

**SINDH EDUCATION FOUNDATION
GOVT. OF SINDH**

(HEAD OFFICE)

SEF (Plot. No. 21/A, Block No.7 & 8 Overseas Cooperative Housing Society,
Ameer Khusro Road) Karachi. 021-34169182 & 184

E-mail: procurement@sef.org.pk



Pre-qualification of Firms for Events' Management of SEF all over Sindh

Ref#: SEF/NP/16-17/30

Sindh Education Foundation (SEF), Government of Sindh (GoS) invites sealed proposals from the interested bidders for Shortlisting of Firms for Recruitment and Selection of Employees. The eligible bidders must meet the following eligibility criteria duly substantiated with documentary evidence:

Preparation and Submission of Bids	
S.No	IMPORTANT PRE-QUALIFICATION / ASSESSMENT POINTS.
1	The Firm/Organization / consortium should be a nationally registered entity with MUST have 5 years in successfully carrying out assignments of similar nature.
2	The Firm/Organization / consortium MUST have successfully completed at least 3 projects of similar nature (especially in Education Sector & social sector) in last five years. (Evidence required: project completion certificate with project summary).
3	Minimum Turnover is Rs.5 Million per annum in the same field for supply of Hiring of firm for Event Management Services for SEF evidence documents required : <ul style="list-style-type: none">• Latest twelve months Bank Statement duly stamp from concerned bank/ bank certificate/ Audit Report required.
4	List of litigations with the clients (If any) and nature of Litigations & Affidavit @ 200/- rupees stamp/Bond paper that the firm has never been blacklisted duly verified from notary public/ oath commissioner.
5	Have registration with relevant Tax & Sale Tax Departments of the Govt. of Pakistan or Govt. of Sindh. Following evidence documents are required: <ul style="list-style-type: none">• Copy of Sales/Services Tax return required for last three months duly acknowledge by SRB/ITD(must)• Income tax return for last three years (must).• Copy of sales/Services tax Registration Certificate required (must)• Copy of National Tax Registration Certificate required (must)• Copy of Tax Exemption Certificate required (if applicable)

Further details and guidelines are available in the Prequalification documents. The interested firms can either obtain the Prequalification document(s) from **2nd February 2017 to 20th February 2017** from **Procurement Department, SEF (Karachi) during office hours** on production of a pay order of Rs.500/-(non-refundable) in favor of 'SINDH EDUCATION FOUNDATION' along with the request on the firms letter head for obtaining Prequalification document(s) from the **Procurement Department, SEF (Karachi) till 4:00 pm 17th February 2017** OR download it from SPPRA and SEF Websites, www.pprasindh.govt.pk and www.sef.org.pk respectively and submit the document along with the pay order of Rs.500/-(non-refundable) in favor of 'SINDH EDUCATION FOUNDATION'.

Last date of submission of Prequalification document(s) is February 20th 2017 03:00 p.m. The proposal(s) shall be opened on the same date at 3:30 p.m., at SEF HEAD OFFICE, Karachi in the presence of bidders/ their representatives. The envelope should be marked to the Procurement Department, SEF.

The Procuring Agency may reject any proposal subject to provisions of SPP Rules 2010 and may cancel process at any time prior to acceptance as per Rule 25(i) of said SPP Rules.

S/d

**Acting Deputy Director
Procurement Department**



Sindh Education Foundation



Government of Sindh

Date: 29-11-2016

Ref: SEF/492/2016

NOTIFICATION

Notification No. SEF/Pro/2016-17/...: In partial modification of SEF Notification # SEF/Pro/13/2015 dated 19-4-2016, the Purchase Committee is reconstituted with the following composition in accordance with rules 7 & 8 of SPP Rules 2010 (Amended 2013) with following composition.

- Director Administration & IT, SEF (Chairman of Committee).
- Deputy Director, FRFFM SEF (Secretary/ Member).
- Section Officer (Budget), (Representative from SGA&CD Government of Sindh).
- Acting Deputy Director, Procurement SEF (Co-opted Member).

The Committee's TORs are:

I

- Prepare Bidding Documents;
- Carrying Out Technical as well Financial Evaluation of the bids;
- Preparing evaluation report as provided in Rule 45 SPPRA 2010 amended 2013;
- Making recommendations for the award of contract to the competent authority; and
- Perform any other function ancillary and incidental to the above.

