



JINNAH SINDH MEDICAL UNIVERSITY, KARACHI

BIDDING DOCUMENT FOR

PRE-QUALIFICATION OF CONTRACTORS

DECEMBER, 2014

Jinnah Sindh Medical University

Rafiqi H.J. Shaheed Road, Karachi. Postal Code# 75510

www.Jsmu.edu.pk Tel: 99204776, 35223812-15 (Ext- 330) Fax # 99201372

Pl. Hashir No 10
J 15/12

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**OFFICE OF THE PLANNING & DEVELOPMENT
JINNAH SINDH MEDICAL UNIVERSITY KARACHI.**

PRE-QUALIFICATION OF CONTRACTORS

Jinnah Sindh Medical University intends to Pre-qualify constructors/firms for the construction of Infrastructure of JSMU.

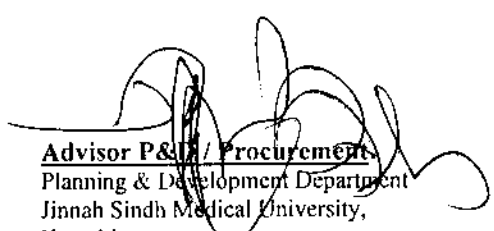
Brief scope of work: The work comprises of construction of Academic Block and Administration Block and allied facilities including complete electrical, Plumbing HVAC, Telecommunication and other related works.

ELIGIBILITY CRITERIA

1. Firm having valid PEC Registration Certificate in Category C-2 and above together with specialization Codes CE-01, CE-09, CE-10, EE-03, EE-04, EE-06, EE-07, ME-01, ME-02 & ME-03, valid for the year 2014-2015.
2. Interested contractors / Firms must be able to demonstrate proof of experience of Building Works of similar nature and complexity.

Documents Required:

- Name of constructors / Firms, its status, address, telephone number (s), Fax number, years of experience of the constructors / firm with proof.
- Experience of overall and similar works over the last five years with copies of Letter of Acceptance and Completion Certificates. (Performance certificates of assignments / projects completed are to be attached), along with contract details of the client.
- Existing work load with details of work under execution.
- List of machinery and equipments required to be used on the project.
- Detail of work experience in the region (Karachi-Sindh).
- Registration of prequalification with different Organization along with documentary evidence.
- Financial Soundness Certificate, Bank Statement for the last 5 years
- Annual turnover for last 5 years & details of available bank credit line with the constructor.
- Affidavit on stamp paper to the effect that the constructors / Firm is not black listed and is not in Litigation with any organization / department, private or public.
- Any other relevant information which the constructors / Firm intends to submit for its prequalification.
- Eligible contractors / firms may obtain "PREQUALIFICATION DOCUMENTS" from the Office of the Advisor P&D, Jinnah Sindh Medical University on payment of Rs. 3000/- (Non-Refundable) in the form of pay Order in favor of Jinnah Sindh Medical University Karachi.
- Application should submit Prequalification Documents duly complete in all respect along with all the supporting documents by 1600 Hours **December 23, 2014** by strictly following the instruction contained in the documents. Incomplete Prequalification applications shall be treated as non-responsive and shall be rejected.
- The Client reserves the right in its sole discretion to reject any or all prequalification document as per provisions of SPPRA/PEC Rules.


Advisor P&D / Procurement
Planning & Development Department
Jinnah Sindh Medical University,
Karachi.

4.0 Section I. Instructions to Bidders/Applicants (ITB).

Clause 1 The firm/contractor shall enclose the (one original and one copy) of the documents in a sealed envelope which shall:-

- (a) bear the name and address of the Applicant;
- (b) be delivered by hand or through courier/registered mail to address mentioned in advertisement for pre-qualification or in document; and
- (c) be clearly marked "Application for Pre-qualification Construction of Academic Block and Administration Block and allied facilities including complete electrical, Plumbing HVAC, Telecommunication and other related works".

Clause 2 If the envelope is not sealed and marked as required, the procuring agency will assume no responsibility for the misplacement or pre-maturing opening of the document.

