

GOVERNMENT OF THE PUNJAB
DIRECTORATE GENERAL, EXCISE, TAXATION & NARCOTICS
CONTROL PUNJAB

PRE-QUALIFICATION OF SUPPLIER

for

SUPPLY OF ISO 7591 & ANPR COMPLIANT FINISHED
(EMBOSSSED & HOT FOILED) RETRO REFLECTIVE LICENCE
NUMBER PLATES FOR DISPLAY ON MOTOR VEHICLES

Note: The Applicant is expected to examine the Pre-Qualification Document including all instructions forms, terms, specifications and charts/drawings. Failure to furnish all information required by the Pre-Qualification Documents or submission of an application not substantially responsive to the Pre-Qualification Documents in every respect would result in the rejection of the Application.

In case of gazetted holidays, very next working day will be considered for the scheduled activities.

December 2017

TABLE OF CONTENTS

INVITATION FOR PRE-QUALIFICATION.....	4
INSTRUCTIONS TO APPLICANTS.....	7
A. GENERAL.....	7
1.1 Scope of Proposal.....	7
1.2. Eligible Applicant.....	9
(A) Technical Capacity:.....	9
(B) Financial Capacity:.....	9
(C) Legal Capacity:.....	9
(D) Requisite Documents.....	10
1.3 Number of Proposals.....	10
1.4 Origin of the Goods.....	10
1.5 Cost of Application.....	10
1.6 Consortium / JV.....	10
1.7 Conflict of Interest.....	11
1.8 Acknowledgement by Applicant.....	11
1.9 Right to reject any or all Proposals.....	12
2. CONTENTS OF PRE-QUALIFICATION DOCUMENTS.....	13
2.1 Contents of Pre-Qualification Documents.....	13
2.2 Clarification of Pre-Qualification Documents.....	13
2.3 PREPARATION OF APPLICATION.....	13
2.3.1 Format and signing of Application.....	13
3. TECHNICAL SPECIFICATIONS.....	15
3.1 SCOPE AND FIELD OF APPLICATION.....	15
3.2 SPECIFICATION COMPLIANCE.....	15
3.3 RETRO REFLECTIVE MATERIAL.....	15
3.4 SECURITY REQUIREMENTS.....	15
3.5 DIRECTIONAL SECURITY MARK.....	16
3.6 LASER SERIAL NUMBER.....	16
3.7 LICENSE PLATES DESIGN AND DIMENSIONS.....	17
3.8 PROPOERTIES OF THE NUMBER PLATES	18
3.9 TESTING & SAMPLING.....	18
3.10 SOFTWARE REQUIREMENTS.....	19
3.11 REQUIREMENTS FOR SETTING UP MANUFACTURING FACILITY.....	19
4. SUBMISSION OF APPLICATION.....	20
4.1 Sealing and Marking of Application.....	20
4.2 Deadline for Submission of Application.....	20
4.3 Late Application.....	20
4.4 Modification and Withdrawal of Application.....	20
5 OPENING AND EVALUATION OF APPLICATION.....	22
5.1 Opening of Applications.....	22
5.2 Clarification of Application.....	22
5.3 Determination of Responsiveness of Application.....	22
5.4 Evaluation and Comparison of Applications.....	23
5.5 Technical Evaluation.....	23
5.6 Contacting the Purchaser/Client.....	26
5.7 Purchaser/Client's Right to Reject the Application.....	26

6. SCHEDULE-A: SPECIAL STIPULATIONS.....27
7. SCHEDULE-B: SPECIFICATIONS.....29
8. Power of Attorney for Signing of Application.....32
9. Application Form.....35

INVITATION FOR PRE-QUALIFICATION

- 1 The Competent Authority Procurement / Additional Director General, Excise Taxation & Narcotics Control Punjab invites applications in sealed envelopes from interested parties for supply / delivery of ISO 7591 & ANPR Compliant Finished (Embossed & Hot Foiled) Retro Reflective License Number Plates for providing same to motor vehicle owners for displaying registration marks on motor vehicles as per technical specifications given for a period of 3 years from the date of contract for pre-qualification.
- 2 1.8 Million Pairs of License Number Plates (different categories) may be required annually. However this volume may vary depending upon the actual demand.
- 3 The procurement process shall be governed by updated PPRA Rules 2014.
- 4 Technical specifications of the product have been specified in detail in Schedule-B annexed to this document.
- 5 The applicant must provide undertaking for complete scope of work. Any application offering partial scope of work shall be rejected as non-responsive.
- 6 The applicant must furnish verifiable references of License Number/ Plate manufactured and supplied to various domestic/International organizations/procuring agencies. The applicant or in case of consortium/JV one of the partners must be the manufacturer or an authorized distributor / dealer of the manufacturer. In case of Authorized distributors / dealers of the quoted brands, the applicant must provide the certificate of dealership/distributorship, genuineness and newness from the principal manufacturer.
- 7 The application should contain details of all the application items (as specified in the Technical Specifications) without quoting the price and must list firm's Clientele, details of past projects. Any indication of price in the application shall make the application liable to rejection automatically.
- 8 Only pre-qualified applicants will be allowed to participate in procurement/ bidding process.
- 9 A set of pre-qualification document including complete details of the evaluation criteria can be obtained from the office of Additional Director General(Competent Authority Procurement), Excise, Taxation & Narcotics Control Punjab, 847-A, Shadman-I, Lahore. Phone no- +92-42-99203567, on payment of Rs. 5000/- (Five Thousand only) non-refundable in shape of Bank Draft in favor of Additional Director General/Competent Authority Procurement, Excise, Taxation & Narcotics Control Punjab at the time of procuring the pre-qualification document.
- 10 A complete set of pre-qualification documents can also be downloaded from the official website of the PPRA (<http://www.ppra.punjab.gov.pk>) as well as from the official website of department (excise-punjab.gov.pk/tenders). Applicant using downloadable document, shall be required to deposit the cost of the pre-qualification document @ Rs.5000/- (Five Thousand only) at the time of submission of application in shape of Bank Draft in favor of Additional Director General/Competent Authority Procurement, Excise, Taxation & Narcotics Control Punjab.
- 11 All applications must be delivered to the office of the Additional Director General (Competent Authority Procurement), Excise, Taxation & Narcotics Control Punjab, 847-A, Shadman-I, Lahore on or before 19 January 2018 1200 hours". The applications will be

opened in the office of Additional Director General (Competent Authority Procurement), Excise, Taxation & Narcotics Control Punjab, 847-A, Shadman-I, Lahore on 19 January 2018 at 1400 hours, the same day. Only those proposals will be considered which are delivered by hand by the representative of the bidder within given time to the office of undersign.

