

# Pre-Qualification Document (PQD)

For

Pre-qualification of Consultants/Consulting Firms For

Resident Supervision

of

Establishment of Centre of Excellence Boys at Chakwal.

GOVERNMENT OF PUNJAB



**PUNJAB DAANISH SCHOOLS AND CENTER OF EXCELLENCE  
AUTHORITY.**

February, 2021

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Documents issued to M/s \_\_\_\_\_ on their  
request vide application No. \_\_\_\_\_ dated \_\_\_\_\_

**Head Clerk, PDS&CEA**

**PUNJAB DAANISH SCHOOLS AND CENTERS OF EXCELLENCE AUTHORITY - GOVERNMENT OF PUNJAB**

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## ***DISCLAIMER***

1. The information contained in this Shortlisting document or subsequently provided to Applicant(s), whether verbally or in written form by or on behalf of the Punjab Daanish Schools and Center of Excellence Authority. (the Client) or any of their employees or advisors, shall be subject to the terms and conditions set out in this shortlisting document and any other terms and conditions subject to which such information is provided.
2. Each Applicant should conduct its own investigations and analysis and should check the accuracy, reliability and completeness of the information in this shortlisting document and obtain independent advice from appropriate sources. The Client, its representatives, their employees and advisors make no representation or warranty and shall incur no liability under any law, statute, rules or regulations as to the accuracy, reliability or completeness of the shortlisting document.
3. The Client may, in their absolute discretion, but without being under any obligation to do so, update, amend, add to any or all of the provisions or supplement the information of this document or cancel the present Expression of Interest (EOI) and call for fresh Invitations under PPRA, 2014. Such changes would be intimated to all Applicants through its website.
4. The Client reserves the right to reject the EOIs submitted in response to this shortlisting document at any stage under PPRA 2014. The Client also reserves the right to hold or withdraw or cancel the process at any stage up to the final shortlisting under PPRA, 2014. The Client may, in its absolute discretion but without being under any obligation to do so, update, amend or supplement the information, assessment or assumptions contained in this document.
5. The issue of this shortlisting document does not imply that the Client is bound to select and shortlist applications for Bid Stage or to appoint the selected Applicant, as the case may be, for the project and the Client reserves the right to reject the Applications with assigning reasons whatsoever under PPRA, 2014.
6. The Applicant shall bear all its costs associated with or relating to the preparation and submission of its Application including but not limited to preparation, copying, postage, delivery fees, expenses associated with any demonstrations or presentations which may be required by the Client or any other costs incurred in connection with or relating to its Application.
7. All such costs and expenses will remain with the Applicant and the Client shall not be liable in any manner whatsoever for the same or for any other costs or other expenses incurred by an Applicant in preparation or submission of the Application, regardless of the conduct or outcome of the process.
8. Neither the Client nor their employees or representative will have any liability in case of non-receipt of any correspondence from them to the Applicants due to the postal delays.
9. Mere submission of Application / EOI or issuance of RFP does not vest any right in the Applicant for being selected for the project.

## **SECTION I: INSTRUCTION TO APPLICANTS**

### **A. Scope of Application**

1. The Client invites Expression of Interests (EOIs) proposals to shortlist experienced and capable Applicants/firms for the Request for Proposals (RFPs) stage through Quality & Cost Based Selection (QCBS) under PPRA, 2014.
2. Shortlisted Applicants would be subsequently invited to submit the technical and financial proposals in respect of the “Establishment of Centre of Excellence Boys at Chakwal” under single stage two envelop procedure.

