



Expression of Interest



Government of Sindh's Initiative for Improving Health Care Under Public Private Partnership for Selected Hospitals Qualification of Emergency Medical Services Operators (EMS Operators)



Introduction:

The Health Department Government of Sindh (GoS) intends to hand over EMS ambulance service in selected Districts of Sindh in Public Private Partnerships (PPP) mode to private sector for improving the health service delivery in the province. In this arrangement, the private partner will be handed over establishment, management and operations of dedicated EMS ambulance service. These PPPs are initially envisaged to be on medium term (5-10 years). These PPPs are visualized to be Management Contracts on the basis of an agreed service delivery outcomes. The GoS Assets under these contracts would strictly remain under the ownership of GoS.

In this connection, GoS invites "Expression of Interest" from EMS Operators having prescribed qualification and qualified EMS Operators will be shortlisted at this stage for potential Management Contracts. Request for Proposal (RFP) will be issued to short listed EMS Operators. Short listing document for interested organizations will be available at www.pprasindh.gov.pk and www.sindhhealth.gov.pk. The same document can also be received from the below mentioned address during office timings.

Brief Shortlisting Criteria:

1. Registration with any medical body (if applicable)
2. Must not be blacklisted by any procuring agency / GOS.
3. Must have at least 2 years of experience of managing and operations of at least 5 ambulances with availability of technical manpower; modern systems of management.
4. Meets the requirements as prescribed / required in the shortlisting documents.

Activity	Target Date
Availability of Shortlisting Document	From October 13, 2017
Consultative Conference	October 23, 2017 at 11:00 am at the below mentioned address
Shortlisting Applications Submission Deadline	October 31, 2017 at 2:00 pm at the below mentioned address

CONTACT PERSON:

Dadlo Zuhrani
Deputy Director, Public Private Partnership (NODE)
Health Department
Nursing Directorate (Women Resource Center),
Near Naval Heights, Kala Pul Karachi
Phone No: + (92) 21 - 99223740; (92) 21 - 99223741

PREQUALIFICATION DOCUMENT

**PREQUALIFICATION OF
EMERGENCY MEDICAL SERVICES OPERATORS
IN SELECTED DISTRICTS IN SINDH**



**HEALTH DEPARTMENT
GOVERNMENT OF SINDH**

OCTOBER 2017

IMPORTANT NOTICE/DISCLAIMER

This Prequalification Document is provided to the recipient solely for use in preparing and submitting applications for Prequalification in connection with the EMS Operators. This Prequalification Document is being issued by the Health Department, Government of Sindh solely for use by Prospective Bidders in considering the Project.

Unless expressly specified otherwise, all capitalized terms used herein shall bear the meaning ascribed thereto in the Glossary of this Prequalification Document.

The evaluation criteria were determined by the Health Department, Government of Sindh. The Health Department, nor its consultants, advisors, employees, personnel, agents, make any representation (expressed or implied) or warranties as to the accuracy or completeness of the information contained herein, or in any other document made available to a person in connection with the tender process for the Project and the same shall have no liability for this Prequalification Document or for any other written or oral communication transmitted to the recipient in the course of the recipient's evaluation of the Project. The Health Department, nor its employees, personnel, agents, consultants, advisors and contractors etc. will be liable to reimburse or compensate the recipient for any costs, fees, damages or expenses incurred by the recipient in evaluating or acting upon this Prequalification Document or otherwise in connection with the Project as contemplated herein.

The Prequalification Applications submitted in response to this Prequalification Document by any of the Prospective Bidders shall be upon the full understanding and agreement of any and all terms of this Prequalification Document and such submission shall be deemed as an acceptance to all the terms and conditions stated in this Prequalification Document.

Any Prequalification Applications in response to this Prequalification Document submitted by any of the Prospective Bidder shall be construed based on the understanding that the Prospective Bidder has done a complete and careful examination of this Prequalification Document and has independently verified all the information received (whether written or oral) from the Government (including from its employees, personnel, agents, consultants, advisors and contractors etc.).

This Prequalification Document shall neither constitute a solicitation to invest, or otherwise participate, in the Project, nor shall it constitute a guarantee or commitment of any nature on the part of the Government that the Project will be awarded. The Health Department reserves its right, in its full discretion, to modify the Prequalification Document and/or the Project at any time to the fullest extent permitted by law, and shall not be liable to reimburse or compensate the recipient for any costs, taxes, expenses or damages incurred by the recipient in such an event.