- 12 The Excise, Taxation & Narcotics Control Department Punjab will not be responsible for any cost or expenses incurred by applicant in connection with the preparation or delivery of applications.
- 13 Applicants shall submit applications, which comply with the pre-qualification documents. Alternative applications will not be considered.
- 14 Excise, Taxation & Narcotics Control Department Punjab shall provide 92 Feet X 122 Feet space for setting up of state of the art License Number Plate Production Facility to the successful contractor, who shall be solely responsible for security, safe custody of the stocks, maintenance and up keep of the premises while all utilities including Primary & backup power arrangement will be responsibility of contractor. The Production Facility for Embossing / Hot Stamping of Blank Number Plates will be managed by the contractor itself in all aspects.
- 15 Management of Complete Lifecycle of production of Number Plate from finishing to delivery to department (Inventory Module) which will be part of (MTMIS) Motor Transport Management Information System (MTMIS) application and same is required in amendment/development which will be responsibility of contractor. MTMIS system is developed in Oracle & Java.
- 16 The applicant shall produce an undertaking, to supply at least 20,000 pairs of License Number Plates of different categories, on daily basis during the contractual period. However, the demand of License Number Plates is dependent upon the requirement of the purchaser and may vary from the said quantity.
- 17 The successful contractor shall be responsible for maintaining a minimum stock of ISO 7591 & ANPR Compliant Blank Number Plates of all categories and allied material according to the estimation based on corresponding 4 months of the last year's consumption of number plates in the warehouse of the facility in the office of the Directorate General, Excise, Taxation & Narcotics Control Punjab.847A, Shadman-I, Lahore
- 18 The payment mechanism will be on monthly basis. Monthly Invoice (based on system generated report for the finished license number plates (embossed, hot foiled and delivered License Number Plates to ET&NC Staff) will be shared by the vendor within first five working days of the month. The invoice will be related to the Finished (Embossed & Hot Foiled) and delivered Number Plates to purchaser during the previous month. Payments will be released to the vendor within 25 days of submission of invoice. Detailed conditions regarding payment procedure shall however apply as specified in the relevant clauses in detail.
- 19 The applicant will submit undertaking for complete scope of work. Failure to meet this condition will lead to rejection of application as non-compliant.
- 20 The applicant should provide valid proof of annual turnover which should not be less than PKR 500 Million per annum or equivalent(in case of JV the condition of turnover will apply to the extent of lead partner only). The annual turnover pertains to the last complete audited

financial year(which in no case should be older than last two financial year of the applicant firm from the last date of submission of application)of the company.

- 21 The applicant or in case of JV one of the partners must have minimum 6 years' experience of qualitative manufacturing and delivering of License Number Plates directly or through authorized partner anywhere in the world. The applicant or in case of JV one of the partner or principal manufacturer who authorized the applicant must have minimum experience of 6 years.
- 22 Pre-qualified applicants will be required to submit the sample number plates according to the specifications of ISO: 7591, which will be got tested by the Purchaser on applicant expenses, from the Purchaser decided laboratory.
- 23 The contractor shall be responsible for arrangements of visit to their blank license number plate manufacturing facility for inspection of their production capacities each year during contract period for a team of three-member of the Purchaser/Client nominated by the Purchaser at their expense. However first visit will have to be arranged before signing of the contract.
- 24 The applicant should clearly mention the origin, where the Blank Retro Reflective License Number Plates as per the specifications of this documents, will be manufactured.
- 25 The Contractor will be bound to make 1st delivery of License Number Plates with in the 4 months after the issuance of LOA(letter of acceptance).

**Additional Director General/
(Competent Authority Procurement)**
Excise, Taxation & Narcotics Control Punjab
847-A, Shadman-I, Lahore
Tel. No. 042-99203567

INSTRUCTIONS TO APPLICANTS

A. GENERAL

1.1 Scope of Proposal

- 1.1.1. Detailed description of the objectives, scope of services, deliverables and other requirements relating to the supply of license number plates are specified in this document.
- 1.1.2. Anyone may participate in the pre-qualification process either individually or as any other legally recognized form of business relationship including consortium / JV / partnership of firms etc. In case of business relationship all the partners will nominate one of the partners as a lead partner. The lead partner should be Pakistan based entity.
- 1.1.3. The Competent Authority Procurement / Additional Director General, Excise Taxation & Narcotics Control Punjab (hereinafter referred to as the Purchaser/Client) wishes to receive applications for the pre-qualification for participation in the process of procurement of Finished ISO 7591 & ANPR Compliant Retro-Reflective License Number Plates.

The retro-reflective License Number plates should consist of security features contained in NPs currently procured/in use of this Directorate including directional Laser Security Feature /watermark of the Government of the Punjab's Emblem, and laser serial numbers etc.
- 1.1.4. The application is to be completed and submitted to the Purchaser in accordance with the instruction mentioned in this document.
- 1.1.5. The applicants will be pre-qualified on the basis of the evaluation criteria which are annexed to this document. All interested are advised to carefully review the criteria and furnish every relevant information required there in.
- 1.1.6. The license number plates should be ANPR & ISO 7591 compliant. Purchaser will verify the samples provided by the pre-qualified firms at the time of bidding for ISO 7591 compliance from the lab decided by the purchaser at the cost of the applicant. Details are given at section 3.9 Testing & Sampling section. Further, the purchaser will get the plates tested every year for ISO 7591 at the contractor's expense during the contract. The number of sample plates to be tested every year will depend upon the requirement of the testing laboratory.
- 1.1.7. Technical specifications have been specified in **Section 3: Technical Specifications** of this document.
- 1.1.8. All the cost involved in the implementation of the scheme (manufacturing of Number Plates, software development, developing of number plate facility, security measures etc.) will be borne by the contractor.
- 1.1.9. The contractor will ensure security of warehouse and manufacturing facility along with the stock of the License number plates and allied materials.

- 1.1.10. The contractor will be responsible for Security and confidentiality of data / information provided by the purchaser.
- 1.1.11. The contractor will also be responsible for making amendment/development in existing MTMIS software application for automated demand generation (through related MRA's approval) and finish number plate delivery update at his expense. The Purchaser may also direct the contractor to provide electronic data of the plate order, plate type, registration character, laser serial number and finish number plate delivery details as required to maintain the registration and licensing database in Punjab. Payments for the finished plates will be done on monthly basis. The integrated and updated MTMIS software should be able to automatically generate demand for finishing the plates, after the approval of related MRA defining the registration characters and the plate type for these. The contractor will finish those plates accordingly and update the status in the MTMIS software. The contractor have to finish(made) all license number plates within 48 hours of demand generated by MRA. Invoice will be submitted based on the system generated report for the finished number plates.
- 1.1.12. The contractor will be required to amend the existing MTMIS software and include a delivery status update of finish number plate to the ET&NC related staff member along with the time stamps. Detail of the receiver of number plates from the applicant will be logged in the amended MTMIS software. ET&NC will provide the names of authorized representatives for receiving the number plates from finishing facility.
- 1.1.13. Contractor will be required to furnish following minimum requirements for delivering the finished plates. Finished plates in all aspects will be delivered to ET&NC in plastic/polymer transparent bags with proper identification of the contents of the bags through detailed list of registration numbers of the plates therein and grouped by a unique Bag number (defined in the format of a barcode) assigned to the contents. Minimum 50 Barcode readers will be provided by the applicant for reading these barcodes. In addition to these, the applicant may suggest and implement any further safety/security measures for the delivery of number plates.
- 1.1.14. The applicant will ensure and provide undertaking for Production capacity (finish plate in all aspects) of minimum 20,000 pairs / day at the local facility developed by contractor for the purchaser only.
- 1.1.15. The contractor will be required to safeguard the license number plates and arrange all the possible measures so that same are delivered only to the persons nominated by the purchaser.
- 1.1.16. The contractor will be required to destroy any plates partly spoiled in the process of manufacture periodically. Waste generated during the import, production or warehousing will be the responsibility of the contractor. ET&NC will not pay for any wasted plates. However ET&NC will pay for finished plates that got wasted because of wrong demand.
- 1.1.17. ET&NC will not allow to warehouse and facility to be established anywhere other than the space approved by the purchaser. In case of shifting of warehouse / manufacturing facility to any other place approval of the purchaser will be required.
- 1.1.18. Number Plate Facility which will be established in the office of Directorate General Excise Taxation & Narcotics Control Punjab 847-A, Shadman-I, Lahore or any other place given / approved by the purchaser needs to be ISO-9001 or equivalent certified in case the contract is awarded.
- 1.1.19. The principal manufacturer of License Number Plate is required to provide proof that it is registered as manufacturer of license number plates. He should be manufacturer of License Plate. He will provide ANPR & ISO 7591 or equivalent compliant certificate regarding the number plates manufactured by him.
- 1.1.20. Production capacity of Manufacturer to be at least 10 million number plates per year(documentary evidence required).

