



**COMSATS UNIVERSITY ISLAMABAD (CUI),
LAHORE CAMPUS**

**PRE-QUALIFICATION
OF
CONSTRUCTORS
FOR
RENOVATION/UPGRADATION OF BUILDING
at
CUI, LAHORE**

Assistant Manager (P&D)
Comsats University Islamabad (CUI)
Lahore Campus, Defence Road, Off
Raiwind Road, Lahore
Pakistan.



TABLE OF CONTENTS

DESCRIPTION	PAGE NO.
1.0 INTRODUCTION.....	2
1.1 Advantages of Prequalification	2
1.2 Recapitulation	2
2.0 INVITATION FOR PREQUALIFICATION	3
3.0 INSTRUCTIONS TO APPLICANTS	5
3.1 Submission of Applications	5
3.2 Qualification Criteria	5
3.2.1 General	5
3.2.2 General Experience.....	6
3.2.3 Personnel Capabilities	6
3.2.4 Equipment Capabilities.....	6
3.2.5 Financial Position	7
3.2.6 Litigation History	7
3.3 Joint Venture (JV)	7
3.4 Conflict of Interest	8
3.5 Updating Prequalification Information	8
3.6 Other Factors	9
4.0 EVALUATION CRITERIA	10
ANNEXURES	
A. Letter of Application (Annex “A”)	11
Forms:-	
Application form A-1 General Information.....	15
Application form A-2 General Experience Record.....	16
Application form A-3 Joint Venture Summary	17
Application form A-4 Particular Experience Record	18
Application form A-5 Details of Contracts of Similar	19
Nature and Complexity	
Application form A-6 Summary sheet; Current Contract	
Commitments / Works in Progress.....	20
Application form A-7 Personal Capabilities	21
Application form A-8 Candidate Summary	22
Application form A-9 Equipment Capabilities	23
Application form A-10 Financial Capability	24
Application form A-11 Litigation History	26
Completion Certificate Form	27
Evaluation Criteria Marks Detail (Annex “B”).....	28
Checklist	30



1.0 INTRODUCTION

1.1 Advantages of prequalification

Pre-qualification is an assessment made by the Employer, of the appropriate level of experience and capacity of firms expressing interest in undertaking a particular contract, before inviting them to bid.

Pre-qualification of constructors is very useful for the Employer (also to the constructors) to carry out selection of firms for award of contracts. The basic aim of the pre-qualification is intended to eliminate, early in procurement proceedings, constructors that are not suitably qualified to perform the Contract. Also some times constructors are reluctant to participate in procurement proceedings for high value contracts, if the competitive field is too large and where they run the risk of having to compete with unrealistic tenders submitted by unqualified or disreputable Constructors. Furthermore, the Prequalification is the basic tool to:

- (i) Encourage realistic bids by the Bidders because they know that they are competing against qualified bidders who have cleared the minimum competence criteria;
- (ii) Assess the interest of the prospective bidders in the bidding process;
- (iii) Make any adjustments/modifications in the bidding documents if a pointer is available from the lack of interest by the prospective bidders applying for pre-qualification;
- (iv) Reduce the effort and so the time in evaluation of bids from un-qualified bidders;
- (v) Help the bidders to evaluate and take stock of their capability and consequently to form joint ventures with other firms;
- (vi) Reduce the problems associated with low priced bids from bidders of doubtful capability and;
- (vii) Help the bidders who are insufficiently qualified to avoid the expense of bidding.

1.2 Recapitulation

To recapitulate the afore-given, the pre-qualification specifically means selection of competent bidders prior to issuance of the invitations to bid. It is required for large or complex works, in certain cases for custom designed equipment and specialized services. Pre-qualification is also helpful for providing a chance for selection of smaller constructors under "Slice and Package" system of tendering. Pre-qualification is also useful in saving the employers from numerous unnecessary problems.



