

# SPPRA PREQUALIFICATION DOCUMENT



**GOVERNMENT OF SINDH**

*Name of Department:* **IRRIGATION DEPARTMENT**

*Name of Project/Scheme:* **ADP SCHEMES 2014-15, IN SCARP NORTH  
ROHRI, SHAHEED BENAZIRABAD**

*Name of Procuring Agency:* **PROJECT DIRECTOR, SCARP NORTH  
ROHRI, SHAHEED BENAZIRABAD**

*Document issued to:* \_\_\_\_\_

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## **1.0 Introduction**

The basic aim of the pre-qualification is intended to eliminate, early in procurement proceedings, constructors that are not suitably qualified to perform the contract. The pre-qualification specifically means selection of competent bidders prior to issuance of the invitations to bid. It is required for large and complex civil works contracts, turnkey contracts, and contracts for the fabrication of expensive and technically complex plant and equipment. This is to ensure that only firms with appropriate experience, a proven track record, and necessary annual turnover and that, can provide all the equipment required in a timely manner and will be only invited to submit bids. Thus assessment by an implementing agency of the suitability of firms to carry out a particular contract prior to being invited to submit a bid is a process called **prequalification**.

## **2.0 Sindh Public Procurement Rules 2010**

When and how to engage in the pre-qualification process, is clearly explained in SPP Rules 27 & 28, 2010 and same may be referred for further guidance.

## **3.0 The Prequalification Process**

### **3.1 Advertisement and Notification**

The Invitation for Prequalification (IFP)/Pre-qualification notice shall be advertised in the manner explained in the SPP Rules 15, 17 & 18 of 2010.

### **3.2 Preparing and Issuing of Prequalification Document**

The Procuring Agency is responsible for preparing and issuing the Prequalification Document to all interested bidders. All information and data particular to each individual prequalification process must be provided by the agency in the following sections of the Prequalification Document:

**4.0 Section I. Instructions to Bidders (ITB);**

**5.0 Section II. Eligibility & Evaluation/Qualification Criteria;**

**6.0 Section III. Application Forms;**

**7.0 Section IV. Scope of Contract**

NOTICE INVITING TENDER FOR PRE-QUALIFICATION OF CONTRACTORS

**ADP SCHEMES 2014-15, IN SCARP (NORTH ROHRI),  
SHAHEED BENAZIRABAD**

Office of the Project Director, North Rohri, Shaheed Benazirabad has received funds from Government of Sindh for the Project/Scheme cited below in the following Divisions;

1. Tube well Division Naushahro feroze.
2. Tube well Division No: I Hala.
3. Tube well Division No: II Hala.
4. Tube well Division Tando Jam.

| Sr, No: | Name of Scheme   | Projected Period |
|---------|--|------------------|
| 01.     | CONSTRUCTION OF PUMPING STATION AND SIM NALAS AT DEH KHAIRWAH & DEH DABHRO, DISTRICT NAUSHAHRO FEROZE  | 36 Months        |
| 02.     | CONSTRUCTION OF PUMPING STATION, SIM NALAS AT DEH NEW DARBELO, DEH MAD ALEEM TALUKA KANDIARO & BHIRIA, DISTRICT NAUSHAHRO FEROZE   | 36 Months        |
| 03.     | SURFACE DRAIN DEH GADALI, PANJMORO DETHKI U/C SHAHMIR RAHU TALUKA SAEEDABAD DISTRICT MATIARI ALONG WITH DIRECT DISPOSAL TUBEWELLS NO: 10   | 36 Months        |
| 04      | RE-BORING OF 25 NOS. BORE FAILURE TUBEWELLS INCLUDING RESTORATION OF OLD DIRECT DISPOSAL ARRANGEMENT AND RE-FURBISHMENT OF SCARP TUBEWELLS AND INSTALLATION OF 15 NOS. NEW TUBEWELLS IN DIFFERENT DEHS IN TUBEWELL DIVISION NO.II HALA & SURFACE DRAINAGE SCHEME GUL MUHAMMAD DERO DEH NARLI, TALUKA MATIARI AND DEH RAHOKI, DEH PANGRIO RAHITTEE AND DEH UJANO TALUKA SAEEDABAD AND DEH KHAN MUHAMMAD DERO IN DEH ARIQADEER, DISTRICT MATIARI | 36 Months        |
| 05.     | SURFACE DRAINAGE SCHEME DEH PANO, JAKHRI JAGEER, DEH THARI, DEH SITA, DEH SONEHRI, DEH JHANDO MARI. DEH KUBO YAGAN, DEH SHAHDADPUR INCLUDING 01 NO. TUBEWELL IN DEH 70 OF TANDO ALLAHYAR CONSTRUCTION OF DRAINAGE SCHEME / EXTENSION OF PAROORY (T.M.KHAN)   | 36 Months        |