1.1.21. Manufacturer of the Number Plate should be ISO 9001 & ISO 14001 certified.

1.2. Eligible Applicant

Note:

Applicant must read carefully the minimum conditions of eligibility (the "**Conditions of Eligibility**") provided herein. Applications of only those applicants who satisfy the Conditions of Eligibility will be considered for evaluation.

1.2.1 To be eligible for evaluation of its application, the applicant must fulfill the following:

(A) Technical Capacity:

- I. The applicant must furnish verifiable references of Blank Number Plates manufactured and supplied to various domestic/international organizations/procuring agencies. The applicant must be the manufacturer or an authorized distributor / dealer of the manufacturer. In case of Authorized distributors / dealers of the quoted brands, the applicant must provide the certificate of dealership/distributorship, genuineness and newness from the principal.
- II. Any application offering partial scope of work shall be rejected as non-responsive

(B) Financial Capacity:

The applicant should provide valid proof of annual turnover which should not be less than PKR 500 Million per annum or equivalent in case of JV the condition of turnover will apply to the extent of lead partner only. The annual turnover pertains to the last complete audited financial year(which in no case should be older than last two financial year from the last date of submission of application)of the company.

(C) Legal Capacity

- 1.2.1 Any entity which has been barred by the Federal Government, any Provincial, State Government, a statutory authority or a public sector undertaking, as the case may be, from participating in any project, and the bar subsists as on the date of submission of application, will not be eligible to submit the application either by itself or through its Associates/consortium/JV etc.
- 1.2.2 Applicant or its Associate(s) should not have, during the last three years, failed to perform on any agreement, as evidenced by imposition of a penalty by an arbitral or judicial authority or a judicial pronouncement or arbitration award against the applicant or its Associate(s). It should also neither be expelled from any project or agreement nor have had any agreement terminated for breach by such applicants.
- 1.2.3 Applicant must not be under a declaration of ineligibility for corrupt and fraudulent practices in terms of Punjab Procurement Rules

- 1.2.4 The applications of those firms who are black listed by any government department or by any of the International Donor Agency like World Bank, JICA, and ADB etc and this blacklisted continues on the date of submission of application. shall be rejected without detailed evaluation. The applicant is required to submit an undertaking on judicial paper that he or any of his associates is not in the list of black listed firms of the above mentioned departments or financing institutions. Neither have they been blacklisted by the Procuring Agency, the Federal and/or any Provincial government and/or any government/state department, agency or authority.

(D) Requisite Documents

Applicants are required to provide the following documents

- a) Company incorporation Certificate/registration certificate of the firm issued by the appropriate authority.
- b) Proof of annual turnover (verified audited statement) as required in this document.
- c) Documentary evidence of Minimum 6 year experience in production of License Number Plate by the principle manufacturer / bidder / JV Partner
- d) List of Purchasers (local or International).
- e) Performance certificate (local or international).
- f) Details and addresses of all the production facilities/sites in the world
- g) Any other document mentioned in this document
- h) Undertaking on legal paper of being not black listed by any Government/ Semi Government
- i) Undertaking on legal paper for production capacity of 10 Million Number Plates per year

1.3 Number of Proposals

No applicant or its Associate(s) shall submit more than one application. A applicant applying individually or as an Associate(s) shall not be entitled to submit another application either individually or as a member of any consortium/JV etc., as the case may be.

1.4 Origin of the Goods

1.4.1 The Goods and Services to be supplied under the Contract shall have their origin from anywhere subject to the policy of Federal Government of the Pakistan and Government of the Punjab.

1.4.2 For purposes of Clause 1.4.1 above, "origin" shall be considered to be the place where the Goods are produced or from which the Services are provided.

1.5 Cost of Application

1.5.1 The applicant shall bear all costs associated with the preparation and delivery of its application and their participation in the selection process and the Purchaser/Client will in no case be responsible or in any way liable for such costs, regardless of the conduct or outcome of the selection process.

1.6 Consortium/JV

1.6.1 Applications submitted by a consortium/JV of two or more companies or partners shall comply with the following requirements:

- a) The applicant should provide valid proof of annual turnover which should not be less than PKR 500 Million per annum or equivalent in case of JV the condition of turnover will apply to the extent of lead partner only. The annual turnover pertains to the last complete audited financial year(which in no case should be older than last two financial year of the applicant from the last date of submission of application)of the company
- b) Lead applicant/authorized agent is required to furnish ISO 9001 Valid Certification or equivalent.
- c) Anyone may participate in the pre-qualification process either individually or as any other legally recognized form of business relationship including consortium / JV / partnership of firms etc. In case of business relationship all the partners will nominate one of the partners as a lead partner. The lead partner should be Pakistan based entity.
- d) The applicant, and in case of successful application, the Contract form, shall be signed by all so as to be legally binding on all the partners.
- e) One of the partners shall be authorized to be in charge as lead partner and this authority shall be evidenced by submitting a power of attorney signed by legally authorized signatories of all the partners.
- f) The lead partner shall be authorized to incur liabilities, receive payments and receive instructions for and on behalf of any or all partners of the consortium.
- g) All partners of the consortium/JV shall be liable jointly and severally for executing of the Contract in accordance with the terms of Contract, and a relevant statement to this effect shall be included in the authorization mentioned under (c) above (in case of a successful application); and
- h) An attested copy of contract (duly signed, notarized or registered as required by the law) entered into by the joint venture partners shall be submitted with the application.

