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## A. BACKGROUND OF THE PROJECT AREA

1. The proposed Zulfikarabad city lies in the eco-sensitive costal belt of Sindh, along Talukas Ketibundar, KharoChann of Thatta District and Shah Bundar and Jati of Sujawal District.
2. The proposed Project area covering about 55,000 Acres of Land is located only in Taluka Shah Bunder of District Sujawal is to be undertaken in the first instance. It is situated at the South West Coast of the Province of Sindh, approximately 150 Km South East from Karachi. The area is within Deltaic region of River Indus to tap into the vast potential coast line land.
3. Out of the above area, approximately 30% is under Sea which is also to be utilized on Planed footings according to a Master Plan to be prepared for this New City. The Topographical Survey will be the first step towards the preparation of the above Master Plan.

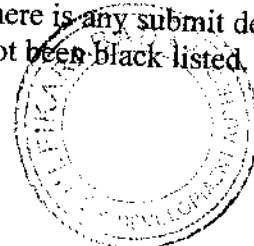
## B. PROCUREMENT OF SURVEY FIRM / CONTRACTOR

The Zulfikarabad Development Authority intends to invite applications for pre-qualification as well as selection of a Survey Firms/Contractors.

Interested firms having experience of Topographical Survey with modern Survey techniques, methods and instruments are invited to submit Pre-Qualification document for the above assignment along with following information (in duplicate):

1. Name, Address, Phone, Fax and E-mail Address along with total postal and Telegraphic Address of registered head office and branch offices.
2. Curriculum Vitae (CV) of Principal, Proprietor, Managing Director, Partners and Directors including their individual registration from respective councils / institutions along with updated renewal.
3. Bank certificate and financial statement summary for the past 5 years.
4. National Tax Number of the firm along with proof of submission of last 5 years Income Tax Return.
5. List of related Survey works (preferably in the delta areas) undertaken by the firm giving the Name and address of the similar Services rendered (i.e. Location, area surveyed, year f undertaking the Project, completion certificate etc) along with duration period.
6. List of relevant technical personnel/employees with qualification in continuous employment with the firm for the last two year. Committed on the above or other Projects.
7. Total personnel strength for the last Five (05) years.
8. Affidavit on a stamp paper of Rs. 100/- that neither there was or there is any litigation/case or action taken between him or his Firm & if there is any submit details of such cases, their present status and also that the Firm has not been black listed.

**Note:-** All correspondence shall be done in English language.



A pre-submission meeting is scheduled to be held on **03-01-2014** in the conference room of ZDA Office, at Bungalow No.D-8, Block-2, Kehkashan, Clifton, Karachi, Sindh, Pakistan to answer queries / questions of the bidder to help / assist in the preparation of detailed submissions. Those interested in attending the pre-submission meeting are requested to kindly intimate in advance about their queries on or before **02-01-2014**.

The Pre-Qualification document shall be submitted at the address of ZDA during any working days from 9:00 am to 4:00 pm. Last date of submission is 08-01-2014 before 2:00pm.

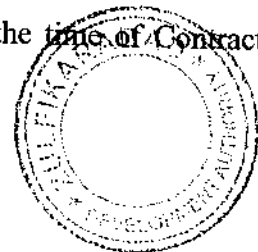
ZDA may reject all or any submissions at any time prior to the acceptance of submittals, subject to the relevant provisions of SPPRA Rules 2010.