Clause 3 Document shall be prepared in the English language. In case of ICB, the information provided in any other language shall be accompanied by English translation also.

Clause 4 Firm/Contractor must respond to all questions and provide complete information as advised in this document. Any lapses to provide essential information may result in dis-qualification of the firm/contractor.

Clause 5 Clarification and Modification of Documents (SPP Rule 23).

Firm/Contractor, who has obtained documents, may request for clarification of contents of the bidding document in writing, and respond to such queries shall be made in writing within three calendar days, provided they are received at least five calendar days prior to the date of opening of bid.

Clause 6 Addendum: At any time prior to the deadline for submission of documents, the agency may amend the Prequalification Document by issuing addenda. Any addendum issued shall be part of the Prequalification Document and shall be communicated in writing to all who have obtained the prequalification document.

Clause 7 Deadline for submission of Documents (SPP Rule 22 & 24): Documents shall be received by the agency at the address (*mention the address & telephone & fax numbers*), not later than the (*mention the date & time*). The procuring agency may, at its discretion, extend the deadline for the submission of documents by amending the Prequalification Document, and in which case all rights and obligations of the Agency and the firms/contractors subject to the previous deadline shall thereafter be subject to the deadline as extended.

Clause 8 Evaluation (Rule 27 (2)): Firm's/Contractor's general and particular experience, personnel and equipment capabilities, and financial position, as demonstrated by the Applicant's responses in the prescribed forms will be evaluated as per evaluation criteria given in the document. The Procuring Agency reserves the right to waive minor deviations, if these don't materially affect the capability of an applicant to perform the contract. Sub-contractor's experience and resources shall not be taken into account in determining the firm/contractor compliance with the qualifying criteria. However, Joint Venture experience & resources shall be considered. Consortium or Association of firms will be considered for similar treatment as in case of Joint Venture.

Clause 9 Clarification of Prequalification Information (Rule 43): To assist in the evaluation of information, the agency may, at its discretion, ask any firm/contractor for a clarification of any information which shall be submitted within a stated reasonable period of time. Any request for clarification shall be in writing. If any firm/contractor does not provide clarifications of the information requested by the date and time set in the agency's request for clarification the application of the firm/contractor may be rejected.

Clause 10 Verification of Prequalification Information (Rule 28 (1d)): Verification of the information provided by the pre-qualified/shortlisted firms/contractors in the submissions for prequalification may be made. In case the information is found to be wrong or incorrect in any material way or firm/contractor is found to be lacking in the capability or resources to successfully perform the contract, then it shall not be pre-qualified.

5.0 Section II: Evaluation/Qualification Criteria.

In this section two evaluation criteria are being given for the benefit of the procuring agency. One is based on marks/score and the other is based on pass/fail criteria. Procuring agency may adopt any one of these selection methods while prequalifying the contractors/firms.

1. Criteria based on Marks/Score.

Mandatory Provisions/Eligibility: Firms/Contractors must having valid PEC Registration Certificate in Category C-2 and above together with specialization Codes CE-01, CE-09, CE-10, EE-03, EE-04, EE-06, EE-07, ME-01, ME-02 & ME-03, valid for the year 2014-2015. (ii) valid registration certificate from income tax authority (NTN); and (iii) is not black listed. *(Attach all certificates and affidavit of not black listing).*

Aggregate Qualifying Score is 60%, but it is mandatory to obtain at least 30% in each of the following sections.

(A) Company Profile.

- | | | |
|-----|--|-----------------|
| i. | Period since Firm/Contractor is in construction business | 10 Marks |
| | Up to 5 years | 02 Marks |
| | Up to 10 years | 05 Marks |
| | Above 10 years | 10 Marks |
| | <i>(Attach PEC license for each year)</i> | |
| ii. | Office facilities | 05 Marks |
| | In Sindh province | 03 Marks |
| | In any other province/Islamabad | 01 Marks |
| | Outside Country | 01 Marks |

(B) General Experience Record 35 Marks

- | | | |
|-----|--|----------|
| i. | Projects of similar nature and complexity completed over last 05 years.
(4 Marks for each project) | 20 Marks |
| | <i>(Attach satisfactory completion certificates)</i> | |
| ii. | Projects of similar nature and complexity in hand.
(5 Marks for each project having cost ___ Million or above). | 15 Marks |
| | <i>(Attach copies of work orders)</i> | |

(C) Personnel Capabilities required for this project

20 Marks

Requirement of persons will vary from Project to Project.