2.0 INVITATION FOR PRE-QUALIFICATION

Date: _____ (Notice issue date)

Contract No. _____

1. The **COMSATS University Islamabad, Lahore Campus (CUI-Lahore)** has been entrusted with the execution of projects for construction of renovation / upgradation works to eligible payments under the contract(s) for which this Invitation for Pre-qualification is issued.
2. The CUI-Lahore hereinafter the Employer intends to prequalify constructors for the following works:

Renovation/Upgradation of building at COMSATS University Islamabad, Lahore Campus, Lahore.
3. It is expected that Invitation to Bid will be issued by AM (P&D), CUI-Lahore.
4. Pre-qualification is open to constructors/joint ventures of constructors who are registered with PEC in Category **C-4 and above** for Construction and Operation of Engineering Works, described in para 2 mentioned hereabove. Applications may be submitted for pre-qualification for the above Works.
5. Appropriate category PEC registered constructors may obtain the prequalification documents form the office of the employer, at **AM (P&D), COMSATS University Islamabad, Lahore Campus (CUI-Lahore), Defence Road, Off Raiwind Road, Lahore, Pakistan** or may request the same through mail at the specified address
6. The request must clearly state “Request for Prequalification Documents” for Renovation / Upgradation of building at COMSATS University Islamabad, Lahore Campus (CUI-Lahore). The documents are available for **a non refundable fee of Rs.2,500/-** The documents if requested by mail will be promptly dispatched by registered mail for which cost of mail will be borne by the Applicant, however, under no circumstances the Employer will be responsible for late delivery or loss of the documents so mailed.
7. A minimum requirement for pre-qualification will be to have successfully completed similar works worth Rs.65 million each within the period mentioned in the award of contract.
8. Applications for Pre-qualification must be delivered in sealed envelopes by hand or through registered mail, to: -

AM (P&D), COMSATS University Islamabad, Lahore Campus (CUI-Lahore), Defence Road, Off Raiwind Road, Lahore, Pakistan.

Not later than: within 2 weeks after publication of the notice. Last Date for submission of bid is 26 May, 2021.

and be clearly marked “Application for Pre-qualification for:

Renovation / Upgradation of building at COMSATS University Islamabad, Lahore Campus (CUI-Lahore).



9. The **CUI-Lahore** reserves the right to accept or reject late applications.
10. Applicants will be informed, in due course, of the result of the evaluation of applications. Only the firms of constructors and joint ventures prequalified under this process will be invited to bid.



3.0 INSTRUCTIONS TO APPLICANTS

3.1 Submission of Applications

- 3.1.1 Applications for pre-qualification (one original and **two** copies) must be received in sealed envelopes to be delivered by hand or through registered mail to:-

AM (P&D), COMSATS University Islamabad, Lahore Campus (CUI-Lahore), Defence Road, Off Raiwind Road, Lahore, Pakistan

Within 2 weeks

And be clearly marked "Application for Pre-qualification" for Renovation / Upgradation of building at COMSATS University Islamabad, Lahore Campus (CUI-Lahore).

- 3.1.2 The name and mailing address of the Applicant shall be clearly marked left hand on the envelope.
- 3.1.3 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.
- 3.1.4 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 disqualification of the Applicant.
- 3.1.5 Clarification if required may be asked by post/other communication means

3.2 Qualification Criteria

3.2.1 General

Pre-qualification will be based on all the criteria given in succeeding paras 3.2.2 to 3.2.6 regarding the Applicant's general and particular experience, personnel and equipment capabilities, and financial position, 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. Consortium or Association of firms will be considered for similar treatment as in case of Joint Venter.



3.2.2 General Experience

The Applicant shall meet the following minimum criteria;-

- a) Average annual turnover which is also termed as Income from contracting, Revenue or Sales and is defined as billing for works in progress and completed over the last five years of Rs.100 million or equivalent.
- b) Successful experience as prime contractor in the execution of at least one to three projects of a nature and complexity comparable to the proposed contract(s) within the last five years. This experience should include average 15 to 20 million rupees construction work per year of value of executed.

