



PTA (SZ) ENVIRONMENTAL SOCIETY

*Works Based on Engineering, Procurement &
Construction (EPC) Contract*

**UPGRADATION OF COMBINED EFFLUENT TREATMENT PLANT
(CETP) FOR KORANGI TANNERIES**

***PRE-QUALIFICATION DOCUMENT FOR
EPC CONTRACTORS***

APRIL – 2019

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INVITATION TO PREQUALIFY

1. INTRODUCTION

Combined Effluent Treatment Plant for Korangi tanneries (CETP) is part of the Environmental Management Project for Korangi tanneries (EMP-KT). Pakistan Tanners Association is the first industrial association of Pakistan who initiated environmental abatement project in public private sector. EMP-KT was initiated in 1993.

Construction of CETP was completed in 2005. CETP has treating capacity of 43,000 m³ per day. CETP treating wastewater of 180 tanneries of Korangi Sector, daily quantity is 16,500 m³. Beside this, CETP is also treating 26,500 cubic meters per day of domestic wastewater. At present treated effluent of CETP being discharge at a nearby storm water drain and ultimately reaching the Arabian Sea.

PTA (S.Z) ES is managing a Combined Effluent Treatment Plant for Korangi Tanneries, in Sector 6-C on UASB technology basis. Now the Management has decided to upgrade the plant on Activated Sludge technology basis. For this PTA (S.Z) ES intends to pre-qualify Engineering, Procurement and Construction (EPC) contractors for upgradation of Combined Effluent Treatment Plant. Under an EPC contract, the contractor will design the Electrical & Mechanical Equipment, associated works, ancillaries and civil works, procure the necessary equipment and materials and install and commission it.

The Pre-qualification is an assessment made by the Employer, of the appropriate level of experience and capacity of firms expressing interest in undertaking the aforesaid tasks, before inviting them to bid. Applications are invited for prequalification from the parties who are interested in executing this project on EPC basis.

Client reserve the right to reject any or all application(s) for Prequalification in accordance with PPRA Rules without incurring any liability to the Applicant.

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LOCATION MAP



2. INVITATION FOR PRE-QUALIFICATION

PTA (SZ) ES invites competent contractors, joint ventures or consortiums to submit pre-qualification information for Design, Procurement, Installation, Construction and Commissioning of Combined Effluent Treatment Plant on Engineering, Procurement, and Construction (EPC) basis.

Scope	Eligibility	
	PEC Category	Specialization Required
1. Preparation, submission & approvals for Survey, Planning, detailed design and Detailed Drawings of Civil, Electrical & Mechanical works and equipment. 2. Construction, installation, Testing & Commissioning of Combined Effluent Treatment Plant	C-4 OR Above	CE09, CE10, ME06, EE04 & EE05

The submitted information will be used to determine a shortlist of Prequalified bidders in accordance with the procedures and conditions set out in the Prequalification Documents, as per Public Procurement Regulatory Authority (PPRA) 2010 rules (www.ppra.org.pk) and Pakistan Engineering Council (www.pec.org.pk) guidelines.

The contractor will carry out the work of Detailed Engineering Design as per concept and Employer's Requirements provided in the Bidding Document and will also be responsible for its construction, installation, testing and commissioning and operating & maintaining the Plant for a period of three (03) years after commissioning.

The Prequalification documents along with required documents & Annexures, shall be submitted in permanent binding in a wax sealed envelope.