### **B. Eligible Applicants**

1. A single firm/entity/company or a group of firms/entity/companies (the Joint Venture), coming together to perform the “consultancy Services”. The term Applicant used hereinafter would therefore apply to a single firm/entity and/or an Association. The Joint venture should be meaningful partnership and should have at least three (3) relevant assignment for lead firm and one (1) relevant assignment for partner firm. In case of joint venture, attach a letter of intent or a copy of an existing agreement / partnership deed.
2. The Applicant should submit a Power of Attorney as per the format enclosed at **Annexure-3**, authorizing the signatory of the EOI for submission.
3. Notwithstanding anything stated elsewhere in this document, the Client shall have the right to seek updated information and supplementary information from the Applicant to ensure their continued eligibility. Applicant(s) shall provide evidence of their continued eligibility in a manner that is satisfactory to the Client. Applicant may be disqualified if it is determined by the Client, at any stage of the process, that the Applicant will be unable to fulfil the requirements of the Project or fails to continue to satisfy the Eligibility Criteria.
4. A firm which has been barred or blacklist either by any department /agencies/donors/Ministries of the Government of Pakistan / Punjab or Government departments/agencies of their respective country, in case of Applicant(s) would not be eligible to submit an EOI Application, either individually or as member of a Consortium. Applicant to submit an affidavit to this effect.

### **C. Number of EOIs**

Each Applicant shall submit only one (1) EOI Application, with two (2) copies, in response to this shortlisting document. Any Applicant, which submits or participates in more than one EOI Application will be disqualified and will also cause the disqualification of the J.V of which it is a member as the case may be.

### **D. EOI Preparation Cost**

The Applicant shall be responsible for all of the costs associated with the preparation of its EOI and its participation in the shortlisting process. The Client will not be responsible or in any way liable for such costs, regardless of the conduct or outcome of the shortlisting process.

## **E. Examination of Shortlisting Document**

1. It would be deemed that by submitting the EOI, Applicant has:
  - a. Made a complete and careful examination of the shortlisting document; and
  - b. Received all relevant information requested from the Client.
2. A receipt of submission of Rs. 1000/- in lieu of prequalification documents must be attached with the application.
3. The Client shall not be liable for any mistake or error on the part of the Applicant in respect of the above.

## **F. Right to Accept or Reject all Applications**

1. Notwithstanding anything contained in this shortlisting document, the Client reserves the right to accept or reject EOI and to annul the shortlisting process and reject all EOIs / proposals, at any time without any liability or any obligation for such acceptance, rejection or annulment, under PPRA, 2014.
2. The Client reserves the right to not to shortlist Application if:
  - a. At any time, a material mis-representation is made or uncovered, or
  - b. The Applicant does not respond promptly and thoroughly to requests for supplemental information required for the evaluation of the EOI.
3. Such misrepresentation / improper response would lead to the disqualification of the Applicant. If the Applicant is a Consortium, then the entire Consortium would be disqualified / rejected.

## **G. Contents of Shortlisting Document**

The Shortlisting Document comprises the contents as given in the Table of Contents and would additionally include any Addenda issued in accordance with the provisions of this Document.

## **H. Clarifications**

Interested parties may address their queries relating to the shortlisting process to the Office of the Client mentioning email and contact number. The queries should reach the above within ten (10) days of publishing of this EOI. The Client would endeavor to respond to the queries. The responses will be sent by email/courier. The delivery of clarifications to the Applicant shall not be responsibility of the Client. A communication of clarification is considered to be made by the Client if transmittal of email/courier has been made to the Applicant from the Client.

## **I. Amendment of Shortlisting Document**

1. At any time prior to the deadline for submission of EOI Application, the Client may, for any reason, whether at its own initiative or in response to clarifications requested by any Applicant, modify the shortlisting Document by the issuance of an Addendum.
2. Any Addendum thus issued will be sent in writing to all those who have sent queries to the Document, and shall also be uploaded on the website of Client and Punjab Procurement Regulatory Authority.

## **J. Language**

The EOI and all related correspondence and documents should be written in the English language. Supporting documents and printed literature furnished by Applicant with the EOIs should also be in English language.

## **K. Validity of EOIs**

EOIs shall remain valid for a period not less than 120 days from the EOI Application Due Date. The Client reserves the right to reject any EOI Application, which does not meet this requirement.

