

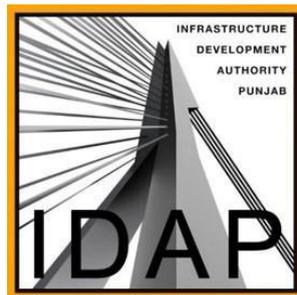
**PRE-QUALIFICATION DOCUMENT  
OF  
CONTRACTOR  
FOR**

**CONSTRUCTION OF RECEP TAYYIP ERDOGAN  
HOSPITAL EXPANSION PROJECT  
MUZAFFARGARH  
(FINISHING, MEP & EXTERNAL DEVELOPMENT WORKS)**

Issued to : \_\_\_\_\_

Issued on : \_\_\_\_\_

Sign of Issuing Officer: \_\_\_\_\_



**INFRASTRUCTURE DEVELOPMENT AUTHORITY  
PUNJAB (IDAP)  
GOVERNMENT OF PUNJAB  
Ground Floor 7-C-1, Gulberg-III, Lahore**

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## **SECTION-I**

### **1. Introduction**

The Recep Tayyip Erdogan Hospital (RTEH) Muzaffargarh was established to provide state of the art free health care services to all segments of society. The hospital started its operation in July 2014 with sixty (60) beds and forty (40) new beds were added within Twelve (12) months of its inception. Total free medical services are provided to every patient irrespective of their background and status. Keeping in view exceptional performance and deliverance of Recep Tayyip Erdogan Hospital Government of Punjab has decided to expand the facility. Expansion will include 200-225 beds Hospital building and Energy Center.

### **2. General**

The **Employer**, Infrastructure Development Authority of Punjab (IDAP), Government of Punjab issues this Prequalification document to applicants interested in bidding for works/ services for Construction of Recep Tayyip Erdogan Hospital Expansion Project Muzaffargarh (Finishing, MEP & External Developments Works) as described in the scope of work. IDAP is looking for firms which can complete a **fast track Hospital project**, built on international standards in limited time with the highest quality and within the allocated budget.

### **3. \*Scope of Work**

The scope of work to be performed consists of Architectural, HVAC, Plumbing, Electrical, Mechanical, Fire Fighting, External Development works including water and sewerage network, and for execution of these works deployment of all necessary Material, Labor (s), Formwork, Tools & Machinery and supply, installation, testing & commission, sale service warranty of supplied equipment. The scope of work with tentative covered area shall be in accordance with the items listed below to be completed on fast track basis:

| <b>S/No</b> | <b>Level No</b>              | <b>Description of Facilities</b>   | <b>Tentative Covered Area (SFT)</b> |
|-------------|------------------------------|--|-------------------------------------|
| <b>1</b>    | Level -1<br>Lower<br>Ground  | MMD, CSSD, BIO MEDICAL, SCREENING CENTRE, MEDICAL GASES, WASTE DISPOSAL AREA, LOGISTIC HUB, EQUIPMENT STORE, FACILITIES MANAGEMENT, ADMIN OFFICES, CLINICAL LABS, CAFETERIA, KITCHEN EMPLOYEES / STAFF CHANGING AREA | 76,618                              |
| <b>2</b>    | Level -2<br>Ground<br>Floor  | OPD, ACCIDENT & EMERGENCY, DIAGNOSTIC & IMAGING (MRI ROOMS, MAMMOGRAPHY ROOM, BMD ROOM, LITHOTRIPSY ROOM), DIALYSIS AND ENDOSCOPY  | 72,050                              |
| <b>3</b>    | Level – 3<br>First Floor     | OPERATION THEATRES, SICU, ICU, CCU, RECOVERY, CATHLAB  | 58,382                              |
| <b>4</b>    | Level – 4<br>Second<br>Floor | WARDS  | 54,950                              |
| <b>5</b>    | -                            | ENERGY CENTRE  | 13,000                              |

*EMPLOYER:*  
Infrastructure Development  
Authority of Punjab (IDAP)  
Government of Punjab

**PRE-QUALIFICATION  
DOCUMENT OF GENERAL  
CONTRACTOR**

*PROJECT:*  
Construction of Recep Tayyip Erdogan  
Hospital Expansion Project Muzaffargarh  
(Finishing, MEP & ED Works)

|   |                |
|---|----------------|
| <b>Total Tentative Covered Area (SFT)</b> | <b>275,000</b> |
|---|----------------|

\*Scope of work may be amended at the discretion of Employer.

## **SECTION-II**

### **INFORMATION / INSTRUCTIONS TO THE APPLICANT**

#### **1. Signing of Application & Number of Copies**

The Applicant shall prepare the documents comprising the information required in the Prequalification Document and clearly mark it “**ORIGINAL**”. The original of the application shall be typed or written in indelible ink and each page shall be signed by a person duly authorized to sign on behalf of the Applicant. **The Applicant shall submit one (01) original and two (02) copies (one hard & one soft) of the signed application in addition to the original application and clearly mark them as “COPY”.** In the event of any discrepancy between the original and the copy, the original shall prevail.

#### **2. Cost of Application**

The Applicant shall bear all costs associated with the preparation and submission of its application. The Employer will in no case be responsible or liable for these costs, regardless of the conduct or outcome of the prequalification process by the Employer.

#### **3. Language of Application**

The application as well as all correspondence and documents relating to the prequalification exchanged by the Applicant and the Employer, shall be written in English language. Supporting documents and printed literature that are part of the application shall also be in the same language.

#### **4. Clarification of Pre-Qualification Document**

An Applicant requiring any clarification of the Prequalification Document shall contact the Employer in writing at the Employer’s address indicated in the Advertisement and this document. The Employer will respond in writing or by Email to any request for clarification provided that such request is received no later than five (5) days prior to the deadline for submission of applications. The Employer shall forward copies of its response to all applicants who have acquired the prequalification document directly from the Employer including a description of the inquiry but without identifying its source. **The Employer reserves the right to amend the prequalification document as a result of a clarification if deemed appropriate and communicate the same to all applicants in writing or by Email.**

## **5. Amendment of Prequalification Document**

At any time prior to the deadline for submission of applications, the Employer may amend the Prequalification Document by issuing addendum/Corrigendum. Any addendum/ Corrigendum issued shall be part of the Prequalification Document and shall be communicated in writing or by Email to all who have obtained the prequalification document.