3.2.3 Personnel Capabilities

The Applicant must have in his employment suitably qualified personnel to fill the following key management and specialist positions. The Applicant will supply information on a prime and an alternate candidate for each position (both should meet the specified experience requirements):

Position	Total Experience (Years)	In Similar Works (Years)	As Manager of similar Works (Years)
1. Project Manager	10-15 years		
2. Assistant Project Manager	5-8 years		
3. Planning Engineer	3-5 years		
4. Site Engineer	6-10 years		
5. Health Safety and environmental Engineer	3-5 years		
6. Quantity Survey	8-10 years		

3.2.4 Equipment Capabilities

- (a) The Applicant should own, or have assure access to (through rented, lease, purchase agreement or other means), the following key items of equipment (limited to only major items of equipment) in full working order, and must demonstrate that based on known commitments, these will be available for deployment on the proposed contract or works. The Applicant may also list alternative equipment which he would propose for the contract together with an explanation of the alternate proposal.



(b)

Sr. No.	Equipment type and Characteristics	Minimum Number required
1.	Theodolite and leveling instrument	1 each.
2.	Motor vehicle/ mini truck	2 Nos.
3.	Steel/slip forms	10,000 sft.
4.	Scaffolding pipes	15,000 Rft.
5.	Clamps	15,000 nos.
6.	Concrete mixer	1 no.
7.	Plate compactor	2 nos.
8	Steel bar cutting and bending machine	1 no.
9.	Computer (P 4)	2 nos.
10.	Printers	1 no.
11.	Photocopier	1 no.
12.	Water pump	2 nos.
13.	Steel Jacks	30 nos.
14.	Hilti Drill	2 nos
15.	Hilti Cutter	4 nos.
16.	Welding Plant	2 nos.
17.	Motor Trolley	2 nos.

3.2.5. Financial Position

3.2.5.1 The Applicant should demonstrate that he has access to, or have available liquid assets, un-encumbered real assets, lines of credit and other financial means sufficient to meet the construction cash flow for the execution of works. Applicant's commitments for other ongoing contracts shall also be considered.

*(The duration for the ongoing contracts are calculated by allowing the time of construction from beginning of month invoices **plus** the time needed for the Engineer to certify the pay estimates **plus** the time needed by the Employer to pay the certified amount)*

3.2.5.2 The audited balance sheets for the past five years should demonstrate the soundness of the Applicant's financial position, showing long term profitability. Where necessary, the Employer will make enquiries with the Applicant's bankers.

3.2.6 Litigation History

The Applicant should provide accurate information on any litigation or arbitration resulting from contracts completed or under execution over the last five year. A consistent history of award against the Applicant or any partner of a joint venture may result in rejection of the application.

3.3. Joint Venture (JV)

Joint Venture must comply with the following requirements:-



- a) Following are minimum qualification requirements:-
 - i) The lead partner shall meet not less than 40% percent of all the qualifying criteria given in paras 3.2 and 3.5 heretofore.
 - ii) Each of the partners shall meet not less 25% of all qualifying criteria given in paras 3.2 and 3.5 heretofore.
 - iii) The joint venture must collectively satisfy the criteria of paras 3.2, 3.3 and 3.4, for which purpose the relevant figures for each of the partners shall be added together to arrive at the JVs total capacity. individual members must satisfy each of the requirements of paras 3.5 and 3.6 hereto
- b) Any change in a pre-qualified JV after prequalification, shall be subject to the written approval of the Employer prior to the deadline for submission of bids. Such approval may be denied if:-
 - i) Partner(s) withdraw from a JV and remaining partners do not meet the qualifying requirements;
 - ii) The new partners to a JV are not qualified individually or as another JV; or
 - iii) In the opinion of the Employer, a substantial reduction in competition would result.
- c) Bid shall be signed by all members in JV so as to legally bind all partners, joint and severally, and any bid shall be submitted with a copy of the JV agreement providing the joint and several liability with respect to the contract.