GLOSSARY

ANNEXURE	The term shall mean the annexure of this Prequalification Document.
AUTHORITY/ HEALTH DEPARTMENT	The 'Health Department', Government of Sindh.
CONSORTIUM	The term shall bear the meaning as ascribed thereto in Section 3.1.1.
SERVICES AND MANAGEMENT AGREEMENT	The term shall bear the meaning as ascribed thereto in Section 2.2.1.
EMERGENCY MEDICAL SERVICES	Providing out-of-hospital acute medical care, transport to definitive care, and other medical transport to patients with illnesses and injuries which prevent the patient from transporting themselves
TIMETABLE	The term shall bear the meaning as ascribed thereto in Section 4.8.1.
GOVERNMENT/GOVERNMENT OF SINDH/GOS	The term shall bear the meaning Health Department, Government of Sindh
INVITATION FOR PREQUALIFICATION	The term shall bear the meaning as ascribed thereto in Section 3.
LEAD MEMBER	The term shall bear the meaning as ascribed thereto in Section 3.1.2.
MEMORANDUM OF ASSOCIATION	The Memorandum of Association of the Prospective Bidder.
EMS OPERATOR	The term shall bear the meaning as ascribed thereto in Section 2.2.1.
PPP ACT	The Sindh Public-Private Partnership Act, 2010 (as amended from time to time).
POWER OF ATTORNEY	The Power of Attorney to be provided by the Prospective Bidder in the form prescribed in ANNEXURE4 (POWER OF ATTORNEY) .
PPP NODE	The Public Private Partnership Node (PPP Node), Health Department, Government of Sindh
PREQUALIFICATION APPLICATIONS	The Prequalification application and documents required to be submitted by the Prospective Bidders in terms of and in accordance with this Prequalification Document.
PREQUALIFICATION APPLICATION FORM	An application duly executed by the duly authorized representative of the Prospective Bidder (or if the Prospective Bidder is a Consortium, the duly authorized representative of the Lead Member) in the form attached hereto at ANNEXURE2 (PREQUALIFICATION APPLICATION FORM) .

PREQUALIFIED BIDDER	The term shall bear the meaning as ascribed thereto in Section 6.2.2.
PREQUALIFICATION APPLICATION SUBMISSION DEADLINE	The term shall bear the meaning as ascribed thereto in Section 5.3.
PREQUALIFICATION CRITERIA	The term shall bear the meaning as ascribed thereto in Section 4.3.
PREQUALIFICATION DOCUMENT	This 'Prequalification Document, Instruction to Prospective Bidders' including all annexures attached hereto.
PROCURING AGENCY	The term shall bear the meaning ascribed to the term ' <i>procuring agency</i> ' under the PPP Act, the same being the Health Department for the Project.
PROJECT	Outsourcing of establishment, management of operations of Emergency Medical Services to EMS Operators in the selected districts in Sindh
PROSPECTIVE BIDDER	A person, enterprise or consortium that submits the Prequalification Applications in response to this Prequalification Document.
RESPONSE TO QUESTIONS DOCUMENT	The term shall bear the meaning as ascribed thereto in Section 4.7.
PREQUALIFICATION CRITERION	The term shall mean the Technical Criterion prescribed in Section 4.3.

TABLE OF CONTENTS

1. INTRODUCTION & SCOPE.....6

2. PROJECT DESCRIPTION6

3. PROSPECTIVE BIDDERS7

4. PREQUALIFICATION: PREPARATION8

5. PREQUALIFICATION APPLICATION: SUBMISSION.....12

6. PREQUALIFICATION APPLICATION: OPENING AND EVALUATION.....14

7. INVITATION FOR BIDS14

ANNEXURE 1 - DATA SHEET.....16

ANNEXURE 2 - PREQUALIFICATION APPLICATION FORM17

ANNEXURE 3 - BASIC INFORMATION FORM19

ANNEXURE 4 - POWER OF ATTORNEY.....20

ANNEXURE 5 – EXPERIENCE FORM.....22

ANNEXURE 6 - FINANCIAL DATA FORM23

ANNEXURE 7 - AFFIDAVIT24

1. INTRODUCTION & SCOPE

The Health Department, Government of Sindh, invites Prequalification Applications from Prospective Bidders for undertaking the Project involving the establishment, management and operations of Emergency Medical Services in the Province of Sindh.

2. PROJECT DESCRIPTION

2.1 GENERAL

2.1.1 In order to improve the standard and efficiency of healthcare services delivery in the province of Sindh, the Government, acting through the Authority, envisages a Public Private Partnership model, for outsourcing of Emergency Medical Services to EMS Operators. The Government aims to prequalify credible EMS Operators from the private sector to establish, operate, manage and improve the functioning of Emergency Medical Services by introducing innovations, modernizing the system of Emergency Medical Services, addressing management gaps and cooperatively working along with local tiers of the Authority.

2.1.2 The Project is an important part of the Government's strategy towards developing Sindh's health sector and improving the health indicators.

2.1.3 The Authority's key objectives for the Project include:

- (i) Improving the functioning of Emergency Medical Services;
- (ii) Reducing inefficiencies and addressing the management gaps;
- (iii) Delivering better quality of Emergency Medical Services to the people in the province of Sindh; and
- (iv) Encouraging greater private sector engagement in the health sector, in particular in the rural and less developed areas of the province of Sindh.