1.7 Conflict of Interest

1.7.1 Application shall be deemed to have a Conflict of Interest affecting the Selection

Process, if:

- (a) A constituent of such applicant is also a constituent of another applicant; or
- (b) Such applicant or its associate receives or has received any direct or indirect subsidy or grant from any other applicants or its associate; or
- (c) Such applicant has the same legal representative for purposes of this application as any other applicant; or
- (d) Such applicant has a relationship with another applicant, directly or through common third parties, that puts them in a position to have access to each other's information about, or to influence the application of either or each of the other applicants;

1.7.2 Any applicant found to have a Conflict of Interest shall be disqualified.

1.8 Acknowledgement by Applicant

1.8.1 It shall be deemed that by submitting the proposal, the applicant has:

- (a) Made a complete and careful examination of this document;
 - (b) Satisfied itself about all matters, things and information, including matters necessary and required for submitting an informed application and performance of all of its obligations thereunder;
 - (c) Acknowledged that it does not have a Conflict of Interest; and
 - (d) Agreed to be bound by the undertaking provided by him.
- 1.8.2 Purchaser/Client shall not be liable for any omission, mistake or error on the part of the applicant in respect of any of the above or on account of any matter or thing arising out of or concerning or relating to this document or the Selection Process.

1.9 Right to reject any or all Proposals

- 1.9.1 The Purchaser/Client reserves the right to reject any Proposal if:
- (a) at any time, a material misrepresentation is made or discovered, or
 - (b) the applicant does not provide, within the time specified by the Purchaser/Client, the supplemental information sought by the Purchaser/Client for evaluation of the Proposal.
 - (c) the procuring agency may reject all bids or proposals at any time prior to the acceptance of a bid or Proposal (Rule35(1))PPRA 2014
- 1.9.2 Misrepresentation/ improper response by the applicant may lead to the disqualification of the applicant. If such disqualification / rejection occurs after the Proposals have been opened and the highest ranking applicant gets disqualified / rejected, then the Purchaser/Client reserves the right to consider the next best applicant, or take any other measure as may be deemed fit in the sole discretion of the Purchaser/Client, including annulment of the Selection Process.

2. CONTENTS OF PRE QUALIFICATION DOCUMENTS

2.1 Contents of Pre-Qualification Documents

- 2.1.1 The specifications of the goods are given in this document.
- 2.1.2 The applicant is expected to examine all instructions, terms and specifications in this document. Failure to furnish all information required by the Pre-qualification document or submission of an application not substantially responsive to this document in every respect will result in the rejection of the application.

2.2 Clarification of pre-qualification Documents

- 2.2.1 The prospective applicant requiring any further information or clarification on this document may send their queries to the Purchaser/Client in writing or by telephone or by visiting at the following address not later than ten days after the date of advertisement:

Additional Director General/
Competent Authority Procurement
Excise, Taxation & Narcotics Control Punjab
847-A Shadman-I, Lahore
Tel. No. 042-99203567

The envelopes should clearly bear the following identification:

"Queries/Request for Additional Information concerning
pre-qualification for supply of License Number plates"

2.3 PREPARATION OF APPLICATION

2.3.1 Format and signing of Application

- 1) The Applicant shall provide all the information sought under this document. Non provision of any information required under this document will lead to straight forward rejection of the application.
- 2) The complete application proposal shall be typed or written in indelible ink and signed by the authorized signatory of the applicant who shall initial each page, in blue ink. In case of printed and published documents, only the cover shall be initialed. All the alterations, omissions, additions, or any other amendments made to the application shall be initialed by the person(s) signing the application. The applications must be properly signed by the authorized representative (the "Authorized Representative") as detailed below:
 - a. by the proprietor, in case of a proprietary firm; or
 - b. by a partner, in case of a partnership firm and/; or
 - c. by a duly authorized person holding the Board Resolution, in case of a Limited Company or a corporation; or
 - d. by the authorized representative of the Lead Member, in case of consortium.
- 3) Applicants should note the application Due Date, for submission of application. Except as specifically provided in this document, no supplementary material will be entertained by the Purchaser/Client, and that evaluation will be carried out only on the basis of Documents received by the closing time of application Due Date. Applicants will ordinarily not be asked to provide additional material information or documents subsequent to the date of

submission, and unsolicited material if submitted will be summarily rejected. For the avoidance of doubt, the Purchaser/Client reserves the right to seek clarifications from the Applicants.

- 4) Failure to comply with the requirements spelt out in this Clause shall make the proposal liable to be rejected.
- 5) The Purchaser/Client reserves the right to verify all statements, information and documents, submitted by the applicant in response to the Pre-Qualification Documents. Any such verification or the lack of such verification by the Purchaser/Client to undertake such verification shall not relieve the Applicant of its obligations or liabilities, nor will it affect any rights of the Purchaser/Client.
- 6) In case it is found during the evaluation or at any time before signing of the Agreement or after its execution and during the period of subsistence thereof, that one or more of the eligibility conditions have not been met by the Applicant or the Applicant has made material misrepresentation or has given any materially incorrect or false information, the Applicant shall be disqualified forthwith if the applications has not been pre-qualified yet either by issue of the pre-qualification report or entering into the procurement procedure, and if the Selected Applicant has already been issued/published the pre-qualification report or has entered into the procurement procedure, as the case may be, the same shall, notwithstanding anything to the contrary contained therein or in this document, be liable to be terminated, by a communication in writing by the Purchaser/Client without the Purchaser/Client being liable in any manner whatsoever to the Applicant.

3. TECHNICAL SPECIFICATIONS

3.1 SCOPE AND FIELD OF APPLICATION

This standard specifies the provisions applicable to retro reflective License number plates for motor vehicles.

3.2 SPECIFICATION COMPLIANCE

- a. Testing & sampling will be made in accordance to the ISO 7591. Pre-qualified firms at the time of submission of bids shall supply 66 Number plates (Blanks & Embossed) in total with following details along with foils. Sample preparation shall be done as per below table. Pre-qualified firms have to submit following License number plates (Embossed & blank) as per Table No:1 and items as per Table No:2 along with the BID .It is stated for the sake of clarification that the samples / testing is not required at the stage of pre-qualification.
- b. Materials being used (reflective foil, hot-stamping foil) shall be in accordance to technical specification.
- c. Technical features:
As provided in the document.

3.3 RETRO REFLECTIVE MATERIAL

Retro reflective Material shall comply with ISO 7591 Standard. Processing and converting the retro reflective sheeting shall be in accordance with the technical recommendations of the retro reflective sheeting's manufacturer.

3.4 SECURITY REQUIREMENTS

The retro-reflective sheeting shall display Directional Security Marks of a design, size, configuration and position on the plate as per drawings in this document. This security feature shall be integral parts of the retro reflective sheeting. The Directional Security mark shall not be removable by chemical or physical means from the retro reflective sheeting without irreparable damage to the retro reflective system and shall be visible for the entire performance life of the finished registration plate (end Product).

