



# GOVERNMENT OF SINDH



## PRE-QUALIFICATION DOCUMENT FOR CONSTRUCTION COMPANIES/FIRMS

**“Integrated Municipal Solid Waste Management Project Larkana Municipal Corporation”, Larkana District (Phase1).**

### **Work**

- 7. Plantation for GTS and SWM Sites. PEC category C-VI or above and in code of discipline (CE10).**

### **Client:**

Sindh Solid Waste Management Board  
D-47, Block-2 Clifton, Karachi  
Ph #02135372982-4  
Fax # 02135863029  
E-mail: info@sswmb.gos.pk

# **SINDH SOLID WASTE MANAGEMENT BOARD**

## **BRIEF**

Sindh Solid Waste Management Board has been established by an act of the Provincial Assembly for effective Integrated Solid Waste Management in Sindh and use the solid waste for power generation composting, recycling and providing proper disposal of the same in sanitary engineered landfill sites. SSWMB is embarking in garbage collection from door to door and construction of garbage transfer stations, material recovery facilities, construction of composting facilities and energy generation etc. SSWMB has arranged necessary funds from Govt. of Sindh to start the project.

Reputable and well-established construction companies / Firms registered with Pakistan Engineering Council are invited to apply for participation in the prequalification process and submit the prequalification documents.

Sindh Solid Waste Management Board intends to prequalify companies / Firms for execution of following work;

### **Required work:**

#### **7. Plantation for GTS and SWM Sites. PEC category C-VI or above and in code of discipline (CE10).**

The Contractors, who desire to participate, may Contact the following address:

Sindh Solid Waste Management Board  
D-47, Block-2 Clifton, Karachi  
Ph # 02135372982-4  
Fax # 02135863029  
E-mail: info@sswmb.gos.pk

## IN GENERAL

1. The Companies/Firm shall furnish all details including their experience in the Application Format, (only and if the space provided is not sufficient, particulars shall be furnished in Annexure and such details shall be mentioned in the respective columns of the Application Format. The authorized person of the companies / Firms shall sign in all the pages of the application with seal of the company / firm.
2. Companies / Firm should submit Application along with company profile/ Brochure as mentioned in Advertisement.
3. No costs incurred by the applicant in applying, in providing necessary clarifications or attending discussions or site visits will be reimbursed.
4. The Companies / Firm shall provide documentary proof with respect to the prequalification criteria along with the application form.
5. Incomplete application without proper proofs for establishing their credentials will be liable for rejection and no correspondence will be entertained in this regard.
6. The evaluation shall be based mainly on the eligibility criteria, other factors like timely completion, resources of the applicant, pre-qualification with other institutions/ works etc, manpower & logistical support of the applicant, their financial capabilities, quality consciousness, works of similar nature completed or in hand etc. If found necessary, the contractor shall make arrangements for inspection by the client or the consultant of any of the works undertaken by them.
7. Applications received after the due date and time shall be rejected.
8. Sindh Solid Waste Management Board expects that Construction companies / Firms should furnish all the required documents to ensure a transparent and genuine evaluation, so it is necessary to fill in the Pre-Qualification documents meticulously and sign & stamp each and every page.
9. Fill in the Pre-Qualification Documents in writing in ink or type.
10. Pre-qualification documents can be obtained from the office of Board on any working day up to **9<sup>th</sup> September, 2015** during office hours. Last date for submission of documents is **10<sup>th</sup> September, 2015** up to 2:00 PM. These shall be publically opened on same day at 3:00 PM.

11. As the pre-qualification process is completed, it would be informed to all the participants about the status of evaluation and afterwards tenders will be invited from pre-qualified firms / contractors.

12. The Prequalification document can be obtained on payment of **Rs: 5,000/- (Five thousands)** in shape of Demand draft/ Pay order in favour of the Sindh Solid Waste Management Board.

***For any query, please contact the Executive Director (OPS), Larkana Sindh Solid Waste Management Board.***

Sindh Solid Waste Management Board  
D-47, Block-2 Clifton, Karachi  
Ph # 02135372982-4  
Fax # 02135863029  
*E-mail: info@sswmb.gos.pk*

## **ELIGIBILITY CRITERIA**

### **For: S.NO 7. Plantation for GTS and SWM Sites. PEC category C-VI or above and in code of discipline (CE10).**

1. The Firm / Companies may be an individual or Joint Venture/ consortium Firm.
2. The Firm / Companies must be PEC registered in category C-VI or above having code CE10, with up to date renewal and corresponding certificate.
3. The Companies should have successfully completed at least five similar type works during the last five years ending December 2014 / June 2015.
4. The Companies should have an average annual turnover of Rs. 300 million per year (in the last three years ending December 2014 / June 2015), which will confirm the capacity to successfully complete the work.
5. The Companies should have enough capacity in terms of technical personnel, equipment's, plants and machinery, to satisfactorily complete the job in stipulated time.
6. The Companies shall furnish the list of key employees, employed by him with full details of their previous employment.
7. The Companies shall submit copies of the Service Tax registration forms along with copy of Paid Tax (i.e. SRB, Income Tax).
8. The Companies must have a staff of one experienced graduate engineers, civil engineers, horticulturist, arbor-culturist with sufficient number of DAEs in respective field. The document must accompany their CVs & copies of PEC registration and undertaking that they are working with the tendering contractor all the engineered will be interviewed before issuance of prequalification letter.
9. The companies / firm have wide experience of plantation forestry plant protection and plant growing
10. The committee reserves the right to verify the particulars furnished by the applicant independently.
11. The committee reserves the right to accept/reject any application subject to the relevant provision of SPP Rule 2010 (as amended up to date).
12. The committee reserves the right to decide on the number of pre-qualified contractors to participate in the bid among the number of eligible entrants.

## **SELECTION PROCESS (For Item No 7)**

Committee shall evaluate the pre - qualification applications based on the eligibility criteria set forth and shall short list from the qualified applications.

All Applications, which meet the above requirements, will be evaluated under the following criteria by scoring method on the basis of details furnished by them.

<b>S. No.</b>	<b>Details</b>	<b>Marks 100</b>
<b>A.</b>	<b>Profile of firm/ Contractor</b>	
i.	Name, address, telephone, fax number and email address of firm / individual	
ii.	Ownership and Organizational structure of the firm	
iii.	Year of Establishment (One mark for Every two years)	05
<b>B</b>	<b>Experience and Past Performance</b>	
i.	List of similar assignment with cost, undertaken in the last five years (3 for each assignments)	15
ii.	List of assignments executed in similar geographical condition (3 for each assignments)	15
<b>C</b>	<b>Key Personnel Qualification &amp; Experience</b>	
i.	Academic Qualification (Marks 05 for basic qualification, additional 3 for Masters and 2 for PhD)	25
ii.	Experience – number of similar assignment with length of experience be mentioned	30
<b>D</b>	<b>Equipment Equipment proposed for the Project/ in relevant field</b>	
i.	Details of relevant equipment, and plant nursery owned by the firm/ company	03
ii	Details of relevant equipment, machineries and plants to be taken on leas by the firm/ contractor	02
<b>E</b>	<b>Financial</b>	
i.	Documentary evidence of financial position, bank statement or audited accounts of the last five years	
ii.	Annual turnover of the last five years	05
iii.	Income tax of the last five years	

Minimum Qualification Score=70

## COMPANY'S LETTER HEAD

### APPLICATION FORM

To  
Executive Director (OPS)-IV  
Sindh Solid Waste Management Board  
D-47, Block-2 Clifton, Karachi.

Dated \_\_\_\_\_ the \_\_\_\_\_ 2015

**Subject: Pre-qualification of Companies / Firms for plantation.**

Dear Sir,

Kindly find herewith the documents as required in the advertisement published in daily \_\_\_\_\_, Dated: \_\_\_\_\_, 2015 for subject work.

1. We accept that if we are prequalified only then we shall be asked to participate in the tender.
2. We understand that the client has a right to reject any or all tenders as per PPRA rules.

With regards

Yours faithfully

For \_\_\_\_\_

\_\_\_\_\_  
Authorized Signature

Seal:

**NAME OF WORK:      PREQUALIFICATION OF FIRMS / CONTRACTORS**

**1. Name of the Applicant** :

Address :

Office Telephone No :

Residence Telephone No :

Mobile No :

Fax No :

E-Mail :

**2. Details of the applicant**

a. Status of the Firm:

*(Whether Company / Partnership / proprietary):*

b. Name of the Proprietor/ Partners/ Directors with professional: Qualifications, if any):

I)

II)

c. Year of establishment :

**3. Whether registered with PEC** :

If Yes, No. &Date :

(Attach Certificate)

**4. Registration with Tax Authorities:**

(Furnish copies of resent Income-tax returns)

a) Income-tax :

b) GST :

**5. Standing of Firm:**

Registration of Firm since last: \_\_\_\_\_ Years



**6. Principal Technical personnel, their qualification & Experience**

<b>S.N</b>	<b>Name</b>	<b>Qualification</b>	<b>Experience</b>	<b>Particulars of similar nature Work done</b>	<b>Employed in your Firm since</b>	<b>Any other</b>

**7. List of other technical staff, their qualification & Experience:**

S.N	Name	Qualification	Experience	Particulars of Work done	Employed in your Firm since	Any other

## 8. List of plants

The applicant shall furnish list of various plant.

S.N.	Type and have of plants	Size items of pots	Quantity

*\*Attach extra sheet if needed.*

**9. Details of works executed during last 5 (five years)** (please mention only such works which qualifies for the required work, for which you have applied)

S N	Name & location of Work	Work executed for (name of the organization with address, concerned office & telephone no)	Estimated value of work	Nature of work in brief	Actual Value of the works	Stipulated time for completion	Actual time for completion	If work left Incomplete or terminated (furnish reasons)

**Note:** Copies of satisfactory completion certificate obtained from the client shall be attached.

**10. Details of similar work in hand:**

*Note: Copies of work order obtained from the client shall be attached.*

S N	Name & location of Work	Work executed for (name of the Organization with address concerned office & telephone no)	Estimated value of work	Nature of work in brief	Work start Date	Stipulated time for completion	Present status of work / Progress

**11. Turnover of the Company / firm (Please attach copy of audited balance sheet, profit and loss account for five years).**

<b>S.N.</b>	<b>Year</b>	<b>Turn-over</b>
	2013-14	
	2012-13	
	2011-12	
	2010-11	
	2009-10	
	<b>Average</b>	

**12. Registration / Enlistment with Government, Public Sector / Private organization for similar work.**

<b>S.N</b>	<b>Name of the Organization</b>	<b>Nature of Works</b>	<b>Value of Works</b>	<b>Date of Registration / Enlistment</b>

What are your fields of core competence? Mention the fields on preference basis

i) \_\_\_\_\_

ii) \_\_\_\_\_

iii) \_\_\_\_\_

**13.** Furnish the names of three clients / persons (minimum) to whom the major works carried out in the last five year by the applicant with address and telephone number who will be in a position to certify about the quality as well as past performance of your organization.

S N	Name of the Official	Organization & Address	Contact Numbers



## **DECLARATION**

1. It is confirmed that all the information furnished by me / us in this application is correct to the best of knowledge & belief.
2. I / we have no objection if enquiries are made about the work listed by me / us in the accompanying sheets / annexure.
3. I / we agree that the decision of committee in selection will be final and binding to me / us.
4. I / we have read the instructions appended to the proforma and I / we understand that if any false information is detected at a later date the committee is at liberty to act in a manner it feels deemed fit.

Place: SIGNATURE OF THE APPLICANT, NAME & DESIGNATION.

Date:

SEAL OF ORGANISATION

TOTAL NO OF PAGES ENCLOSED:  
(PLEASE NUMBER ALL THE PAGES):

**Checklist** (To be filled by Applicants)

1.	Have you signed in all the sheets?	Yes / No
2.	Whether copy to other text is enclosed?	Yes / No
3.	Whether enclosed proof for year of establishment?	Yes / No
4.	Whether proof for average annual financial turnover enclosed?	Yes / No
5.	Whether documentary proof for having undertaken the qualifying works is enclosed?	Yes / No
6.	Whether enclosed proof for valid PEC registration certificate in relevant categories?	Yes / No
7.	Whether documentary proof for having completed the works of similar nature is enclosed?	Yes / No
8.	If yes, Number of certificates enclosed	