## **6. Letter of Application**

The applicant shall submit Application form along with prequalification proposal as per **Appendix-A**. This form shall be completed without any alteration to its format.

## **7. Joint Venture**

### **a. Joint Venture Agreement**

Firms may submit a Prequalification Application in a Joint Venture of two or more firms. Prequalification Document shall be signed by all the members in the Joint Venture. Joint Venture Agreement entered into by the members shall be submitted with the prequalification Document as per **Appendix-B**.

### **b. Lead Member**

One of the members who is responsible for performing the key function in executing major component of the proposed contract shall be nominated as Lead member during the Pre-qualification and bidding period and in the event of a successful bid, during contract execution. The Lead Member shall be authorized to incur liabilities and receive instructions for and on behalf of any and all members of Joint venture. This authorization shall be evidenced by submitting a power of attorney signed by legally authorized signatories of all the members of the Joint Venture as per **Appendix-C**.

### **c. Joint and Several Liability**

All members of the Joint venture shall be legally liable, jointly and severally, during the prequalification and bidding period, and in the event of a successful bid, during contract execution. The Pre-qualification of a joint venture does not necessarily pre-qualify any of its members to bid individually or as a member in any other joint venture.

## **8. Submission of Pre-Qualification Application**

Application for Prequalification (**One original and two Copies** (01 hard & 01 soft)) must be received in **sealed envelopes** to be delivered by hand or through registered mail on or before **13<sup>th</sup> December 2016** up to **3:00 pm PST** at the following address:

**Infrastructure Development Authority of Punjab (IDAP)  
Ground Floor, 7 C-1, Gulberg-III, Lahore, Pakistan**

Envelope should be clearly marked "**Application for Pre- Qualification for Construction of Recep Tayyip Erdogan Hospital Expansion Project Muzaffargarh (Finishing, MEP & External Development Works).**"

## **9. Opening of Pre-Qualification Application**

The Pre-Qualification Applications shall be opened on the same day i.e. 13<sup>th</sup> December 2016 at 3:30 pm PST in presence of Applicants who choose to attend in the conference room of IDAP, address as mentioned below;

**Ground Floor, 7 C-1, Gulberg-III, Lahore, Pakistan**

Employer shall open the applications as per its standard procedure and shall prepare a record of the opening of applications that shall include, as a minimum, the name and signature of the representatives of the Applicants (if they choose to attend).

## **10. Late Submission of Pre-Qualification Applications:**

The pre-qualification application which is received after the closing date and time as mentioned at Sr. # 8 of Section-II for submission of applications shall not be entertained.

## **11. Lack of Information**

Failure of an applicant to provide comprehensive and accurate information that is essential for the Employer's evaluation of the applicant's prequalification or to provide timely clarification or substantiation of the information supplied may result in disqualification of the applicant and same shall be communicated in accordance with provisions of Punjab Procurement Rules, 2014 (as amended up to 2016).

## **12. Updating Prequalification Information**

Pre-qualified Applicants shall inform the Employer of any material change in information that might affect their qualification status. Applicants shall be required to update key pre-qualification information at the time of bidding. Prior to award of contract, the lowest evaluated bidder will be required to confirm its continued qualified status in a post qualification review process as deemed appropriate by the Employer.

## **13. Only one Application**

An Applicant shall submit only one application in the same Pre-qualification process, either individually as an Applicant or as a member of a Joint venture.

An Applicant who submits, or participates in, more than one application will cause all the applications in which the Applicant has participated to be disqualified.

## **14. Compliance**

The Successful Contractor/Joint Venture shall comply with and acquire all consents, approvals, permits and licenses applicable under the laws of Pakistan in relation to the performance of the work & services. Each Prospective Contractor shall indemnify the Company, its Affiliates and their advisors fully in respect of any direct or indirect losses, damages, costs, penalties or expenses of any kind incurred by such person arising from a Prospective Contractor/ Joint Venture's breach of the obligations referred to above.

## **15. Fraud & Corruption:**

The Employer requires that Applicants under this Prequalification process, observe the highest standards of ethics during this prequalification and further processing.

In pursuit of this policy, the Employer defines for the purposes of this provision, the terms set forth below:

- i. "corrupt practice" means the offering, giving, receiving, or soliciting, directly or indirectly, of anything of value to influence the action of a public official in the prequalification process or in contract execution;
- ii. "fraudulent practice" means a misrepresentation or omission of facts in order to influence the prequalification;
- iii. "collusive practice" means a scheme or arrangement between two or more Applicants, with or without the knowledge of the Employer,

designed to establish artificial data/ information; and

- iv. "coercive practice" means harming or threatening to harm, directly or indirectly, persons or their property to influence their participation in the prequalification process;

Employer will reject an application for prequalification if it determined that the Applicant recommended for award has, directly or through an agent, engaged in corrupt, fraudulent, collusive or coercive practices.; and

Employer will sanction a firm or individual, including declaring them ineligible, either indefinitely or for a stated period of time for prequalification if it at any time determines that they have, directly or through an agent, engaged, in corrupt, fraudulent, collusive or coercive practices.

## **16. No Conflict**

Applicant and all parties constituting the Applicant shall not have a conflict of interest. Applicants shall be considered to have a conflict of interest if,

- i. such applicant and any other applicant have common controlling shareholders or other ownership interest; provided that this qualification shall not apply in cases where the direct or indirect shareholding in an applicant or a constituent thereof in the other applicant(s) is less than 1% of its paid up and subscribed capital; or
- ii. a constituent of such applicant is also a constituent of another applicant; or
- iii. such applicant has a relationship with another applicant, directly or through common third parties, that puts them in a position to have access to each other's' information about, or to influence the Prequalification of either or each of the other applicant; or
- iv. such applicant has participated as a consultant to the Client in the preparation of any documents, design or technical specifications of the Project

## **17. Confidentiality**

Information relating to the examination, clarification, evaluation and recommendation for the applicant shall not be disclosed to any person who is not officially concerned with the process or is not an Advisor in relation to, or matters arising out of, or concerning the Prequalification Process. The Employer will treat all information, submitted as part of the Prequalification application, in confidence and will require all those who have access to such material to treat the same in confidence.