3.5 DIRECTIONAL SECURITY MARK

The design, size and configuration shall be according to the Figure-A. (Size and configuration in mm)

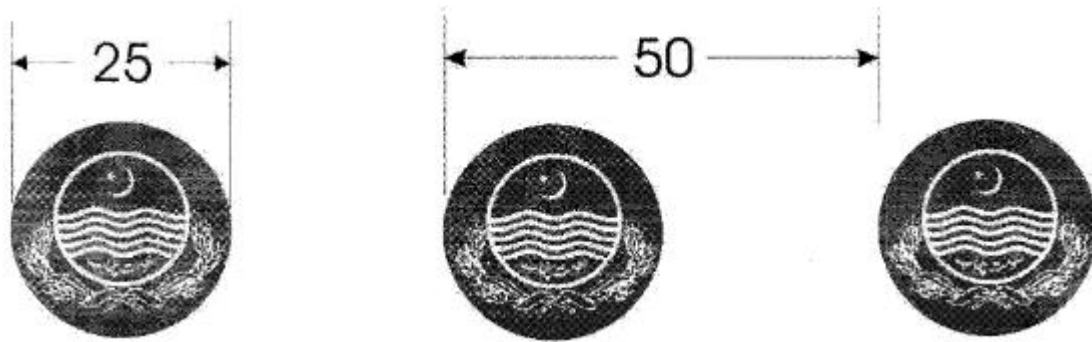


Figure-A

Directional security marks shall meet following requirements:

- A) The Directional Security Mark on the mounted registration plate shall become fully visible in the vertical plane under ambient light and retro reflected light at an angle of $+30^{\circ} + 5^{\circ}$ to the perpendicular on the plate (e.g. to a viewer with an eye height of approx. 1.7 m and standing approx. 1.8 m behind or in front of the car facing the plate surface). Outside this angle range the logos are fading..
- B) The Directional Security Mark on the mounted registration plate shall not be visible in the vertical plane at a viewing angle greater than $+45^{\circ}$ or smaller than $+15^{\circ}$ to the perpendicular in the center of a Directional Security Mark. (e.g. to a viewer standing less than 1.0 m or more than 4.0 m from the car facing the plate surface).
- C) The Directional Security Mark shall not be visible at a viewing angle greater than 15° horizontally to both sides of the perpendicular in the center of a directional Security Mark when viewed at the $+30^{\circ} + 5^{\circ}$ vertical angle. See the Figure-a above

3.6 LASER SERIAL NUMBER

The printed retro-reflective security license plates shall contain unique serial number of a design, size, configuration and position on the plate as provided by ET&NC to the successful bidder. These security features shall be integral parts of the retro-reflective sheeting. The unique serial number shall not be removable by chemical or physical means from the retro-reflective sheeting without irreparable damage to the retro-reflective system and shall be visible for the entire performance life of the finished registration plate. Laser No sequence will start according to the requirement of the Purchaser. Purchaser will provide previously issued laser numbers in order to avoid duplication.

3.7 LICENSE PLATES DIMENSIONS

Sr. No.	Category	Length	Height
1	Private Cars	325	152
2	Commercial Vehicles	325	152
3	Govt. Cars	325	152
4	Semi-Govt. Cars	325	152
5	Private Bike Front	205	70
6	Govt. Bike Front	205	70
7	Semi-Govt. Bike Front	205	70
8	Private Bike Rear	200	170
9	Govt. Bike Rear	200	170
10	Semi-Govt. Bike Rear	200	170
11	Rickshaw	200	170

3.8 PROPERTIES OF THE NUMBER PLATES

Properties of License Number Plates should be according to latest ISO 7591 standards.

3.9 TESTING & SAMPLING

Testing & sampling will be made in accordance to the ISO 7591. Pre-qualified firms at the time of submission of bids shall supply 66 Number plates (Blanks & Embossed) in total with following details along with foils. Sample preparation shall be done as per below table. Pre-qualified firms have to submit following License number plates (Embossed & blank) as per Table No:1 and items as per Table No:2 along with the BID .It is stated for the sake of clarification that the samples / testing is not required at the stage of pre-qualification.

Table No:1

Sr. No.	Type	Plate Identity	Letters to emboss	Quantity (Plate)
1	Private Motor Cycle Front	Laser Serial No.	ABC 1234	4
2	Semi-Govt. Motor Cycle Front	Laser Serial No.	ABC 1234	4
3	Govt. Motor Cycle Front	Laser Serial No.	ABC 1234	4
4	Private Motor Cycle Rear	Laser Serial No.	ABC 1234	4
5	Semi-Govt. Motor Cycle Rear	Laser Serial No.	ABC 1234	4
6	Govt. Motor Cycle Rear	Laser Serial No.	ABC 1234	4
7	Rickshaw	Laser Serial No.	ABC 1234	4
8	Private Car	Laser Serial No.	ABC 123	4
9	Semi-Govt. Car	Laser Serial No.	ABC 123	4
10	Govt. Car	Laser Serial No.	ABC 123	4
11	Commercial Car	Laser Serial No.	ABC 123	4
12	Private Motor Cycle Front	Laser Serial No.	Blank	2
13	Semi-Govt. Motor Cycle Front	Laser Serial No.	Blank	2
14	Govt. Motor Cycle Front	Laser Serial No.	Blank	2
15	Private Motor Cycle Rear	Laser Serial No.	Blank	2
16	Semi-Govt. Motor Cycle Rear	Laser Serial No.	Blank	2
17	Govt. Motor Cycle Rear	Laser Serial No.	Blank	2
18	Rickshaw	Laser Serial No.	Blank	2
19	Private Car	Laser Serial No.	Blank	2
20	Semi-Govt. Car	Laser Serial No.	Blank	2
21	Govt. Car	Laser Serial No.	Blank	2
22	Commercial Car	Laser Serial No.	Blank	2
Total				66

Table No:2

Sr. No.	Other Requirements	Details
1	Name and Detail of manufacturer of number plates	
2	Name and Detail of Reflective film producer	
3	Name and Detail of Aluminum material producer for number plates.	
4	Provide 2 pieces (2meter each in length) of foils with which above numbers are embossed and foiled	Please Provide

3.10 SOFTWARE REQUIREMENTS

The contractor will be responsible for development and maintenance of the software for managing the operations of the facility. The software must:

- Be capable to import all the historical data related to the already produced number plates
- Be capable to implement duplicate production checking of the number plates
- Have a Raw Material Inventory Management Module
- Have a Finished Plates Stock Management Module
- Have a Production Planning and Management Module
- Have Plate wise status report
- Have date and time stamps for in-coming stock; production and delivery.
- Software be capable to automatically map the laser serial number through the bar code stamped at the back of the number plate with the registration number embossed on the number plate

The contractor will be responsible for modification/amendment to the current MTMIS system for automated demand generation and delivery status update for the finished number plates. The contractor will be responsible for all the changes required to existing MTMIS Oracle database including:

- Building, management and maintenance of workflows on workflow builder
- Creation of reports for monitoring on report builder
- Cross application communication using a compatible and suitable composite application for seamless integration
- Use of efficient web services for handling complex data
- Providing business intelligence dashboards for monitoring of number plates

3.11 REQUIREMENTS FOR SETTING UP MANUFACTURING FACILITY

- The contractor will be responsible for setting-up a secure embossing/hot-foiling facility with storage areas for blank and finished number plates.
- ET&NC will provide space for the facility. However, renovation/customization of facility, complete primary and back-up utilities (including Electricity, Water etc.) for operating the facility shall be the responsibility of the contractor.

- 24-hour CCTV monitoring of each area of the facility shall be the responsibility of the contractor for safety of the stock and the security reasons.