II

- The committee will also carry out procurement of the World Bank assisted PPRS program under World Bank (WB) Guidelines of Goods, Non Consultancy & Works

Ms. Naheed S. Durrani
Managing Director,
Sindh Education Foundation

Copy to:

1. The Secretary, Education & Literacy Department, Govt. of Sindh.
2. The Secretary, SGA&CD Government of Sindh
3. P.S to M.D-SEF.
4. All Committee Members.

M. Durrani
29/11/16

Assistant Director (Procurement)
Karachi, dated November 29th, 2016

Head Office: House # 21-A, Block 7/8, Overseas Cooperative Housing Society, Ameer Khusro Road, Karachi.
Ph:021-34169141-5, 021-34305753-4, 021-34301460-3 Fax: 021-34169182 E-mail: info@sef.org.pk, Website: www.sef.org.pk

Regional Offices:

Hyderabad Ph: 022-9240173-4 Larkana Ph:074-4058639
Sukkur Ph:071-5632292, 071-9310985 Dadu Ph:025-4710731 Mirpurkhas Ph:0233-9290385
Shaheed Benazirabad Ph:0244-382090-1



**GOVERNMENT OF SINDH
SERVICES, GENERAL ADMINISTRATION &
COORDINATION DEPARTMENT**

Attention: Mr. Rafiqe Mustafa.

NOTIFICATION

NO.SO(C-IV)SGA&CD/3-7/10: The Government of Sindh is pleased to constitute a "Complaint Redressal Committee" under Rule 31 of SPP Rules 2010 (Amended 2013) Sindh Education Foundation, Government of Sindh, with the following composition and TORs;

1.	Managing Director, Sindh Education Foundation, Government of Sindh.	Chairperson
2.	Representative of Accountant General Sindh.	Member/Secretary
3.	Independent Representative of relevant field.	Member

Terms of Reference:

- To address / redress the complaint(s) / grievances of the aggrieved bidders in line with the relevant provisions of Rule 31 of SPP Rules 2010 (Amended 2013).

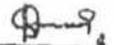
CHIEF SECRETARY SINDH

NO:SO(C-IV)SGA&CD/3-7/10:

Karachi, dated the 30th December, 2015.

Copy is forwarded for information & necessary action to:-

- Additional Chief Secretary (All), Government of Sindh, Karachi.
- Secretary to Governor Sindh.
- Secretary to Chief Minister Sindh.
- Secretary, Education & Literacy Department, Government of Sindh.
- Managing Director, Sindh Education Foundation, Government of Sindh.
- Accountant General Sindh, Karachi.
- Managing Director, Sindh Public Procurement Regulatory Authority, Govt. of Sindh.
- Deputy Secretary (Staff) to Chief Secretary.
- P.S. to Chief Secretary Sindh.
- P.S. to Secretary (I&C), SGA&CD.
- Master file.


 30/12/2015
 (SYED SAADAT ALI)
 SECTION OFFICER (C-IV)

SINDH EDUCATION FOUNDATION GOVT. OF SINDH
ANNUAL PROCUREMENT PLAN
(WORKS, GOODS & SERVICES)
FINANCIAL YEAR 2016-17 (For Two Quarters)