**Scope comprises as follows but not limited**

|      |  |   |
|------|--|---|
| i.   | Construction of Pumping Station                  | - |
| ii.  | Furnishing and Installation of 5.00 Cusecs Pumps | - |
| iii. | Making Direct Disposal arrangement of Pumps.     | - |

**PREQUALIFICATION DOCUMENT**

|       |  |   |
|-------|--|---|
| iv.   | Earth Work for leading channel/Drain   | - |
| v.    | Construction of Village Road Culverts over leading channel                                 | - |
| vi.   | Construction of Watercourse Aqueduct over leading Channel /Drain                           | - |
| v i.  | Construction of Inlets.  | - |
| vi.i. | Boring & Installation of New Tubewells 2.0 Cusecs  | - |
| ix.   | Construction of Pump House, Discharge Box, Duty Room & Disposal Channels of New Tube wells | - |
| x.    | Junction Culverts  | - |
| xi.   | Under Pass   | - |
| xii.  | Stone Pitching   | - |

➤ **Eligibility:** Valid Registration with relevant tax authorities and Pakistan Engineering Council in Category C-3 & above in appropriate category for Construction and Operation of Engineering Works, including valid NTN No. SRB & electrical work valid Certificate of Electrical Inspector valid for year 2014-15.

➤ **Pre-qualification documents:** Interested firms/contractors can obtain the pre-qualification documents from the address mentioned below on payment of non-refundable fee of **Rs. 2,000/- (Rupees Two Thousand Only)**, from the date of Publication upto 15<sup>th</sup> January 2015 during the office hours. The Proposals will be received upto 16<sup>th</sup> January 2015 upto 1.00 P.M and will be opened on same date at 1:45 P.M for further Process.

Documents can be dispatched by Courier service on the written request for which cost of mail **Rs. 300/-** will be borne by the Applicant, however, under no circumstances the Procuring Agency will be responsible for late delivery or loss of the documents so mailed.

➤ **Dead line of Issuance of Documents:** Documents will be issued to interested firms up to **15<sup>th</sup> January 2015 at 5.00 P.M.**

➤ **Dead line of Submissions:** Documents duly filled and attached with relevant certificates must reach on the address mentioned herein below on or before **16<sup>th</sup> January 2015 upto 1.00 P.M. and will be opened on same day i.e. 16.01.2015 @ 1:45 P.M.**

Interested firms should submit their inquires/applications/documents to the following:

Address: - Office of the Project Director,  
SCARP (North Rohri), Shaheed Benazirabad  
Phone No. 0244-9370442  
Fax No. 0244-9370441  
Email address:- pdscarp\_sba@yahoo.com  
Focal Person: - Abdul Rehman Nizamani

➤ Procuring Agency reserves the right to accept or reject any or all proposals. Thereof under relevant provisions of SPPRA.

➤ **Applicants will be informed, in due course, of the result of the evaluation of applications. Only the firms or contractors prequalified under this process will be invited to bid.**

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

**Clause 1** The firm/contractor shall enclose the (one original and 02 Photostat copies) 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 for ADP Schemes 2014-15, in Project Director, North Rohri, Shaheed Benazirabad**".

**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 at following address:

|                                 |  |
|---------------------------------|--|
| Office of the Project Director: | SCARP (North Rohri), Shaheed Benazirabad         |
| Phone No.                       | 0244-9370442                                     |
| Fax No.                         | 0244-9370441                                     |
| Email address: -                | pdscarp_sba@yahoo.com                            |
| Focal Person: -                 | Abdul Rehman Nizamani                            |
| not later than:                 | upto 16 <sup>th</sup> January, 2015 at 1:00 P.M. |

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 then 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.**

*Following is the criteria for Evaluation / Qualification while prequalifying the contractors/firms.*

**1. Criteria based on Marks/Score.**

**Mandatory Provisions/Eligibility:** Firms/Contractors must possess (i) valid registration certificate of PEC in the Category C-3 & above in appropriate category for Construction and Operation of Engineering Works discipline for last 05 Years; (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.**

|   |  |                 |
|---|--|-----------------|
| 1 | Period since Firm/Contractor is in construction business Up to 5 years | <b>10 Marks</b> |
|   | Up to 10 years   | 02 Marks        |
|   | Above 10 years   | 05 Marks        |
| 2 | <i>(Attach PEC license for each year)</i>                              | 10 Marks        |
|   | Office facilities  | <b>05 Marks</b> |
|   | 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.   | 15 Marks |
|     | (5 Marks for each project having cost 20.00 Million or above). <i>(Attach copies of work orders)</i> |          |



**PREQUALIFICATION DOCUMENT**

**(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:*

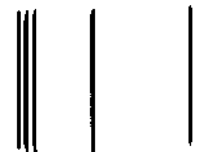
| <b>Sr. No.</b> | <b>Description/Position with qualification &amp; experience</b>  | <b>Number Required</b> | <b>Marks</b> | <b>Remarks</b>   |
|----------------|--|------------------------|--------------|--|
| 1.             | BSc (Civil Engg.) /BE(Civil) Engineers registered with Pakistan Engineering 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.<br>(Attach Tax payment challans showing at least 1 year continuous employment with firm.<br>1 additional Mark for MSc (Civil Engg:)/M.E.(Civil) |
| 2.             | Diploma in Civil Engineering, with experience of 2years 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. 6 - 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

**PREQUALIFICATION DOCUMENT**

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

A-III

2. General Experience Record

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

| Sr.  | 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   |   |   |   |   |   |

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**(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.

| <b>Name of Contract</b> | <b>Value of Contract</b> | <b>Name of Procuring Agency</b> | <b>Value of Outstanding work (Equivalent Pak Rs. Millions)</b> | <b>Estimated Completion Date</b> |
|-------------------------|--------------------------|---------------------------------|--|----------------------------------|
| 1.                      |                          |                                 |  |                                  |
| 2.                      |                          |                                 |  |                                  |
| 3.                      |                          |                                 |  |                                  |

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

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

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       |                   |      |

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**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**

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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 |
|------|----|---|
|      |    |   |
|      |    |   |
|      |    |   |
|      |    |   |
|      |    |   |
|      |    |   |
|      |    |   |
|      |    |   |

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**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/<br>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:** Contractor/ Firm shall provide documentary evidence for funding the project for which prequalification is being undertaken.

**Detail attached**

## PREQUALIFICATION DOCUMENT

### Annexure - I

|        |                                       |             |
|--------|---------------------------------------|-------------|
| I.     | Grader                                | 02 Nos.     |
| II.    | Bulldozer                             | 02 Nos.     |
| III.   | Excavator                             | 04 Nos.     |
| IV.    | Roller                                | 02 Nos.     |
| V.     | Shuttering                            | 800 sq ft:  |
| VI.    | Concrete Pumps                        | 05 Nos.     |
| VII.   | Vibrator                              | 05 Nos.     |
| VIII.  | Dumper Trucks                         | 05 Nos.     |
| IX.    | Shower / Loader                       | 02 Nos.     |
| X.     | Steel Cutting & Bending Machine       | 5000 sq ft: |
| XI.    | Concrete Transit Mixer (6 cu M/hr)    | 05 Nos.     |
| XII.   | Air Compressor (15 HP Cap.)           | 02 Nos.     |
| XIII.  | Scaffolding Pipe                      | 300 Rft     |
| XIV.   | Pumping sets & Water tanker           | 10 Nos.     |
| XV.    | Rig Machine for Drilling of Tubewells | 05 Nos.     |
| XVI.   | Concrete Mixers                       | 10 Nos.     |
| XVII.  | Generator 20 KVA                      | 02 Nos.     |
| XVIII. | Tractor with Front Blade              | 10 Nos.     |
| XIX.   | Leveling instrument                   | 10-Points   |

- a. *If the available quantity of each equipment is less than specified limit, give weightage as under:*

$$T = M \times (A / \text{Required Quantity})$$

- b. *If the available quantity of each equipment is more than the minimum equipment requirement full marks will be given.*

*A = Available quantity of each equipment of each Item. T = Marks obtained*

*M = Marks assigned*