**ASSISTANT DIRECTOR PLANNING  
ZULFIKARABAD DEVELOPMENT  
AUTHORITY**



## 2.1 GENERAL INFORMATION

- 2.1.1 ZDA will Short list / Pre-Qualify Firm, in accordance with the evaluation criteria given in this document.
- 2.1.2 The Firm must familiarize themselves with local conditions and take them into account in preparing the Pre-Qualification document. The basic relevant information relating to the project is available and may be examined in the office of the Assistant Director Planning, ZDA.
- 2.1.3 The ZDA will assist the Firm in obtaining necessary information available with the authority, to carry out the services, and make available relevant project data and reports.
- 2.1.4 Please note that the expenditure of preparing the Pre-Qualification document including any visit to Zulfikarabad City or the site is not reimbursable.
- 2.1.5 Firm or any of their affiliates shall not be hired for any assignment, which, by its nature, may be in conflict with another assignment of the Firm.
- 2.1.6 The Firm shall observe the highest standards of ethics during the selection and execution of such contracts. In pursuance of the policy i.e.
  - a. Corrupt practice means the offering, giving, receiving or soliciting of anything of value to influence the action of a public official in the selection process or in contract execution, and fraudulent practice means a misrepresentation of facts in order to influence a selection process or the execution of a contract to the detriment of the ZDA, and includes collusive practices among Firm (prior to or after submission of proposals) designed to establish prices at artificial, not-competitive levels and to deprive the ZDA of the benefits of free and open competition.
  - b. ZDA will reject an Pre-Qualification document for award if it determines that the firm recommended for short listing has engaged in corrupt or fraudulent activities in competing for the contract in question;
  - c. ZDA will declare a firm ineligible, either indefinitely or for a stated period of time, to be awarded a contract if it at any time determines that the firm has engaged in corrupt or fraudulent practices in competing for, or in executing the contract.
  - d. The "Integrity Pact" shall be signed by the firm at the time of Contract Agreement.



## 2.2 CLARIFICATION ABOUT PRE-QUALIFICATION

- 2.2.1 The Firm may request a clarification in respect of any of the documents at least 5 calendar days before the Pre-Qualification document submission date. Any request for clarification must be sent in writing by paper mail, cable, telex, facsimile, or electronic mail to the ZDA's address as indicated. The ZDA will respond within three calendar days by cable, telex, facsimile, or electronic mail to all the Firms and will send copies of the response to Firms who have received Pre-Qualification documents.



### **SECTION – III    SCOPE OF WORK**



## **BASIS**

ZDA intends to select & hire the services of a Survey Firm/Contractor to undertake the task as per details given below. This Survey will be used for the preparation of Master Plan (Phase-I) of a New City "Zulfikarabad" in Sindh at Shah Bunder Taluka in District Sujawal.

## **THE SITE**

The site is located in Taluka Shah Bunder of District Sujawal at about 150 Km from Karachi (towards east) as shown in **Annexure A**.

## **AREA**

About 55,000 acres of land has been selected / earmarked by ZDA to be surveyed in its first Phase Development Program as shown in **Annexure B**.

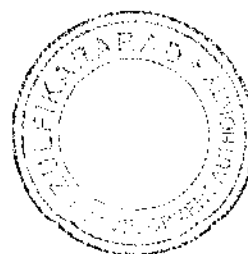
## **General:**

The Firms are required to provide the following services as per detailed Scope of work which will be issued through RFP to the Pre-Qualified Firms/Contractors:

1. Preliminary Site Survey/Visit.
2. Basic Data & information collection about land ownership of the 55,000 acres area from B.O.R/Survey Superintendent, Sindh etc.
3. Undertake the Detailed Topographical Survey including Geodetic Bench Mark Survey (GBMS), Elevation Grid Survey (EGS), Topographical Feature Survey (TFS) Contour Survey (CS) as well as Hydrological Feature Survey (HFS) of the above area with the help of D.G.P.S & other modern Techniques/Instruments.
4. To submit the final results of the above Survey in shape of Topographical Survey Plan, soft copy and all other relevant documents/reports.



**SECTION – IV**  
**INFORMATION TO BE SUBMITTED BY THE FIRMS**





**4-A FIRM'S SPECIFIC EXPERIENCE IN RELEVANT FIELD**

Similar works carried out in the last ten years.

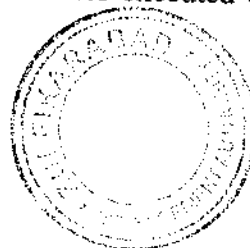
Using the format below, provide information on each reference assignment for which firm/entity, individual is interested to undertake the task as per Pre-Qualification document.