4. SUBMISSION OF APPLICATION

4.1 Sealing and Marking of Application

4.1.1 The applicant shall seal the original and one copy of application separately in an inner and an outer envelope, duly marking the envelopes as "ORIGINAL" and "COPY".

4.1.2 The inner and outer envelopes shall:

(a) Be addressed to the following address:

Additional Director General/Competent Authority Procurement
Excise, Taxation & Narcotics Control Punjab
847-A, Shadman-I Lahore
Tel. No. 042-99203567

(b) Bear the following identification:

Application for "PRE-QUALIFICATION OF SUPPLY OF ISO 7591 & ANPR
COMPLIANT FINISHED (EMBOSSSED & HOT FOILED) RETRO REFLECTIVE
LICENSE / NUMBER PLATES"

Procurement of Goods
DO NOT OPEN BEFORE 19 January 2018

4.1.3 In addition the inner envelope shall indicate the name and address of the applicant to enable the application to be returned unopened in case it is declared "Late".

4.1.4 Only those proposals will be considered which are delivered by hand by the representative of the bidder within given time to the office of undersign.

4.2 Deadline for Submission of Application

4.2.1 The original and copy of application must be received by the Purchaser/Client at the address specified in Clause 5.1.2 no later than:

Date: 19 January 2018

Time: **1200 hours**

4.3 Late Application

The application received by the Purchaser/Client after the deadline for submission of application prescribed by the Purchaser/Client, pursuant to Clause 5.2, will be rejected and returned unopened to the applicant.

4.4 Modification and Withdrawal of Application

4.4.1 The Application may modify or withdraw its application after the application's submission, provided that written notice of the modification or withdrawal is received by the Purchaser/Client prior to the deadline prescribed for submission of application.

4.4.2 The applicant modification or withdrawal notice shall be prepared, sealed, marked and dispatched in accordance with the provisions of Clause 5.2. withdrawal notice may also

be sent by Fax but must be followed by a signed confirmation copy, post marked not later than the deadline for submission of application.

- 4.4.3 The application may not be modified subsequent to the deadline for submission of application.

5. OPENING AND EVALUATION OF APPLICATION

5.1 Opening of Applications

5.1.1 The applications shall be opened by the Purchaser/Client in the presence of the applicant's representatives who choose to attend at the time and date specified in this Document, at the office of the Purchaser/Client. The Applicant's representatives who are present shall sign a register evidencing their attendance.

5.2 Clarification of Application

To assist in the examination, evaluation and comparison of application, the Purchaser may, at its discretion, ask the applicant for a clarification of its application. All responses to requests for clarification shall be in writing, and no change in substance of the application shall be sought, offered or permitted except as required to confirm the corrections of arithmetical errors discovered in the evaluation of application.

5.3 Determination of Responsiveness of Application

5.3.1 Prior to the detailed evaluation of the application, the Purchaser/Client will examine and determine the substantial responsiveness of the application to the requirements of this document. A substantially responsive application is one which:

- (a) meets the eligibility criteria specified in Clauses 1.2;
- (b) has been properly signed on the Application Form;
- (c) meets the technical evaluation criteria, as specified in this document;
- (d) is otherwise complete and generally in order;
- (e) Conforms to all the terms, conditions and Specifications of this document, without material deviation or reservation. A material deviation or reservation is one:
 - (i) Which affects in any substantial way the scope, quality or performance of the Goods/services; or
 - (ii) Which limits in any substantial way, inconsistent with the pre-qualification document

5.3.2 The Purchaser's determination of a applicant's responsiveness shall be based on the contents of the application itself without recourse to extrinsic evidence, except where verification is done by the purchaser.

5.3.3 The application determined as not substantially responsive will be rejected by the Purchaser/Client and may not subsequently be made responsive by the applicant by correction or withdrawal of the nonconforming deviation or reservation.

5.3.4 The Purchaser/Client may waive any minor informality or non-conformity or irregularity in the application.

5.4 Evaluation and Comparison of Applications

The Purchaser may evaluate and compare the applications previously determined to be substantially responsive.

5.5 Technical Evaluation

DOCUMENTS CHECK LIST(MANDATORY)

All applicants are advised in their own interest to provide the following documents for a fair evaluation of their capacity to perform the contract. Failure to furnish any of these documents can affect the success of the applicant. A duly filled copy of this check list shall be annexed and attached with the sealed envelope by every applicant.

SR#	MANDATORY DOCUMENT NAME	COMPLIANCE YES/NO	REMARKS
1	Company /firm Registration Documents. In case of Consortium (Company incorporation/Registration certificate of all parties)		
2	Agreement (on valid legal document) of Consortium if any		
3	Worldwide Purchaser List from bidder / manufacturer / JV partner (similar nature projects) with documentary Proof		
4	Scope of Work as mentioned (Technical specifications compliance)		
5	Certificate for Distribution of number plates from principal manufacturer (if applicable)		
6	Proof of Annual Turn Over PKR 500 million (The annual turnover pertains to the last complete audited financial year which in no case should be older than last two financial year of the applicant from the last date of submission of application. In case of JV or consortium annual turnover will be considered of lead partner only.)		
7	Performance certificate of similar projects in Pakistan/abroad by bidder / JV partner / manufacturer		
8	Number Plate certification (ISO 7591 or equivalent) – (in respect of number plates supplied to minimum two clients with in last 2 year)		

<p>9</p>	<p>Undertaking on legal paper that the firm is not blacklisted by Government , Semi Government , public sector etc</p> <p>The applications of those firms who are black listed by any government department or by any of the International Donor Agency like World Bank, JICA, and ADB etc and this blacklisted continues on the date of submission of application. shall be rejected without detailed evaluation. The applicant is required to submit an undertaking on judicial paper that he or any of his associates is not in the list of black listed firms of the above mentioned departments or financing institutions. Neither have they been blacklisted by the Procuring Agency, the Federal and/or any Provincial government and/or any government/state department, agency or authority.</p>		
<p>10</p>	<p>Valid Management Certificate of the manufacturer (ISO 9001& 14001)</p>		
<p>11</p>	<p>Undertaking on legal paper for production capacity of 10 Million Number Plates per year at the time of submission of request for pre-qualification</p>		
<p>12</p>	<p>Signed Application Form</p>		

EVALUATION CRITERIA				
Sr. #	Document Name	Allocated Marks	Marks Obtained	Remarks
1	Annual Turnover of the applicant / lead partner (30 Marks)	Rs.500 Million (15Marks) Rs.500-700 Million (20 Marks) Rs.700-1000 million (25 Marks) Over Rs. 1 Billion (30 Marks)		
2	Status of the manufacturer, (Sole Proprietor/Firm/Private limited Company/ Public limited company) (10 Marks) Note : If principle manufacturer applies directly then he will get the same numbers according to his status .	1 Mark for sole proprietor 3 Marks for registered firm 7 Marks for private limited 10 Marks Public listed company (max 10 Marks)		
3	Status of the Dealer / authorized agent (if any). Sole Proprietor/Firm/Private limited Company/ Public limited company. (10 Marks)	1 Mark for sole proprietor 3 Marks for registered firm 7 Marks for private limited 10 Marks Public listed company (max 10 Marks)		
4	International clientele for supply of license plate(ISO 7591or equivalent compliant) / projects with documentary proof (10 Marks)	1 Marks for each reference of projects exceeding 10 million PKR or equivalent (max 10 marks)		
5	Management Certificate of the dealer/authorized agent (ISO 9001) (5 Marks)	5 Marks		
6	Experience of manufacturing Number Plates (10 Marks)	6 Marks for 6 years. 1 Mark for each year after 6 th year (max 10 Marks)		
7	Annual Production Capacity of Number Plates (10 Marks)	5 Marks for 10 million Number Plates Production per annum 1 mark for each million number plates per annum after 10 million (max 10 Marks)		
TOTAL MARKS				

- Passing Marks will be **70% or above** of the total marks
- Applicants are required to provide the documentary evidences of all the items, mentioned above, under clause 5.5.

