**Check List**

|  |  |  |
| --- | --- | --- |
| ***Yes*** | ***No.*** | ***Check list*** |
| 🞎 | 🞎 | Letter of Application. |
| 🞎 | 🞎 | Valid PEC Registration Certificate(s) in the requisite Category |
| 🞎 | 🞎 | Affidavit that the firm has not been black listed |
| 🞎 | 🞎 | Registration with income tax department (Valid NTN Certificate) |
| 🞎 | 🞎 | Application form (1), General Information |
| 🞎 | 🞎 | Application form (2), Details of Contracts of Similar Nature and Complexity |
| 🞎 | 🞎 | Application form (3), Current Contracts, Commitments/Works in Progress |
| 🞎 | 🞎 | Application form (4), Other Works (Electrical, Mechanical) |
| 🞎 | 🞎 | Application form (5), Personnel Capabilities (BSc, MSc, PhD) |
| 🞎 | 🞎 | Application form (6), Personnel Capabilities (DAE) |
| 🞎 | 🞎 | Application form (7), Equipment Capabilities |
| 🞎 | 🞎 | Undertaking that all equipment listed in the prequalification document will be made available for the subject Project |
| 🞎 | 🞎 | Application form (8), Financial capability |
| 🞎 | 🞎 | Audited balance sheets for at least last three (03) years and Bank statements. |
| 🞎 | 🞎 | Application form (9), Litigation History or Affidavit that the firm has never involved in Litigation with any Government, Semi Government agency. |

|  |  |
| --- | --- |
| Application Form (1) |  |

**General Information**

All Bidders applying for prequalification are requested to complete the information in this form.

|  |  |  |
| --- | --- | --- |
| 1. | Name of Firm | |
| 2. | Head Office Address | |
| 3. | Telephone | Contact Person:  Name:  Title: |
| 4. | Fax | Telex |
| 5. | Place of Incorporation/Registration | Year of incorporation/registration |
| 6. | PEC Registration # | PEC Registration Validity |
| 7 | PEC Code for Specialization | NTN # |

*NOTE:*

1. *Attach copy of valid PEC Certificate*
2. *Attach copy of Memorandum / Article of Association of firm*
3. *Copy of NTN Certificate*

|  |  |
| --- | --- |
| Application Form (2) |  |

## Details of Contracts of Similar Nature and Complexity (Completed)

* *Attach Taking Over Certificate / Completion Certificate*
* *Use separate sheet for each project*

|  |  |  |
| --- | --- | --- |
| **1** | **Name of Project** |  |
| **2** | **Name/Address of Employer** |  |
| **3** | **Location of Project** |  |
| **4** | **Nature & Description of works and special features relevant to the Contract for which the Applicant wishes to Prequalify** |  |
| **5** | **Contract Cost**  **(Equivalent in Pak. Rs.)** |  |
| **6** | **Total Scope** |  |
| **7** | **Covered area (*if applicable*)** |  |
| **8** | **Date of Award** |  |
| **9** | **Stipulated Date of Completion** |  |
| **10** | **Actual Date Of Completion Duration/In Case Of Delayed Completion, Reason For Delay** |  |
| **11** | **Contract Role** | (i.e. Sole Contractor/Sub-Contractor/Joint Venture) |
| **12** | **Additional Information** |  |

|  |  |
| --- | --- |
| Application Form (3) |  |

## Ongoing Contract, Commitments/Works in Progress

*Applicants and each partner to an application should provide information on their current commitments on all contracts that have been awarded, or for which a letter of intent or acceptance has been received, or for contracts approaching completion, but for which substantial Completion Certificate has yet to be issued.*

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Name of Project** | **Contract Price** | **Value of outstanding work** | **Estimate completion date** | **Description of works including No. of storey’s & covered area** |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |

* *Attach copies of Award Letter issued by the Client.*
* *Use additional sheet where required.*

|  |  |
| --- | --- |
| Application Form (4) |  |

## OTHER WORKS (Electrical, Mechanical etc. Related to the Project in-hand / Completed)

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Name of Project** | **Contract Price** | **Value of outstanding work** | **Estimate completion date** | **Description of works including No. of storey’s & covered area** |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
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|  |  |  |  |  |

* *Attach copies of Award Letter issued by the Client for the work in-hand.*
* *Use additional sheet where required.*
* *Attach taking over certificates / completion certificates*

|  |  |
| --- | --- |
| Application Form (5) |  |

## One form is to be submitted for each candidate named in Application Form (5) duly signed by the candidate and verified by the Employer (Applicant Firm).

## Candidate Summary (BSc / MSc / PhD)

|  |  |  |
| --- | --- | --- |
| **Position** | | |
| **Candidate Information** | Name of Candidate | Date of Birth |
|  | PEC Registration # |  |
|  | Professional qualifications | National/International Professional Certifications |
| **Present Employment** | Name of Employer |  |
|  | Address of Employer |  |
|  | Telephone | Contact (Manager/Personnel Officer) |
|  | Fax | Email |
|  | Job Title | Years with Present Employer |
| **Overall Experience** |  |  |

*Summarize professional experience over the last 15 years, in reverse chronological order. Indicate particular technical and managerial experience relevant to the Project.*

|  |  |  |
| --- | --- | --- |
| **Month / Date / Year** | | **Company/Project/Position/Relevant technical and management experience** |
| **From** | **To** |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |

|  |  |
| --- | --- |
| Application Form (6) |  |

## One form is to be submitted for each candidate named in Application Form (6) duly signed by the candidate and verified by the Employer (Applicant Firm).

## Candidate Summary (DAE)

|  |  |  |
| --- | --- | --- |
| **Position** | | |
| **Candidate Information** | Name of Candidate | Date of Birth |
|  | Professional qualifications | National/International Professional Certifications |
| **Present Employment** | Name of Employer |  |
|  | Address of Employer |  |
|  | Telephone | Contact (Manager/Personnel Officer) |
|  | Fax | Email |
|  | Job Title | Years with Present Employer |
| **Overall Experience** |  |  |

*Summarize professional experience over the last 15 years, in reverse chronological order. Indicate particular technical and managerial experience relevant to the Project.*

|  |  |  |
| --- | --- | --- |
| **Month / Date / Year** | | **Company/Project/Position/Relevant technical and management experience** |
| **From** | **To** |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |

|  |  |
| --- | --- |
| Application Form (7) |  |

## Equipment Capabilities

*List of equipment which will be available for use on the project.*

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **No.** | **Description** | **Unit** | **Qty.** | **Ownership** | | **Model and Year of Manufacture** | **Details of Current Commitment** | **Remarks/Make/**  **Available**  **for the Project etc.** |
| **Owned** | **Hired/**  **Leased** |
| 1 |  |  |  |  |  |  |  |  |
| 2 |  |  |  |  |  |  |  |  |
| 3 |  |  |  |  |  |  |  |  |
| 4 |  |  |  |  |  |  |  |  |
| 5 |  |  |  |  |  |  |  |  |
| 6 |  |  |  |  |  |  |  |  |
| 7 |  |  |  |  |  |  |  |  |
| 8 |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |

Note:- Further details regarding Description of Units (model, make and year of purchase), capacity, condition, etc. to be furnished by the applicant on separate sheets.

|  |  |
| --- | --- |
| Application Form (8) |  |

## Financial Capability

|  |
| --- |
| ***Name of Applicant*** |

*Bidders should provide financial information to demonstrate that they meet the requirement stated in the instructions to the Bidder. A copy of the audited balance sheets should be attached.*

|  |  |
| --- | --- |
| Name of banker | |
| Address of banker | |
|  | |
| Telephone | Contact name and title |
| Fax | Email |

**\***Use separate sheet for each account

*Summarize actual assets and liabilities for the past three 3 years, based on known commitments, projected assets and liabilities (in Pak Rupees equivalent) for the next two years.*

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Financial Information in Pak. Rs. or Equivalent** | **For last previous 3 years** | | | |
| **1** | **2** | **3** | **Average** | |
| **Annual Turnover (Construction Only)** |  |  |  |  | |
| **Total Assets (1)** |  |  |  |  | |
| **Current Assets (2)** |  |  |  |  | |
| **Total Liabilities (3)** |  |  |  |  | |
| **Current Liabilities (4)** |  |  |  |  | |
| **Net worth (1-3)** |  |  |  |  | |
| **Working Capital (2-4)** |  |  |  |  | |
| **Bank Credit Facilities** |  |  |  |  | |

|  |  |
| --- | --- |
| Application Form (09) |  |

## Litigation History

|  |  |  |  |
| --- | --- | --- | --- |
| **Year** | **Award FOR or AGAINST Applicant** | **Name of Client, cause of litigation, and matter in dispute** | **Disputed Amount** |
|  |  |  |  |
|  |  |  |  |
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| --- | --- | --- | --- | --- | --- | --- | --- |
| **Technical Evolution of Bidders** | | | | | | | |
| **Name of Work:** | | | | | | | |
|  | | | | | | | |
| **S No.** | **Name of Constructor/ Firm** | **General Experience (35)** | **Personnel Capabilities (15)** | **Equipment Capabilities (20)** | **Financial Soundness (30)** | **Grand Total (3+4+5+6)** | **Remarks** |
|  | **1** | **2** | **3** | **4** | **5** | **6** | **7** |
| 1 |  |  |  |  |  |  |  |
| 2 |  |  |  |  |  |  |  |
| 3 |  |  |  |  |  |  |  |
| 4 |  |  |  |  |  |  |  |
| 5 |  |  |  |  |  |  |  |
| 6 |  |  |  |  |  |  |  |

Overall qualifying marks required for firms in General Experience, Personnel Capabilities, Equipment Capabilities, Financial Soundness, shall not be less than 70. However qualifying marks for sub components shall not be less than 50.

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Technical Screening of Bidders** | | | | | | | |
| **Name of Work:** | | | | | | | |
| **A - General Experience (35)** | | | | | | |  |
| **S No.** | **Name of Constructor/ Firm** | **Projects of Similar Nature and Complexity completed over last 05 Years\* (15)** | **Ongoing Contract, Commitments / Works in Progress\*\* (10)** | **Experience of other works (Electrical, Mechanical etc) related to project\*\*\* (5)** | **Enlistment Record with Government Organizations & Other Agencies  (5)** | **Total (2+3+4+5)** | **Remarks** |
|  | **1** | **2** | **3** | **4** | **5** | **6** | **7** |
| 1 |  |  |  |  |  |  |  |
| 2 |  |  |  |  |  |  |  |
| 3 |  |  |  |  |  |  |  |
| 4 |  |  |  |  |  |  |  |
| 5 |  |  |  |  |  |  |  |
| 6 |  |  |  |  |  |  |  |
| \* Form 2 |  |  |  |  |  |  |  |
| \*\* Form 3 | |  |  |  |  |  |  |
| \*\*\* Form 4 | |  |  |  |  |  |  |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Technical Screening of Bidders** | | | | | |
| **Name of Work:** | | | | | |
| **B - Personnel Capabilities (15)** | | | | | |
| **S No.** | **Name of Constructor / Firm** | **BSc. Registered with Pakistan Engineering Council\* (9)** | **Associate Engineers (DAE)\*\* (6)** | **Total  (2+3)** | **Remarks** |
|  | **1** | **2** | **3** | **4** | **5** |
| 1 |  |  |  |  |  |
| 2 |  |  |  |  |  |
| 3 |  |  |  |  |  |
| 4 |  |  |  |  |  |
| 5 |  |  |  |  |  |
| 6 |  |  |  |  |  |
| \* Form 5 |  |  |  |  |  |
| \*\* Form 6 |  |  |  |  |  |

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Technical Screening of Bidders** | | | | | | | | | | | | | |
| **Name of Work:** | | | | | | | | | | | | | |
| **C- Equipment Capabilities (20)\*** | | | | | | | | | | | | | |
| **Relevant Equipments ( varies depends on nature of Project)** | | | | | | | | | | | | | |
| **S No.** | **Name of Constructor/ Firm** | **Eqpt.  A-** | **Eqpt. B** | **Eqpt.  C** | **Eqpt.  D** | **Eqpt.  E** | **Eqpt.  F** | **Eqpt. G** | **Eqpt.  H** | **Eqpt.  I** | **Eqpt.  J** | **Total  ( Sum of 2 to 11)** | **Remarks** |
|  | **1** | **2** | **3** | **4** | **5** | **6** | **7** | **8** | **9** | **10** | **11** | **12** | **13** |
| 1 |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 2 |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 3 |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 4 |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 5 |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 6 |  |  |  |  |  |  |  |  |  |  |  |  |  |

\*Form 7

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Technical Screening of Bidders** | | | | | |
| **Name of Work:** | | | | | |
| **D- Financial Soundness (30)\*** | | | | | |
| **S No.** | **Name of Constructor / Firm** | **Average Turnover in last three years (10)** | **Net Working Capital in Last Three Years (20)** | **Total Marks 2+3 (30)** | **Remarks** |
|  | **1** | **2** | **3** | **4** | **5** |
| 1 |  |  |  |  |  |
| 2 |  |  |  |  |  |
| 3 |  |  |  |  |  |
| 4 |  |  |  |  |  |
| 5 |  |  |  |  |  |
| 6 |  |  |  |  |  |

\*Form 8

To,

Secretary to Government of Khyber Pukhtunkhwa

C&W Department, Peshawar.

Subject: **TECHNICAL EVALUATION CRITERIA**

To bring uniformity and streamlining in technical Evaluation in bidding, various proformas have been developed by the CE North and the undersigned. The same are being place for discussion among the senior officers of the department before circulation and uploading on the web for online submission simultaneously with financial bids.

**CHIEF ENGINEER (CENTRE)**

Copy to the Chief Engineer (North) C&W Department Peshawar for information.

**CHIEF ENGINEER (CENTRE)**