## **18. Employer's Right**

The Employer reserves the right to take the following actions, and shall not be liable for any such actions:

- i. Amend the scope of the work, if required while adhering to the Principals of Procurement as per Rule 4 of the Punjab Procurement Rules, 2014 during the prequalification process.
- ii. Cancel the pre-qualification process and reject all applications as per provisions of Punjab Procurement Rules, 2014.

## **19. Address of Employer**

By Mail: Ground Floor, 7 C-1, Gulberg-III, Lahore, Pakistan  
By Email: [info@idap.pk](mailto:info@idap.pk)

## **20. Employer Representative**

General Manager  
Procurement and Contracts  
Ground Floor, 7 C-1, Gulberg III, Lahore Pakistan.  
[info@idap.pk](mailto:info@idap.pk)

## **SECTION-III**

### **Eligibility & Evaluation Criteria**

#### **1. Eligibility Criteria**

The applicants (Firm/ Joint Venture) fulfilling the following basic eligibility criteria shall only be considered for further evaluation. All the members have to meet the mentioned eligibility criteria in case of Joint Venture (**relevant documents to be attached**):

- i. Registration of firm with PEC in **Category "C-A"**. Foreign firms must attach similar certificate of registration from the respective registration body of their home country.
- ii. Valid legal entity of the firm e.g. Certificate of registration from SECP or registrar of firms. Foreign firms must attach similar certificate of registration from the respective registration body of their home country.
- iii. Certificate of registration with Income Tax & Sales Tax under Punjab Revenue Authority. Foreign firms must attach similar certificate of registration from the Tax Authority of their home country.
- iv. Affidavit on non-judicial stamp paper that non-performance of a contract did not occur within the last ten years based on information on all settled disputes or litigation.
- v. Judicial Affidavit declaring "Neither the firms nor its Directors, Stakeholders, as a whole or as a part of the firm have ever been black listed/ defaulted by any government agency/ department/organization".
- vi. Provide separate undertaking that the information supplied by the firm is correct. (PQ **Form # 18**)

#### **2. Qualification Criteria**

Pre-Qualification will be based on applicant's meeting the following qualification criteria regarding their financial soundness, firm's experience and quality of its personnel & equipment and other relevant information as demonstrated by the applicant's response in the Pre-Qualification Forms attached to the Letter of Application.

Pre-Qualification evaluation criteria as mentioned below is applicable for applicants:

| Sub-Category | Category               | Weightage/<br>Marks |
|--------------|------------------------|---------------------|
| A            | Financial Soundness    | 30                  |
| B            | Experience Record      | 35                  |
| C            | Personnel Capabilities | 20                  |
| D            | Equipment Capabilities | 15                  |
|              | <b>Total</b>           | <b>100</b>          |

**Marks shall only be given if the Prequalification Forms are filled by the applicant as per instructions given in this Document.**

**No compromise shall be made on minimum requirements of 50% marks in each Sub-Category (A, B, C, D) and an overall minimum of 70% marks required to prequalify in the aforesaid qualification criteria.**

Criteria, sub-criteria and marking system for the evaluation of applicants shall be as under:

**SUB CATEGORY A: FINANCIAL SOUNDNESS**

For financial soundness, Letter from Banks and audited financial statements for last three financial years shall be submitted. **No marks shall be given if Bank statement (In case of Cash), letter from Banks (In case of Credit Line) & audited financial statements of last three financial years are not attached.**

In case of a Joint Venture, only lead Member is required to meet the given criteria of financial soundness.

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

| Sr. No | Category   | Marks Assigned | Criteria for Marks  |
|--------|--|----------------|---|
| a)     | Available Cash/Bank Credit Line Limit (or combination of both)<br><br>(In Case of JV, For Lead Member only)<br><br><b>A= Available Cash/Bank Credit Line limit or combination of both (in PKR Million)</b> | 15             | <ul style="list-style-type: none"> <li>• Full Marks will be given if "A" is PKR 600 Million or above.</li> <li>• For 'A' less than PKR 600 Million, marks will be awarded as:<br/><math>(A/600) * 15</math></li> <li>• No Marks will be given if "A" is less than PKR 300 Million.</li> </ul> <p><b><u>No marks shall be allotted if Bank statement (In case of Cash) &amp; letter from Bank (In case of Credit Line as proof of Credit Line) is not attached along with Form PQ-3.</u></b></p> |

|    |   |    |  |
|----|---|----|--|
| b) | <p>Average Annual Turnover in last three financial years.<br/>(In Case of JV, For Lead Member only)</p> <p><b>A= Average Annual Turnover in last three financial years (in PKR Million)</b></p> <p><b>(Form PQ-3 Shall be filled)</b></p> | 15 | <ul style="list-style-type: none"> <li>• Full Marks will be given if "A" is PKR 1,000 Million or above.</li> <li>• For 'A' less than PKR 1,000 Million, marks will be awarded as:<br/>(A/1,000) *15</li> <li>• No Marks will be given if "A" is less than PKR 500 Million.</li> </ul> <p><b><u>No marks shall be allotted if audited financial statements of last three financial years are not attached along with form PQ-3.</u></b></p> |
|    | <p><b>Sub-Category 'A'<br/>Total</b></p>  | 30 |  |

**SUB-CATEGORY B: EXPERIENCE RECORD**

Marks shall be awarded on the basis of the following criteria for evaluation of the experience of the Firm/JV.