5.6 Contacting the Purchaser/Client

Any effort by the applicant to influence the Purchaser/Client in the Purchaser/Client's decisions in respect of application evaluation, or shortlisting will result in the rejection of the Applicants' application.

5.7 Purchaser/Client's Right to Reject the Application

The Purchaser / procuring agency may reject all applications or proposals at any time prior to the acceptance of a application or Proposal.(Rule35(1))PPRA 2014

6. SCHEDULE -A: SPECIAL STIPULATIONS

For ease of reference, certain information and Special Stipulations applicable to the pre-qualified firms entering into the contract are set forth herein.

1.

Amount of Performance Guarantee at the time of signing the Contract Agreement	5% of the contract amount
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2. Delivery of Goods
 - a) Address at which Final Product will deliver

Office of the Directorate General, Excise, Taxation & Narcotics Control Punjab, 847-A, Shadman Colony Lahore
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 - b) Contract Execution Schedule

As per T.O.Rs of Contract Agreement

3. Warranty Period offered by the manufacturer

Five years or more warranty period as specified in the Schedule-B of this document.

4. Penalty for Non Performance
 - a) In case of non provision of number plates as requested by MRA within the timeline:
Liquidated damages for delayed delivery of Goods thereof.

0.25% of the Monthly invoices of the delayed or Goods per day or part thereof.
--

 - b) In case of delay in project startup as per committed time line in the technical proposal

0.25% of the annual contract value of the delayed or Goods per day or part thereof.

 - c) Limit of Liquidated Damages

Not to exceed in the aggregate ten percent (10%) of Contract Price stated in the Notice of Contract Award/Letter of Acceptance by the Purchaser/Client.

5. Pre-qualified firms will be required to submit 3% bid security at the time of submission of bid.

7. SCHEDULE-B: SPECIFICATIONS

Preamble

1. The Goods will be delivered at the address provided in Schedule A:

General Specifications of License Number Plates

- 1) Retro Reflective Material
 - a) Retro-reflective Aluminum sheets with flat and smooth edges
 - b) Resistance against temperature, water, impacts and bending etc.
 - c) Rounded border edges & corners in order to avoid injuries during hot stamping & embossing
 - d) Embossed border.
 - e) At least 1 mm thickness of all types of License number plates
- 2) Punjab Specific Graphical Design / Logo
- 3) Unidirectional Security Marks
 - a) Comprising the emblem of the Government of the Punjab visible from a specific distance.
 - b) Not removable by chemical & physical means.
 - c) Can be seen at a specified viewing angle and invisible at all other angles.
 - d) Security Marks should not be reproducible as a lookalike by any photographing, copying, printing, lamination or other imaging process on the final registration plate.
 - e) visible at the angle of 30 degree as per technical design and existing license number plate being issued by the department
- 4) Uniquely identified Laser Serial Numbers
 - a) Registration Plates should have contained a unique laser serial no consisting of minimum 7 digits (combination of Alpha-numerals to be provided by the purchaser to the successful applicant).
 - b) Laser no could not be removed from the reflective sheet unless to destroy it.
- 5) The plates should readable in reflection of light during dark hours.
- 6) Alphabets and Numerals should be embossed not printed
- 7) OCR (Optical Character Recognition) readable numbers
- 8) ISO 7591 Compliant
- 9) ANPR Compliant
- 10) Barcode of the laser serial number plate should be placed at the back side of the plate for inventory management / detection etc.

11) Significant dimensions of the finished license number plates are as follows:

Sr. No.	Category	Length	Height
1	Private Cars	325	152
2	Commercial Cars	325	152
3	Govt. Cars	325	152
4	Semi-Govt. Cars	325	152
5	Private Bike Front	205	70
6	Govt. Bike Front	205	70
7	Semi-Govt. Bike Front	205	70
8	Private Bike Rear	200	170
9	Govt. Bike Rear	200	170
10	Semi-Govt. Bike Rear	200	170
11	Rickshaw	200	170

Terms & Conditions

- 1) Minimum of Five Years warranty of the final/finished product.
- 2) In case of International Warranties, the local authorized dealers should mention their service and warranty setup, details of qualified engineers, etc. The Applicant shall produce a certificate of commitment to supply at least 20,000 pairs of plates per day and terms and conditions as quoted by the Applicant at application time during the contractual period of 3 Years.
- 3) The exact dimensions and layout of the alphabets/numerals, and security features will be approved by the Purchaser/Client before the award of the contract based on the samples provided by the applicant.
- 4) The Contractor should maintain in advance, the blank stock of Number Plates along with the allied technologies / materials, for at least 4 Months.
- 5) The Contractor will provide finish number plate(embossed & hot stamped) in all aspects within the premises of the office of the Directorate General, Excise, Taxation & Narcotics Control Punjab Punjab.847-A,Shadman.-Lahore.
- 6) The maintenance / management of Central Production Facility as well as warehouse in the office of the Directorate General, Excise, Taxation & Narcotics Control Punjab, will be the responsibility of the Contractor including electrification, furnishing, mobilization, machinery & equipment and other relevant technologies / materials.
- 7) Category wise Minimum Requirement of License Number Plates is mentioned below, which may be increase / decrease as per the actual requirements:

S.No	Category	Estimated Volume (per Year) (Number Plate Pairs)
1	Private M.Cycle	1,457,077
2	Private Car	120,055
3	Commercial Vehicle	52,542
4	Rickshaw	63,828
5	Govt. M.Cycle	3,180
6	Govt. Car	2,014
7	Semi-Govt. M. Cycle	613
8	Semi Govt. Car	1,274
	Total	1,700,583

8. Power of Attorney for Signing of Application

(Refer Clause -----)

Know all men by these presents, We, (name of the firm and address of the registered office) do hereby irrevocably constitute, nominate, appoint and authorize Mr. / Ms (Name), son/daughter/wife of ----- and presently residing at..... who is presently employed with us/ the Lead Member of our Consortium/JV and holding the position of as our true and lawful attorney (hereinafter referred to as the "Attorney") to do in our name and on our behalf, all such acts, deeds and things as are necessary or required in connection with or incidental to submission of our application [or the Retro-Reflective License Number Plates including but not limited to signing and submission of all applications, bids and other documents and writings, participate in Applicants' and other conferences and providing information / responses to the Directorate General, Excise, Taxation and Narcotics Control Punjab(Purchaser/Client), representing us in all matters before the Purchaser/Client, signing and execution of all contracts and undertakings consequent to acceptance of our application, and generally dealing with the Purchaser/Client in all matters in connection with or relating to or arising out of our application for the said Project and/or upon award thereof to us and/or till the entering into of the Agreement with the Authority.