(Use separate sheets if necessary in the same format)

- Assignment Name
- Location within Country
- Professional staff provided by your Firm/entity (profits)
- Name of Client
- No. of staff
- Address:
- No. of staff – Months; duration of assignment
- Start Date (Month/Year)
- Completion Date (Month/Year)
- Approx, cost;
- Name of associated Firm/Contractor, if any

Number of Months of professional staff provided by associated Firm

- Name of senior staff/Team Leader
- Description of the Project
- Description of Services Provided by Staff
- History of litigation or arbitration resulting from contractor executed during the last ten years.



**4-B CURRICULUM VITAE (CV) FOR PROPOSED PROFESSIONAL STAFF**

(Use separate sheets if necessary in the same format)

Proposed Position for this project: \_\_\_\_\_

Name of Firm: \_\_\_\_\_

Name of Staff: \_\_\_\_\_

Profession: \_\_\_\_\_

Date of Birth: \_\_\_\_\_

Years with Firm / Entity: \_\_\_\_\_

Membership in Professional Bodies (if any): \_\_\_\_\_

Detailed Tasks Assigned: \_\_\_\_\_

Key Qualifications: \_\_\_\_\_

Education: \_\_\_\_\_

Contact No: \_\_\_\_\_

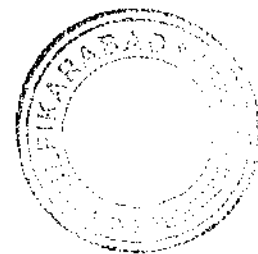
**NOTE:**

1. Maximum Eight CV's of Key Personnel are to be submitted and five CV's of Technical Support Personnel are to be submitted including C.V of Team Leader.
2. For each CV submitted in addition to the above mentioned number of CV's the ZDA shall deduct 5 marks for each extra CV submitted.
3. Each CV should be signed by the expert/personnel himself and countersigned by the firm's authorized person.



**SECTION – V**

**APPLICATION FORM**



## 1. Application Submission Form

To.....  
[name and address of the Procuring Agency]

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

Dear Sir,

**Sub: Pre-Qualification for** \_\_\_\_\_

I \_\_\_\_\_ the undersigned, being duly authorized to represent and act on behalf of \_\_\_\_\_ apply to be Pre-Qualified for the project cited above and enclosed one (1) original (together with 01 copy of our documents and declare the following:

- (a) I have examined and have no reservations to the Pre-Qualification Document, including Addenda No(s) \_\_\_\_\_ issued.
  - (b) I understand that you may cancel the prequalification process at any time and that you are not bound either to accept any application that you may receive or to invite the Pre-Qualified applicants to bid for the assignment subject of this Pre-Qualification Document, without incurring any liability to the Applicants.
  - (c) Pre-Qualification Documents by applicants will be subject to verification of all information submitted for Pre-Qualified at the time of bidding;
  - (d) Agency reserves the right to amend the scope and value of any contract under this project; in such event bids will only be called from Pre-Qualified Firm who meet the revised requirements;
2. Your Agency and its authorized representatives may contact the following person(s) for further information, if needed;

Person to be contacted:

Telephone:

3. The undersigned declare that the statements made and the information provided are complete, true and correct in every detail.

Signed:

Name:



## 2. Experience and Past Performance

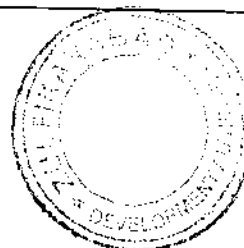
Date: -----

Assignment: -----

### (i) Details of Assignments/Contracts of Similar Nature and Complexity completed over last 10 years.

**Note:-** Use a separate sheet for each contract / Consultancy.

1.	Name of Contract/Assignment:
	Country:
2.	Location within the Country
3.	Name of the senior Professional staff provided by the Firm involved.
4.	Nature of works and special features relevant to the contract for which the Applicant wishes to prequalify / shortlist.....
5.	Contract Role (Tick One): (a) Sole (b) Sub-partner (c) Partner in a Joint Venture
6.	Value of the total contract (in specified currencies) at completion, or at date of award for current contract: Currency..... Currency..... Currency.....
7.	Equivalent in Pak/Rs:
8.	Date of Award:
9.	Date of Completion:
10.	Specified Requirements:1



**(ii) Projects of similar nature and complexity in hand.**

*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	Name of Procuring Agency	Value of Contract	Value of Outstanding work (Equivalent Pak Rs. Millions)	Estimated Completion Date

**(iii) Project executed in similar Geographical conditions in last 05 years.**

S. No.					
Name of the Contract					
Location of Country					
PA					
Role					
Value					
Date of Award					
Date of Completion					



### 3. Key Personnel Qualification and Experience

#### (a) Academic Qualification

Bidders should provide the names of suitably qualified personnel particularly of the Team Leader to meet the specified requirements stated in *Evaluation and Qualification Criteria*. The data on their experience should be supplied using the Form below for each candidate.