| Sr. No | Description  | Marks Assigned | Criteria for Marks Obtained   |
|--------|--|----------------|---|
| a)     | <p>Projects of <b>*similar nature</b> of minimum value PKR. 1.0 Billion each (or of equivalent US \$ value on the submission date of prequalification application) or more <b><u>Completed</u></b> in last ten (10) years.</p> <p>*Similar nature projects include <b><u>Hospitals, Healthcare Projects and/or Multistorey buildings (including MEP works, G+5).</u></b></p> <p><b>(Form PQ-4 &amp; 5 shall be filled)</b></p> | 17             | <ul style="list-style-type: none"> <li>• 10 marks will be given if Lead Member has completed at least one *similar nature Project of minimum value PKR 1.0 Billion or more.</li> <li>• For one or more additional *similar nature Project of minimum value PKR 1.0 Billion or more completed by the Lead Member 04 marks will be awarded.</li> <li>• <i>03 additional Marks will be given to the applicant, if Lead Member has completed construction of one or more Hospital Building of Value PKR 750 Million or above.</i></li> </ul> <p style="text-align: center;"><b>OR</b></p> <ul style="list-style-type: none"> <li>• 10 marks will be given if Lead Member has completed at least one Project of Finishing &amp; MEP works of Hospitals, Healthcare Projects, and/or Multistorey Building (G+5) of minimum value PKR 750 Million or above.</li> <li>• For one or more additional Project of Finishing &amp; MEP works of Hospitals, Healthcare Projects, and/or Multistorey Building (G+5) of minimum value PKR 750 Million or above completed by the Lead</li> </ul> |

|           |   |  |
|-----------|---|--|
|           |   | <p>Member 04 marks will be awarded.<br/>No marks will be given if the Lead Member or JV Member has not executed any Project.</p> <p><u>For Completed Projects, Completion Certificate of respective project is mandatory <b>indicating Cost of Project</b>. No marks shall be awarded if Completion Certificate indicating cost of respective project is Not attached along with Form PQ-4 &amp; 5.</u></p>  |
| <p>b)</p> | <p>Projects of <b>*similar nature</b> of minimum value PKR. 1.0 Billion (or of equivalent US \$ value on the submission date of prequalification application) or more <b>in-hand</b>.</p> <p>*Similar nature projects include <b><u>Hospitals, Healthcare Projects and/or Multistorey buildings (including MEP works, G+5).</u></b></p> <p><b>(Form PQ-6 &amp; 7 shall be filled)</b></p> | <p>08</p> <ul style="list-style-type: none"> <li>• 06 marks will be given if the Lead Member or JV Member (in Lead Role) has one or more similar nature Project of minimum value PKR 1.0 Billion or more in hand.</li> <li>• 02 additional Marks will be given to the applicant, if either lead or JV Member has currently in hand construction of one or more Hospital Building of Value PKR 750 Million or above.</li> </ul> <p style="text-align: center;"><b>OR</b></p> <ul style="list-style-type: none"> <li>• 06 marks will be given if Lead Member or JV Member (in Lead Role) has one or more projects of Finishing &amp; MEP works of Hospitals, Healthcare Projects, and/or Multistorey Building (G+5) of minimum value PKR 750 Million or above in hand.</li> </ul> <p>No marks shall be given if the Lead Member has no project in hand.</p> <p><u>For in hand Projects Letter of Award <b>OR</b> Agreement of respective project <b>indicating cost of project</b> is mandatory. No marks shall be awarded if Letter of Award or Agreement indicating cost of respective project is Not attached along with Form PQ- 6 &amp; PQ-7.</u></p> |

|                             |  |           |  |
|-----------------------------|--|-----------|--|
| c)                          | <p>Projects of General nature (Any Civil work Project) of minimum value PKR. 1.0 Billion each (or of equivalent US \$ value on the submission date of prequalification application) or more <b>Completed</b> in last ten (10) years.</p> <p><b>(Form PQ-8 &amp; 9 shall be filled)</b></p> | 07        | <ul style="list-style-type: none"> <li>• 07 marks will be given if Lead Member or JV Member (in lead role) has completed at least two Projects.</li> <li>• 04 marks will be given if Lead Member or JV Member (in lead role) has completed at least one Project.</li> <li>• No marks will be given if the Lead Member or JV Member has not executed any Project.</li> <li>• <u>For Completed Projects, Completion Certificate of respective project is mandatory indicating Cost of Project. No marks shall be awarded if Completion Certificate indicating cost of respective project is Not attached along with Form PQ-8 &amp; 9.</u></li> </ul>  |
| d)                          | <p>Experience of "Fast Track Projects" handled during last five years as defined by the "<b>Cost per day Index</b>" (<b>Total Cost of works divided by total Number of days of actual completion Time</b>)</p> <p><b>(Form PQ-10 &amp; 11 shall be filled)</b></p>                         | 03        | <ul style="list-style-type: none"> <li>• Full marks will be given if the Lead Member or JV Member (in Lead Role) has completed two or more Projects having cost per day index above PKR 3.0 Million.</li> <li>• 1.5 marks will be given if the Lead Member or JV Member (in Lead Role) has completed one Project having cost per day index above PKR 3.0 Million</li> <li>• No Marks will be given if Lead Member or JV Member has not completed any Project having cost per day index PKR 3.0 Million or above.</li> </ul> <p>For Fast Track Completed Projects Completion Certificate of respective project <b>indicating cost and duration of Project</b> is mandatory. No marks shall be awarded if Completion Certificate indicating cost and duration of respective project is Not attached along with Form PQ-10 &amp; PQ-11.</p> |
| <b>Sub-Category B Total</b> |  | <b>35</b> |  |

**SUB-CATEGORY C: PERSONNEL CAPABILITIES**

Marks shall be awarded on the basis of **qualification and experience** of the staff. The following key experts shall be evaluated:

**No marks shall be awarded if declaration of Professional Staff Employment & availability for this Project (Form PQ- 14) duly signed by authorized signatory is not attached.**

**Form PQ-12 & 13 shall be filled.**

At prequalification stage, foreign firms may submit registration proof of their Engineers from Home country.

