

DHA BAHAWALPUR

EXPRESSION OF INTEREST (EOI) GUIDELINES & CRITERIA

**FOR
PRE-QUALIFICATION OF CONSTRUCTORS**

FOR CIVIL INFRASTRUCTURE WORKS OF SECTORS D2, F & N

October 2019

Principal Consultants & Project Managers:



ProMag
ProMag Pvt Ltd

LETTER OF INVITATION

Dear Sir/Madam;

This is with reference to the advertisement published by **DHA Bahawalpur** for inviting **Expression of Interest (EOI)/Pre-qualification Applications** from reputable Construction/ Contracting Firms that are interested to be qualified to bid for the Civil Infrastructure Development Works of '**DHA Bahawalpur Sectors**'.

These '**EOI Guidelines/Criteria**' are being issued for the purpose of pre-qualification of interested Construction/Contracting firms that have requisite financial strength, technical capability, and relevant experience to undertake the construction of major Civil Infrastructure Development Works of the project.

The following Pre-qualification/Short-listing procedure will be adopted:

- *These EOI Guidelines for Pre-qualification of Construction/ Contracting Firms are provided with a detailed document outlining the Criteria based on which these EOI/ Pre-Qualification applications will be evaluated.*
- *Interested firms whose Pre-qualification Applications are determined to be substantially responsive to the requirements and criteria of the Pre-qualification process shall be designated as "Pre-qualified/ Short-listed Firms".*
- *Only Pre-qualified/ Short-listed Firms shall be invited to participate in the bidding process for the Project through issuance of Tender Documents for various packages, as per the project implementation program of the Employer/ Client.*
- *Each submission should also be accompanied by the EOI Forms attached as Appendix 1A to 1G, duly completed as required and submitted in 'Duplicate' i.e. One (1) Original, and One (1) Copy, along with all necessary supporting documents.*

Expression of Interest (EOI)/Pre-qualification Applications compiled in the manner/format instructed in this Document must be delivered by the date and at the address as indicated in the advertisement.

DHA Bahawalpur reserves the right to accept or reject any or all applications as per policy.

Sincerely,

DIRECTOR (PLANNING & DEVELOPMENT),
DEFENCE HOUSING AUTHORITY BAHAWALPUR
OPPOSITE DISTRICT ACCOUNT OFFICE,
BAHAWALPUR CANTT
Ph: +92 62 111 111 518

Firm's Authorized Signature: _____

Firm's Official Stamp/Seal: _____

EXPRESSION OF INTEREST
FOR PRE-QUALIFICATION OF CONSTRUCTORS
(EOI GUIDELINES & EVALUATION CRITERIA)

The Qualification Requirements on the basis of which the Construction/Contracting Firms shall be evaluated for the instant project are all as given hereunder. These Qualification Documents, besides specified mandatory requirements, shall also include the past track record, the technical capability, and financial capability.

1) MANDATORY REQUIREMENTS/CRITERIA:

S.NO.	DESCRIPTION	CRITERIA
I	Valid PEC Registration	Qualified/ Disqualified
II	Valid Undertaking/Declaration of No Litigation/Blacklisting	Qualified/ Disqualified
III	A Copy of Valid NTN Certificate	Qualified/ Disqualified
IV	Joint Venture (If applicable)	Qualified/ Disqualified

The Construction/Contracting Firms will advance to the Scoring-based Evaluation stage only if **All** Mandatory Requirements/Criteria have been successfully met with.

2) REQUIREMENTS/CRITERIA FOR SCORING BASED EVALUATION:

S.NO.	DESCRIPTION	TOTAL POINTS
A	Track Record of Completed & Ongoing Projects	50
B	Contractor's Technical Capability & Resources (Equipment/Machinery & Manpower Resources)	30
C	Contractor's Financial Capability & Resources	20
Total Points		100

Firm's Authorized Signature: _____

Firm's Official Stamp/Seal: _____

PRE-QUALIFICATION EVALUATION CRITERIA

1) MANDATORY REQUIREMENTS/CRITERIA

Description	Evaluation Criteria	Result
I) Valid PEC Registration		
<p>The Contractor must have a valid Pakistan Engineering Council (PEC) Registration, under C1 (upto 2500 Million) Category, as well as Registration under CE-01, CE-09, and CE-10 specialization codes. (This is a mandatory requirement).</p> <ul style="list-style-type: none"> Valid PEC Certificate as per the above = Qualified Expired PEC Certificate of required categories (In the process of validation, with proof) = Last & minimum consideration No PEC Certificate = Disqualification from the Pre-Qualification process 	Qualified/ Disqualified	
II) Valid Undertaking/Declaration of No Litigation/Blacklisting		
<p>A fresh/original Undertaking (On Stamp Paper, duly signed and stamped by the Firm and duly notarized) declaring that the Firm (Contractor) has not been involved in any kind of litigation process upto the present. The Undertaking should also mention that the Firm has also not been blacklisted by any government authority/agency, semi-government or any autonomous body to date. (This is a mandatory requirement).</p> <ul style="list-style-type: none"> Valid Undertaking (as per above) duly signed and stamped = Qualified Invalid Undertaking Submitted = Disqualification from the Pre-Qualification process 	Qualified/ Disqualified	
III) NTN Certificate		
<p>A copy of NTN Certificate shall be provided by the Firm as a mandatory requirement.</p>	Qualified/ Disqualified	
IV) Joint Venture (If applicable)		
<p>As per PEC Bye – Laws, Foreign firm shall enter into Joint Venture Agreement, with Pakistani firm of appropriate category and submit the JV Agreement along with the Pre-Qualification Documents.</p> <p>The JV Agreement should be in line with PEC Bye-Laws and must clearly mention the share and responsibilities of each party.</p> <p>If a valid Agreement is not attached in case of JV (either foreign or local firms), the JV will be considered Dis-Qualified.</p>	Qualified/ Disqualified	

Firm's Authorized Signature: _____

Firm's Official Stamp/Seal: _____

2) REQUIREMENTS/CRITERIA FOR SCORING BASED EVALUATION

Description	Evaluation Sub-Criteria	Total Points
A) Track Record of Completed & Ongoing Projects - (Refer Annexure-1B & 1C)	Max. Points	50
<p>a) <u>Overall Experience of the Construction/Contracting Firm in Undertaking/ Completing Large-scale Projects:</u></p> <p>(Road/ Sewerage/ Water Supply/Drainage/Infrastructure and Building Projects undertaken and completed during last 10 Years)</p> <ul style="list-style-type: none"> • <1 = 0Point • 3 Points for each project worth at least PKR 500 Million – successfully completed with acceptable proof; maximum upto 15 Points • 1 Point for each project worth between PKR 300 to 500 Million – successfully completed with acceptable proof; maximum upto 15 Points 	15	
<p>b) <u>Specific Experience of the Construction/Contracting Firm in Large-scale Infrastructure/ Housing Development Projects (Completed):</u></p> <p>(Road Works/Civil Utilities/Water Supply/Sewerage/Drainage/Associated Works for Large-scale Infrastructure Developments Completed during last 10 Years)</p> <ul style="list-style-type: none"> • <1 = 0Point • 5 Points for each project worth at least PKR 500 Million – successfully completed with an acceptable proof, maximum upto 15 Points • 1.75 Points for each project worth between PKR 300 to 500 Million – successfully completed with acceptable proof; maximum upto 15 Points 	15	
<p>c) <u>Specific Experience of the Construction/Contracting Firm in Large-scale Infrastructure/ Housing Development Projects (Ongoing/In-hand):</u></p> <p>(Road Works/Civil Utilities/Water Supply/Sewerage/Drainage/Associated Works for Large-scale Infrastructure Developments Ongoing/In-hand)</p> <ul style="list-style-type: none"> • <1 = 0Point • 5 Points for each project worth at least PKR 500 Million – in-hand with acceptable proof, maximum upto 10 Points • 1.75Points for each project worth between PKR 300 to 500 Million– in-hand with acceptable proof; maximum upto 10 Points 	10	

Firm's Authorized Signature: _____

Firm's Official Stamp/Seal: _____

Description	Evaluation Sub-Criteria	Total Points
<p>d) <u>Specific Largest Infrastructure/Housing Development Project Completed by the Construction/Contracting Firm during last 10 Years</u></p> <p>(Road Works/Civil Utilities/Water Supply/Sewerage/Drainage/Associated Works for Large-scale Infrastructure Developments) – (List One Specific Largest Project Only)</p> <ul style="list-style-type: none"> • < PKR 500 M = 0 Points • PKR 500 M to PKR 750 M = 02 Points • PKR 750 M to PKR 1,000 M = 04 Points • > PKR 1,000 M = 05 Points 	5	
<p>e) <u>Registration/Enlistment of the Construction/Contracting Firm with Government Authorities/Agencies, Semi-Government or any Autonomous Body:</u></p> <ul style="list-style-type: none"> • 1 Point for each enlistment record with Government Authority/Agency, Semi-Government or any Autonomous Body since last 5 years (upto maximum of five enlistments) with acceptable proof. 	5	
<p>B) Contractor's Technical Capability & Resources (Equipment/Machinery & Manpower Resources) - (Refer Annexure-1E & 1F)</p>	Max. Points	30
<p>a) <u>Adequate Equipment/Machinery Resources Available with the Construction/Contracting Firm</u> (Please refer Annexure 1-E for Submission Requirement & Detailed Criteria)</p> <p>Major Equipment generally includes but is not limited to Excavators, Dumper Trucks, Loaders/ Backhoes, Soil Compactors, Asphalt Batching Plant, Motor Graders, Dozers, Vibratory Rollers/ Pneumatic Rollers/Road Rollers, Water Bowsers, Mobile Generators, etc. This list of equipment is given only as an example.</p>	15	
<p>b) <u>Principal Technical Personnel & their Qualification & Experience (09 Points):</u></p> <ul style="list-style-type: none"> • 9 Points will be given if the individual experience of at least 4 nos. of B.Sc/ B.E Civil Engineers (professional) is equal to 15 years or above. • For less than 4 nos. of B.Sc/ B.E Civil Engineers having individual experience of 15 years, points will be given as per following formulas: = $(A/4) * 9$; Where A = No. of B.Sc/ B.E Civil Engineers having individual experience of 15 years or above 	09	

Firm's Authorized Signature: _____

Firm's Official Stamp/Seal: _____

Description	Evaluation Sub-Criteria	Total Points
<p>c) Other Technical Personnel & Strength of Engineers (06 Points):</p> <ul style="list-style-type: none"> 6 Points will be given if the individual experience of at least 15 nos. of B.Sc/ B.E Civil Engineers and/or Associates Engineers (DAE) employed with the Contractor is equal to 10 years or above. For less than 15 nos. of B.Sc/ B.E Civil Engineers and/or Associates Engineers (DAE) having individual experience of 10 years, points will be given as per following formulas: $= (A/15) * 6$; where A = No. of Engineers/ DAE 	06	
C) Contractor's Financial Capability & Resources - (Refer Annexure-1D)	Max. Points	20
<p>a) <u>Annual Turnover of the Construction/Contracting Firm</u> (Average of Last 3 Years, properly supported through Audited Accounts)</p> <ul style="list-style-type: none"> < PKR 200 M = 0 Points PKR 200 M to PKR 400 M = 1.5 Points PKR 400 M to PKR 600 M = 3.5 Points > PKR 600 M = 05 Points 	05	
<p>b) <u>Net Worth (Total Assets – Total Liabilities) of the Construction/Contracting Firm</u> (Acceptably supported through Audited Accounts)</p> <ul style="list-style-type: none"> < PKR 300 M = 0 Points PKR 300 M to PKR 500 M = 1.5 Points PKR 500 M to PKR 1000 M = 3.5 Points > PKR 1000 M = 05 Points 	05	
<p>c) <u>Credit Worthiness/Credit Lines with Banks of the Construction/Contracting Firm</u> (Acceptably supported through Bank Certificates)</p> <ul style="list-style-type: none"> < PKR 100 M = 0 Points PKR 100 M to PKR 250 M = 1.5 Points PKR 250 M to PKR 500 M = 3.5 Points > PKR 500 M = 05 Points 	05	
<p>d) <u>Income Tax Returns of Last Three Years</u></p> <ul style="list-style-type: none"> 5 Points will be given if Income Tax Returns of last three (03) years are attached. 3.5 Points for two (02) years and 1.5 Points for one (01) year. 	05	
Total Points:	100	

KEY NOTES ON EVALUATION CRITERIA:

- For Pre-Qualification Assessment, the Firm/Contractor must secure an overall score of minimum **70 Points** out of Total 100 Points, in addition to meeting all Mandatory Requirements as stipulated in this Document.
- The Contractor must fill out all the appendices/annexures of this Document, with correct information, along with relevant acceptable supporting documents of proofs.

Firm's Authorized Signature: _____

Firm's Official Stamp/Seal: _____

ANNEXURE-1A

BASIC INFORMATION – CONTRACTOR

a)	Name of Firm	<i>(Indicate complete legal name of the firm)</i>
b)	Operating name of the Firm	<i>(if different from legal name)</i>
c)	Ownership of the Firm	<i>(Indicate Sole Proprietorship/ Partnership/ Private Limited Company/ Public Unlisted/ Public Listed Company/ Other)</i>
d)	Date of establishment/incorporation	<i>(Attach proof- Memorandum & Article of Association/ Partnership Deed)</i>
e)	Brief description of the business	
f)	Details of main business lines/services	
g)	Communication address along with telephone, fax numbers and email address	
h)	Website	
i)	Firm's Organizational Structure/ Organogram	<i>(Attach separately)</i>
j)	List of current directors/ partners	
k)	Other key management personnel	
l)	List of Engineer's/DAE's Employed with Name, Designation, CVs, relevant work experience, and years with the company and PEC Registration Numbers.	<i>(Attach as per Annexure- 1F)</i>
m)	Key Contact Person	<i>(Indicate their name, designation and contact address along with telephone, fax and email address)</i>
n)	International Affiliations/Certifications, if any	
o)	Professional Membership(s), if any	
p)	PEC Registration Certificate	<i>(Attach a copy of PEC Certificate)</i>
q)	Tax Registration Number (NTN)	<i>(Attach a copy of NTN)</i>
r)	An Affidavit on Stamp Paper confirming that the firm has never been blacklisted nor involved in any litigation upto the present	<i>(Attach separately)</i>
s)	Enlistment Record with Government and other agencies	<i>(Attach separately)</i>
t)	List of Sub-contractors, if any	<i>(Attach as per Annexure- 1G)</i>
u)	Any Additional Information which is deemed relevant to meet the criteria stated for Pre-qualification	<i>(Attach separately)</i>

Notes:

- 1 In addition, Firms should also attach their 'Company Profile' for general reference.
- 2 All separately attached documents must also bear the Sign and Official Stamp of the Firm.

Firm's Authorized Signature: _____

Firm's Official Stamp/Seal: _____

ANNEXURE-1B

**CAPABILITY AND TRACK RECORD –
PROJECT EXPERIENCE SUMMARY**

S. No.	Details of Projects Undertaken with Name of Project Sponsor/ Owner	Type of Project with Brief Description (including Area, Components, Facilities)	Role of the Firm on the Project	Start Date/ Completion Date	Size/ Scale/ Area of the Project	Total Project Cost (PKR Million)	Location	Present Status
Overall Experience of the Construction/Contracting Firm in Undertaking/Completing Large-scale Projects in Last 10 Years								
1)								
2)								
3)								
4)								
....								
Specific Experience of the Construction/Contracting Firm in Large-scale Infrastructure/Housing Development Projects (Completed in Last 10 Years)								
1)								
2)								
3)								
4)								
....								
Specific Experience of the Construction/Contracting Firm in Large-scale Infrastructure/Housing Development Projects (Ongoing/ In-hand)								
1)								
2)								
3)								
4)								
....								
Specific Largest Infrastructure/Housing Development Project Completed by the Firm during last 10 Years								
1)								

Notes:

1. The above is a Summary of Project Experience of the Firm. In addition, further project details should also be provided on the format as given in Annexure-1C for each project separately.
2. Provide copies of relevant proof (e.g. Valid Work Orders and/or Completion Certificates, as relevant) for all entries in order to legitimize them.
3. If necessary, additional pages may be added to provide required information.

Firm's Authorized Signature: _____

Firm's Official Stamp/Seal: _____

ANNEXURE-1C

**CAPABILITY AND TRACK RECORD –
INDIVIDUAL PROJECT REFERENCE SHEET**

Name of Project	<i>Details including official project name</i>
Location of Project	<i>Country, city, site or project extents</i>
Contract Value	<i>PKR</i>
Owner/Client Organization	<i>Organization name</i>
Reference Contact Details	<p><i>Key client contacts (individuals), name, title, telephone numbers, fax number, email addresses, and mailing address.</i></p> <p><i>By providing this information, the Firm is authorizing DHA Bahawalpur to contact these individuals for all purposes, including gathering information and documentation, in connection with this Submission, if required.</i></p>
Project Period/ Contract Period	<i>Project / Contract commencement date, end of construction date and contract end date</i>
Time Period of Firm's Involvement	<i>Commencement date and duration</i>
Description of Project	<i>Project areas, scope and complexity</i>
Current Status of Project	<i>Describe the current status of project relative to key milestone events</i>
Contract Model/Type	<i>Contract Structure / Type</i>
Role(s) on Project	<i>Role, duties and responsibilities - (Lead Contractor or Sub-Contractor)</i>
Project Photographs	<i>(Attach on separate sheets, as appropriate)</i>
Other information	<i>Any information the Firm considers relevant to the Evaluation Criteria prescribed in this Document.</i>

Note:

- The above shall be filled in for all the projects included in the Project Experience Summary (Annexure-1B), each on a separate sheet.