1.	Title of Position:
	Name:
	Contact No:
2.	Title of Position:
	Name:
	Contact No:
3.	Title of Position:
	Name :
	Contact No:
4.	Title of Position:
	Name:
	Contact No:

**Note:** At least two (2) references should be included for the above.



(b) Experience

<b>Position</b>		
<b>Personnel information</b>	<b>Name</b>	<b>Date of birth</b>
	<b>Professional qualifications</b>	
<b>Present employment</b>	<b>Name of employer</b>	
	<b>Address of employer</b>	
	<b>Telephone</b>	<b>Contact No. (manager / personnel officer)</b>
	<b>Fax</b>	<b>E-mail</b>
	<b>Job title</b>	<b>Years with present employer</b>

Summarize professional experience in reverse chronological order. Indicate particular technical and managerial experience relevant to the project.

From	To	Company / Project / Position / Relevant technical and management experience





## 5. Financial Strength.

**A. Bankers Information:** *If necessary, use separate sheets to provide complete banker information.*

<b>Banker</b>	Name of banker	
	Address of banker	
	Telephone	Contact name and title
	Fax	Telex

**B. Financial Status:** *(Summarize actual assets and liabilities in Pak Rupees (Equivalent at the current rate of exchange at the end of each year, for the previous **three years**). A copy of the audited balance sheets should be attached.*

Information from Balance Sheet/ Income Statement	Year 1:	Year 2:	Year 3:
1.Total Assets (TA)			
2.Total Liabilities (TL)			
3. Current Assets (CA)			
4. Current Liabilities (CL)			
5.Total Revenues (TR)			
6.Profits Before Taxes (PBT)			
7. Profits After Taxes (PAT)			

**C. Source of Financing:** Contractors/Firms shall provide documentary evidence for funding the Project for which prequalification is being undertake.

No.	Source of financing	Amount
1		
2		
3.		

### D. Annual turnover data for 03 years

**Year**      **Amount and Currency Rupees in million**

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## 6. Litigation History

*Applicants, including each of the partners of a joint venture, should provide information on any history of litigation or arbitration resulting from contracts executed in the last five years or currently under execution). A separate sheet should be used for each partner of joint venture. A consistent history (50% or more) of award against the Applicant or any partner of a joint venture may result in rejection of the application.*

### A. Decided Litigation.

Year	Award FOR or AGAINST Applicant	Name of client, cause of litigation, and matter in dispute	Disputed amount (current value Pak Rs.)

B: Pending Litigation. All pending litigation shall in total not represent more than fifty (50) % of the Applicant's net worth and shall be treated as resolved against the bidder.

Year	Matter in Dispute	Value of Pending Claim in Pak Rs.	Value of Pending Claim as a Percentage of Net Worth



## **SECTION – 6**

## **EVALUATION CRITERIA**



**TOPOGRAPHICAL SYRVEY OF ZULFIKARABAD CITY (PHASE-I), COVERING  
ABOUT 55,000 ACRES**

1. Zulfikarabad Development Authority (ZDA) has received funds from Government of Sindh for the Project/Scheme cited above. The Scope and duration of project are as under:-

(i) **Scope:** (As given in section 3).

(ii) **Project Period:** (3 Months from signing of the Contract)

2. **Eligibility:** Survey Firm, the Team Leader of whom shall be having at least B.E (Civil) or any other relevant degree, registered with PEC and/or any other relevant professional body in relevant field and discipline is required. Pre-Qualified Firm/Contractor emerging from request of Pre-Qualification Document will be eligible.