Following factors may be used as a guideline:

Sr. No.	Description/Position with qualification & experience	Number Required	Marks assigned	Remarks
1.	BSc (Civil Engg.) /BE(Civil) Engineers registered with Pakistan Engineering Council (PEC) with experience of 5 years or above.	2 Nos.	10	03 Marks for experience of 5 to 10 years. 05 Marks for above 10 years. (Attach Tax payment challans showing at least 1 year continuous employment with firm. 1 additional Mark for MSc (Civil Engg.)/M.E.(Civil)
2.	Diploma in Civil Engineering, with experience of 2 years or above.	04	10	02 Marks for 02 years experience, 03 Marks for above 02 years.

(D) Equipment Capability

20 Marks

- (a) *Critical equipment and number required for the Project shall be specified by the Procuring Agency.*
- (b) High value equipment should be an option to own, lease or hire.
- (c) Total equipment available with the applicant is to be listed along with its current mobilization on on-going projects.
(Details are to be provided in the attached form)

(E) Financial Soundness /Status

10 Marks

For Financial Status assessment, the Applicants may be required to submit Audited Financial Statements for the last five years or any other document which verifies their Financial Status. Where necessary, the Procuring Agency will make enquiries with the firm's/contractor's bankers.

Working Capital in hand for this project/work (Attach proof of Bank Statement/Credit Facilities)

- i. Less than 15% of Estimated Cost of this Work 02 Marks
- ii. 16 - 25% of Estimated Cost of this Work 04 Marks
- iii. 26 - 40% of Estimated Cost of this Work 08 Marks
- iv. More than 40% of Estimated Cost of this Work 10 Marks

6.0 Section III. Application Forms;

A-I **Application Submission Form** (The covering letter is to be submitted by the interested firm/contract or partner responsible for a joint venture, on appropriate company letterhead)

Date: _____

To **Advisor P&D / Procurement**

[Planning & Development Department,
3rd Floor, Jinnah Sindh Medical University,
Karachi.]

Dear Sir,

Subject: Pre-qualification for Construction of Academic Block and Administration Block and allied facilities including complete electrical, Plumbing HVAC, Telecommunication and other related works

I the undersigned, being duly authorized to represent and act on behalf of..... applies to be prequalified for the project cited above and enclose one (1) original (together with -----copies) of pre-qualification documents and declare the following:

- (a) I have examined and have no reservations to the Prequalification Document, including Addenda No(s)....., issued in accordance with ITB Clause 6.
- (b) I understand that Procuring Agency may cancel the prequalification process at any time and that Procuring Agency is not bound either to accept any application that it may receive or to invite the prequalified applicants to bid for the contract subject of this prequalification, without incurring any liability to the Applicants.
- (c) Bids by prequalified applicants will be subject to verification of all information submitted for prequalification 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 prequalified bidders who meet the revised requirements;

2. The Procuring Agency and its authorized representative(s) may contact the following person(s) for further information, if needed;

Person to be contacted:

Telephone:

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

Signed:

Name:

A-II

1. **Company Profile**

Date: -----

Contract: -----

All individual firms and each partner of a joint venture applying for prequalification are requested to complete the information in this form.