2.2 PROJECT STRUCTURE

2.2.1 The Project shall be structured on medium term (5-10 years) **Services and Management Agreement** which shall include, *inter alia*, the responsibility of establishment, managing and operating Emergency Medical Services by private party (the "**EMS Operator**") and achieving the Key Performance Indicators (KPIs) set by the Government (a "**Services and Management Agreement**"). Following the prequalification, the Authority shall issue request for proposal(s) to the Prequalified Bidders for the Project. The ownership of the Emergency Medical Services and relevant assets will remain with the Government; however, the right to operate and run such Emergency Medical Services during the tenure of the Project will vest with the Operator.

For the duration of the given Services and Management Agreement, the relevant EMS Operator shall be responsible for managing the relevant Emergency Medical Services assigned to such EMS Operator. Following the prequalification exercise, further detail on the performance criteria to be met by the EMS Operator will be provided to Prequalified Bidders at later stages in RFP documents.

3. PROSPECTIVE BIDDERS

This Prequalification Document is addressed to all persons having requested it in accordance with the Expression of Interest published in The News, Express Newspapers, Daily Ibrat on 30th September, 2017, and on the website: www.pprasindh.gov.pk & www.sindhhealth.gov.pk.

3.1 CONSORTIUM-LEAD MEMBERS

- 3.1.1 A Prospective Bidder for the Project may be a single entity or may take the form of a consortium (a “**Consortium**”) comprising of companies, firms, corporate bodies or other legal entities duly registered under the applicable, permitted and relevant laws and procedures.
- 3.1.2 Each Consortium shall appoint and authorize one (1) lead member (the “**Lead Member**”) to represent and irrevocably bind all members of the Consortium in all matters connected with the prequalification and tendering process included but not limited to the submission of the Prequalification Application on behalf of the Consortium. In addition, each Consortium shall clearly define roles and responsibilities of all members of the Consortium in execution of the Project.

3.2 CONSORTIUM PARTICIPATION RESTRICTIONS

- 3.2.1 No Prospective Bidder or Consortium member may prequalify if it owns more than five per cent (5%) of the shares (directly or indirectly, in terms of voting rights and/or rights to dividends) of another Prospective Bidder or member of another Consortium.
- 3.2.2 No Prospective Bidder or Consortium member may prequalify if it has any representative on the Board of Directors (or equivalent managing body) of another Prospective Bidder or member of another Consortium.
- 3.2.3 Notwithstanding the foregoing, a Prospective Bidder or Consortium may prequalify if it can present evidence reasonably satisfactory to the Authority that arrangements have been established such that any such cross shareholdings or common directorships do not materially affect the independent investment decisions of the Prospective Bidder or Consortium in which such cross shareholding or common directorship exists.

3.3 EVALUATION REQUIREMENTS

- 3.3.1 If the Prospective Bidder is a Consortium, it shall clearly indicate in its response which Consortium member(s) are to be evaluated for each such Prequalification Criteria.

3.4 INELIGIBILITY OF A PROSPECTIVE BIDDER

- 3.4.1 If the Prospective Bidder or a Consortium member has been barred by any central, state or local government or government instrumentality in Pakistan or in any other jurisdiction to which the Prospective Bidder or a Consortium member belongs or in which the Prospective Bidder or a Consortium member conducts its business, from participating in any project on a private participation basis and the bar subsists as on the Prequalification Application Submission Deadline, such entity shall not be eligible to submit a Prequalification Application, either individually or as a Consortium member.

3.4.2 A Prospective Bidder (and in the case of a Consortium, any member) should not have, in the 2 (two) years preceding the Prequalification Application Submission Deadline:

- (a) failed to perform any contract with the Government, federal government, or local or provincial governments, as evidenced by imposition of a penalty by an arbitral or judicial authority or a judicial pronouncement or arbitration award against the Prospective Bidder or Consortium member as the case may be; or
- (b) been expelled from any project or contract by any public entity or authority; or
- (c) had any contract terminated by any government or government instrumentality breach by such Prospective Bidder or Consortium member.

3.5 COSTS

3.5.1 The Prospective Bidder shall bear all costs, fees and expenses associated with the preparation and submission of its Prequalification Application, including, without limitation, all costs and expenses related to the Prospective Bidder's preparation of responses to questions or requests for clarification.

3.6 NO CONTRACT

3.6.1 No contract whatsoever is created by or arises from this Prequalification Document, which, under no circumstances, constitutes an offer to enter into any contract or arrangement of any nature whatsoever with any party whatsoever.

3.6.2 The Government, the Authority and any of their departments, employees, consultants, advisors and/or personnel shall not have any obligation, responsibility, commitment, or legal liability of any nature whatsoever towards any Prospective Bidder arising from this Prequalification Document or any Prequalification Applications submitted in response to it.