Eligibility: The Pre-qualification is open to:

- Pakistani contractors registered with Pakistan Engineering Council (PEC) in C-4 or above category along with specialization code in CE-09, CE-10, ME-06, EE04 & EE05. (Mandatory Requirement)
- Joint Venture / Consortium of Pakistani contractors with Lead firm registered with Pakistan Engineering Council (PEC) in C-4 or above category, partners firms in the Joint Venture having registration in C-4 category and the Joint Venture jointly meeting the requirement of registration with specialization code in CE09, CE10, ME06, EE04, & EE05. (Mandatory Requirement)
- Joint Ventures / Consortium of International and Pakistani Contractor(s) with at least one Pakistani Joint Venture partner registered with Pakistan Engineering Council in C-4 and above category, meeting the requirement of registration with specialization code in CE09, CE10, ME06, EE04, & EE05. (Mandatory Requirement)

Interested eligible contractors/JV/Consortiums may obtain further information in writing from the office of PTA (SZ) ES located in Plot ST-32, Sector 6-C, Korangi Industrial Area, Karachi, latest by 14th May 2019.

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Issue of PQ Documents: The PQ Documents as above will be issued from office of PTA (SZ) ES through Manager Administration during the period on normal working days up to 14th May 2019 at 1400 hrs. on production of valid original PEC Registration Certificates and written request from the office mentioned below “A”.

PQ Documents: Eligible Applicants may obtain the prequalification documents by submitting a Letter of Request for documents on a business letterhead. The request must clearly state “Request for Prequalification Documents for CETP Project, Combined Effluent Treatment Plant on EPC Basis”. The prequalification documents are available for a non-refundable fee of Pak Rs.5,000 in the form of pay order / demand draft in favor of PTA (SZ) ES.

Deadline for Submission: Applications for Prequalification must be received in sealed envelopes either dropped by hand or delivered by registered mail to: PTA (S.Z) Environmental Society, Plot No.ST-32, Sector 6-C Korangi Industrial Area, Karachi, Pakistan, not later than 14:00 hrs (Local Time) on 14th May 2019 and be clearly marked “Application to Prequalify for CETP Project, Combined Effluent Treatment Plant on EPC Basis” at the top left hand corner of the envelope.

Late applications will be rejected. Applicants shall not enclose testimonials, certificates and publicity material other than those requested in the “Instruction to Applicants (ITA)” with their applications. Such information will not be taken into account in the evaluation of qualifications.

Evaluation for Prequalification: The decision to whether or not the applicant is eligible for Pre-qualification shall be as per PPRA Rules (updated). The evaluation criterion for application is given in the prequalification documents.

Promptly after completion of prequalification, applicants will be informed of the results of their applications. Only firms and joint ventures/consortiums pre-qualified under this procedure will be invited to bid (participate in the subsequent bidding process).

This Pre-qualification Notice has also been hoisted on PPRA web site (www.ppra.org.pk)

“A”

PTA (S.Z) Environmental Society

Plot No.ST-32, Sector 6-C Korangi Industrial Area, Karachi, Pakistan

3. INSTRUCTIONS TO APPLICANTS

3.1 Submission of Applications

The Request for Pre-qualification duly completed with supporting documents (one original and one copy) must be dropped by hand or delivered through registered mail in sealed envelopes and be clearly marked "Application for Pre-qualification" for **“Upgradation of Combined Effluent Treatment Plant (CETP) for Korangi Tanneries on EPC basis”** to the address given below:

The President
PTA (S.Z) Environmental Society
ST-32 Sector 6-C,
Korangi Industrial Area,
Karachi.

Not later than: the date & time indicated in the Notice Inviting Prequalification Applications during office hours.

