

SINDH MADRESSATUL ISLAM UNIVERSITY (SMIU)



PRE-QUALIFICATION DOCUMENT

FOR DEVELOPMENT OF SMIU, MODEL SCHOOL AT CITY CAMPUS AIWAN E TIJARAT ROAD, KARACHI

Name of Department	Directorate of Planning & Development
Name of procuring agency	SINDH MADRESSATUL ISLAM UNIVERSITY Aiwan-e-Tijarat Road, Shakra-e-Liaquat, Karachi-74000, Pakistan Tel : 021-99217501-02-03 Fax : 021-99217504 Website: www.smiu.edu.pk

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1.0 INVITATION FOR PRE-QUALIFICATION

SINDH MADRESSATUL ISLAM UNIVERSITY

Aiwan-e-Tijarat Road, Karachi74000.

Phones: +92-21-9217501-02-03 (Ext. 223,224), Fax: +92-21-99217504

Email: info@smiu.edu.pk , URL <http://www.smiu.edu.pk/>

NO. SMIU/PRQ-2018/01

PRE-QUALIFICATION OF CONTRACTORS

Sindh Madressatul Islam University Karachi intends to pre-qualify the well reputed Contractors/Joint venture of Contractors who are registered with Income tax, SRB, and Pakistan Engineering Council (PEC) in category C-4 or above for the project viz “**Development of SMIU Model School at Sindh Madressatul Islam University, Aiwan-i-Tijarat Road, Karachi.**” Those interested may send their Expression of Interest (EOI) containing the following:

- Company Profile/Brochure
- Pre-qualification/experience certificates from Government and private entitles.
- Details of Technical staff
- Proof and detail of similar works (on going and completed)
- An affidavit certificate that the firm has never been black listed by Government/ Autonomous/ Private bodies.
- Income tax, valid NTN, STN & clearance certificate for the last 3 years.
- Any additional information which may help for pre-qualification of firm.

Contractors/Joint Venture of Contractors with valid PEC License can obtain Pre-Qualification documents from the Office of Directorate of Planning & Development against request letter on company letter head with pay order/ demand draft of Rs.1000/- in favor of *Sindh Madressatul Islam University* on any working day during office hours from **16th March 2018 to 2nd April 2018** and can be download from SPPRA website: www.pprasindh.gov.pk and SMI University website: www.smiu.edu.pk

The application along with all documents for pre-qualification is to be submitted on **3rd April 2018** by **14:00** hours and will be opened on same day at **15:00 hours in the Directorate of Planning and Development Sindh Madressatul Islam University, Aiwan-i-Tijarat Road, Karachi** before procurement committee and participating contractors/firms or their authorized agents who intend to be present.

The Envelope of submittals must clearly state “Application for Pre-Qualification Documents for Development of SMIU Model School at Sindh Madressatul Islam University, Aiwan-i-Tijarat Road, Karachi”

Sindh Madressatul Islam University (SMIU) reserves the right to accept or reject late applications.

In case any unforeseen situation resulting in closure of office on the date of opening or if Government declares Holiday the tender shall be submitted/opened on the next working day at the same time and venue.

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.

Executive Engineer, SMIU, Karachi

2.0 INSTRUCTIONS TO APPLICANTS

2.1 Submission of Applications

- 2.1.1 Applications for pre-qualification (One Original with One Copy) clearly marked “Application for Pre-qualification for **“Development of SMIU Model School at Sindh Madressatul Islam University, City Campus, Aiwan e Tijarat Road, Karachi”**” must be submitted in sealed envelopes at following address:

Directorate of Planning and Development
Sindh Madressatul Islam University, (SMI),
Awan e Tijarat Road,
Karachi, Pakistan.
Telephone: 021-9921501-03 (Ext: 223,224)

- 2.1.2 Applications for pre-qualification must be submitted at the above address on or before 3rd April 2018. The Employer reserves the right to accept or reject the applications received after this date.
- 2.1.3 The name and mailing address of the Applicant shall be clearly marked on the sealed envelope.
- 2.1.4 The Applicants must respond to all questions and provide complete information as stipulated in this document. Any lapses to provide essential information may result in dis-qualification of the Applicant.