## **L. Format and Signing of EOI Application**

1. The Applicant would provide all the information as per this shortlisting document. The Client would evaluate only those EOIs that are received in the required format and are complete in all respects.
2. The Applicant shall prepare one original of the documents comprising the EOI Application and clearly marked "ORIGINAL". In addition, the Applicant shall make two copies of the EOI Application, clearly marked "COPY". In the event of any discrepancy between the original and the copies, the original shall prevail.
3. The EOI Application and its copies shall be typed or written in indelible ink and each page shall be initialed and stamped by the Applicant. All the alterations, omissions, additions, or any other amendments made to the EOI Application shall be initiated by the person(s) signing the EOI Application.
4. The EOI application shall be hardbound. Loose paper / ring binding or paper in file will not be acceptable and shall be liable ineligible.
5. Chain Marking / Numbering of pages of complete EOI

## **M. Sealing and Marking of EOI Applications**

1. The Applicant shall seal the original and copy duly marking the envelopes as "ORIGINAL" and "COPY". The envelopes shall then be sealed in an outer envelope super scribing 'EOI for "Establishment of Centre of Excellence Boys at Chakwal" under single stage two envelop procedure and also the name(s) of Applicant / association.

The envelope shall be addressed to: GM (Engineering) Japanese Cell Building, Research Station, Near Punjab University New Campus, Canal Bank, Lahore

2. If the envelope is not sealed and marked as instructed above, the Client assumes no responsibility for the misplacement or premature opening of the contents of the EOI Application submitted.

## **N. EOI Application Due Date**

EOI Applications should be submitted by 04:00 PM in the above-mentioned office address on or before 8<sup>th</sup> March 2021, at the address provided above in the manner and form as detailed in this shortlisting document. EOI Applications submitted by either facsimile transmission, telex or e-mail will not be considered for evaluation and shortlisting. However, the Client reserves the right to extend the EOI Application Due Date and Time, at any time prior to closing/opening of EOIs in response to this shortlisting document. In such cases the EOI applications received prior to such extension shall not be opened. Further, if the document is materially modified during such extended period, the EOI application received prior to extension shall be returned to the Applicants and appropriate time shall be allowed for resubmission of the EOI applications.

Focal Person to contact:

Mr. Ashir Naeem , Head Clerk

PDS&CEA. 0435906111

## **O. Late EOI Applications**

EOI Applications received after the Due Date and time shall not be considered

**P. Modifications/ Substitution/ Withdrawal of EOIs**

The Applicant may modify, substitute or withdraw its EOIs after submission, provided that written notice of the modification, substitution or withdrawal is received by the Client before the EOI's Due Date. No EOI shall be modified or substituted or withdrawn by the Applicant after the EOI Due Date and time.

**Q. Evaluation of EOI – Criteria**

The Client would subsequently examine and evaluate EOIs in Accordance with the criteria set out in Section 3.

**R. Evaluation of EOI - Supporting Documents**

The Client reserves the right to call for supporting documentation to verify the data provided by Applicant, at any time during the shortlisting process. The Applicant in such cases would need to provide the requested clarification / documents promptly and within the stipulated time failing which the Applicant is liable to be disqualified at any stage of the shortlisting process.

**S. Evaluation of EOI - Right to Reject**

The Client reserves the right to reject EOI Application if:

1. At any time, a material misrepresentation is made or uncovered; or
2. The Applicant does not respond promptly and thoroughly to requests for supplemental information required for the evaluation of the EOI.

**T. Confidentiality**

Information relating to the examination, clarification, evaluation, and recommendation for the short-listed Applicants shall not be disclosed to any person not officially concerned with the process. The Client will treat all information submitted as part of EOI Application in confidence and would require all those who have access to such material to treat the same in confidence. The Client will not divulge any such information unless it is ordered to do so by higher authority that has the power under law to require its disclosure.

**U. Clarifications**

To facilitate evaluation of EOIs, the Client may at its sole discretion, seek clarifications in writing from any Applicant regarding its EOI or reject the incomplete EOI proposal.

**V. Qualification and Notification**

After the evaluation of EOIs, the Client would announce a list of shortlisted Applicants who meet the Qualification Criteria. At the same time, the Client would notify other Applicants that their EOI Applications have been unsuccessful. The shortlisted Applicants would then be requested by the Client to submit a detailed Proposal in the form and manner to be set out in the RFP Document.