| S. No | Description                              | No of Professionals | Marks Assigned                         | Education & Experience (Mandatory Requirement)  |
|-------|--|---------------------|--|---|
| i)    | Project Manager                          | 01                  | 02                                     | M.Sc. Civil Eng. with minimum 10 years of relevant experience or B.Sc. Civil Eng. with minimum 15 years of relevant experience (PEC Registered) |
| ii)   | Construction Manager (Civil)             | 01                  | 02                                     | B.Sc. Civil Eng. with minimum 08 years of relevant experience (PEC Registered)  |
| iii)  | Manager Procurement & Contract           | 01                  | 02                                     | B.Sc. Civil/Mech/Elect Eng. with minimum 08 years of relevant experience (PEC Registered)   |
| iv)   | Project Engineer (Civil)                 | 01                  | 01                                     | B.Sc. Civil Eng. with minimum 05 years of relevant experience (PEC Registered)  |
| v)    | Project Engineer (Mechanical & Plumbing) | 02                  | 03<br>(1.5 Mark for each Professional) | B.Sc. Mech. Eng. with minimum 05 years of relevant experience (PEC Registered)  |
| vi)   | Project Engineer (Electrical)            | 01                  | 01                                     | B.Sc. Elect. Eng. with minimum 05 years of relevant experience (PEC Registered)   |

| S. No                       | Description             | No of Professionals | Marks Assigned                        | Education & Experience (Mandatory Requirement)  |
|-----------------------------|-------------------------|---------------------|---------------------------------------|---|
| vii)                        | Site Engineer/Inspector | 05                  | 05<br>(01 Mark for each Professional) | B.Sc. Civil/Elect/Mech Eng. with minimum 03 years of relevant experience (PEC Registered)<br>Or DAE Civil/Elect/Mech with minimum 05 years of relevant experience |
| viii)                       | Surveyor                | 02                  | 02<br>(01 Mark for each Professional) | DAE Civil with minimum 05 years of relevant experience  |
| ix)                         | Quantity Surveyor       | 02                  | 02<br>(01 Mark for each Professional) | DAE Civil with minimum 10 years of relevant experience  |
| <b>Sub-Category C Total</b> |                         |                     | <b>20</b>                             |   |

#### **SUB-CATEGORY D: EQUIPMENT CAPABILITIES**

Marks shall be awarded using the following criteria. The following Equipment shall be evaluated:

**No marks shall be awarded if declaration of ownership/ lease of Equipment (Form PQ- 16) duly signed by authorized signatory is not attached.**

**Form PQ-15 shall be filled.**

| S. No | Description               | No. of Equipment | Marks Assigned | Criteria for Marks Obtained   |
|-------|---------------------------|------------------|----------------|---|
| i)    | Crane Mobile (30 Ton Cap) | 02 No            | 04             | weightage will be given as<br>Marks Assigned x (A/required Quantity)<br>A= Available Quantity of Each |
| ii)   | Generators                | 03 No            | 03             |   |
| iii)  | Loader                    | 02 No            | 02             |   |
| iv)   | Dumper Trucks             | 02 No            | 02             |   |

EMPLOYER:  
Infrastructure Development  
Authority of Punjab (IDAP)  
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PROJECT:  
Construction of Recep Tayyip Erdogan  
Hospital Expansion Project Muzaffargarh  
(Finishing, MEP & ED Works)

|      |   |             |           |  |
|------|---|-------------|-----------|--|
| v)   | Scaffolding Pipe (Quick form/cup lock propping mechanism) | 60, 000 sft | 02        | Equipment of each item<br><br>If the available quantity is more than the minimum requirement full marks will be given. |
| vi)  | Welding Plants  | 02 No       | 01        |  |
| vii) | Excavators  | 02 No       | 01        |  |
|      | <b>Sub-Category D Total</b>                               |             | <b>15</b> |  |

*EMPLOYER:*  
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Authority of Punjab (IDAP)  
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(Finishing, MEP & ED Works)

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**SECTION-IV  
APPENDICES & PREQUALIFICATION FORMS**

**Appendix A**

**Letter of Application**

*[Letterhead paper of the Applicant, or Lead Member of joint venture, including full Postal address, telephone no., fax no and email address]*

Date: \_\_\_\_\_

To: **Chief Executive Officer, IDAP  
Ground Floor, 7 C-1, Gulberg-III. Lahore**

Sir,

1. Being duly authorized to represent and act on behalf of..... (hereinafter "the Applicant"), and having reviewed and fully understood all the prequalification information provided, the undersigned hereby apply to be prequalified as a bidder for the Construction of Recep Tayyip Erdogan Hospital Expansion Project Muzaffargarh ((Finishing, MEP & External Development Works)
2. Attached to this letter are copies of original documents defining:
  - a) The Applicant's legal status;
  - b) The principal place of business; and
  - c) The place of incorporation (for applicants who are corporations); or the place of registration and the nationality of the owners (for applicants who are partnerships or individually-owned firms).
3. The Employer 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. The Employer and its authorized representatives may contact the following persons for further information<sup>ii</sup>, if needed.

| <b>General and Managerial Inquiries</b> |             |
|---|-------------|
| Contact 1                               | Telephone 1 |
| Contact 2                               | Telephone 2 |

| <b>Personnel Inquiries</b> |             |
|----------------------------|-------------|
| Contact 1                  | Telephone 1 |
| Contact 2                  | Telephone 2 |

| <b>Technical Inquiries</b> |             |
|----------------------------|-------------|
| Contact 1                  | Telephone 1 |
| Contact 2                  | Telephone 2 |

| <b>Financial Inquiries</b> |             |
|----------------------------|-------------|
| Contact 1                  | Telephone 1 |
| Contact 2                  | Telephone 2 |

5. This application is made with the full understanding that:
- (a) Bids by prequalified applicants will be subject to verification of all information submitted for prequalification at the time of bidding;
  - (b) The Employer reserves the right to:
    - (i) Amend the scope of work if required while adhering to the Principals of Procurement as per Rule-4 of the Punjab Procurement Rules, 2014 during the prequalification process; and
    - (ii) Reject or accept all application, cancel the prequalification process.
  - (c) The Employer 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) The Employer 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. 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 members, jointly and severally;  
and
  - b) submitted with a Joint Venture agreement providing the joint  
and several liabilities of all members 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.

**Joint Venture Agreement  
(Applicable to Joint Venture Only)**

(Should be a Formal JV agreement on a Stamp Paper of value PKR 1,000)

To:

\_\_\_\_\_  
\_\_\_\_\_

[Name and address of the Leading Member firm] who for the purpose of this Agreement shall hereinafter called "Lead Member"

[Name and address of the Member firm]  
who for the purpose of this Agreement shall hereinafter called "Member".