AND we hereby agree to ratify and confirm and do hereby ratify and confirm all acts, deeds and things done or caused to be done by our said Attorney pursuant to and in exercise of the powers conferred by this Power of Attorney and that all acts, deeds and things done by our said Attorney in exercise of the powers hereby conferred shall and shall always be deemed to have been done by us.

IN WITNESS WHEREOF WE,, THE ABOVE NAMED PRINCIPAL HAVE EXECUTED THIS POWER OF ATTORNEY ON THIS..... DAY OF 20....

For.....

(Signature, name, designation and address)

Witnesses

1. 2.

(Signature, name, designation and address of the attorney)

Notes:

• *The mode of execution of the Power of Attorney should be in accordance with the procedure, if any, laid down by the applicable law and the charter documents of the executant(s) and when it is so required. the same should be under common seal affixed in accordance with the required procedure.*

• *Wherever required, the Applicant should submit for verification the extract of the charter documents and documents such as a board or shareholders resolution/ power of attorney in favor of the person executing this Power of Attorney for the delegation of power hereunder on behalf of the Applicant.*

• *For a Power of Attorney executed and issued overseas, the document will also have to be legalized by the Pakistani Embassy and notarized in the jurisdiction where the Power of Attorney is being issued.*

Power of Attorney for Lead Member of Consortium/JV

Whereas the Directorate General, Excise, Taxation and Narcotics Control Punjab (Purchaser/Client), has invited applications for Pre-qualification for Supply of ISO 7591 & ANPR Compliant Finished (Embossed & Hot Foiled) Retro reflective license number plates for display on Motor vehicles (the "Project").

Whereas,and (collectively the "Consortium/JV") being Members of the Consortium/JV are interested in pre-qualification for the Project in accordance with the terms and conditions of the Pre-Qualification Document in respect of the Project, and

Whereas, it is necessary for the Members of the Consortium to designate one of them as the Lead Member with all necessary power and authority to do for and on behalf of the Consortium, all acts, deeds and things as may be necessary in connection with the Consortium's application for the Project and its execution.

NOW THEREFORE KNOW ALL MEN BY THESE PRESENTS

We, having our registered office at
M/s....., having our registered office at....., and M/s
....., having our registered office at (hereinafter collectively referred to as the "Principals") do hereby irrevocably designate, nominate, constitute, appoint and authorize M/s....., having its registered office at....., being one of the Members of the Consortium, as the Lead Member and true and lawful attorney of the Consortium (hereinafter referred to as the "Attorney") and hereby irrevocably authorize the Attorney (with power to sub-delegate) to conduct all business for and on behalf of the Consortium and anyone of us during the bidding process and, in the event the Consortium is awarded the Contract, during the execution of the Project, and in this regard, to do on our behalf and on behalf of the Consortium, all or any of such acts, deeds or things as are necessary or required or incidental to the submission of its application for the Project, including but not limited to signing and submission of all applications, bids and other documents and writings, accept the Letter of Award, participate in Applicants' and other conferences, respond to queries, submit information/ documents, sign and execute contracts and undertakings consequent to acceptance of the bid of the Consortium and generally to represent the Consortium in all its dealings with the Purchaser/Client, and/ or any other Government Agency or any person, in all matters in connection with or relating to or arising out of the Consortium's bid for the Project and/or upon award thereof till the validity of the contract.

AND hereby agree to ratify and confirm and do hereby ratify and confirm all acts, deeds and things done or caused to be done by our said Attorney pursuant to and in exercise of the powers conferred by this Power of Attorney and that all acts, deeds and things done by our said Attorney in exercise of the powers hereby conferred shall and shall always be deemed to have been done by us/ Consortium.

IN WITNESS WHEREOF WE THE PRINCIPALS ABOVE NAMED HAVE EXECUTED THIS POWER OF ATTORNEY ON THIS DAY OF, 20

For.....

(Signature, Name & Title)

For.....

(Signature, Name & Title)

For.....
(Signature, Name & Title)
(Executants)

(To be executed by all the Members of the Consortium)

Witnesses:

1. 2.

Notes:

- *The mode of execution of the Power of Attorney should be in accordance with the procedure, if any, laid down by the applicable law and the charter documents of the executant(s) and when it is so required, the same should be under common seal affixed in accordance with the required procedure.*
- *wherever required, the Applicant should submit for verification the extract of the charter documents and documents such as a board or shareholders resolution/ power of attorney in favor of the person executing this Power of Attorney for the delegation of power hereunder on behalf of the Applicant.*

For a Power of Attorney executed and issued overseas, the document will also have to be legalized by the Pakistani Embassy and notarized in the jurisdiction where the Power of Attorney is being issued.

9.

APPLICATION FORM

Date:

No:

To

Additional Director General/
Competent Authority Procurement
Excise, Taxation & Narcotics Control Punjab
847-A Shadman-I, Lahore, Tel. No. 042-99203567

Subject: APPLICATION FOR PRE QUALIFICATION OF SUPPLIER FOR SUPPLY OF ISO 7591 & ANPR COMPLIANT FINISHED (EMBOSSSED & HOT FOILED) RETRO REFLECTIVE LICENCE NUMBER PLATES FOR DISPLAY ON MOTOR VEHICLES

Sir

Being duly authorized to represent and act on behalf of (“the Applicant”), and having reviewed and fully understood all the prequalification information provided, the undersigned hereby apply to be prequalified as a applicant for pre-qualification of supplier for supply of ISO 7591 & ANPR compliant finished (embossed & hot foiled) retro reflective license number plates for display on motor vehicles the following contract under the “Supply, Installation and Commission of the Equipment as given in the Introduction chapter of this documents”.

2. The Client and its authorized representatives are hereby authorized to conduct any inquiries or investigations to verify the statements, documents, and information submitted in connection with this application, and to seek clarification from our bankers and clients regarding any financial and technical aspects. This Letter of Application will also serve as authorization to any individual or authorized representative of any institution referred to in the supporting information, to provide such information deemed necessary and requested by yourselves or the authorized representative to verify statements and information provided in this application, or with regard to the resources, experience, and competence of the Applicant.

3. The Client and its authorized representatives may contact the following persons for further information, if needed.

TECHNICAL QUERIES		
Contact 1	Telephone No 1	Email 1
Contact 2	Telephone No 2	Email 2

FINANCIAL QUERIES		
Contact 1	Telephone No 1	Email 1
Contact 2	Telephone No 2	Email 2

4. The undersigned declare that the statements made and the information provided in the duly completed application are complete, true, and correct in every detail.

Signed: _____

Signed : _____

Name: _____

Name : _____

Designation: _____

Designation : _____

Stamp: _____

Stamp : _____

For and on behalf of
(name of Applicant or lead partner of a joint venture)

For and on behalf of
(name and signature of other partners of the joint venture)