- 3.1.1 Late submission of Pre-qualification documents shall not be entertained and shall be returned without being opened.
- 3.1.2 The name, contact number of focal person, and mailing address of the Applicant Firm shall be clearly marked on the left hand side of the envelope.
- 3.1.3 The firm must have a permanent office and permanent core staff, having registered mail address and an e-mail address and preferably has its own web site & these may be inspected by the client as and when required. Failure to demonstrate the permanency of the established office, may lead to the disqualification of the applicant.
- 3.1.4 The applications shall be prepared in the English language. Employer reserves the rights to reject Pre-qualification request in case of noncompliance of these requirements.
- 3.1.5 The Applicants must respond to all questions and provide complete information as advised in this document. Any lapses to provide essential information shall result in disqualification of the Applicant.
- 3.1.6 Each page of Pre-qualification documents must be signed & stamped by the Authorized person of the applicant as per rules of PPRA (updated).
- 3.1.7 The Applicant must submit the Pre-qualification documents in a presentable format and a proper way, with page numbers & permanent binding, (no soft binding will be entertained and shall be rejected) necessarily including “Table of Contents”.
- 3.1.8 The Applicants must respond to all questions and provide complete information in a proper sequence as asked in the Annex-A and application.
- 3.1.9 Forms A-1 to A-11, P-1 and P-2 shall be filled accordingly. **Failure to present the information as asked in Form A-1 to A-11 & P1 to P2 in a proper sequence will result in reduction of weightage points as per Evaluation Criteria.**
- 3.1.10 The value of work done and other financial figures should be expressed in Pak Rupee with the conversion factor used.

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- 3.1.11 Answers to questions and information supplied must be authenticated, accurate and unambiguous. Additional pages shall be inserted in the event additional space is needed for replying to the questions. Any additional information that the Applicant wishes to offer should be clearly separated from specific responses within the single bound document to be submitted. Do not include company reports or other handouts of an advertising nature unless they contain relevant and specific information requested in the questionnaire.
- 3.1.12 In addition to the above, Applicants shall submit a cover letter under the Applicants authorized authenticated signature and on the Applicants' letterhead as detailed in **Annexure -A**.
- 3.1.13 Applicant must apply on its behalf only. Information provided in the questionnaire must be true, correct and verifiable for the Applicant itself. Information which incorporates data regarding parent, associate, or subsidiary companies, or subcontractors, &/or companies to whom the Applicant was subcontracted, must be clearly identified as pertaining to such companies.
- 3.1.14 Joint Venture (Consortium) or Association arrangements are acceptable provided the requirements mentioned in section 4 are complied.
- 3.1.15 The Client may ask an Applicant for clarification of his "Application for Prequalification" in order to facilitate its examination and evaluation. The request for clarification and the response shall be in writing.
- 3.1.16 The Client may require an Applicant to make presentations to the Client, in respect of the Applicant's capability, capacity, past performance or any relevant domain.
- 3.1.17 A prospective Applicant requiring any clarification, in respect of the prequalification, shall contact the Client in writing at the Client's address. The Client will respond in writing to any request for clarification received not later than twelve (12) calendar days prior to the deadline for submission of the "Application for Prequalification". The Client shall have no obligation to answer any clarification request received after that date.

The Client shall issue its response in writing, within seven (7) calendar days, to all those prospective Applicants who have procured on payment of prescribed fee the "Request for Prequalification" Document, from the Client.

3.2 Qualification Requirements

3.2.1 General

Pre-qualification will be based on all the criteria given in Sections 3.2 to 3.5 regarding the Applicant's general and particular experience, personnel, equipment capabilities and financial position, as demonstrated by the Applicant's responses in the forms attached to this document.

The Client reserves the right to waive minor deviations as per PPRA Rules (updated), 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 (Consortium) experience & resources shall be considered. Association of firms will be considered for similar treatment as in case of Joint Venture.

For Prequalification, following qualifications and capabilities of the applicant will be considered.

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- Relevant General and Particular Experience
- Equipment Capabilities (material / Machinery Resources) etc.
- Financial Resources
- Personnel Capabilities / Human Resources

The detailed evaluation criteria and Weightage points are given in Section 4 and explained in the following.