They hereby declare:

1. That they will legalize a Joint Venture in case that a Contract for the Construction of \_\_\_\_\_ is awarded to their group.
2. That they have nominated \_\_\_\_\_ (name of the Lead member) as the Lead Member of the Joint Venture.
3. That they authorized Mr. /Ms. \_\_\_\_\_ (name of the person who is authorized to act as the Representative on behalf of the Joint Venture) to act as the JV's Representative in the name and on the behalf of their Joint Venture.
4. That all members of the Joint Venture shall be liable jointly and severally for the execution of the Contract.
5. That this Joint Venture is constituted for the purpose of the execution of the Construction of \_\_\_\_\_ under this contract.
6. That if the Employer accepts the Bid of this Joint Venture it shall not be modified in its composition or constitution until the completion of Contract without the prior consent of the Employer.
7. That each member's share of the Work, stated as percentage of the total contract amount, shall be as follows.

\_\_\_\_\_

EMPLOYER:  
Infrastructure Development  
Authority of Punjab (IDAP)  
Government of Punjab

**PRE-QUALIFICATION  
DOCUMENT OF GENERAL  
CONTRACTOR**

PROJECT:  
Construction of Recep Tayyip Erdogan  
Hospital Expansion Project Muzaffargarh  
(Finishing, MEP & ED Works)

1. Signed for and on behalf of  
[Name of the Lead Member]

Signature

Name:

Designation:

Date:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Seal

\_\_\_\_\_

2. Signed for and on behalf of  
[Name of the Member]

Signature

Name:

Designation:

Date:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

## Appendix C

### Power of Attorney for Lead Member of Joint Venture

*[To be printed on a PKR 100 stamp paper]*

Whereas the Infrastructure Development Authority Punjab (IDAP) has invited Application for Prequalification of Construction of Recep Tayyip Erdogan Hospital Expansion Project Muzaffargarh (Finishing, MEP & External Development Works).

Whereas, \_\_\_\_\_, \_\_\_\_\_ and \_\_\_\_\_ (collectively the “**Joint Venture**” and individually as the “**Member**”) being members of the Joint Venture are interested in Prequalification for the Project in accordance with the terms and conditions of the Prequalification Document and:

Whereas, it is necessary for the JV to designate one of the JV Member as the Lead Member with all necessary power and authority to do for and on behalf of the JV, all acts, deeds and things as may be necessary in connection with the JV's Prequalification Application for the Project and its execution.

NOW THEREFORE KNOW ALL MEN BY THESE PRESENTS

We, \_\_\_\_\_ having our registered office at \_\_\_\_\_, M/s. \_\_\_\_\_, having our registered office at \_\_\_\_\_, and M/s. \_\_\_\_\_, having our registered office at \_\_\_\_\_, [the respective names and addresses of the registered office] (hereinafter collectively referred to as the “Principals”) do hereby irrevocably designate, nominate, constitute, appoint and authorize M/s \_\_\_\_\_, having its registered office at \_\_\_\_\_, being one of the Member of the Joint Venture, as the Lead Member and true and lawful attorney of the Joint Venture (hereinafter referred to as the “Attorney”) and hereby irrevocably authorize the Attorney (with power to sub-delegate) to conduct all business for and on behalf of the JV and any one of us during the Prequalification process and, in the event the Joint Venture is awarded the Contract, during the execution of the Project, and in this regard, to do on our behalf and on behalf of the Joint Venture, all or any of such acts, deeds or things as are necessary or required or incidental to the submission of its bid for the Project, including but not limited to signing and submission of all applications, Bids and other documents and writings, participate in bidders' and other conferences, respond to queries, submit information/ documents, sign and execute contracts and undertakings consequent to acceptance of the bid of the JV and generally to represent the JV in all its dealings with the Authority.

AND hereby agree to ratify and confirm and do hereby ratify and confirm all acts, deeds and things lawfully done or caused to be done by our said Attorney pursuant to and in exercise of the powers conferred by this Power of Attorney and that all acts, deeds and things done by our said Attorney in exercise of the powers hereby conferred shall and shall always be deemed to have been done by us/ JV.

IN WITNESS WHEREOF WE THE PRINCIPALS ABOVE NAMED HAVE EXECUTED THIS  
POWER OF ATTORNEY ON THIS \_\_\_\_\_ DAY OF \_\_\_\_\_ 20\*\*.

For: \_\_\_\_\_  
(Signature)  
(Name, Title and Address)

For: \_\_\_\_\_  
(Signature)  
(Name, Title and Address)

For: \_\_\_\_\_  
(Signature)  
(Name, Title and Address)

Witnesses:

- 1.
  - 2.
- (Executants)

(To be executed by all the Members of the Joint Venture)

Notes:

- The mode of execution of the Power of Attorney should be in accordance with the procedure, if any, laid down by the Applicable Law and the charter documents of the executant(s) and when it is so required, the same should be under common seal affixed in accordance with the required procedure.
- Also, wherever required, the applicant should submit for verification the extract of the charter documents and documents such as a resolution/power of attorney in favor of the person executing this Power of Attorney for the delegation of power hereunder on behalf of the applicant.
- For a Power of Attorney executed and issued overseas, the document will also have to be legalized by the Pakistani Embassy and notarized in the jurisdiction where the Power of Attorney is being issued.

**Form PQ-1**

**General Information**

*Applicant (or each Member of a Joint Venture) applying for prequalification is required to complete the information in this form. Nationality information is also to be provided for foreign owners or Firms who are forming part of the Joint Venture as required under the PEC Bye-Laws for Joint Venture.*

|    |  |                                    |
|----|--|------------------------------------|
| 1. | Name of Firm   |                                    |
| 2. | Head Office Address  |                                    |
| 3. | Telephone  |                                    |
| 4. | Fax  |                                    |
| 5. | Type of Organization   |                                    |
| 6. | Place of Incorporation/Registration                          | Year of incorporation/registration |
| 7. | PEC Registration Category:<br>PEC Registration No:           | Validity:                          |
| 8. | NTN#   |                                    |
| 9. | Name, Designation and Mobile Number of Firm's Representative |                                    |

**Detail of Owners/  
Directors**

|    | <b>Name</b> | <b>Designation</b> | <b>Nationality</b> |
|----|-------------|--------------------|--------------------|
| 1. |             |                    |                    |
| 2. |             |                    |                    |
| 3. |             |                    |                    |
| 4. |             |                    |                    |
| 5. |             |                    |                    |

**Form PQ-2**

**Joint Venture Summary**

| <b>Names of all Members of a Joint Venture</b> |
|--|
| 1. Lead Member                                 |
| 2. Member                                      |
| 3. Member                                      |
| 4. Member                                      |
| 5. Member                                      |
| 6. Member                                      |

Financial Soundness

Name of Applicant (Lead Member of a Joint Venture, in case of JV)

Applicant (Lead Member of a Joint Venture, in case of JV) applying for prequalification is required to provide financial information to demonstrate that they meet the requirements of Evaluation Criteria. If necessary, use separate sheets to provide complete information. **A copy of the audited financial statements of the past three (3) financial years must be attached.**

|               |  |                        |
|---------------|--|------------------------|
| <b>Banker</b> | Name of banker   |                        |
|               | Address of banker  |                        |
|               | Cash/Bank Credit Line Limit<br><b>(Attach Bank Statement/ Letter of Credit from Banks whichever is applicable)</b> |                        |
|               | Telephone  | Contact name and title |
|               | Fax  | Telex                  |

Summarize documented information in Pak Rupees (equivalent at the current rate of exchange at the end of each year) for the previous three years.

| Financial information in Pak Rupees | FY2012-2013 | FY2013-2014 | FY2014-2015 |
|-------------------------------------|-------------|-------------|-------------|
| Annual Turnover                     |             |             |             |
| Total Assets                        |             |             |             |
| Total Liabilities                   |             |             |             |
| Net Worth                           |             |             |             |
| Working Capital                     |             |             |             |
| Current assets                      |             |             |             |
| Current liabilities                 |             |             |             |
| Profits before taxes                |             |             |             |
| Profits After taxes                 |             |             |             |
| Total Debt                          |             |             |             |
| Total Equity                        |             |             |             |
| Total Revenue                       |             |             |             |

**Form PQ-4**

**Summary of Similar Nature Project Completed**

|  |
|--|
| Name of Applicant or Member of a Joint Venture |
|--|

*Applicant and each Member of a Joint Venture applying for prequalification is required to complete the information in this form.*

*Use a separate sheet for each Member of a Joint Venture.*

| <b>Project Name</b> | <b>Year of Completion</b> | <b>Location</b> | <b>Value in PKR (Million)</b> |
|---------------------|---------------------------|-----------------|-------------------------------|
|                     |                           |                 |                               |
|                     |                           |                 |                               |
|                     |                           |                 |                               |
|                     |                           |                 |                               |
|                     |                           |                 |                               |
|                     |                           |                 |                               |
|                     |                           |                 |                               |
|                     |                           |                 |                               |
|                     |                           |                 |                               |

*\*Each project provided in this form requires a corresponding **Form PQ-5** and adequate documentary evidence in order to be eligible for consideration.*



**Summary of Similar Nature Project in hand**

Name of Applicant or Member of a Joint Venture

*Applicant and each Member of a Joint Venture applying for prequalification is required to complete the information in this form.*

*Use a separate sheet for each Member of a Joint Venture.*

| <b>Project Name</b> | <b>Date of Award</b> | <b>Expected Date of Completion</b> | <b>Location</b> | <b>Value in PKR (Million)</b> |
|---------------------|----------------------|------------------------------------|-----------------|-------------------------------|
|                     |                      |                                    |                 |                               |
|                     |                      |                                    |                 |                               |
|                     |                      |                                    |                 |                               |
|                     |                      |                                    |                 |                               |
|                     |                      |                                    |                 |                               |
|                     |                      |                                    |                 |                               |
|                     |                      |                                    |                 |                               |
|                     |                      |                                    |                 |                               |
|                     |                      |                                    |                 |                               |

*\*Each project provided in this form requires a corresponding **Form PQ-7** and adequate documentary evidence in order to be eligible for consideration.*



**Summary of General Nature (Building G+5/Any Civil work) Project Completed**

Name of Applicant or Member of a Joint Venture

*Applicant and each Member of a Joint Venture applying for prequalification is required to complete the information in this form.*

*Use a separate sheet for each Member of a Joint Venture.*

| <b>Project Name</b> | <b>Year of Completion</b> | <b>Location</b> | <b>Value in PKR (Million)</b> |
|---------------------|---------------------------|-----------------|-------------------------------|
|                     |                           |                 |                               |
|                     |                           |                 |                               |
|                     |                           |                 |                               |
|                     |                           |                 |                               |
|                     |                           |                 |                               |
|                     |                           |                 |                               |
|                     |                           |                 |                               |
|                     |                           |                 |                               |
|                     |                           |                 |                               |

*\*Each project provided in this form requires a corresponding **Form PQ-09** and adequate documentary evidence in order to be eligible for consideration.*



**Form PQ-10**

**Summary of Fast Track Project Completed in Last Five (05) Years**

Name of Applicant or Member of a Joint Venture

*Applicant and each Member of a Joint Venture applying for prequalification is required to complete the information in this form.*

*Use a separate sheet for each Member of a Joint Venture.*

| <b>Project Name</b> | <b>Year of Completion</b> | <b>Location</b> | <b>Value in PKR (Million)</b> | <b>Cost per day Index in PKR Million (Total Cost of project/Duration of Completion)</b> |
|---------------------|---------------------------|-----------------|-------------------------------|---|
|                     |                           |                 |                               |   |
|                     |                           |                 |                               |   |
|                     |                           |                 |                               |   |
|                     |                           |                 |                               |   |
|                     |                           |                 |                               |   |
|                     |                           |                 |                               |   |
|                     |                           |                 |                               |   |
|                     |                           |                 |                               |   |
|                     |                           |                 |                               |   |

*\*Each project provided in this form requires a corresponding **Form PQ-11** and adequate documentary evidence in order to be eligible for consideration.*