2.2 Language of Application

- 2.2.1 The applications shall be prepared in English language. Information in any other language shall be accompanied by its translation in English. Employer reserves the right to dis-qualify any application in case of noncompliance of these requirements.

2.3 Updating of Information

- 2.3.1 Applicants who prequalify and who participate in the subsequent tenders shall be required to update the Personnel, Equipment and Financial information provided 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 pre-qualification. A bid shall be rejected if the Applicant’s qualification thresholds are no longer met at the time of bidding.

2.4 Only Required & Complete Information

- 2.4.1 Only the required information is to be provided exactly in accordance with the format given in this document. The Employer will not be responsible for disadvantage, if any, caused to the Applicant due to unwanted, unclear, incomplete or inaccurate information provided in the Application Forms.

2.5 Costs of Preparing and Submission of Prequalification Documents

- 2.5.1 Any and all costs incurred by the Applicant for and during the prequalification process shall be at Applicant's expense and will not be reimbursed by the Employer. The Employer shall not be responsible for loss or delay in delivery of the Applicant's prequalification proposals

3.0 QUALIFICATION CRITERIA

3.1 General

Pre-qualification will be based on the criteria given in succeeding paras 3.1.1 to 3.1.4 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. Consortium or Association of firms will be considered for similar treatment as in case of Joint Venture.

CATEGORY	WEIGHTAGE /MARKS
MANDATORY REQUIREMENT	
PEC Certificate	C – 4 or Above
NTN Certificate	
Sales Tax on Services	
DISCRETIONARY REQUIREMENT	
FINANCIAL SOUNDNESS	25
EXPERIENCE RECORD	30
PERSONNEL CAPABILITIES	25
EQUIPMENT CAPABILITIES	20
TOTAL:	100

Note: *Prequalification status shall be decided on the basis of Pass/Fail basis. The applicant must secure at least 50% score in each category.*

The further detailed criteria for each category may be developed as given under the each head as follows:

3.1.1 Financial Soundness

Credit Marks shall be awarded on the basis of the following criteria:

Sr. No.	Description	Maximum Marks
i)	Bank Credit Line - up to 40 million	7.5
ii)	Working Capital in last 3 years – 100 million	7.5
iii)	Affidavit of no Litigation History where decision went against the Firm.	5
iv)	Affidavit of no Blacklisting from any Agency	5
SUB-TOTAL:		25

3.1.2 Experience Record

Credit Marks for experience shall be awarded on the basis of following qualifications:

SR. NO.	DESCRIPTION	MAXIMUM	POINTS
i)	Projects of similar nature and complexity (100 million or above) completed in last:	15	
	a) 1 to 3 year's (1 Project x 5 Points)		15
	b) 3 to 6 year's (1 Project x 3 Points)		9
	c) 6 to 10 year's (1 project x 1 Points)		3
	d) Above 10 year's		0
ii)	Projects of similar nature and complexity (100 million or above) in hand.	15	
	a) 3 or Above Projects		15
	b) 2 Projects		10
	c) 1 Projects		5
SUB-TOTAL:		30	

3.1.3 Personnel Capabilities

Credit Marks shall be awarded under this category using the following criteria:

SR. NO.	DESCRIPTION	MAXIMUM	POINTS
i)	Engineers Registered with PEC	20	
	a) Project Manager with 18 years' Experience. (1 No.)		5
	b) Construction Manager with 15 years' Experience. (1 No.)		5
	c) Planning Engineer with 12 years' Experience. (1 No.)		3
	d) Electrical Engineer with 12 years' Experience. (1 No.)		2
	e) Site Engineers Civil with 8 years' Experience. (2 No.)		2
	f) Mechanical Engineer with 12 years' Experience. (1 No.)		2
	g) Material Engineer with 10 years' Experience. (1 No.)		1
ii)	Diploma Engineers in Employment of the Firm	5	
	a) Site Supervisors with 10 years' Experience. (Civil) (2 No.)		2
	b) Site Supervisor with 10 years' Experience. (Electrical) (1 No.)		1
	c) Site Supervisor with 10 years' Experience. (Mechanical) (1 No.)		1
	d) Surveyor & Lab Technician (Each with 10 years' Experience. (1 No.)		1
SUB-TOTAL:		25	

