A-2

SPECIFIC Experience Record

SEWERAGE WORKS

Applicant's Legal Name: Date:

Page of pages

Each Applicant must fill in this form

SPECIFIC EXPERIENCE						
Year of completion	Contract Value (Rs.)	Client	Contract Title	Approx. cost of Sewerage works in the contract (Rs.)	Mandatory Attachments	
					Work order (Y/N)	Completion Certificate (Y/N)

Date, Sign & Stamp of Contractor

For every contract reported in Forms A-2, A-3 and A-4; copy of award letter and/or completion letter is to be enclosed with the application (duly signed and stamped by an authorized representative of the applicant firm)

Application Form A-2

SPECIFIC Experience Record

DRAINAGE WORKS

Applicant's Legal Name: Date:

Page of pages

Each Applicant must fill in this form

SPECIFIC EXPERIENCE						
Year of completion	Contract Value (Rs.)	Client	Contract Title	Approx. cost of Drainage works in the contract (Rs.)	Mandatory Attachments	
					Work order (Y/N)	Completion Certificate (Y/N)

Date, Sign & Stamp of Contractor

For every contract reported in Forms A-2, A-3 and A-4; copy of award letter and/or completion letter is to be enclosed with the application (duly signed and stamped by an authorized representative of the applicant firm)

Application Form A-3

REGIONAL (Punjab) Experience Record

Applicant's Legal Name: Date:

Page of pages

Each Applicant must fill in this form

Regional (Punjab) Experience				
Year	Contract Value	Client	Contract Name and Brief Description of Works Executed	Status (Complete / Under Execution)

Date, Sign & Stamp of Contractor

For every contract reported in Forms A-2, A-3 and A-4; copy of award letter and/or completion letter is to be enclosed with the application (duly signed and stamped by an authorized representative of the applicant firm)

Application Form A-4

INTEGRATED Infrastructure Works Experience Record

Applicant's Legal Name: Date:

Page of pages

Each Applicant must fill in this form

Integrated Infrastructure Works Experience									
Year of completion	Contract Value	Client	Contract Title	Works Executed				Mandatory Attachments	
				Roads (Rs.)	Water Supply (Rs.)	Sewerage (Rs.)	Drainage (Rs.)	Work Order (Y/N)	Completion Certificate (Y/N)

- Note:
1. Integrated infrastructure shall be those works where under one contract, contractor executed works of roads, water supply, sewerage & drainage.

Date, Sign & Stamp of Contractor

Personnel Capabilities (Graduate Engineers)

Name of Applicant

GRADUATE ENGINEERS (IN FULL TIME EMPLOYMENT OF FIRM)

Table with 6 columns: No., Name of Graduate Engineer, Degree & University, Number of years of Experience, PEC Registration #, Employed with company since (date). The table contains 15 empty rows for data entry.

Note: Confirmatory Certificate from Employer is required that the above mentioned Engineer is still working in his firm.

Personnel Capabilities (Diploma Engineers)

Name of Applicant

DIPLOMA ENGINEERS (IN FULL TIME EMPLOYMENT OF FIRM)

No.	Name of Graduate Engineer	Degree & University	Number of years of Experience	Employed with company since (date)

Note: Confirmatory Certificate from Employer is required that the above mentioned Engineer is still working in his firm.

Application Form A-7

EQUIPMENT

Applicant's Legal Name:

Date:

Page of pages

Each Applicant must fill in this form. Only Equipment registered on the company or owner's name shall be considered (ownership documents are required to be submitted with the prequalification document book).

General Construction Equipment & Machinery				
Model Type & Year of Equipment	Unit Cost of Equipment / Machinery	Quantity	Overall Cost of Equipment / Machinery	Remarks

Date, Sign & Stamp of Contractor

Financial Capability

<i>Name of Applicant</i>

Applicant should provide financial information to demonstrate that they meet the requirements stated in the Instructions to Applicants. Each applicant must fill-in this form. If necessary, use separate sheets to provide complete banker information. A copy of the audited balance sheets should be attached.

FINANCIAL FORM A-8A: DETAILS OF BANKERS

Banker 1	Name of banker	
	Address of banker	
	Telephone	Contact name and title
	Fax	Telex
Banker 2	Name of banker	
	Address of banker	
	Telephone	Contact name and title
	Fax	Telex
Banker 3	Name of banker	
	Address of banker	
	Telephone	Contact name and title
	Fax	Telex

FINANCIAL FORM A-8B:

Summarize actual assets and liabilities in Pak Rupees (Equivalent at the current rate of exchange at the end of each year) for the previous five years.

Financial information	2014	2013	2012	2011	2010
1. Total assets					
2. Current assets					
3. Total liabilities					
4. Current liabilities					
5. Profits before taxes					
6. Profits after taxes					

FINANCIAL FORM A-8C: ANNUAL TURNOVER

Annual Turnover	2014	2013	2012	2011	2010
In Pak Rupees (Millions)					

FINANCIAL FORM A-8D: BANK CREDIT LIMITS

Name of Bank & Branch	Amount of valid credit limit (in Pak Rs.)
1.	
2.	
3.	
Total of Valid Credit Limits	

Attachments Required:

- a) Audited financial statements for the last five years (for individual applicant).
- b) Firms owned by individuals, and partnerships, may submit their balance sheets certified by a registered accountant, and supported by copies of tax returns, if audits are not required by the laws of their countries of origin in case of foreign firms.
- c) Bank Credit Limit Letters (copy duly attested by Bank and authorized rep. of company)
- d) Bank statement for last 12 months