**Details of Fast Track Projects Completed in Last Five (05) Years**

|  |
|--|
| Name of Applicant or Member of a Joint Venture |
|--|

A separate form with adequate documentary evidence (**Completion Certificate/ indicating Cost of Project**) shall be provided for each project in **Form PQ-10**.

|     |   |
|-----|---|
| 1.  | Name of Contract  |
|     | Location  |
| 2.  | Name of Employer  |
| 3.  | Employer Address<br>.....   |
| 4.  | Nature of Works and special features of the contract<br>.....<br>.....  |
| 5.  | Contract Role (Tick One)<br><br>(a) Sole Contractor    (b) Sub- Contractor    (c) Member in a JV  |
| 6.  | Value of the total contract (in specified currencies) at completion, or at date of award for current contract<br><br>PKR.....                      USD..... |
| 7.  | Date of Award   |
| 8.  | Date of Completion  |
| 9.  | Contract Duration (Years and Months)<br><br>_____Years              _____Months   |
| 10. | Cost per day Index = (Total Cost of Project/ Project Duration)  |

**Form PQ-12**

**Personnel Capabilities**

**Name of  
Applicant:**

\_\_\_\_\_ *(Applicant or Member of Joint Venture)*

|   |                   |  |
|---|-------------------|--|
| 1 | Title of Position |  |
|   | Name of Candidate |  |
| 2 | Title of Position |  |
|   | Name of Candidate |  |
| 3 | Title of Position |  |
|   | Name of Candidate |  |
| 4 | Title of Position |  |
|   | Name of Candidate |  |
| 5 | Title of Position |  |
|   | Name of Candidate |  |

**Form PQ-13**

**Candidate Summary**

**Name of Applicant:** \_\_\_\_\_  
(Applicant or Member of Joint Venture)

|                       |   |                             |
|-----------------------|---|-----------------------------|
| Position              | Candidate   |                             |
|                       | Prime   | Alternate                   |
| Candidate Information | Name of Candidate   | Date of Birth               |
|                       | Professional Qualification:   |                             |
| PEC Registration No.  | <b>(Attach Copy of PEC Certificate), Foreign firms have to provide registration proof of their staff from home country.</b> |                             |
| Present Employer      | Name of Employer:   |                             |
|                       | Address of Employer   |                             |
|                       | Telephone:  | Fax:                        |
|                       | Job Title of Candidate  | Years with Present Employer |

Summarize professional experience in reverse chronological order.

| From | To | Company | Project | Position | Relevant Technical & Management Experience |
|------|----|---------|---------|----------|--|
|      |    |         |         |          |  |
|      |    |         |         |          |  |
|      |    |         |         |          |  |
|      |    |         |         |          |  |

EMPLOYER:  
Infrastructure Development  
Authority of Punjab (IDAP)  
Government of Punjab

**PRE-QUALIFICATION  
DOCUMENT OF GENERAL  
CONTRACTOR**

PROJECT:  
Construction of Recep Tayyip Erdogan  
Hospital Expansion Project Muzaffargarh  
(Finishing, MEP & ED Works)

**Form PQ-14**

**DECLARATION OF PROFESSIONAL STAFF EMPLOYMENT**

[To be submitted on Company Letterhead]

**TO WHOM IT MAY CONCERN**

**PROJECT: Construction of Recep Tayyip Erdogan Hospital Expansion Project  
Muzaffargarh ((Finishing, MEP & External Development Works)**

**SUBJECT: DECLARATION OF PROFESSIONAL STAFF EMPLOYMENT & AVAILABILITY**

We hereby certify that the personnel nominated in PQ Form # 13 are employed by our firm and are available for the above mentioned Assignment.

*Yours Sincerely,*

**COMPANY NAME:**

\_\_\_\_\_  
**AUTHORIZED REPRESENTATIVE**

**Form PQ-15**

**Equipment Capabilities**

Name of Applicant or Member of Joint Venture

*Applicant and each Member of Joint Venture is required to provide adequate information to demonstrate clearly that it has the sufficient capability to undertake the Project. A separate form shall be prepared for each item of equipment listed in the Evaluation Criteria.*

| 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<br><br><input type="checkbox"/> Owned <input type="checkbox"/> Rented <input type="checkbox"/> Leased |                           |

*Omit the following information if it is owned by the applicant or Member of JV.*

|           |  |                        |
|-----------|--|------------------------|
| 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. |                        |
|           |  |                        |
|           |  |                        |

**DECLARATION OF OWNERSHIP/LEASE OF EQUIPMENT**

[To be submitted on Company Letterhead]

**TO WHOM IT MAY CONCERN**

**PROJECT: Construction of Recep Tayyip Erdogan Hospital Expansion Project  
Muzaffargarh ((Finishing, MEP & External Development Works)**

**SUBJECT: DECLARATION OF OWNERSHIP/ LEASE OF EQUIPMENT**

We hereby certify that the equipment nominated in Form PQ-15 is owned by/Leased by our firm and is available in Pakistan for the above mentioned Assignment.

***Yours Sincerely,***

**COMPANY NAME:**

\_\_\_\_\_  
**AUTHORIZED REPRESENTATIVE**



**Form PQ-18**

**AFFIDAVIT FOR CORRECTNESS OF INFORMATION**  
*(To be printed on PKR 100 Stamp Paper)*

**Name:**

\_\_\_\_\_ *(Applicant or member of Joint Venture)*

I, the undersigned, do hereby certify that all the statements made in the Pre-Qualification Forms and in the supporting documents are true, correct and valid to the best of my knowledge and belief and may be verified by employer if the Employer, at any time, deems it necessary.

The undersigned hereby authorize and request the bank, person, firm or corporation to furnish any additional information requested by the Infrastructure Development Authority of the Punjab (IDAP) deemed necessary to verify this statement regarding my (our) competence and general reputation.

The undersigned understands and agrees that further qualifying information may be requested and agrees to furnish any such information at the request of the IDAP.

IDAP undertakes to treat all information provided as confidential.

*Signed by an authorized  
Officer of the firm*

Title of Officer

Name of Firm

Date

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_