3. **Dead line of Submissions:** Applications are invited from interested firms for Pre-Qualification. The application along with following documents must reach on the address mentioned herein below on or before 08-01-2014. Request for Proposal (RFP) shall be issued to Pre-Qualified Firm only.

criteria. It must include following details/documents and will be evaluated as per

4. **Evaluation Criteria:** Pre-Qualification will be done using following evaluation following Criteria:-

**(A) Company's Profile:**

(i) Name, address, telephone, fax numbers and e-mail address of firm;

(ii) Ownership and Organizational Structure of the firm.

(iii) Year of establishment;

(One Mark for every 02 years valid Registration Certificate from income tax Authority (NTN) (the bench marking is the prerogative of the Zulfikarabad Development Authority (ZDA))

**05 Marks**

**(B) Experience and past performance of the Company.**

(i) List of similar assignments with cost, under taken in the last 10 years;

**20 Marks**

(ii) List of assignments executed in similar geographical condition in the last 10 years;

**05 Marks**

**Note:-** Work order/Letter of acceptance of assignments /projects completed are to be attached.

**(C) Key Personnel Qualification & Experience.**

(a). **Academic qualification** Following is the criteria for basic and additional marks for pre-qualifications for Team Personals.

(i) Team Leader B.E (Civil) or any equivalent qualification in the relevant Field 15 Marks.

(ii) Senior Surveyor (Degree or Diploma in surveying) 05 Marks.

(iii) Surveyor/Field Staff & Office Establishment/Equipments



Surveyor/Field Staff (Diploma/Matriculation)	06 Marks
GIS software	01 Marks
Total stations = 02 Mark for 01 Total station	06 Marks
DGPS/any other latest instrument/equipment	07 Marks

(b) **Experience** Number of similar assignments with length of experience be mentioned.

(i) Team leader = 01 Mark for 02 years experience.	05 Marks
(ii) Senior Surveyor = 01 Mark for 02 years experience.	05 Marks
(iii) 06 Surveyors = 02 Marks for 03 years experience	12 Marks
	<b>62 Marks</b>

**Note:-** Brief CVs of maximum *three key personnel* be attached.

**(D) Financial Strength.**

(i) Documentary evidence of financial position, bank statement or audited accounts of the last 03 years.	03 Marks
(ii) Annual turnover of the last 02 years.	02 Marks
(iii) Income tax return for the last 03 years.	03 Marks
	<b>08 Marks</b>

**(E) Any other information.**

Details of dispute(s) / litigation or arbitration with client(s). A signed affidavit on non judicial stamp paper of Rs. 100 to be submitted showing that the firm/ consortium has never been blacklisted.

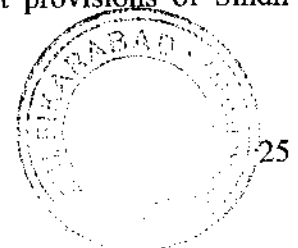
**5. Evaluation Criteria:**

- Applications with required documents attached shall be evaluated on the score obtained and firms obtaining overall 70% or above score shall be Pre-Qualified. However from each category minimum 50% marks should be acquire to pass.
- Applications of black listed firms shall not be considered;
- Zulfikarabad Development Authority (ZDA) shall disqualify the applicant if, at any stage, it finds that the information submitted for qualification was either significantly inaccurate or incomplete.

**Note:-** Interested firms should address their inquiries and submit their applications to the following:-

**The Assistant Director Planning,**  
Zulfikarabad Development Authority (ZDA),  
Bungalow No. D-8, Block-2, Kehkashan, Clifton,  
Karachi, Sindh - Pakistan  
Ph: +92-21-992-51577  
Fax: 99251582

6. Zulfikarabad Development Authority may add or delete any information / document(s) and reject all or any bid subject to the relevant provisions of Sindh Public Procurement Rules 2010.