S #	Description of Procurement	Quantity (Where applicable)	Estimated unit cost (where applicable)	Funds allocated	Sources of Funds (ADP/Non ADP)	Proposed procurement method	Timing of Procurements				Remarks
							1st Qtr.	2nd Qtr.	3rd Qtr.	4th Qtr.	
1	Electrical Items	All Offices	3.00	3.00	Govt. of Sindh	TENDER		Third week of Oct. 2016			
2	Procurement of Cameras DSLR	Head Office	1.00	1.00	Govt. of Sindh	TENDER		Third week of Oct. 2016			
3	Security Guards Services	All Offices	10.00	10.00	Govt. of Sindh	TENDER		First week of Nov. 2016			
4	Vehicle Trackers	All Offices	2.00	2.00	Govt. of Sindh	TENDER		Second week of Oct. 2016			
14	Printing Material of Booklet Assessment SAS	Assessment Activity	6.00	6.00	Govt. of Sindh	TENDER		Third week of Oct. 2016			
5	E-Marking of Students Assessment SAS	Assessment Activity	3.50	3.50	Govt. of Sindh	RFP		First week of Oct. 2016			
17	Renovation work Karachi Regional Office	Sub Office Karachi	25.00	25.00	Govt. of Sindh	TENDER		First week of Oct. 2016			
6	RFP of Teach for Change (Mentors)	All Offices	4.00	4.00	Govt. of Sindh	RFP		First week of Oct. 2016			
7	Hiring of firm for Institutional Documentary & Still Photography.	All Offices	2.50	2.50	Govt. of Sindh	TENDER		First week of Oct. 2016			
8	Hiring of Individual Consultants (Architect) for 90 days	All Offices	0.50	0.50	Govt. of Sindh	IC		First week of Oct. 2016			
9	Tablets and LED TV (ADP SCHEME NO. 247) for Two years	Schools	90.00	45.00	ADP # 247	TENDER		3rd week of Nov 2016			
10	Tablets (ADP SCHEME NO. 247) for Two years.	Schools	270.00	135.00	ADP # 247	TENDER		3rd week of Nov 2016			
11	Server, Computers, Laptops, Video Conferencing & Photocopier (ADP SCHEME NO. 247)	All Offices	8.00	8.00	ADP # 247	TENDER		3rd week of Nov 2016			
12	Cleaning/Washing Services	Head Office & Sub offices Karachi	1.50	1.50	Govt. of Sindh	TENDER		4th week of Nov 2016			
14	Printing Material of Booklet Assessment (World Bank Funding) PPRS	Assessment Activity	4.50	4.50	World Bank	TENDER		4th week of Nov 2016			
15	E-Marking of Students Assessment (World Bank, Funding) PPRS	Assessment Activity	3.50	3.50	World Bank	EOI		4th week of Nov 2016			
13	Hiring of firm for Providing Invigilator for Students Assessment of SSS School (World Bank Funding) PPRS	Assessment Activity	12.65	12.65	World Bank	EOI		4th week of Nov 2016			
16	Renovation work of Professional Development Seven (7) Centers (PDC)	Regional Offices	21.00	21.00	Govt. of Sindh	TENDER		4th week of Nov 2016			

Procurement Department
Sindh Education Foundation
Govt. Of Sindh

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SINDH EDUCATION FOUNDATION GOVT. OF SINDH
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(WORKS, GOODS & SERVICES)
FINANCIAL YEAR 2016-17 (For Two Quarters)

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							1st Qtr.	2nd Qtr.	3rd Qtr.	4th Qtr.	
17	Renovation work sub (neighbor) office Karachi	Sub Office Karachi	8.00	8.00	Govt. of Sindh	TENDER		First week of Dec. 2016			
18	RFP of Student Profiling	Schools	43.00	43.00	Govt. of Sindh	RFP		First week of Dec. 2016			
19	Tender for Stationery Material for LSU (World Bank Funding)	Training of Teachers	9.00	9.00	World Bank	NCB		First week of Dec. 2016			
20	Tender for Printing Material (Manuals) for LSU (World Bank Funding)	Training of Teachers	20.00	20.00	World Bank	NCB		First week of Dec. 2016			
21	Hiring of Recruitment Firm for HR Selection Process.	All Offices	1.00	1.00	Govt. of Sindh	NCB		First week of Dec. 2016			
22	Tender for Webhosting services	All Offices	1.00	1.00	Govt. of Sindh	NCB		2nd week of Nov 2016			
23	Tender for Water Tanker services	Head Office	2.00	2.00	Govt. of Sindh	NCB		3rd week of Nov 2016			
23	Tender for Hiring of firm for Event Management Services	All Offices	2.00	2.00	Govt. of Sindh	NCB		3rd week of Nov 2016			
24	Hiring of individual Consultant for preparing of Annual Report of SEF year 2015-16	Head Office	1.00	1.00	Govt. of Sindh	NCB		3rd week of Nov 2016			

NOTE:

Procurement Plan approved by Competent Authority of SEF.