3.3.2 The prequalification of JV does not necessarily prequalify any of its partners individually or as a partner in any other JV or association, In case of dissolution of a JV, each one of the constituent firms may prequalify if they meet all the prequalification requirements and any partner of JV has requested/shall request for the same and then his prequalification shall be subject to the written approval of the Employer.

3.4. Conflict of Interest

3.4.1 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 pre-qualification 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.

3.5 Updating Prequalification Information

Bidder shall be required to update the financial, personnel, and equipment information used for pre-qualification 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.



3.6 Other Factors

3.6.1 Only firms and JVs that have been pre-qualified under this procedure shall be invited to bid. A qualified firm or a member of 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 subcontractors who are used by more than one bidder.

3.6.2 The Employer reserves the right to:-

- a) Amend the scope and value of any contracts(s) to be bid, in which event the bidder(s) will only among those pre-qualified 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 prequalification.
- b) Reject or accept any application; and
- c) Cancel the prequalification process and reject all applications.

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

3.6.3 Applicants will be informed in writing by Email or mail within thirty day of the date for submission of applications of the result of their applications and may be debriefed if solicited.



4.0 EVALUATION CRITERIA

Applicants meeting the minimum requirements mentioned in Para 3.2 besides other factors shall be considered for pre-qualification. No compromise shall be made on key Personnel, academic qualification and experience. History of excessive contract arbitrations and litigation resulting in decision against them will be considered sufficient grounds for dis-qualification.

*Note: Detailed of marks with sub division given on Annex "B" attached



Letter of Application

[Letterhead paper of the Applicant, or partner responsible for a joint venture, including full postal address, telephone no. fax no., telex, cable and e-mail address]

Date:

To: Assistant Manager (P&D),
COMSATS University Islamabad (CUI), Lahore Campus,
Defence Road, Off Raiwind Road,
Lahore, Pakistan.

Sir,

1. Being duly authorized to represent and act on behalf of (hereinafter "the Applicant"), and having reviewed and fully understood all the pre-qualification information provided, the undersigned hereby apply to be pre-qualified as a bidder for the contract for the construction, completion and remedying defect during maintenance period.
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 corporation); or
the place of registration and the nationality of the owners (for applicants who are in partnership or individually owned firms).
3. Your Agency and its authorized representatives are hereby authorized to conduct any inquires or investigation to verify the statements, documents and information submitted in connection with this application, and to seek clarification from bankers and client 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 Applicants.**



- 4. Your Agency and its authorized representatives may contact the following persons for further information, if needed.
- 5.

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 1:

1

For applications by joint ventures, all the information requested in the prequalification documents is to be provided for the joint venture, if it already exists and for each party to the joint venture separately. The lead partner should be clearly identified. Each partner in the joint venture shall sign the letter.

2

Application by joint ventures should provide information on a separate sheet information for each party to the application.



This application is made with the full understanding that:-

- a. Bids by pre-qualified applicants will be subject to verification of all information submitted for pre-qualification at the time of bidding.
- b. Your Agency reserves the right to:
 - 1) Amend the scope and value of any contract under this project; in such event bids will only be called from pre-qualified bidders who meet the revised requirements; and
 - 2) Reject or accept any application, cancel the pre-qualification process, and reject applications; and
- c. Your Agency shall not be liable for any such action and shall be under no obligation to inform the applicant of the grounds for actions at sub para 5 (b) hereabove.
- d. Your Agency shall not be liable to consequence of, and shall be under no obligation to inform the applicant of the grounds for, actions taken under para 5(b) hereabove.

Applicants who are not joint ventures should delete Para 6 & 7 and initial the deletions.

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 joint venture agreement providing that the joint and several liability of all partners in the event the contract is awarded to us.
8. we confirm that we are enclosing required valid photocopy of registration with Pakistan Engineering Council, Audited & Balance Sheet for past five years, performance certificates, work orders of works in hand, Affidavit confirmation not black listed on any work, no going litigation , and registration with other departments if any.



