

GOVERNMENT OF SINDH



SPORTS & YOUTH AFFAIRS DEPARTMENT

QUESTIONNAIRE FOR PREQUALIFICATION FOR CONSULTANTS

Issued to M/s _____

**ENGINEERING WING SPORTS & YOUTH AFFAIRS DEPARTMENT
GOVERNMENT OF SINDH, KARACHI.**

GOVERNMENT OF SINDH

SPORTS & YOUTH AFFAIRS DEPARTMENT
GOVERNMENT OF SINDH
BUDGET ALLOCATION
FOR THE YEAR 2014
CONCERNING THE PROVISION OF SUPPLIES ON
BUILDINGS, SPORTS GROUNDS & SPECIALIZED
WORKS, SUPPLYING AND INSTALLATION OF
SYNTHETIC MATERIAL ON SPORTS GROUNDS, SWIMMING POOLS &
FITNESS CENTRE FOR THE CALENDAR YEAR 2014

**SPORTS & YOUTH AFFAIRS DEPARTMENT
GOVERNMENT OF SINDH, KARACHI**

FORMAT OF SHORT CV OF PRINCIPAL STAFF

1. Name :
2. Profession / Experience :
3. Date of Birth :
4. Years with the Firm :
5. Nature of Experience in this firm and others :
6. Membership of Professional Societies :
7. Education :
8. Other Training :
9. Knowledge of Languages :
10. Key Qualification (Maximum 3/4 of a page) :

[Name of Department / Entity]

Form B-1

Assignment : _____
Project : _____
Date : _____

INFORMATION FORM

1. Name of Consultant [Lead Partner if Association]
 - o Address
 - o Telephone No(s)
 - o Fax Numbers
 - o E-mail Address
 - o Registration No. with PEC alongwith Registered Office Address.
2. Description of Consulting Firm (Ownership/ Organization)
3. Experience (Number of Years)
 - o Local/ National
 - o International
 - o Regional (Within the Country-details)
4. Name(s) and Address (es) of Associates, if a JV, their short description and description of their role in the JV/ Association.
5. Experience of the Consultants (on appended forms) during the past 10 years:
 - o Specific (3-5 Projects of similar magnitude and complexity)
 - o General (10-20 Projects)

(in all fields but not completely relevant)
6. Organization Chart Showing Consultant's Structure.

S&YAD Pre-qualification Form for Consultants

7. Capital of Consultant (Financial Statements for the latest three years).
- Subsidiaries and Associates.
 - Annual Fees in the last five years in current in Index.
 - Financial reference [Name / Address of Bank(s)]
8. Professional Staff available for the assignment on the appended format.
- (The client entity should provide the essential disciplines between 3 to 5 in numbers).
9. Additional information.

Yours truly,

Name of Authorized Representative
Position :
Dated :

EXPERIENCE OF CONSULTANT

Relevant services carried out in the last 7-10 years which best illustrate qualification.
[NAME OF THE FIRM / CONSULTANT]

1. Name of Assignment :
2. Country :
3. Name of Client :
4. Address :
5. Start Date : Month / Year
6. Completion Date : Month / Year
7. Professional Staff Provided :
8. No. of Staff :
9. No. of Staff Months :
10. Approx: Value of Services :
11. Name of Other JV Firms (if any) :
12. No. of Staff /Staff Months Provided by the JV partner(s) :
13. Name / Position Of key Staff :
14. Description of Project :
15. Description of Service Provided by the Firm :

FORMAT OF CURRICULUM VITAE OF PROPOSED EXPERTS

1. The Discipline / Expertise :
2. Name of the Firm :
3. Name of Nominee :
4. Date of Birth :
5. Years with the Firm :
6. Nationality :
7. PEC Registration / Membership No. :
8. Key Qualification : (Provide an outline of the nominee's experience)
9. Academic Qualification :
10. Employment Record :
11. Languages and Degree of Proficiency : (In Speaking, reading and writing as Excellent –Good – Fair – Poor)
12. Certification I the undersigned, certify that to the best of my knowledge and belief, these bio- data correctly describe myself, my qualification and my experience.

Signature:

Date: D/M/Y

S&YAD Pre-qualification Form for Consultants

ANNEX-A
Form A-1

SUMMARY LIST OF PROJECTS HANDLED BY THE FIRM

S. No	Name of the Project	Location Country	Province /	Client	Cost of the Project	Implementation Start Completion	Handed as: • Single Firm/ :S • Lead Firm/ :L • Joint Venture :J Partner	Total Cost of Services	Cost of Services Provided by the Firm	Scope of Services • Feasibility • Survey& Investigation :S • Quality Control :Q • Project Monitoring :M • O & M. :O • Design :D • Procurement :P • Construction Supervision :C	Scope of Project Components / Volume of Work etc.

COMPARATIVE OVERVIEW OF FIRMS

S. No	Description / Items Comparison	Firms / Groups			
		Name of Firm / Group	Name of Firm / Group	Name of Firm / Group	Name of Firm / Group

A. Experience Firm

- Relevant Work Experience (Maximum 5 Projects for 100% Points).

-	Feasibility Studies	:	F
-	Survey & Investigation	:	S
-	Detailed Eng. Design	:	D
-	Procurement Services	:	P
-	Construction Supervision	:	C
-	Quality Control	:	Q
-	O&M	:	O
-	Project Monitoring & Benefit Evaluation	:	M

COMPARATIVE OVERVIEW OF FIRMS

S. No	Description / Items Comparison	Firms / Groups		
		Name of Firm / Group	Name of Firm / Group	Name of Firm / Group

B. Quality of Principal Staff.
(Maximum of 7 preferably 5).

1. **Education**
 - i) Basic Degree
 - ii) Additional

2. **Professional Experience (No. of Years)**
 - i) Total
 - ii) Relevant
 - iii) General