4. PREQUALIFICATION: PREPARATION

4.1 LANGUAGE OF PREQUALIFICATION APPLICATION

4.1.1 The Prequalification Applications prepared by the Prospective Bidder, and all correspondence and documents related to the Prequalification Applications shall be submitted in English and communicated to the Authority as specified in Annexure I (*Data Sheet*)

4.2 DOCUMENTS COMPRISING THE PREQUALIFICATION APPLICATION

4.2.1 The Prequalification Application submitted by the Prospective Bidders shall comprise the following documents:

- (a) Part I – the information required by Section 4.3
- (b) Part II – the documents or information required by Section 4.4
- (c) Part III – where the Prospective Bidder is a Consortium, the documents required by Section 4.5 and
- (d) Part IV – the power of attorney required by Section 4.6.

Prequalification Applications shall contain no fees or fee schedules or other reference to rates and fees for undertaking the Project. Prequalification Applications containing such fee related information will be rejected.

4.3 **PART I – PREQUALIFICATION CRITERIA**

In Part I of the Prequalification Application, the Prospective Bidder shall submit proof that it meets the prequalification criteria set out below (the “**Prequalification Criteria**”).

- **Registration with any relevant authority (if applicable)**

The Bidder or in case of Consortium, at least one of the Members must possess valid registration certificate from the relevant authority, if applicable.

(Valid registration certificate to be attached, if applicable.)

- **Registration with Tax Authorities**

The Bidder must possess valid registration certificate from income tax authority (i.e the NTN certificate) and Sindh Revenue Board (SRB), if applicable.

In case of a Bidder who is a Consortium, all members of the Consortium (including the Lead Member) must meet the criterion.

(Valid NTN certificate and tax returns filed for last two years to be attached and SRB certificate, if applicable.)

- **No conflict of interest**

The Bidder shall not have any Conflict of Interest.

“Conflict of Interest” means:

where the Bidder provides, or could provide, or could be perceived as providing biased professional advice to the GoS to obtain an undue benefit for himself or those affiliated with him;

receiving or giving any remuneration directly or indirectly in connection with the Project except as provided in the Bidding Documents;

any engagement in consulting or other procurement activities of a Bidder that conflicts with his role or relationship with the GoS under the Project;

where an official of the GoS engaged in the procurement process has a financial or economic interest in the outcome of the process of procurement, in a direct or an indirect manner.

Bidders (in case of a consortium, the Lead Member, on behalf of each member) shall submit an Affidavit on stamp paper for non-conflict

Relevant Form: ANNEXURE 7

- **Non- blacklisting**

The Bidder shall not be blacklisted.

“Blacklisting” means barring a Bidder from participating in any future procurement proceedings by the GoS or any governmental entity

Bidders (in case of a consortium, the Lead Member, on behalf of each member) shall submit an Affidavit on stamp paper for non-blacklisting

Relevant Form: ANNEXURE 7

- **Patient Safety Policy**

The Bidders shall submit copy of their patient safety policy.

In case of a Bidder who is a consortium, all members of the Consortium (including the Lead Member) must meet the criterion.

- **Financial Situation**

The Prospective Bidder, or if the Prospective Bidder is a Consortium, the Lead Member, shall have a Net Worth of at least PKR 50,000,000/= (Pakistani Rupees Fifty Million Only) or equivalent at the end of the last financial year.

Net Worth means the value of total assets less total liabilities of the entity concerned at the end of a financial year.

(The Prospective Bidder, or if the Prospective Bidder is a Consortium, the relevant Consortium members, shall provide the required financial data in the forms presented in ANNEXURE 6 (FINANCIAL DATA FORM), along with audited financial statements, duly certified by a chartered accountant, for the most recent two (2) full financial years for which such statements are available, including the consolidated balance sheet, income statement, statement of cash flows and the accompanying notes)

- **Experience**

The Prospective Bidder, or if the Prospective Bidder is a Consortium, at least one of the Consortium members, shall have at least 2 years' experience of managing and operating Emergency Medical Services having, at the least, the following features:

- Operator must have ownership of 5 ambulances
- Requisite technical manpower
- Modern systems of management including health management information system
- Audits protocols
- Accounting system and financial reporting
- Research

(The Prospective Bidder, or if the Prospective Bidder is a Consortium, the relevant Consortium members, shall provide its list of relevant projects/sites in the form presented in ANNEXURE 5 (EXPERIENCE FORM), along with supporting documentation to demonstrate that it satisfies this criterion)

4.4 PART II – PREQUALIFICATION FORM AND OTHER DOCUMENTS

In Part II of the Prequalification Application, each Prospective Bidder shall provide the following:

- (a) A Prequalification Application signed by the Prospective Bidder (or if the Prospective Bidder is a Consortium, the Lead Member) in the form of **ANNEXURE 2 (PREQUALIFICATION APPLICATION FORM)**.
- (b) The following legal documents and background information:

- (i) basic information on the Prospective Bidder (or if the Prospective Bidder is a Consortium, each member of a Consortium), as detailed in **ANNEXURE 3 (BASIC INFORMATION FORM)**, including an up-to-date list of shareholders or members of the Prospective Bidder (or one list for each Consortium member);
 - (ii) a certified copy of Memorandum of Association and Articles of Association or other constitutive documents of the Prospective Bidder (or if the Prospective Bidder is a Consortium, the Memorandum of Association and Articles of Association or other constitutive documents of each member of a Consortium) and any amendments; and
 - (iii) a certified copy of the Prospective Bidder's certificate of incorporation or registration (or, if the Prospective Bidder is a Consortium, each of its members);
- (c) An Affidavit, in the form of **ANNEXURE 7 (AFFIDAVIT)**, confirming that the Prospective Bidder (or, if the Prospective Bidder is a Consortium, each member of the Consortium):
- (i) is not in bankruptcy or liquidation proceedings;
 - (ii) has not been convicted of fraud, corruption, collusion or money laundering;
 - (iii) is not aware of any conflict of interest or potential conflict of interest arising from prior or existing contracts or relationships which could materially affect its capability to comply with the obligations under the Services and Management Agreement; and
 - (iv) does not fall within any of the circumstances for ineligibility listed in Section 3.4 (*Ineligibility of a Prospective Bidder*).

4.5 PART III – CONSORTIUM DOCUMENTS AND REQUIREMENTS

If the Prospective Bidder is a Consortium, there must be a Lead Member who is duly authorized (through a power of attorney signed in front of a notary, as described in Section 4.6) by all other Consortium members to act on their behalf and provide an undertaking that there will be no change in the constitution of the Consortium without the prior written consent of the Authority.

A Prospective Bidder wishing to qualify as a Consortium shall submit, as Part III of the Prequalification Application, a written commitment, in the form of a letter duly executed by the legal representative of each Consortium member, which:

- (a) confirms each member's commitment to the Consortium; and
- (b) Identifies the member that will assume the role of Lead Member on behalf of the other members, with the authority to commit all members.

4.6 PART IV – POWER OF ATTORNEY

Each Prospective Bidder (or if the Prospective Bidder is a Consortium, each Consortium member) shall provide, as Part IV of the Prequalification Application, a written power of attorney in the form attached hereto as **ANNEXURE 4 (POWER OF ATTORNEY)**, duly notarized, indicating that the person(s) signing the Prequalification Application has(ve) the authority to sign.

4.7 **CLARIFICATIONS**

A Prospective Bidder requiring any clarification on the Prequalification Document, Prequalification Applications, Prequalification Criteria or any of the requirements set out herein, may send request for clarification to the Authority in writing with a copy to the Deputy Director, PPP Node at the letter indicated in **ANNEXURE I (DATA SHEET)**. Any such request for clarification shall be addressed before 1:00 PM (Pakistan time) on 19th October, 2017.

Electronic copies of the response, including an explanation of the query without identification of its source (the "**Response to Questions Document**"), will be sent to all Prospective Bidders who have requested the Prequalification Document. If similar or repeated queries are made by Prospective Bidders, those queries may be listed as one query and responded to only once.

4.8 **TIMETABLE**

4.8.1 The estimated timetable is as follows (the "**Estimated Timetable**"):

Transaction Timetable*

Activity	Target Date
Availability of Prequalification Document	13 th October, 2017
Clarification Requests Submission Deadline	19 th October, 2017
Consultative Conference	23 rd October, 2017
Prequalification Applications Submission Deadline	31 st October, 2017

The Authority may, in its sole discretion and without prior notice to the Prospective Bidders, amend the Estimated Timetable. The Authority shall not incur any liability whatsoever arising out of amendments to the Estimated Timetable. The Authority shall notify the Prospective Bidders of changes to the Estimated Timetable.

5. **PREQUALIFICATION APPLICATION: SUBMISSION**

5.1 **FORMAT AND SIGNING OF THE PREQUALIFICATION APPLICATION**

5.1.1 Each Prospective Bidder shall prepare and submit one (1) printed original, two (2) printed copies and (1) electronic copy (on USB drive) of its relevant Prequalification Application, to the Authority as specified in **ANNEXURE I (DATA SHEET)**, clearly marking each one as "**ORIGINAL**", "**COPY NO. 1**", "**COPY NO. 2**", etc. as appropriate. In the event of any discrepancy between the copies and the original, the original shall prevail.

5.1.2 The original and all printed copies of the Prequalification Application, each consisting of the documents listed in Section 4.2, shall be typed or written in indelible ink. The person or persons duly authorized to bind the Prospective Bidder shall sign the Prequalification Application by:

- (i) signing the original of the relevant Prequalification Application; and
- (ii) initialing all of the pages of the original of the relevant Prequalification Application.

- 5.1.3 The relevant Prequalification Application shall contain no alterations, omissions or additions, unless such corrections are signed by the person or persons signing the Prequalification Applications.
- 5.1.4 The DVD or USB drive requested shall include a table of contents shall be free of any virus and shall contain non-compressed and non-protected files in printable and reproducible formats.