## **Section2: SUPERVISION CONSULTANT FOR CENTRE OF EXCELLENCE BOYS AT ACHAKWAL**

The detailed TORs will be provided with the RFP document.

### **➤ Brief Background / Introduction**

Government of the Punjab is keen to develop better educational facilities in different areas of the Punjab Province. In pursuance of the program, a project for Establishment of Centre of Excellence Boys at Chakwal has been approved by Authority Development Committee of Punjab Daanish Schools & Centres of Excellence Authority (PDS&CEA).

The project has been planned to be completed by 2-years (24-months) with the capital cost of Rs. 400 m.

### **➤ Objectives of the consultancy**

In order to ensure good quality / expeditious completion of the projects, full time Resident Supervision of the Consultants is required.

### **➤ Scope of work**

- Admin Block (Single Storey)
- Primary Block (Double Storey)
- Secondary Block (Triple Storey)
- Multipurpose Hall (33 feet height)
- Sports Block (Single Storey)
- Cafeteria (Single Storey)
- Masjid
- And allied infrastructure.



The minimum qualifying marks is 65

### **3.1 Eligibility Criteria**

Following are the details on the basis of which firms will be shortlisted:

#### **A. Mandatory or Pre-requisite criteria**

Pre-requisite must be fulfilled by Single Firm or Joint Venture (Lead Firm & Partner Firm separately)

- a.** Information regarding legal entity / copy of registration with Securities and Exchange Commission of Pakistan or Registrar of Firms etc.
- b.** Certificate of Registration with FBR National Tax Registration Number with active taxpayer status and registration No. with Punjab Revenue Authority for PST purposes.
- c.** Certificate of registration & Renewal for 2020-21 with Pakistan Engineering Council (PEC) in the relevant code. In case of a firm outside Pakistan, registration with relevant professional body and exchange commission will be required of their country of origin.
- d.** Audited Statement of Accounts for the last three (3) years.
- e.** Litigation History.
- f.** Power of Attorney for Representative.
- g.** Affidavit for Correctness of Information.
- h.** The Applicant/Partner of the JV shall attach original affidavit on non-judicial stamp paper (with a value of Rs. 100) and declaring on oath that the Applicant:
  - i. is not in bankruptcy or liquidation proceedings;
  - ii. has never been declared ineligible/blacklisted by Government / Semi-Government / Agency or Authority or any employer till date due to the any reasons
  - iii. is not making any misrepresentations or concealing any material fact and detail;
  - iv. has not been convicted of, fraud, corruption, collusion or money laundering;
  - v. 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 its obligations; and
  - vi. does not fall within any of the circumstances for ineligibility or disqualifications

#### **B. Shortlisting criteria**

The short-listing criteria for evaluation of application those are responsive and fulfill pre- requisite/mandatory requirements, are given below:

SN	Description	Marks (%)
1	Financial Capability / Position	10
2	Relevant and Past Experience	40
3	Personnel / HR Capabilities	40
4	Managerial Capability	10
<b>Total</b>		<b>100</b>

The Company / JV securing 65% marks collectively will qualify.

### B.1 Financial Capability / Position

EOI evaluation will be based on the criteria given in succeeding paras in line with PPRA rules and as demonstrated by the Applicant's responses in the forms given in this document.

- Sub-contractor's experience and resources shall not be taken into account in determining the Applicant's compliance with the qualifying criteria.
- Joint Venture may meet the following criteria jointly.

#	Criteria	Maximum Marks	Detail Marks
	Average turnover during last three financial years supported with verified annual financial statements	10	a. Below 10 Million =0 Marks b. More than 10 to 50 Million =4 Marks c. More than 50 to 70 Million =7 Marks d. More than 100 Million =10 Marks

### B.2 Relevant and Past Experience

Firm should provide information regarding:

Sr. No	Criteria	Maximum Marks
	<p>Relevant experience in the subject field by submitting the details of 04 No. most relevant projects.</p> <p>(must be supported with the completion certificate issued by the procuring agency / executing agency of that particular project)</p> <p>In case of Joint Venture - The Joint venture should be meaningful partnership and leading firm should have at least three (3) relevant assignments and partner firm must have one (1) relevant assignment.</p>	<b>40</b> (10*4)