3.2.2 Relevant General and Particular Experience

The Applicant shall meet the following minimum criteria:

- a. The Applicant (Local) must be registered with PEC in Category for construction of engineering works, as specified in Notice Inviting Prequalification, as on the day of opening with valid and active registration along with codes of specialization.
- b. The Applicant (Local) having no prior or insufficient relevant experience in similar projects must form Association or Joint Venture (Consortium) with a reputable qualified Foreign Contractor having experience in same type of projects. The foreign company shall also liable to fulfill the PEC relevant requirements.
- c. A combined effluent treatment plant design firm of international repute should essentially be a part of the JV or Association members.
- d. Average annual turnover which is defined as billing for works in progress and completed over the last three years shall not be less than PKR.500 million per year.
In case of Joint venture / Consortia the average annual turnover of the individual firms/partners shall be added together to arrive at JVs required average annual turnover of Rs. 1000 Million per year.
- e. Experience as prime/lead contractor in successful execution of at least two projects of a nature and complexity comparable to the proposed contract within the last ten years with a proof of completion certificate is a mandatory requirement.

3.2.3 Personnel Capabilities

The Applicant must have in his employment suitably qualified personnel to fill the key management and specialist positions (Civil, Environmental, Mechanical, Electrical Engineers and other relevant staff). The Applicant firm will supply information of key staff as prescribed on the attached Proforma P-I, with documentary evidence of salary paid through Company account in Bank.

3.2.4 Equipment Capabilities

The Applicant should own, or have assured access to (through rented, leased, purchase agreement or other means), at least the following key items of equipment (limited to only major items of equipment) in 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.

- Concrete Batching Plant,
- Transit Mixers,
- Concrete Pumps,
- Excavators,
- Dumpers,
- Cranes,
- Diesel Generators,

- Welding Equipment,
- Wheel Loader
- Grit / Sand Blasting equipment,
- Dewatering equipment,
- All other equipment/machines/accessories required for satisfactory construction of hydraulic structures and installation of electrical/mechanical/instrumentation works.

3.2.5 Financial Resources

The Applicant should demonstrate that he has access to, or has 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 audited balance sheets for the past three years should demonstrate the soundness of the Applicant's financial position, showing long term profitability. Where necessary, the Client may make enquiries with the Applicant's bankers.

3.2.6 Litigation History

The Applicant should provide accurate information on a stamp paper of value Rs.100/- mentioning any litigation or arbitration (along with outcomes and decisions if any) resulting from contracts completed or under execution over the last five years, duly signed and stamped by the Applicant. History of excessive contract arbitration and litigation resulting in decision of two cases against them will be considered sufficient ground for disqualification. (In case of JV or Consortium Separate Litigation History for all JV / Associate Partners is mandatory)

3.3 Joint Venture (JV)

3.3.1 A Joint Venture of more than two (2) members will not be considered. An agreement that includes but not limited to the following shall be submitted:

- a) Definition of the future roles & responsibilities of all members in case of the award of bid specifying division & location of works, authorization of a lead member, and etc.
- b) A statement that all members of the Joint Venture shall undertake jointly and severally the obligations of the Joint Venture agreement under any Contract if awarded.
- c) A statement that the composition or constitution of the Joint venture shall not be altered without prior written consent by the Client.
- d) A statement that the members of the Joint Venture will upon award of Contract appoint a single individual as the Project Manager who will have the authority to act on behalf of the Joint Venture.
- e) A statement that, for the purpose of the implementation of the Contract, the Joint Venture shall act as and be considered a single entity and in particular shall have a Joint bank account in its name, submit joint financial guarantees/securities, joint invoices, and joint reports, and that payment into such bank account shall satisfy the Client's payment obligations to any and all members of the Joint Venture and,
- f) Where a member of the Joint Venture is a subsidiary company, such member shall submit an undertaking from a parent company acceptable to the Client that it will enter into a Guarantee with the Client in respect of the obligations of such member under any Contract if awarded.
- g) No more than one application shall be considered from any group of companies.

3.3.2 The joint venture must comply with following requirements.

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- a) The joint venture must collectively satisfy the criteria of paragraphs 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 JV's total capacity.
- b) Any change in a short listed JV after prequalification, shall be subject to the written approval of the Client prior to the deadline for submission of technical 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 Client, a substantial reduction in competition would result.
 - iv) Withdrawal of Lead firm shall constitute enough ground for the disqualification of JV.
- c) Bid shall be signed by an authorized person on behalf of lead firm and all JV consortium members and a Certificate of Authorization for signatures shall be part and parcel, be issued with signatures of all JV/Consortium members in the JV so as to legally bind all partners, jointly and severally, and bid shall be submitted with a copy of the JV agreement providing the joint and several liabilities with respect to the contract.

3.3.3 The prequalification of a JV does not necessarily pre-qualify 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 pre-qualify 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 Client.

3.3.4 Foreign Contractors

According to clause 2 of PEC Engineering Works Bye Laws 7, 1987:

“A foreign constructor or foreign operator wishing to participate in the Bidding Process in Pakistan shall obtain an appropriate license from the Council before initiating any activity which is a subject of these Bye- laws. The foreign Contractors or foreign operator may be granted license only for specific projects which need expertise and specialized technology of construction or operation not available with a Pakistani constructor or Pakistani operator. Any such foreign constructor or foreign operator shall enter into a joint venture agreement with the Pakistani constructor or Pakistani operator in which share of foreign constructor or foreign operator shall be limited to the expertise and technology not available with the Pakistani constructor or Pakistani operator. The establishment of a joint venture shall be subject to the condition that share of the Pakistani constructor or Pakistani operator shall not be less than thirty percent.”

A foreign firm has to get ENLISTED with PEC before participating in the Bidding Process in Pakistan. Upon enlistment a certificate on Form PEC-5B shall be issued to the foreign constructor, or as the case may be, foreign operator on payment of requisite fee for allowing him to operate in Pakistan.

On fulfillment of conditions set out in clause (2) of PEC bye- law 7 and submission of the relevant documents, the foreign constructor or foreign operator, if interested in bidding negotiation for any project, can obtain a license as prescribed in clause (4) of Engineering Works Bye Laws of Pakistan Engineering Council, upon depositing the requisite processing fee for that specific project.

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 conceptual design, specifications, and other prequalification and bidding documents for the project, or was

working as Engineer for the contract, over the last five years. Any such association shall result in disqualification of the Applicant.

3.5 Updating Prequalification Information

3.5.1 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.

3.6 Other Factors

3.6.1 Only firms and JVs that have been short listed 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 bid 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.

3.6.2 The Client reserves the right to:

- a) amend the scope and value of contract to be bid, in which event the bidder(s) will only bid among those short listed bidders who meet the requirements of the contract(s) as amended. However the Client has to review the disqualified bids who originally do not meet the specified criteria for Pre-qualification.
- b) reject or accept any or all application; and
- c) cancel the prequalification process and reject all applications.

3.6.3 The Employer shall inform the Applicant of the grounds for rejection, if requested by the Applicant.

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- Applicant meeting the minimum requirements besides other factors shall be considered for pre-qualification. No compromise shall be made on relevant experience and Financial Capacity of the Applicant. History of excessive contract arbitration and litigation resulting in decision of two cases against them will be considered sufficient ground for disqualification. Applicant shall not conceal any information in this request.

The Applicants not fulfilling / submitting the any one of the following mandatory information / requirements shall not be pre-qualified and shall be considered as non-responsive.

- 1) Valid PEC Registration as described in Notice Inviting Prequalification.
- 2) Average Annual Turn Over (minimum Rs. 500 million).
- 3) Auditor's Balance Sheets for the last 3 years (2017-2018, 2016-2017 & 2015-2016).
- 4) Litigation History on Stamp Paper of Rs.100/- duly signed and stamped by the Applicant (In case of JV Separate Litigation History for all JV / Associate Partners is mandatory).
- 5) A combined effluent treatment plant design firm of international repute should essentially be a part of the JV or Association members or proof of in house design capability.
- 6) Proof of registration with Income Tax Authority (FBR) and Sindh Revenue Board (SRB) and General Sales Tax (GST) registration, for national (local) firms.
- 7) No Blacklisting Declaration on Stamp Paper of Rs.100/- duly signed and stamped by the applicant. The applicant is never blacklisted from any Government, Semi-Government, Authorities or Autonomous Bodies etc.

- The following weightages as detailed in 4.3 will be used in the Evaluation of the applications for Pre-qualification.

S.No	Category	Maximum Weightage Points	Minimum Acceptable Weightage Points
1	Qualification of Firms		
	a. Experience in execution of mega combined effluent treatment plant executed during last 10 years	50	35
	b. In House Design facility (Mandatory)	40	28
	c. Brief note on Understanding and Methodology of the Project	10	7
2	Key Personnel	100	70
3	Equipment Capabilities / Machinery	100	70
4	Financial Soundness	100	70
	Total	400	280

To pre-qualify applicants must obtain not less than the total specified minimum acceptable weightage points. However, obtaining of minimum acceptable Weightage points in category at S.No.1 & 4 is mandatory; failing which the Prequalification Application shall be considered unqualified.

Detailed Evaluation Criteria and Weightage Points

4.1 Detailed Evaluation Criteria

4.3.1 Qualification of Firm

Total 100 Points

		Weightage Points
4.3.1 (a)	i. Successful completion of 1 project of industrial effluent treatment plants at least one of which has a capacity of not less 10,000 cum per Day during the last 10 years.	35
	ii. Successful completion of 2 projects of industrial effluent treatment plants at least one of which has a capacity of not less 10,000 cum per Day during the last 10 years.	43
	iii. Successful completion of 3 projects of domestic/industrial sewage treatment plants at least one of which has a capacity of not less 10,000 cum per Day during the last 10 years.	50
4.3.1 (b)	i. Mandatory in house design facility or association with reputable design house (The Firm or his design associates should have experience in Engineering design of two domestic / industrial effluent treatment plants with at least one of 10,000 cum per Day Capacity, completed during last 10 years.)	28
4.3.1 (c)	i. Mandatory in house design facility or association with reputable design house (The Firm or his design associates should have experience in Engineering design of two domestic / industrial effluent treatment plants with at least one of 10,000 cum per Day Capacity, completed during last 10 years.)	28
	ii. Mandatory in house design facility or association with reputable design house (The Firm or his design associates should have experience in Engineering design of more than two domestic / industrial effluent treatment plants with at least one of 10,000 cum per Day, completed during last 10 years.)	40
4.3.1(d)	Understanding of the Project along with the Methodology implementation	
	(i) Very Good	7
	(ii)Excellent	10

The details of projects to be furnished on Form A-5 attached.

Note:

1. Proof of assignments shall be subject to submission of verifiable completion certificate which shall be treated as a mandatory requirement, failing which the project shall not be considered for evaluation and shall be rejected.

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4.3.2 Key Personnel

Total 100 Points

Sr. No.	Position	Weightage Points	
		Qualifications	Experience
1.	Project Manager	4	10
2.	Design Engineer	4	7
3.	Procurement Manager	2	5
4.	Contract Manager	2	5
5.	HSE Manager	2	5
6.	Wastewater Treatment Process Engineer	4	8
7.	Structural Engineer	2	5
8.	Mechanical Engineer	2	5
9.	Electrical Engineer	2	5
10.	Instrumentation Engineer	2	5
11.	Quality Control Engineer	2	5
12.	Environmentalist	2	5
	Total Weightage Points	30	70

a.	Qualification	
	i. PhD	100%
	ii. MSc / MS Eng.	75%
	iii BE /BSc / BS Eng.	50%
	iv Below	0%
b.	Experience For Project Manager, Design Engineer & Wastewater Treatment Process Engineer Only	
	i. 20 years & above	100 %
	ii 18-20 years	90 %
	iii 15-18 years	80 %
	iv Below	0%
c.	Experience For	
	1. Procurement Manager	
	2. Contract Manager	
	3. HSE Manager	
	4. Structural Engineer	
	5. Mechanical Engineer	
	6. Electrical Engineer	
	7. Instrumentation Engineer	