9. The undersigned declare that the statement made and the information provided in the duly completed application are complete, true, and correct in every details.

Signed	Signed
Name	Name
For and on behalf of (name of applicant or lead partner of a joint venture)	For and on behalf of (name and signature of other partners of the joint venture)



Application Form A-1

General Information

All individual firms and each partner of a joint venture applying for prequalification are requested to complete the information in this form. Nationality information is also to be provided for foreign owners or applicants who are forming part of the Joint Venture as required under the PEC By-Laws as a Partnership/joint venture.

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: Name: Title:
4.	Fax#:	Telex
5.	Place of Incorporation/Registration	Year of incorporation/registration

<u>NATIONALITY OF OWNERS</u>		
	NAME	NATIONALITY
1.		
2.		
3.		
4.		
5.		



Application Form A-2

General Experience Record

Name of applicant or partner of a joint venture

All individual firms and all partners of a joint venture are requested to complete the information in this form. The information supplied should be the annual turnover of the applicant (or each member of a joint venture), in terms of the amounts billed to clients for each year for work in progress or completed over the past five (5) years.

Use a separate sheet for each partner of a joint venture.

Annual Turnover		
Year	Turnover (in actual currency)	Equivalent Rupees in Millions
1.		
2.		
3.		
4.		
5.		



Application Form A-3

Joint Venture Summary

Name of all Partners of Joint Venture
1. Leader Partner:
2. Partner:
3. Partner:
4. Partner
5. Partner
6. Partner

Total value of annual turnover, in terms of work billed to clients.

Partner	Form A-2 Page No.	Year 1	Year 2	Year 3	Year 4	Year 5
1. Lead Partner						
2. Partner						
3. Partner						
4. Partner						
5. Partner						
6. Partner						
Total:						



Application Form A- 4

Particular Experience Record

Name of applicant or partner of a joint venture
--

To pre-qualify, the Applicant shall be required to pass the specified requirements applicable to this form, as set out in the: Instructions to Applicants”.

On a separate page, using the format of Application Form A-5, each applicant or partner of a Joint Venture is required to list all contracts of a value equivalent to Pak Rs. 50 million or more, of a similar nature and complexity to the contract for which the Applicant wishes to qualify, undertaken during the last five (5) years¹. The information is to be summarized, using Application Form A-5, for each contract completed or under execution by the Applicant or by each partner of a joint venture.

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



Application Form A – 5

Details of Contracts of Similar Nature and Complexity

Name of applicant or partner of a joint venture

Use a separate sheet for each contract/sub-project.

1.	Name of contract / project:
	Country:
2.	Name of Employer:
3.	Employer address:
4.	Name of works as special features relevant to the contract/sub-project for which the applicant wishes to pre-qualify:-
5.	Contract role (tick one) (a) Sole Contractor (b) Sub-contractor (c) Partner in a joint venture
6.	Value of the total contract (in specified currencies) at completion, or at date of award for current contact Currency:
7.	Equivalent in Pak Rs.
8.	Date of award:
9.	Date of completion:
10.	Contract Duration (years and months) Years: Months:
11.	Specified requirements:-

1

Insert any specific criteria required for particular operations, such as annual volume of earthmoving, underground excavation, or placing concrete etc.



Application Form A-6

Summary Sheet: Current Contract Commitments / Works in Progress

Name of Applicant or Partner of a joint venture

Applicants and each partner to an application should provide information on their current commitments on all contracts that have been awarded, or for which a letter of intent or acceptance has been received, or for contracts approaching completion, but for which substantial **Completion Certificate** has yet to be issued.

Name of Contract	Value of Outstanding Work (equivalent Pak. Rs. Millions)	Estimated Completion Date
1.		
2.		
3.		
4.		
5.		
6.		



Application Form A-7

Personnel Capabilities

Name of Applicant

For specific positions essential to contract implementation, Applicants should provide the names of at least two candidates qualified to meet the specified requirements stated for each position. The data on their experience should be supplied on separate sheets using one form for each candidate (Application Form A-8).

1.	Title of Position:
	Name of Prime Candidate:
	Name of Alternate Candidate
2.	Title of Position:
	Name of Prime Candidate:
	Name of Alternate Candidate
3.	Title of Position:
	Name of Prime Candidate:
	Name of Alternate Candidate
4.	Title of Position:
	Name of Prime Candidate:
	Name of Alternate Candidate



Application Form A-8

Candidate Summary

Name of Applicant:

Position		Candidate (Tick appropriate one) <input type="checkbox"/> Prime <input type="checkbox"/> Alternate	
Candidate Information	1. Name of Candidate:	2. Date of Birth:	
	3. Professional Qualification		
Present employment	4. Name of employer:		
	Address of employer		
	Telephone:	Contract (manager/personnel officer)	
	Fax:	Telex	
	Job title of candidate	Years with present employer	

Summarize professional experience over the last 20 years, in reverse chronological order. Indicate particular technical and managerial experience relevant to the Project

Months/Dates/ Years		Company / Project / Position / Relevant technical and management experience
From	To	



Application Form A- 9

Equipment Capabilities

Name of Applicant: _____

The applicant shall provide adequate information to demonstrate clearly that he has the capability to meet the requirement for each and all items of equipment listed in the Instructions to Applicants. A separate Form shall be prepared for each item of equipment listed in para 3.2.4 of the Instructions to Applicants, or for alternative equipment proposed by the applicant.

Name of Equipment		
Equipment Information	1. Name of Manufacturer	2. Model and power rating
	3. Capacity	4. Year of Manufacture
Current Status	5. Current location	
	6. Details of current commitments -----	
Source	7. Indicate source of the equipment <input type="checkbox"/> Owned <input type="checkbox"/> Rented <input type="checkbox"/> Leased	

Omit the following information if it is owned by the Applicant or Partner

Owner	8. Name of Owner	
	9. Address of Owner -----	
	Telephone	Contact name and title
	Fax	Telex
Agreement	Details of rental/lease specific to the Project _____ _____	

**Application Form A-10****Financial Capability**

Name of Applicant or Partner of a Joint Venture

Applicant's including each partner of a joint venture, should provide financial information to demonstrate that they meet the requirement for the sub-project/projects being opted for pre-qualification. Each applicant or partner of a joint venture 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.

Banker	Name of Banker:
	Address of Banker
	Telephone#:
	Contract Name & Title:
	Fax #: Telex:

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, based upon known commitments, projected assets and liabilities in Pak rupees equivalent for the next two years.

Financial Information in Pak Rs. Or equivalent	Actual: Previous Five Years					Projected: Next Two Years	
	1	2	3	4	5	6	7
1. Total assets							
2. Current assets							
3. Total liabilities							
4. Current liabilities							
5. Profits before taxes							
6. Profits after taxes **							

** The professional firm of Architects is exempt from Income Tax. The Tax is paid by partners individually.

Specific proposed sources of financing to meet the cash flow of the Project, net of current commitments.



Source of Financing	Amount (Pak Rs. Or equivalent)
1.	
2.	
3.	
4.	

Attach audited financial statements for the **Last Five Years** (for individual applicants or each partner of joint venture).

Firm's 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.



PERFORMANCE CERTIFICATE (A-12)

NAME OF EMPLOYER

NAME OF PROJECT

NAME OF CONSULTANT (IF EMPLOYED)

STARTING DATE

ORIGINAL COMPLETION DATE

ACTUAL COMPLETION DATE

DELAY PERIOD

LIQUIDATED DAMAGES

ORIGINAL CONTRACT VALUE

VALUE OF WORK DONE UPTO FINAL BILL

ENGINEERS EMPLOYED DURING THE EXECUTION OF THE WORK

(Name including father's name and PEC Registration No.)

- a.
- b.
- c.
- d.