3.1.4 Equipment Capabilities

Credit Marks shall be granted on the basis of the following criteria for various kinds of equipment relevant for the Project:

S.NO:	Equipment Type & Characteristics	Min. Nr. required	Marks
1	Surveying Equipment (Including Total Station) (01 Set)	1 Set	0.5
2	Earth Moving Machinery (Showel, Grader, Excavator, Loader, backhoe) (1 No. each)	1	1
3	Passenger Hoist (1 No.)		0.5
4	Steel Cutting & Bending Machine Electrical (02 No)		2
5	Transit Mixer (03 No)		3
6	Plate Compactors (02 No)		1
7	Concrete Batching Plant (30m ³ /hr Cap.) [01 No]		4
8	Dumpers 2 ton capacity		2
9	Water Browser		0.5
10	Steel Shuttering including Scaffolding (50,000 Sft)		4
11	Concrete vibrators		0.5
12	Concrete Pump		0.5
13	Generator (100 KVA, 01 No)		0.5
SUB-TOTAL:		20	

3.2 Joint Venture (JV)

3.2.1 Joint Venture must comply with the following requirements:

- a) Following are minimum qualification requirements:-
 - i) The lead partner shall meet not less than 60 percent of all qualifying criteria given in paras 3.1.1 and 3.1.2 heretofore.
 - ii) Each of the partners shall meet not less than 50 percent of all the qualifying criteria given in paras 3.1.1 and 3.1.2 heretofore.
 - iii) The joint venture must collectively satisfy the criteria of paras 3.1.2, 3.1.3, & 3.1.4 for which purpose the relevant figures for each of the partners shall be added together to arrive at the JV's total capacity.
- b) Any change in a prequalified 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 the JV so as to legally bind all partners, jointly and severally, and any bid shall be submitted with a copy of the JV agreement providing the joint and several liabilities with respect to the contract.

3.2.2 The prequalification of a 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 J.V has requested/shall request for the same and then his prequalification shall be subject to the written approval of the Employer.

3.3 Conflict of Interest

3.3.1 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.

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 Ventures as required under the PEC Bye-Laws as a Partnership/Joint Venture.

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.		

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 years.

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

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

Application Form A-3

Joint Venture Summary

Names of all Partners of a Joint Venture	
1. Lead Partner	
2. Partner	
3. Partner	
4. Partner	
5. Partner	
6. Partner	

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

Annual Turnover Data						
(Construction only; Equivalent in Pak Rupees, Millions)						
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

Details of Contracts of Similar Nature and Complexity

Name of Applicant or partner of a joint venture

Use a separate sheet for each contract.

1.	Name of Contract
	Country
2.	Name of Employer
3.	Employer Address
4.	Nature of works and special features relevant to the contract for which the Applicant wishes to prequalify
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 contract Currency..... Currency..... Currency.....
7.	Equivalent in Pak/Rs.
8.	Date of Award
9.	Date of Completion
10.	Contract Duration (Years and Months) _____ Years _____ Months
11.	Specified Requirements1

Attach Completion Certificates.

Application Form A-5

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.		

Attach Work Orders.

Application Form A-6

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-7).

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-7

Candidate Summary

<i>Name of Applicant</i>

	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	Contact (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.

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

Attach Signed and Stamped CV of Personal.

Application Form A-8

Equipment Capabilities

Name of Applicant

The Applicant shall provide adequate information to demonstrate clearly that he has the capability to meet the requirements 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 3.1.4 of the Instructions to Applicants, or for alternative equipment proposed by the Applicant.

Item 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-9

Financial Soundness

Name of Applicant or Partner of a Joint Venture

Applicants, including each partner of a joint venture, should provide financial information to demonstrate that they meet the requirements stated in the Instructions to Applicants. 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	Contact name and 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 year					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							

Source of financing	Amount (Pak Rs. or equivalent)
1.	
2.	
3.	
4.	

Attach audited financial statements for the last five years (for individual applicant or each partner of joint venture).