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	8. Quality Control Engineer	
	9. Environmentalist	
	i. Above 15 years	100 %
	ii. 10 to 15 years	90 %
	iii 8 to 10 years	80 %
	iv Below	0%

4.3.3 Key Equipments

Total 100 Points

Sr. No	Equipment Type & Characteristics	Minimum Number Required	Points on Owner ship	Point on Hiring
1	Excavators/ rock breakers	2	6	4
2	Wheel Loader	2	8	6
3	Grit/sand blasting equipment	2 sets	8	6
4	Arc Welding Plants	2 sets	8	6
5	Transit Concrete Mixer	2	8	6
6	Mobile Crane 20 Tons	2	8	6
7	Concrete Batching Plant 100 cum/Day with Backup Generators for Plant	1	12	8
8	Dewatering Pumps 4" & 6"Ø suction	10	10	7
9	Diesel Generators 20 to 75 KVA	2	12	7
10	Concrete Pump	1	10	7
11	Dumpers	4	10	7
	Total Weightage Points		100	70

Note:

The Applicant must provide the list of:

- (a) Equipment owned by the Applicant along with the ownership documents, if the ownership documents are not provided the equipment shall be considered as hired / rental.

4.3.4 Financial Capacity

Total Weightage Points 100

1.	Average annual Turnover for the last 3 Years	Weightage Point 30
a.	Upto Rs. 500 million	15
b.	Above Rs. 500 million to 750 million	22
c.	Above Rs. 750 million	30

Note:

To be determined from the Auditor's Balance Sheet

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2.	Working Capital for last three Years	Weightage Points 40
a.	Rs.100 million to Rs. 150 million	28
b.	Rs. 150 million to 200 million	34
c.	Above Rs.200 million	40

Note:

1. To be determined from the Auditor's Balance Sheet
2. The applicant must submit the unconditional Bank Certificate on the attached Proforma P-2 mentioning the currently available credit line of the Applicant and Auditor's balance Sheets for the last 3 years i.e 2015-2016, 2016-2017 & 2017-2018.
3. Where necessary the Employer may make enquiries with the applicant's Bank and or Auditors.
4. Working Capital = Current Assets – Current Liabilities

3.	Available Credit (Through Bank Letter)	Weightage Point 30
a.	Rs. 100 million to Rs. 150 million	21
b.	Rs. 150 million to 250 million	25
c.	Above Rs. 250 million	30

**STANDARD FORMS
TO BE
ADOPTED BY THE
RESPONDENTS**

Annex-A
Letter of Application

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

Date:.....

To:

.....
[name and address of the Employer]

Sirs,

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 following contract(s) under the *[name of the Project to be listed by the User/Employer]* project:

Contract No.	Description of Contract
CETP	Upgradation of Combined Effluent Treatment Plant (CETP) For Korangi Tanneries Karachi

2. Attached to this letter are copies of original documents defining¹:

- (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).

1

For applications by joint ventures, all the information requested in the pre-qualification 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.

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3. Your Agency 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 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:

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- (i) 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
 - (ii) reject or accept any application, cancel the pre-qualification process, and reject applications; and
- (c) your Agency 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) here above.
- (d) your Agency 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) here above.

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 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	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 pre-qualification 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.

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	Authorized 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-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 ten years.

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

Annual Turnover		
Year	Turnover (in actual currency)	Equivalent Rupees in Millions.
1. Fiscal Year 2015-2016		
2. Fiscal Year 2016-2017		
3. Fiscal Year 2017-2018		

Conversion Factor		
Currency	Conversion Rate	Year

**Application Form A-3
Joint Venture Summary**

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

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

Annual Turnover Data (Equivalent in Pak Rupees, Millions)				
Partner	Form A-2 Page No.	Year 1 2016	Year 2 2017	Year 3 2018
1. Lead Partner				
2. Partner				
Total:				

**Application Form A-4
Particular Experience Record**

Name of Applicant or partner of a joint venture

To prequalify, 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. 500 million or more, of a similar nature and complexity to the contract for which the Applicant wishes to qualify, undertaken during the last Ten years. 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 for each specialist subcontractor.

**Application Form A-5
Details of Contracts of Similar Nature and Complexity**

<i>Name of Applicant or partner of a joint venture</i>
--

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 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 contract with exchange rate 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 Requirements <i>Refer 1.2</i>

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	Contract Price as on	Value of Outstanding / remaining work (Equivalent Pak Rs. Millions)	Original Completion Date as Per Award	Expected Completion Date	Reasons for Delay
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 name of candidate 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	Project Manager
	Name of Prime Candidate	
	Name of Alternate Candidate	
2.	Title of Position	Design Engineer
	Name of Prime Candidate	
	Name of Alternate Candidate	
3.	Title of Position	Wastewater Treatment Process Engineer
	Name of Prime Candidate	
	Name of Alternate Candidate	
4.	Title of Position	Procurement Manager
	Name of Candidate	
5.	Title of Position	Contract Manager
	Name of Candidate	
6.	Title of Position	HSE Manager
	Name of Candidate	
7.	Title of Position	Structural Engineer
	Name of Candidate	
8.	Title of Position	Mechanical Engineer
	Name of Candidate	

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9.	Title of Position	Electrical Engineer
	Name of Candidate	
10.	Title of Position	Instrumentation Engineer
	Name of Candidate	
11.	Title of Position	Quality Control Engineer
	Name of Candidate	
12.	Title of Position	Environmentalist
	Name of Candidate	

**Application Form A-8
Candidate Summary**

Name of Applicant:

Position		
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	

**Application Form A-9
Equipment Capabilities**

<i>Name of Applicant:</i>

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 3.2.4 of the Instructions to Applicants..

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. In operation or Breakdown for maintenance
	7. Details of current commitments	
Source	8. 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	9. Name of owner	
	10. 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:

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 Ten 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 three year		
	1 (2015-2016)	2 (2016-2017)	3 (2017-2018)
1. Total assets			
2. Current assets			
3. Total liabilities			
4. Current liabilities			
5. Profits before taxes			
6. Profits after taxes			
7. Turn Over			

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Specific proposed sources of financing to meet the cash flow of the Project, net of current commitments (Instructions to Applicants, para 3.2.5).

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

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

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.

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Performa P-1

Details of Required Permanent Staff

<i>Sr. No.</i>	<i>Position</i>	<i>Name (To be filled by the Applicant)</i>	<i>Minimum Qualifications</i>	<i>Minimum Experience (Years)</i>
1.	Project Manager		Engineering Graduate	15
2.	Design Engineer		Engineering Graduate	15
3.	Procurement Manager		Engineering Graduate	8
4.	Contract Manager		Engineering Graduate	8
5.	HSE Manager		Engineering Graduate	8
6.	Wastewater Treatment Process Engineer		Engineering Graduate	15
7.	Structural Engineer		Engineering Graduate	8
8.	Mechanical Engineer		Engineering Graduate	8
9.	Electrical Engineer		Engineering Graduate	8
10.	Instrumentation Engineer		Engineering Graduate	8
11.	Quality Control Engineer		Engineering Graduate	8
12.	Environmentalist		Engineering Graduate	8

Note:

The Applicant must submit the CVs of the above staff on required format.

Performa P-2

Ref No. -----

Date: -----

ON THE LETTER HEAD OF THE BANK

TO WHOM IT MAY CONCERN

*This is to certify that M/s. (Name, Address of the Company) are maintaining their Account
No. ----- with us satisfactorily.*

*This is also certified that the above referred company has an approved current credit line
facility of Rs. ----- (Rs. In Words -----) on the
basis of their Financial Strength, Market Reputation and Securities with us. We are confident
that they are financially capable to complete any mega project like yours in Pakistan.*

This Certificate is being issued at the request of M/s. (Name of Company).

Authorized Signature

Authorized Signature