Procurement Department
Sindh Education Foundation
Govt. Of Sindh

Newspaper Tenders (<http://tendernotice.pk/>) Newspaper Jobs
 (<http://paperpk.com/newspaper-jobs.php>) Admission Ads (<http://admissionads.pk/>)
 (<http://tendernotice.pk/>)



Sindh Education Foundation Sindh Tender Notice

Jang Posted Date: February 03,2017



**SINDH EDUCATION FOUNDATION
GOVERNMENT OF SINDH**
(HEAD OFFICE)
SEF (Plot No. 21/A, Block No. 7 & 8, Overseas Cooperative Housing Society,
Amer Khwabi Road Karachi- 021-3410312 & 104, E-mail: procurement@sef.org.pk

Pre-qualification of Firms for Events' Management of SEF all over Sindh

Ref: SEF/HQ/16-17

Sindh Education Foundation (SEF), Government of Sindh (GoS) invites sealed proposals from the interested bidders for Shortlisting of Firms for Recruitment and Selection of Employees. The eligible bidders must meet the following eligibility criteria duly substantiated with documentary evidence.

Preparation and Submission of Bids

S.No	IMPORTANT PRE-QUALIFICATION/ASSESSMENT POINTS
1	The Firm / Organization / consortium should be a nationally registered entity with MUST have 5 years in successfully carrying out assignments of similar nature.
2	The Firm / Organization / consortium MUST have successfully completed at least 3 projects of similar nature (especially in Education Sector & social sector) in last five years. (Evidence required: project completion certificate with project summary).
3	Minimum Turnover is Rs. 5 Million per annum in the same field for supply of Hiring of firm for Event Management Services for SEF. Evidence documents required: • Latest twelve months Bank Statement duly stamped from concerned bank / bank certificate / Audit Report required.
4	List of litigations with the clients (if any) and nature of litigations & Affidavit @ 200/- rupees stamp / Bond paper that the firm has never been blacklisted duly verified from judiciary public / oath commissioner.
5	Firm registration with relevant tax & duty Tax Departments of the Govt. of Pakistan or Govt. of Sindh. Following evidence documents are required: • Copy of Sales / Services Tax return required for last three months duly acknowledge by SRB/ITD (must) • Income tax return for last three years (must) • Copy of sales / Services Tax Registration Certificate required (must) • Copy of National Tax Registration Certificate required (must) • Copy of Tax Exemption Certificate required (if applicable)

Further details and guidelines available in the Pre-qualification documents. The interested firms can either obtain the Pre-qualification documents from 2nd February 2017 to 20th February 2017 from Procurement Department, SEF (Karachi) during office hours on production of a pay order of Rs. 500/- (non refundable) in favor of "SINDH EDUCATION FOUNDATION" along with the request on the firms letter head for obtaining Pre-qualification documents from the Procurement Department, SEF (Karachi) till 4:00 pm 17th February 2017 OR download it from SPPK and SEF Websites, www.gosindh.gov.pk and www.sef.org.pk respectively and submit the document along with the pay order of Rs. 500/- (non-refundable) in favor of "SINDH EDUCATION FOUNDATION".

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Acting Deputy Director
Procurement Department
SEF HQ/16/17



More Sindh Education Foundation Sindh Tender Notice

Jang (685734/sindh-education-foundation-sindh-tender-notice)	February 03,2017 (685734/sindh-education-foundation-sindh-tender-notice)
Kawish tender-notice)	January 06,2017 (675538/sindh-education-foundation-sindh-tender-notice)
Dawn News (670823/sindh-education-foundation-sindh-tender-notice)	December 23,2016 (670823/sindh-education-foundation-sindh-tender-notice)
Kawish (670617/sindh-education-foundation-sindh-tender-notice)	December 23,2016 (670617/sindh-education-foundation-sindh-tender-notice)

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DAILY KAWISHI روزانه

ڪاوش

Friday 03 February, 2017

(جلد 27) جمع 03 فيبروري 2017 ۽ بمطابق 05 جمادي الاول 1438ھ (شمارو 181) قيمت 15 روپيا

**SINDH EDUCATION FOUNDATION
GOVERNMENT OF SINDH**
(HEAD OFFICE)
SEF (Plot No. 21/A, Block No. 7 & 8, Overseas Cooperative Housing Society,
Ameer Khusro Road) Karachi. 021-34169182 & 184. E-mail: procurement@sef.org.pk

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Acting Deputy Director
(Procurement Department)

KARACHI

Sunset 06:20 pm
Sunrise (Tomorrow) 07:12 am

NEXT 24 HRS

Minimum 09°C
Maximum 21°C
Outlook Partly cloudy

KARACHI Saturday, February 4, 2017

1. This is with reference to the subject advertisement published in Daily Dawn, The News, Jang, Express and Express Tribune dated 31st January, 2017.
2. The tender for the subject concession is postponed till further orders. New date for the same will be communicated accordingly.
3. Inconvenience in this regard is regretted.