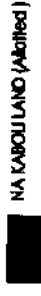


# LOCATION MAP



ZULFIKARABAD  
DEVELOPMENT AUTHORITY

## LEGEND

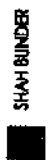


NA KARBOL LAND (Allotted)

NA KARBOL LAND (Not Allotted)



KETI BUNDER



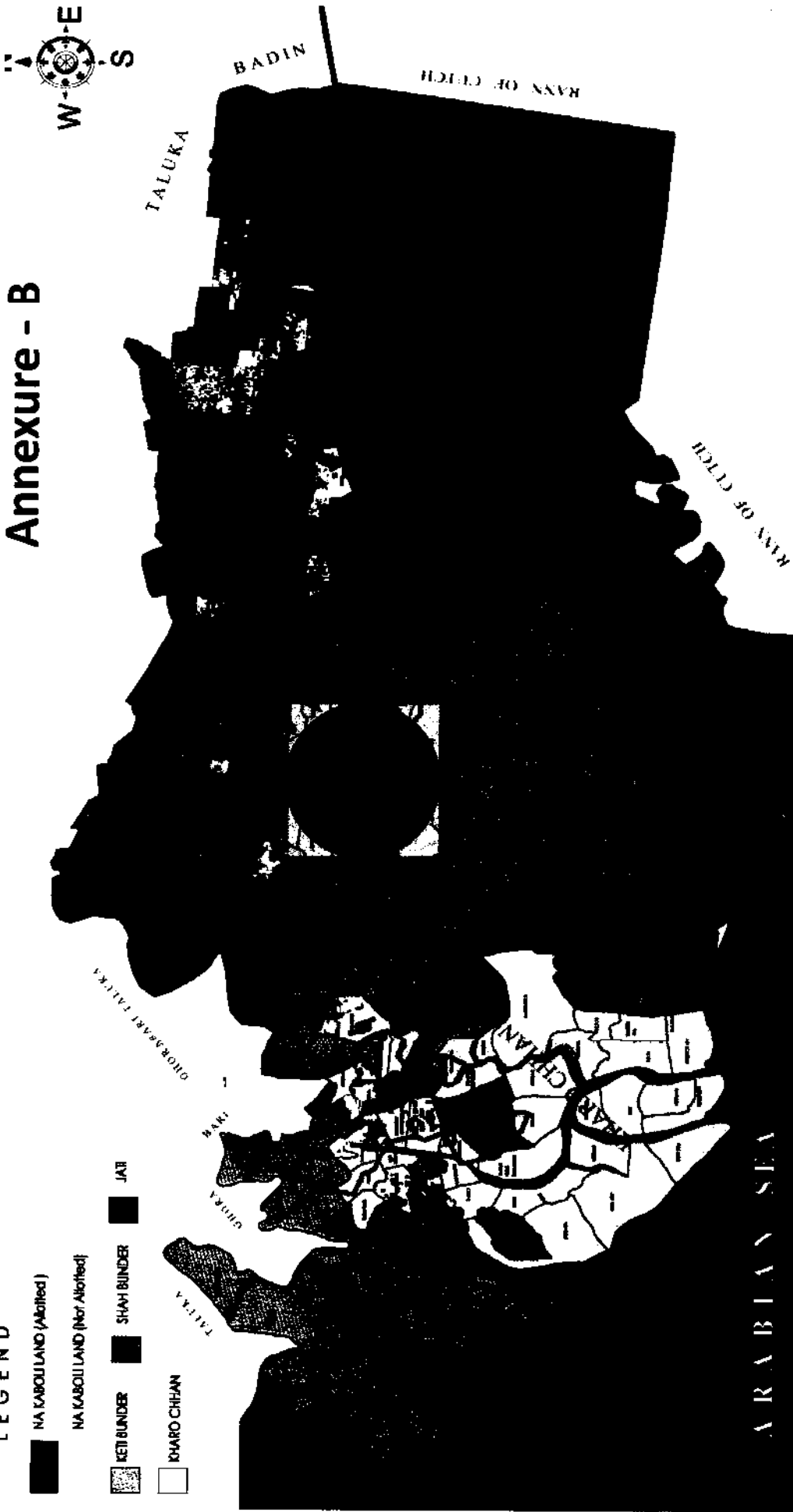
SHAH BUNDER

JATI



KHARO CHAN

## Annexure - B



INDIA

ARABIAN SEA