### B.3. Personnel / HR Capabilities

S. No	Designation	Min. Qualification/Experience	No. of Posts	Maximum Marks 40
1	Resident Engineer	B.Sc Civil Engineering with 10 years relevant experience.	1	20
2	Site Inspector (Civil)	DAE (Civil) having experience of 10-years or more in relevant field.	1	10
3	Site Inspector (Electrical)	DAE (Electrical) having experience of 10-years or more in relevant field.	1 (Intermittent)	10

*Note: Provide information of personnel on the format given at Annex 5& 6.*

- 30% weightage shall be given to qualification whereas 70% weightage shall be assigned to experience for each proposed resource given in above table.
- Post-Qualification relevant experience shall be considered.
- Only one human resource can apply in one sector/sub-sector with single firm against each post. Similarly, one human resource can be quoted/entered by single firm and no other firm can quote/enter that human resource in any sector/sub-sector.

### C. 4 Managerial Capability (Annex-2)

#	Criteria	Maximum Marks	Detail Marks
	Detailed description of the Firm Profile by providing its organizational structure, list of permanent staff, quality management system and list of relevant equipment / machinery.	10	<p>i. Organization structure = 3 ii. List of permanent staff = 3 iii. Quality management systems =2 iv. list of relevant equipment/machinery = 2</p> <p><b>(Quality Management System has to be supported by Quality Management Certificates)</b></p>

## Appendix-1

### FORMAT FOR LETTER OF EOI APPLICATION

*[On the Letter Head of the Applicant's Firm (in case of Single or Lead Member (in case of a Consortium))]*

Date: -----

\_\_\_\_\_,  
\_\_\_\_\_.  
\_\_\_\_\_

[Insert name of Project]

Sir,

Being duly authorized to represent and act on behalf of \_\_\_\_\_ (hereinafter referred to as "the Applicant"), and having reviewed and fully understood all of the qualification requirements and information provided, the undersigned hereby expresses its interest and apply for qualification for the [insert name of Project].

We are enclosing our Expression of Interests (EOIs), in one Original and one Copy, with the details as per the requirements of the EOI, for your evaluation.

The undersigned hereby also declares that the statements made and the information provided in the EOIs are complete, true and correct in every detail.

We confirm that the EOI application is valid for a period of 120 days from the due date of submission of EOI application and is unconditional.

Yours faithfully,

(Signature of Authorized Signatory) (Name, Title and Address of the Applicant)

**Applicant seal & stamp**

**Annex-1 (Firm Detail)**

<b>Name of Firm</b>	<b>Address</b>	<b>Contact No.</b>	<b>Authorized Personnel Name</b>	<b>Authorized Personnel Contact No.</b>
Lead Firm				
Joint Venture Firm(s)				
Associate Firm(s)				

1. In case of Joint Venture, attach a letter of intent or a copy of an existing agreement / partnership deed.
2. In order to assess JVs, pre-requisites must be fulfilled by the lead and as well as partner firms separately.
3. In case of a firm outside Pakistan, registration with relevant professional body and exchange commission will be required of their country of origin.

- A. ORGANIZATION STRUCTURE**
- B. LIST OF PERMANENT STAFF**
- C. QUALITY MANAGEMENT SYSTEMS**
- D. LIST OF RELEVANT EQUIPMENT/MACHINERY**

### ANNEXURE-3: FORMAT FOR POWER OF ATTORNEY

*(On a Notary / Stamp Paper of  
Appropriate Value)*

Know all men by these presents, we \_\_\_\_\_ (name and address of the registered office) do hereby constitute, appoint and authorize Mr./Ms. \_\_\_\_ (name and address of residence) who is presently employed with us and holding the position of \_\_\_\_ as our attorney, to do in our name and on our behalf, all such acts, deeds and things necessary in connection with or incidental to our EOI for the Punjab Green Development Program, including signing and submission of all documents and providing information/ responses to Director General Public Relations Punjab Lahore, representing us in all matters and generally dealing in all matters in connection with our proposal for the said project.

We hereby agree to ratify all such acts, deeds and things lawfully done by our said attorney pursuant to this Power of Attorney and that all such acts, deeds and things lawfully done by our aforesaid attorney shall and shall always be deemed to have been done by us.

**For -----**

**(Signature) (Name, Title and Address) Applicant seal & stamp**

#### **Important Notes:**

- 1. To be executed by all members of the Consortium duly supported by a valid & legal document.*
- 2. 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 executants (s) and when it is so required the same should be under common seal affixed in accordance with the required procedure.*
- 3. Also, where required, the executants(s) should submit for verification the extract of the charter documents and documents such as a resolution / power of attorney in favour of the Person executing this Power of Attorney for the delegation of power hereunder on behalf of the Applicant.*

#### ANNEX-4: EXPERIENCE FORM

*[Using the format below for relevant experience, provide information on each project for which you, and each associate for each project, was legally contracted as a corporate entity Use maximum 10 pages. Please provide Client's certification and/or evidence of the contract agreement.]*

##### **Firm's Experience (Relevant)**

S. No	Name of Project	Location (Country/ Province/ Division)	Client	Project Description	Implementation		Total Cost of Project	Cost of Consultancy Services Provided by the Firm	Actual Services Provided by the Consultant
					Start	Completion			
1									
2									
3									
4									

- i. **4** No. relevant projects must be supported with the completion certificate issued by the procuring agency / executing agency of that particular project.
- ii. In case of Joint Venture - The Joint venture should be meaningful partnership and should have at least three (3) relevant assignment for lead firm and one (1) relevant assignment for partner firm.



**Annex-5 (List of Personnel)**

<b>S. No</b>	<b>Name</b>	<b>Qualification</b>	<b>Total Experience in Years</b>	<b>Position Held</b>	<b>Current Responsibilities</b>
1					
2					
3					
4					
5					
6					
7					

- i. The list of key personnel should be in accordance with proposed positions mentioned in Human Resource Capacity.
- ii. 30% weightage shall be given to qualification whereas 70% weightage shall be assigned to experience for each proposed resource given in above table.
- iii. Post-Qualification relevant experience shall be considered
- iv. Only one human resource can apply in one sector/sub-sector with single firm against each post. Similarly, one human resource can be quoted/entered by single firm and no other firm can quote/enter that human resource in any sector/sub-sector.

## Annex-6 (CVs of Key Personnel)

### CURRICULUM VITAE (CV)

1. **Name of Personnel:** \_\_\_\_\_
2. **Current Position in the Firm:** \_\_\_\_\_
3. **Date of Birth:** \_\_\_\_\_
4. **Nationality** \_\_\_\_\_
5. **CNIC No (if Pakistani):** \_\_\_\_\_ **or Passport No:** \_\_\_\_\_
6. **Education:**

Degree	Major/Minor	Institution	Date (MM/YYYY)

7. **Membership of Professional Associations:** \_\_\_\_\_
8. **Other Training** [Indicate significant training since degrees under 6 - Education were obtained]:
9. **Languages** [For each language indicate proficiency: good, fair, or poor in speaking, reading, and writing]:
10. **Employment Record** [Starting with present position, list in reverse order every employment held by staff member since graduation, giving for each employment (see format here below):

Employer	Position	From (MM/YYYY)	To (MM/YYYY)

#### 11. Detail of Work Undertaken

Name of assignment or project: \_\_\_\_\_

Cost of Project \_\_\_\_\_ Location: \_\_\_\_\_

Date of Start: \_\_\_\_\_ Date of Completion: \_\_\_\_\_

Client: \_\_\_\_\_ Main project features: \_\_\_\_\_

Positions held: \_\_\_\_\_ Activities performed: \_\_\_\_\_

Actual time spent on the project: \_\_\_\_\_ in months.

#### 12. Certification:

I, the undersigned, certify that to the best of my knowledge and belief, this CV correctly describes myself, my qualifications, and my experiences. I understand that any willful misstatement described herein may lead to my disqualification or dismissal, if engaged.