DIRECTOR COMMERCIAL & ESTATES
HEADQUARTERS CIVIL AVIATION AUTHORITY
TERMINAL-1, HQCAA, JIAP KARACHI
FAX: 021-99242532

www.caapakistan.com.pk

4	Office table	08 No
5	Steel almirah	05 No
6	Side rack	05 No
7	Notice board	02 No
8	Computer table	01 No
9	Computer chair	01 No
10	Bench	02 No

Terms & Conditions: (1) The quotations shall be received to this office on 21-2-2017 till 12:00hrs and will be opened on the same day at 12:30hrs. (2) Attested valid copy of registration certificate in relevant field from sales tax department Government of Pakistan must be attached with the quotations. (3) Late and conditional quotations will not be accepted. (4) The bidder should quote their rates inclusive of sale tax and all other taxes. (5) This quotation is also available at PPRA / QESCO Web Sites. (6) The undersigned reserves the right to accept or reject any or all quotations with assigning reasons as per PPRARules. PID(O)50/17

Deputy Manager (R&S)
QESCO H/Q, Zarghoon Road Quetta Cantt



SINDH EDUCATION FOUNDATION GOVERNMENT OF SINDH

(HEAD OFFICE)

SEF (Plot No. 21/A, Block No. 7 & 8, Overseas Cooperative Housing Society,
Ameer Khusrro Road) Karachi, 021-34169182 & 184, E-mail: procurement@sef.org.pk



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Acting Deputy Director,
(Procurement Department)

SEF/NP/16-17/

SPPRA PREQUALIFICATION DOCUMENT



GOVERNMENT OF SINDH

Sindh Education Foundation

Prequalification Documents

For

National Competitive Bidding

Pakistan

**Hiring of firm for Event Management
Tender Ref no. SEF/NP/16-17/30**

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 SERVICES

(Event Management)

1. **Sindh Education Foundation** has received funds from **Government of Sindh** for the Project/Scheme cited above with Scope, Estimated Cost and other details are as under:-
 - (i) **Scope:** *(Management of events undertaken by the SEF at different localities of Sindh).*
 - (ii) **Estimated Cost:** *(20 Million).*
 - (iii) **Project Period:** *(2016-17 to 2018-19).*
2. **Eligibility:** Valid Registration with relevant tax authorities (FBR & SRB) in relevant category and discipline is mandatory (procuring agency must mention relevant category and discipline);
3. **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.500/-** through pay order in favor of **Sindh Education Foundation**.

Documents can be dispatched by Courier service on the written request for which cost of mail i.e. 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.

4. **Dead line of Issuance of Documents:** Documents will be issued to interested firms up to **(17th February, 2017 & 4:00 pm)**.
5. **Dead line of Submissions:** Documents duly filled and attached with relevant certificates must reach on the address mentioned herein below on or before **(20th February, 2017 & 3:00 pm)**.

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

Address	Head Office: House# 21-A, Block 7/8 Overseas Cooperative Housing Society, Ameer Khusro Road, Karachi
Telephone No	Ph.# 021-34305753-4, 34305754
Fax No.	Fax: 021-34169182
E-mail Address & Website	E-mail: procurement@sef.org.pk, zain.ali@sef.org.pk; Website:www.sef.org.pk

6. Sindh Education Foundation may reject any or all applications subject to the relevant provisions of Sindh Public Procurement Rules 2010.
7. 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.

PREQUALIFICATION DOCUMENT

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 for **Event Management Services for SEF**".

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 (**Head Office: House# 21-A, Block 7/8 Overseas Cooperative Housing Society, Ameer Khusro Road, Karachi, Ph.# 021-34305753-4, 34305754 & Fax: 021-34169182**), not later than the (**20th February, 2017 & 3:00 pm**). 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.

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 possess (i) valid registration certificate in the category of **Hiring of firm for Event Management Services for SEF** or above; (ii) valid registration certificate from income tax authority (NTN) and (SRB); and (iii) is not black listed. (*Attach all certificates and affidavit of not black listing*).