5.2 SEALING AND MARKING OF PREQUALIFICATION APPLICATIONS

- 5.2.1 The Prospective Bidder shall seal the original Prequalification Application and each copy in separate envelopes, each containing the documents specified in Section 4.2, and shall mark the envelopes as “**PREQUALIFICATION APPLICATION - ORIGINAL**” and “**PREQUALIFICATION APPLICATION – COPIES**”(all duly marked as required herein). The envelopes shall be sealed in an outer envelope. The inner and outer envelopes shall:

- (i) be addressed to the Authority at the following address:

PPP NODE, HEALTH DEPARTMENT

Dadlo Zuhrani

Deputy Director

Public Private Partnership (NODE)

**Nursing Directorate (Women Resource Center), Near
Naval Heights, KalaPul, Karachi. Tel: +92-21-99223741**

Email: dadlo.zuhrani71@yahoo.com

Fax: +92-21-99223741

and

bear the words: “**PREQUALIFICATION DOCUMENT OF EMERGENCY MEDICAL SERVICES OPERATORS FOR SELECTED DISTRICTS IN SINDH. DO NOT OPEN BEFORE 2:00 P.M. PAKISTAN TIME, 31ST OCTOBER, 2017**”

The inner envelopes shall each indicate the name and address of the Prospective Bidder (in case of a Consortium, the name and address of the Lead Member) to enable the relevant Prequalification Application to be returned unopened in the event that it is declared “late”.

If the outer envelope is not sealed and marked as required in this Section 5.2, the Authority will assume no responsibility for any Prequalification Application's misplacement or premature opening. If the outer envelope discloses the Prospective Bidder's identity, the Authority will not guarantee the anonymity of the submission, but this disclosure will not constitute grounds for rejection.

- 5.2.2 The USB drive requested shall be submitted together with the printed Prequalification Application as provided in **ANNEXURE1 (DATASHEET)**. For the avoidance of doubt, it is expressly specified that the Prospective Bidders shall not be allowed to submit their Prequalification Applications by e-mail.

5.3 DEADLINE FOR SUBMISSION OF PREQUALIFICATION APPLICATIONS

Prequalification Applications shall be submitted to the Authority at the address specified above no later than **2:00 P.M. Pakistan time, 31st October, 2017** (the “**Prequalification Application Submission Deadline**”).

Any Prequalification Application submitted after the Prequalification Application Submission Deadline shall be rejected and shall be returned unopened to the Prospective Bidder (or in case of a Consortium, to the Lead Member) who sent it.

6. PREQUALIFICATION APPLICATION: OPENING AND EVALUATION

6.1 PRELIMINARY EXAMINATION OF PREQUALIFICATION APPLICATIONS

The Authority will carry out a preliminary examination of each Prequalification Application to determine whether it is complete, whether the documents have been properly signed, and whether it is generally in order.

Where the Authority deems it convenient or necessary, it may request supplementary information or documentation from a Prospective Bidder (including each member of a Consortium) for any content of the Prequalification Application. Whenever such request is made, the Prospective Bidder shall provide the same to the Authority at the addresses specified in ANNEXURE I (*DATA SHEET*), by such date as may be specified by the Authority.

Any Prequalification Application found to be non-responsive will be rejected by the Authority and not included for further consideration of the substance of the application.

6.2 EVALUATION OF THE PREQUALIFICATION APPLICATION

6.2.1 The Authority will carry out a detailed evaluation of the Prequalification Applications that have not been rejected after the preliminary examination in order to determine whether they are responsive to the Prequalification Criteria. In order to reach such a determination, the Authority will examine the information supplied by the Prospective Bidders, pursuant to this Section 6.2, and other requirements, taking into account the following factor.

6.2.2 **Evaluation of the Prequalification Criteria specified in Section 4.3 Part I are based on "pass"/"fail" for each such criteria.**

- a. A Prospective Bidder whose Prequalification Application is determined by the Authority to be substantively responsive and as meeting the Prequalification Criteria specified in Section 4.3 Part I and the other requirements in Section 4, shall be designated as a **"Prequalified Bidder"**.
- b. A Prospective Bidder whose Prequalification Application is determined by the Authority to be substantively non-responsive or as not meeting the Prequalification Criteria specified in Section 4.3 Part I and the other requirements in Section 4, shall be designated as a **"Non-Prequalified Bidder"**.

7. INVITATION FOR BIDS

7.1 At the end of the Prequalification Applications evaluation, the Authority will either:

- (a) notify a Prospective Bidder that it has been designated as being a Non-Prequalified Bidder since its Prequalification Application has been rejected on the grounds of being substantively non-responsive, or that it does not meet the Prequalification Criteria and other requirements set forth in Section 4; or
- (b) notify a Prospective Bidder that it has been designated as being a Prequalified Bidder.