Firm's Authorized Signature: _____

Firm's Official Stamp/Seal: _____

ANNEXURE-1D

FINANCIAL INFORMATION SUMMARY

Banking Details <i>(Bank name and branch)</i>		
Paid up Capital ¹		
Net Worth ¹		
Balance Sheet Totals ¹		
Annual Turnover ² <i>Past three years</i>	Year	PKR
Credit Worthiness/Credit Lines Available with Banks		PKR
Aggregate Capital Cost of the Infrastructure & Housing Projects undertaken over the last 10 years by the Firm	Year	PKR
Total		

Notes:

1. Based on latest Audited Financial Statements.
2. Please attach Audited Financial Statements for the last three years.
3. Please attach a copy of Valid NTN Certificate.
4. The Firms are required to show Credit Worthiness and Credit Lines available with Banks through appropriate Bank Certificates.

Firm's Authorized Signature: _____

Firm's Official Stamp/Seal: _____

ANNEXURE-1E

LIST OF MAJOR EQUIPMENT/MACHINERY - (PRESENT STATUS)

The Firm will provide a list of all major equipment/machinery and related items, under separate heading for items owned/purchased or arranged on lease by them to carry out the Works. The information shall include make, type, capacity and numbers available in total for existing and for a new project which shall be in sufficient detail to demonstrate fully that the equipment will meet all requirements of the relevant Specifications.

Owned/ Purchased or Leased	Description of Unit (Make, Model, Year)	Capacity HP, Cuft Rating	Condition	Number of Equipment (Operational Only)	Present Locations or Source	Expected Availability for a New Project
1	2	3	4	5	6	7
a. Owned						
b. On Lease						

Notes:

- Major Equipment generally include but not limited to Excavators, Dumper Trucks, Loaders/ Backhoes, Soil Compactors, Asphalt Batching Plant, Motor Graders, Dozers, Vibratory Rollers/ Pneumatic Rollers/Road Rollers, Water Bowsers, Mobile Generators, etc. This list of equipment is given only as an example.
- Kindly provide proof of Ownership/Lease (whatever is applicable) for all entries in this form.
- If necessary, additional pages may be added to provide required information.

Firm's Authorized Signature: _____

Firm's Official Stamp/Seal: _____

ANNEXURE-1F

LIST OF PERSONNEL WITH QUALIFICATION AND YEARS OF EXPERIENCE

1) Principal Technical Personnel

Name of Personnel	Designation	Qualification	Years of Experience	Number of Years With Firm	PEC Registration Number

2) Other Technical Personnel

Name of Personnel	Designation	Qualification	Years of Experience	Number of Years With Firm	PEC Registration Number

Note:

1. If necessary, additional pages may be added to provide required information.

Firm's Authorized Signature: _____

Firm's Official Stamp/Seal: _____

ANNEXURE-1G

LIST OF SUBCONTRACTORS

If the Firm intends to subcontract any parts of the works to Sub-contractors, the same should be mentioned in the table given hereunder, keeping in view that such sub-contractors fully meet the acceptability criteria of the Employer/Client which shall be got verified and confirmed in detail before employment and the consent of the Employer/Client obtained.

In case of the Firm opting to choose sub-contractor(s), it shall be assumed that the Firm is of the opinion, that the sub-contractors named hereunder are reliable and competent to perform that part of the Work against which they are listed.

Documentation outlining experience of sub-contractors should be enclosed, also the curriculum vitae and experience of their key personnel who will be assigned to the Contract, equipment to be supplied by them, size, location and type of Construction Projects/Contracts carried out in the past along with the names and addresses of those Employers/Clients also need be enclosed herewith.

(Use additional sheets, as required)

Part of Works (Given Details)	Sub-Contractor (With Complete Address)
1	2

Firm's Authorized Signature: _____

Firm's Official Stamp/Seal: _____