QUALITY OF WORKS COMPLETED WITH PERFORMANCE AND REMARKS BY EMPLOYER

CONTRACTOR
(Name of firm and category with official seal)
(Signatures of Chief Executive)

EMPLOYER
(Signatures, Name and official seal)



ANNEX-B

CRITERIA FOR EVALUATION OF PREQUALIFICATION OF CONSTRUCTORS FOR INFRASTRUCTURAL WORKS				
S.No.	Description	A Maximum Marks	B Subdivision of Marks of Columns A	C Subdivision of Marks of Column B
1	Overall Firm's Status	10	-	-
1.1	Type of organization	-	3	-
	1.1.1 - Proprietorship	-	-	1
	1.1.2 - Partnership	-	-	2
	1.1.3 - Private Limited	-	-	3
1.2	Corporate Structure	-	2	-
1.3	PEC Registration Category:	-	5	-
	1.3.1 - C-4	-	-	5
2	Financial Status:	5	-	-
2.1	Bank Certificate	-	2	-
2.2	Income Tax paid for the last 3 years		3	
3	Capabilities & Experience:	25	-	-
3.1	Similar Works Completed	-	10	-
	3.1.1 - More than 150 Million	-	-	10
	3.1.2 - More than 100 Million	-	-	6
	3.1.3 - More than 50 Million	-	-	3
	3.1.4. - Less than 10 Million	-	-	1
3.2	Similar Works in Hand	-	5	-
	3.2.1 - More than Rs. 150 million	-	-	5
	3.2.2 - More than Rs. 100 million	-	-	4
	3.2.3 - More than Rs. 50 million	-	-	3
	3.2.4 - Less than Rs. 10 million	-	-	0
3.3	Other Works	-	5	-
	3.3.1 - 100 Million	-	-	5
	3.3.2 - 50 Million	-	-	3
	3.3.3 - 10 Million	-	-	1
3.4	No. of Years of Establishment	-	5	-
	3.4.1 - More than 15 years	-	-	5
	3.4.2 - More than 8 years	-	-	3
	3.4.3 - More than 3 years	-	-	2
	3.4.4 - Less than 3 years	-	-	1
4	Details of present workload & status of work progress	5	-	-
4.1.	If more than Rs.100 million Project(s) in hand	-	-	-
	4.1.1 - 80% or above	-	-	5
	4.1.2 - 60-70% progress	-	-	3
	4.1.3 - 50% or less progress	-	-	2
	4.1.4 - Projects abandoned, in past (any project)	-	-	(-) 3
	4.1.5 - If less than 200 million projects in hand	-	-	1
5	Information of Key Personnel	25	-	-
5.1	More than 10 years Exp B.Sc. Eng/B.Tech.	-	7	-
	5.1.1 - Qty equal to total no. of Projects in hand	-	-	7
	5.1.2 - Qty equal to 60% no. of Projects in hand	-	-	4
	5.1.3 - Qty less than 60% of total no. of Project in hand	-	-	2
	5.1.4 - No such staff	-	-	0
5.2	More than 10 years Exp D.A.E.	-	5	-



S.No.	Description	A Maximum Marks	B Subdivision of Marks of Columns A	C Subdivision of Marks of Column B
	5.2.1 - Qty equal to total no. of projects in hand	-	-	5
	5.2.2 - Qty 60% of total no. of projects in hand	-	-	3
	5.2.3 - Qty less than 60% of total no. of projects in hand	-	-	1.5
	5.2.4 - No such staff	-	-	0
5.3	5 Year More Ex B.Sc Eng/B.Tech	-	5	-
	5.3.1 - More than 5	-	-	5
	5.3.2 - More than 2	-	-	3
	5.3.3 - Less than 2	-	-	1.5
	5.3.4 - Nil	-	-	0
5.4	5 Year exp. D.A.E.	-	3	-
	5.4.1 - More than 7	-	-	3
	5.4.2 - More than 3	-	-	2
	5.4.3 - Less than 3	-	-	1
	5.4.4 - Nil	-	-	0
5.5	Supervisory Staff:	-	5	-
	5.5.1 - Excellent / Good	-	-	5
	5.5.2 - Satisfactory	-	-	3
	5.5.3 - Not Satisfactory	-	-	0
6	Tools & Equipments:	15	-	-
6.1	Form work plats	-	5	-
	More then 15,000sft.	-	-	5
	Upto 10,000 sft	-	-	3
6.2	Scaffolds Pipes	-	4	-
	More than 25,000 Rft	-	-	4
	upto 15,000 Rft	-	-	2
	upto 10,000 Rft	-	-	1
6.3	Mixture Machines with Hoists	-	3	-
	More than 3	-	-	3
	upto 2	-	-	1
6.4	Miscellaneous Items like, Batching Plant, Generator, Pumps, Vibrators etc.		3	-
7	Performance	10	-	-
	7.1 - Similar Work Certificates	-	7	-
	Costing more than 150 Million and above	-	-	7
	Costing more than 100 Million and above	-	-	5
	Costing more than 50 Million and above	-	-	3
	7.2 - Other Works Certificates	-	3	-
	Costing more than 150 Million and above	-	-	3
	Costing more than 100 Million and above	-	-	2
	Costing more than 50 Million and above	-	-	1
8	Details of claims, litigations, arbitration and disputes etc.	-	-	-
	Affidavit that Co. has never been black-listed by Govt., Semi-Govt. organization	-	-	-
	Govt. organization	5	-	-
	8.1 - If no litigation / arbitration	-	-	2.5
	8.2 - If no black-listing	-	-	2.5
	8.3 - If litigation / disputes in arbitration	-	-	(-) 2.5
	8.4 - Black listed ever	-	-	(-) 2.5
	TOTAL	100	-	-

Note: For a firm to be prequalified, score should be 65 or more



Check List (Where Applicable)

<i>Check List</i>	Yes.	No.
Valid PEC Certificate (s)	<input type="checkbox"/>	<input type="checkbox"/>
Application form (A-1), General Information	<input type="checkbox"/>	<input type="checkbox"/>
Application form (A-2), General Experienced Record	<input type="checkbox"/>	<input type="checkbox"/>
Application form (A-3 Joint Venture Summary	<input type="checkbox"/>	<input type="checkbox"/>
Application form (A-4), Particular Experience Record	<input type="checkbox"/>	<input type="checkbox"/>
Application form (A-5), Details of Contracts of Similar Nature and Complexity	<input type="checkbox"/>	<input type="checkbox"/>
Application form (A-6), Summary Sheet: Current Contract Commitments/Works in Progress	<input type="checkbox"/>	<input type="checkbox"/>
Application form (A-7), Personal Capabilities	<input type="checkbox"/>	<input type="checkbox"/>
Application form (A-8), Candidate Summary	<input type="checkbox"/>	<input type="checkbox"/>
Application form (A-9), Equipment Capability	<input type="checkbox"/>	<input type="checkbox"/>
Application form (A-10), Tools/Plant/Machinery & Vehicles	<input type="checkbox"/>	<input type="checkbox"/>
Application form (A-11), Financial Capability	<input type="checkbox"/>	<input type="checkbox"/>
Audited balance sheet for at least last three years and Bank Statement	<input type="checkbox"/>	<input type="checkbox"/>
Application form (A-12), Litigation History	<input type="checkbox"/>	<input type="checkbox"/>
Application form (A-12), Litigation History	<input type="checkbox"/>	<input type="checkbox"/>
Affidavit that the firm has not been black listed	<input type="checkbox"/>	<input type="checkbox"/>
Applicants legal status	<input type="checkbox"/>	<input type="checkbox"/>
Principal Place of Business	<input type="checkbox"/>	<input type="checkbox"/>
Place of incorporation or registration	<input type="checkbox"/>	<input type="checkbox"/>
Other Information	<input type="checkbox"/>	<input type="checkbox"/>
Place of incorporation or registration	<input type="checkbox"/>	<input type="checkbox"/>