Preparation and Submission of Bids	
Qualification requirements/ Eligibility Criteria	
S. No.	IMPORTANT PRE-QUALIFICATION / ASSESSMENT POINTS
1	The Firm/Organization / consortium should be a nationally registered entity with MUST have 5 years in successfully carrying out assignments of similar nature.
2	The Firm/Organization / consortium MUST have successfully completed at least 3 projects of similar nature (especially in Education Sector & social sector) in last five years. (Evidence required: project completion certificate with project summary).
3	Minimum Turnover is Rs.5 Million per annum in the same field for supply of <u>Hiring of firm for Event Management Services for SEF</u> evidence documents required : <ul style="list-style-type: none"> • Latest twelve months Bank Statement duly stamp from concerned bank/ bank certificate/ Audit Report required.
4	List of litigations with the clients (If any) and nature of Litigations & Affidavit @ 200/- rupees stamp/Bond paper that the firm has never been blacklisted duly verified from notary public/ oath commissioner.
5	Have registration with relevant Tax & Sale Tax Departments of the Govt. of Pakistan or Govt. of Sindh. Following evidence documents are required: <ul style="list-style-type: none"> • Copy of Sales/Services Tax return required for last three months duly acknowledge by SRB/ITD(must) • Income tax return for last three years (must). • Copy of sales/Services tax Registration Certificate required (must) • Copy of National Tax Registration Certificate required (must) • Copy of Tax Exemption Certificate required (if applicable)

(A) Company Profile.

- | | | |
|-----|---|-----------------|
| i. | Period since Firm/Contractor in same nature of work | 10 Marks |
| | Up to 5 years | 02 Marks |
| | Up to 10 years | 05 Marks |
| | Above 10 years | 10 Marks |
| | <i>(Attach registration certificate)</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

- | | | |
|-----|---|-----------------|
| 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 5 Million or above).
<i>(Attach copies of work orders)</i> | 15 Marks |

(C) Personnel Capabilities required for this project

- | | | |
|------|--------------------------|-----------------|
| a) | No of Personnel - | 10 Marks |
| i) | 01-02 | 2 Marks |
| ii) | 02-05 | 3 Marks |
| iii) | 05-10 | 4 Marks |
| iv) | 10 & above | 5 Marks |
| b) | Permanency with the Firm | |
| i) | 12-23 Months | 2 Marks |
| ii) | 24-35 Months | 3 Marks |
| iii) | 36-38 Months | 4 Marks |
| iv) | 48 months and above | 5 Marks |
| c) | Relevant Experience - | 10 Marks |
| i) | 1-2 years. | 2 Marks |
| ii) | 3-4 years | 3 Marks |
| iii) | 5 years | 4 Marks |
| iv) | 6 and above years | 5 Marks |

(A) Financial:

- (i) Documentary evidence of financial position, Bank letter for annual turnover, bank statement or audited accounts of the last 12 months.

Contractors/firms who fail to qualify in any of the above sections shall be disqualified from the prequalification process.

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

[Name and address of the Procuring Agency]

Dear Sir,

Subject: Pre-qualification of-----

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:

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 Contractor 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)			

- 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)

Events to be held in all over Sindh.

1. Trainings

- Halls requirement 2-6 (tentatively 50 person for each hall)
- Sitting style (round tables, class room style, theater style etc.)
- 2 Pairs Conference Sound System Min 8 mics (colar / cordless / table)
- Multi Media screens.
- LCDs / LEDs (Min 56 sq. ft. SMD 10 x 20 ft.
- Tea & Lunch / Hi-Tea
- Panaflex per sq. ft. with fixing.
- Standies per sq. ft. with fixing.
- Additional Lighting.
- Videography with Min. 2 DSLR Cameras.
- Photography with Min. 2 Cameras.
- Live video editor

2. Launch, Seminars.

- Halls requirement 1 (tentatively 500 persons)
- Sitting style (round tables, class room style, theater style etc.)
- 2 Pairs Conference Sound System Min 8 mics (colar / cordless / table)
- Multi Media screens.
- LCDs / LEDs (Min 56 sq. ft. SMD 10 x 20 ft.
- Tea & Lunch / Hi-Tea
- Panaflex per sq. ft. with fixing.
- Standies per sq. ft. with fixing.
- Additional Lighting.
- Videography with Min. 2 DSLR Cameras.
- Photography with Min. 2 Cameras.
- Live video editor