If the Prequalified Bidder is a Consortium, it shall not change the structure of the Consortium at the RFP stages.

The specific details of the tendering process, including the deadline and content for submission of bids, will be specified in the tender documents to be issued by the Authority shortly after the announcement of Prequalified Bidders.

7.2 PARTNERING BETWEEN PREQUALIFIED BIDDERS

Any Prequalified Bidder shall be precluded from partnering (directly or indirectly) with another Prequalified Bidder, and in all cases taking into account the likely effects of the proposed partnering on the competitiveness of the tender process. If the Prospective Bidder is a Consortium, the above sentence shall apply to all members of the Consortium.

ANNEXURE 1 - DATA SHEET

The following specific data shall supplement the provisions in the Prequalification Document.

1	Project Name	Outsourcing of Establishment, Management and Operation of Emergency Medical Services in Selected District of Sindh
2	Address and Contact Person of Contracting Authority	Dadlo Zuhrani Deputy Director Public Private Partnership (NODE) Nursing Directorate (Women Resource Center), Near Naval Heights, Kala Pul, Karachi. Tel: +92-21-99223741 Email: dadlo.zuhrani71@yahoo.com Fax: +92-21-99223741
3	Address for Submission of Prequalification Applications	As above
4	Prequalification Application Submission Deadline	2:00 P.M. Pakistan time on 31 st October, 2017.
7	Number of Copies of Prequalification Application	one (1) printed original together with one (1) electronic copy (USB drive); and two (2) printed copies.

ANNEXURE 2 - PREQUALIFICATION APPLICATION FORM

To: PPP Node, Health Department, Government of Sindh
Nursing Directorate (Women Resource Center), Near Naval Heights, Kala Pul, Karachi. Tel:
+92-21-99223741
Fax: +92-21-99223741

Re: "Prequalification Document of EMS Operators for selected Districts in Sindh" (the Project)

[Date]

Dear Sirs,

Pursuant to the Request for Prequalification Document dated [*Please insert the relevant date*], [*Name of Prospective Bidder*] hereby submits its Prequalification Application in conformity with the Prequalification Document and Instructions to Prospective Bidders dated [●] (as amended and/or supplemented from time to time) (the **Prequalification Document**) and requests to be considered for Prequalification for the Project.

All capitalized terms unless defined herein shall bear the meaning as ascribed thereto in the Prequalification Document.

[*Name of Prospective Bidder*] hereby confirms that it:

- (a) agrees to comply with all the tender rules, laws and regulations governing the tender as issued by the relevant authorities from time to time.
- (b) accepts the right of the Sindh Health Department to (i) request additional information reasonably required to assess the application, (ii) amend the procedures and rules or make clarifications thereof, and (iii) extend or amend the schedule of the Prequalification and the tender;
- (c) accepts the exclusive application of the federal laws of Pakistan and provincial laws of Sindh with respect to these Prequalification procedures; and
- (d) fully and completely understands and accepts the terms of the Prequalification Document and hereby undertakes to comply with the same.

[*Name of Prospective Bidder*] hereby represents and warrants that as of the date of this letter:

- (a) all of the information submitted in this Prequalification Application, including the enclosed forms and documents, is accurate in all respects;
- (b) [*Name of Prospective Bidder*], [including any of our Consortium members], has(ve) not been subject to any voluntary or involuntary bankruptcy or insolvency or similar proceeding during the last two (2) years or has never been blacklisted by any federal or provincial procuring agency; and
- (c) [*Name of Prospective Bidder*], [including any of our Consortium members], has(ve) paid all taxes due, except those which are being contested in good faith by appropriate proceedings and for which adequate reserves have been established.

Attached herewith to this Prequalification Application are the following documents, as appropriate:

- (a) Basic Information Form (Annexure 3)
- (b) Power of Attorney (Annexure 4);
- (c) Experience Form (Annexure 5);
- (d) Financial Data Form (Annexure 6); and
- (e) Affidavits (Annexure 7);
- (g) Other documents required in Section 4 of the Prequalification Document.

[*Name of Prospective Bidder*] hereby designates [] as its representative to receive notices in respect of the Prequalification and the tender at the following address, telephone and facsimile numbers:

[*Representative's address, telephone and facsimile numbers*]

[*Signature*]

In the capacity of [*position*]

Authorized to sign this Prequalification Application for [*Name of Prospective Bidder*]

ANNEXURE 3 - BASIC INFORMATION FORM

PROSPECTIVE BIDDER INFORMATION:

Name:

Type: (Corporation, Partnership, Society, Trust, etc.)