\_\_\_\_\_  
[Signature of the proposed staff] Day/Month/Year

\_\_\_\_\_  
[Counter Signature of authorized signatory] Day/Month/Year

**Annex-7 (Financial Capabilities)**

<b>Year</b>	<b>Annual turnover</b>
<b>2016-2017</b>	
<b>2017-2018</b>	
<b>2018-2019</b>	
<b>2019-2020</b>	

1. Data provided under the head of financial capabilities must be supported by the Annual Financial Statements & reports duly certified.
2. Annual turnover shall be calculated from the Average annual turnover of past 03 years.
3. JV's partner's / associates shall also provide authenticated Audited Annual Financial Statements & reports duly certified. Bank statement shall not be considered in this regard.

**[PRINT ON STAMP PAPER]**  
Non-judicial stamp paper (with a value of Rs. 100)

Date: \_\_\_\_\_

### AFFIDAVIT

It is hereby solemnly confirmed and declared that M/s \_\_\_\_\_,  
is declaring on oath that the Applicant:

- is not in bankruptcy or liquidation proceedings;
- has *never* been declared ineligible/blacklisted by Government / Semi-Government / Agency or Authority or any employer till date due to the any reasons
- is not making any misrepresentations or concealing any material fact and detail;
- has not been convicted of, fraud, corruption, collusion or money laundering;
- 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 its obligations; and
- does not fall within any of the circumstances for ineligibility or disqualifications

(Stamp of Company)

(Signatures of Authorized Rep)

\_\_\_\_\_  
Company Name

Attestation by Oath Commissioner and/or Notary Public

## **Annex-9**

## **Affidavit for Correctness of Information**

**[PRINT ON STAMP PAPER]**

**AFFIDAVIT** of MR. \_\_\_\_\_ S/o Mr. \_\_\_\_\_, CNIC No. \_\_\_\_\_ Resident of \_\_\_\_\_, Pakistan and authorized representative of XYZ company name, \_\_\_\_\_(address)\_(**Company**)

I, the above named deponent, do hereby solemnly affirm and declare that:

1. I am the [Designation...] of the Company.
2. I am the authorized representative of the Company by virtue of [Board Resolution No., Letter No. etc.....] \_\_\_\_\_ dated \_\_\_\_\_.
3. The contents of accompanying [document....] dated along with the supporting documents are true and correct to the best of my knowledge and belief and nothing material or relevant thereto has been concealed or withheld therefrom.
4. I also affirm that all further documentation and information to be provided by me in connection with the aforesaid [document....] shall be true and correct to the best of my knowledge and belief.

DEPONENT

### **VERIFICATION**

It is hereby verified on solemn affirmation at \_\_\_\_\_, Pakistan on the [date...] that the contents of the above Affidavit are true and correct to the best of my knowledge and belief and that nothing, material or relevant thereto, has been concealed or withheld therefrom.

DEPONENT

## ***Annex-10***

## Litigation History

*Name of Applicant or Partner of a Joint Venture*

*Applicants, including each of the partners of a joint venture, should provide information on any history of litigation or arbitration resulting from contracts executed in the **last ten years** or currently under execution. A separate sheet should be used for each partner of joint venture.*

[illegible]

### CHECKLIST FOR DOCUMENTS

Sr. No.	Document	Checked
1.	Complete Application form with all annexures (Annex-1 to 10)	
2.	Certificate of registration & Renewal for 2020-21 with Pakistan Engineering Council (PEC) in the relevant code.	
3.	Certificate of Registration with FBR National Tax Registration Number with active taxpayer status and registration No. with Punjab Revenue Authority for PST purposes.	
4.	Information regarding legal entity / copy of registration with Securities and Exchange Commission of Pakistan or Registrar of Firms etc.	
5.	Audited Statement of Accounts for the last three (3) years	
6.	Power of Attorney for Representative	
7.	Affidavit regarding Non-Blacklisting of Firm	
8.	Affidavit for Correctness of Information	
9.	Litigation History	
10.	In case of joint venture, attach a letter of intent or a copy of an existing agreement / partnership deed.	
11.	EOI application shall be hard bond. Loose paper or paper in file will not be acceptable and shall be liable to ineligible.	