1.	Name of firm (legal): <i>(In case of Joint Venture (JV), legal name of each partner:</i>	
2.	Nature of Business: <i>(Whether the firm is a Corporation, Partnership, Trust etc.) (In case of Consortium; whether the Lead Consortium Member is a Corporation, Partnership, Trust etc.)</i>	
3.	Head Office Address:	
4.	Telephone Fax numbers: E-mail address:	
5.	Place of Incorporation/Registration: Year of incorporation/registration:	
6.	Applicant's authorized representative: Telephone Fax numbers: E-mail address:	
7.	<u>NATIONALITY OF OWNERS.</u>	
	Name:	Country:

PREQUALIFICATION DOCUMENT

A-III

2. General Experience Record

(i) **Details of Contracts of Similar Nature and Complexity completed over the last 05 years**

Sr. No.	1	2	3	4	5
Name of Contract:					
Country:					
Name of Procuring Agency With Address, Tele, Fax.					
Nature of works and special features relevant to the contract for which applied:					
Contract Role (Mention: Sole, Sub Contactor or Partner in a Joint Venture).					
Value of the total contract in Pak/Rs:					
Date of Award:					
Date of Completion					

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

Firms/ Contractors and each partner of the joint venture 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, for which Completion Certificate has yet to be issued.

Name of Contract	Value of Contract	Name of Procuring Agency	Value of Outstanding work (Equivalent Pak Rs. Millions)	Estimated Completion Date
1.				
2.				
3.				

(iii) Projects executed in similar geographical conditions in last five (5) years.

Sr. No.	1	2	3	4	5
Name of Contract:					
Country & location:					
Name of Procuring Agency With Address, Tele, Fax.					
Nature of works and special features relevant to the contract for which applied:					
Contract Role (Mention: Sole, Sub Contactor or Partner in a Joint Venture).					
Value of the total contract in Pak/Rs					
Date of Award:					
Date of Completion					

A-IV

4 (A) Personnel Capabilities

Firm/Contractor should provide the names of suitably qualified personnel to meet the specified requirements stated in Section 3 (Evaluation and Qualification Criteria).

Sr. No.	Title of Position	Name
1		
2		
3		
4		
5		

A-V

The data regarding experience of the personnel mentioned at A-IV should be supplied separately using the Form below.

4(B) Curriculum Vitae (CV) for Proposed Experts

1. Proposed Position: _____
2. Name of Expert: _____
3. Name of Firm: _____

4. Current Residential Address: _____
Telephone No: _____ Fax No: _____
E-Mail Address: _____
5. Date of Birth: _____ Citizenship: _____
6. Qualification: _____
7. Work Experience: 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



A-VI

5. Firm/Contractor shall provide adequate information to demonstrate clearly that it has the capability to meet the requirements for the key equipment whether owned/ leased/ rented listed in Section 3 (Evaluation and Qualification Criteria).

A. Equipment Capabilities (owned by the contractor/firm)

Sr. No.	Name of Equipment	Name of manufacturer	Model and power rating	Capacity	Year of manufacture	Current location
1						
2						
3						
4						
5						
6						
7						
8						
9						
10						

B. Equipment Capabilities (leased/ rented by the contractor/firm)

Sr. No.	Name of Equipment	Mention whether leased or rented	Name of owner	Address of owner	Contact name and title with Telephone Fax & E Mail of the owner	Agreements Details of rental / lease / manufacture agreements specific to the project
1						
2						
3						
4						
5						
6						
7						
8						
9						
10						

A-VII

6. Financial Resources.

A. Banker's Information:

Sr. NO.	Name & Address of Bank	Contact name and title	Telephone, Fax & E- Mail Address

B. Financial Status: Summarize actual assets and liabilities in Pak Rupees for the previous three years.

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)			

PREQUALIFICATION DOCUMENT

- C. **Source of Financing:** Contractor/ Firm shall provide documentary evidence for funding the project for which prequalification is being undertaken.

Section IV. Scope of Contract: *(Description of works and Period of completion)*

Jinnah Sindh Medical University, Karachi intends to execute the scheme strengthening/up gradation of Jinnah Sindh Medical University Karachi. ADP scheme No: 742 which is included in ADP 2014-15 the total cost of the scheme is Rs. 1000 M. The allocation for current financial year is Rs. 100.00 M out of which Rs. 797.083 Million is estimated to be incurred for building component.

The Scope of Work is:

i.	Academic Building Plinth area	111638 Sft.
ii.	Administration Building	47338 Sft.
iii.	Administration and Multipurpose Hall	19320 Sft.