Company/Entity incorporation/registration no:

Domicile:

Address of principal office:

Telephone number:

Fax number:

E-mail address:

Primary areas of business:

Shareholder/Member certificate (attach separately)

Consortium members information: (if applicable, fill in details for all members, identifying the Lead Member and/or the member(s) to be evaluated for each of the Prequalification Criteria set forth in Section 4.3 Part I)

Name:

Type: (Corporation, Partnership, Trust,

Society, etc.) Company/Entity

incorporation/registration no: Domicile:

Address of principal

office: Telephone number:

Fax number:

E-mail address:

Primary areas of business:

Shareholder/Member certificate (attach separately)

ANNEXURE 4 - POWER OF ATTORNEY

On this day of

Before me

The Notary in this office

The undersigned

Mr./Ms. _____

In his/her capacity as _____

Nationality

Holder of Passport or CNIC no. _____

Issued from _____

Dated _____

Residing at _____

Hereby appoints Mr./Ms. _____ in his/her capacity as _____, to:

- (a) Execute under hand, or under seal, and deliver to the competent authorities all the documents listed in Schedule 1 attached hereto;
- (b) Deliver and receive any document or instrument in relation to the documents listed in Schedule 1 attached hereto; and
- (c) Do all things necessary and incidental in respect of the matters set out herein including to do, execute and perform any other deed or act ought to be done executed or performed to perfect or otherwise give effect to the documents listed in Schedule 1.

And is hereby authorized to appoint others for all or part of the powers delegated by the present Power of Attorney.

SCHEDULE 1

- A. DATED: [INSERT DATE OF EXECUTION]
- B. THE GRANTOR: [INSERT NAME OF PROSPECTIVE BIDDER/CONSORTIUM MEMBER]
- C. THE ATTORNEY: [INSERT NAME OF REPRESENTATIVE LEAD MEMBER]
- D. PLACE IN WHICH DOCUMENTS ARE TO BE EXECUTED AND DELIVERED: PUBLIC PRIVATE PARTNERSHIP (PPP NODE) HEALTH DEPARTMENT GOVERNMENT OF SINDH KARACHI, PAKISTAN

E. DOCUMENTS:

**ALL DOCUMENTS IN RESPECT OF THE
AUTHORITY'S PREQUALIFICATION
APPLICATION IN RELATION TO THE PROJECT.**

IN WITNESS WHEREOF the Grantor has executed this Power of Attorney [**under seal**] on the date set out above.

[SEAL]

)
)
)
)

[Name / Title of Grantor representative]

WITNESSES

1. _____

2. _____

ANNEXURE 5 – EXPERIENCE FORM

The Prospective Bidder, or if the Prospective Bidder is a Consortium, at least one of the Consortium members, should provide sufficient detail of its experience in the management and operations of Emergency Medical Services with at least 5 ambulances over the last five (2) years, to enable the Authority to evaluate fulfillment of Technical Criterion as described in Section 4.3 of this Prequalification Document.

Prospective Bidder Name ¹	Location	Description & Size	Role of the Prospective Bidder or Consortium Member	Date of Commencement of Operations	Auditor's confirmation letter reference ³
[add rows if necessary]					

¹ If Company Name is different from your name, please indicate relationship with your company.

² The Prospective Bidder, or if the Prospective Bidder is a Consortium, the relevant Consortium members, shall provide reasonable proof or an Affidavit or a letter attested from a gazetted officer as confirmation of each of the experiences that they list in the table of this Annexure 5.

ANNEXURE 6 - FINANCIAL DATA FORM

(I) NET WORTH

(i) Latest Financial Year End [*insert the date and year*]

Prospective Bidder (or if the Prospective Bidder is a Consortium, the Lead Member)		
Value of Total Assets	Total Liabilities	Net Worth
[<i>insert the amount in PKR</i>]	[<i>insert the amount in PKR</i>]	[<i>insert the amount in PKR</i>]

ANNEXURE 7 - AFFIDAVITS

To: PPP Node, Health Department, Government of Sindh
Nursing Directorate (Women Resource Center), Near Naval Heights, Kala Pul, Karachi. Tel:
+92-21-99223741
Fax: +92-21-99223741

Re: Establishment, Management and operation of Emergency Medical Services in the province of Sindh (the "**Project**")

[Date]

Pursuant to the Prequalification Document dated [*please insert the date*] in respect of the Emergency Medical Services Project,

[*Name of Prospective Bidder/Lead Member of Consortium*] hereby represents and warrants that, as of the date of this letter [*Name of Prospective Bidder/Lead Member of Consortium*], and each member of our Consortium (if applicable):

- (a) is not in bankruptcy or liquidation proceedings;
- (b) has not been convicted of fraud, corruption, collusion or money laundering;
- (c) has not been blacklisted by any governmental or non/governmental department/agency;
- (d) is not aware of any conflict of interest or potential conflict of interest arising from prior or existing contracts or relationships which could materially affect its capability to comply with the obligations under the Services and Management Agreement; and
- (e) does not fall within any of the circumstances for ineligibility listed in Section 3.4 (Ineligibility of a Prospective Bidder) of the Expression of Interest.

Yours Sincerely,

Name and Title of Authorized Signatory:

Name of Firm:

Address: