روزنامہ جنگ لاہور 14 جون 2015ء

Expression of Interest (EOI) & Pre-Qualification

PROVISIONING OF CONSULTANCY SERVICES FOR CONSTRUCTION SUPERVISION OF ARFA SOFTWARE TECHNOLOGY PARK (ASTP) (Remaining works)

Punjab Information Technology Board (PITB), Government of the Punjab, invites proposals for Expression of Interest from valid registered, reputable and well-experienced consultant firms / companies etc. for Consultancy services of an ongoing project of Construction Project titled "Arfa Software Technology Park (ASTP)" (Remaining Works).

2. The objective of this Expression of Interest is to invite proposals for Provisioning of Consultancy Services for construction of ASTP (Remaining Works) and to Pre-Qualify Consultant Firms / Companies for the RFP stage. The EOI & Pre-Qualification Document carrying all details is available at www.pitb.gov.pk and www.ppra.punjab.gov.pk.

3. A single package containing EOI & Pre-Qualification Proposals, duly completed, signed, stamped, sealed and in complete conformity with EOI & Pre-Qualification Document should be dropped, in the Tender Box No.1 placed at Reception of the PITB office, 11th Floor, Arfa Software Technology Park, 346-B, Ferozepur Road Lahore, no later than 1500 Hours, within 15-days of first publication of this advertisement in National Newspapers or uploading of relevant EOI-PQ Document on PITB & PPRA websites, whichever is later.

4. Income/Sales tax registration certificate and other documents as mentioned in EOI & Pre-Qualification Document must accompany the proposals.

PITB management may reject all proposals at any time prior to the acceptance of a proposal, as provided under Rule-35 of Punjab Procurement Rules, 2014.

Joint Director (Development & Procurement)
Punjab Information Technology Board
11th Floor, Arfa Software Technology Park, 346-B, Ferozepur Road, Lahore.
Ph: (042) 35880062, Fax (042) 99232123
Web: www.pitb.gov.pk

IPL-8056

EXPRESSION OF INTEREST &
PRE-QUALIFICATION DOCUMENT

FOR

PROVISIONING OF CONSULTANCY SERVICES
FOR
CONSTRUCTION SUPERVISION OF ARFA SOFTWARE TECHNOLOGY PARK (ASTP)
(REMAINING WORKS)

Punjab Information Technology Board (PITB)
11th Floor, Arfa Software Technology Park (ASTP),
346-B, Ferozepur Road, Lahore, Pakistan
Phone: (+ 92) (42) (35880062), Fax: (+92) (42) (99232123)
URL: www.pitb.gov.pk

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Abbreviations

Term	Definition
ASTP	Arfa Software Technology Park
PITB	Punjab Information Technology Board
Engineer	Consultant's Representative

1. GENERAL

Punjab Information Technology Board (PITB) intends to invite EOI-Prequalification (EOI-PQ) proposals from interested applicant(s) for provision of consultancy services for completion of Arfa Software Technology Park (ASTP) project (Remaining Works). All reputable, registered and established Consultant Firms are invited to apply for the participation in EOI-PQ Process and submit proposals.

Accordingly, well-reputed and established interested parties/having requisite technical, financial and managerial capabilities are invited to participate in the EOI-PQ process for the above said Project through submission of their proposals.

2. PURPOSE OF THIS DOCUMENT

The purpose of this document is to shortlist / prequalify eligible applicant(s) capable of engineering services. The applicants are required to provide profiles of their firms comprising experience, personnel and financial strength along with proposed technical solutions including but not limited to the firm's concept for construction project

TERMS AND CONDITIONS OF THE PRE-QUALIFICATION

Definitions

In this document, unless there is anything repugnant in the subject or context:

I. Applicant means the party which, acting singly submits a proposal in response to this EOI-PQ Document.
II. "Authorized Representative" means any representative appointed, from time to time, by the Applicant, Purchaser or Client.
III. "Purchaser" means the Punjab Information Technology Board (PITB) or any other entity for the time being or from time to time duly appointed in writing by the Government to act as Purchaser for the purpose.
IV. "Client" means the PITB Government of the Punjab.
V. "Day" means calendar day.
VI. "Employer" means Purchaser and/or Client.
VII. "EOI-PQ Document" means the Expression of Interest-Pre-qualification Document in consideration.
VIII. "Prescribed" means prescribed in the EOI-PQ Document.

Disclaimer

This EOI-PQ Document for "Provision of consultancy services for remaining works of Arfa Software Technology Park Project, Government of the Punjab" ('the Project') contains completion of remaining works and qualification process for short listing and pre-qualification of applicants for RFP stage. The purpose of the Document is to provide the applicants with information to assist the formulation of their EOI-PQ proposal and to pre-qualify Interested Parties/ Consultants for the RFP Stage.

While all efforts have been made to ensure the accuracy of information contained in this EOI-PQ Document, this document may not contain all the information required by the Applicants. The Applicants should conduct their own independent assessment, investigations and analysis and may prepare their proposals in the light of relevant experience and international best practices. Punjab Information Technology Board (PITB), Government of the Punjab, or any of its employees or advisors/consultants, shall incur no liability under any law, statute, rules or regulations as to the accuracy or completeness of the EOI-PQ Document.

PITB reserves the right to change any or all conditions/ information set in this EOI-PQ Document by way of revision, deletion, updation or annulment through issuance of appropriate advertisement as the Client may deem fit in accordance with the PPRA Rules, 2014. Participation in the EOI-PQ process does not qualify any applicant for the next stage of the procurement process.

PITB and any other Government Department will not entertain or be liable for any claim for costs and expenses in relation to the preparation of the EOI-PQ proposal to be submitted in terms of this Document.

3. Project Background

The Arfa Software Technology Park (ASTP) Project consists of 17 Storey Tower Block and 6 story Integrated Car-park structure (having total covered area approximately 4,75,000 Sft). The project is located at Ferozpur Road, Model Town Lahore. The ASTP Project, owned by Punjab Information Technology Board, Government of Punjab, Pakistan, is an architectural icon and it offers state-of-the-art infrastructure and modern services.

The project of PITB Arfa Software Technology Park is conceived to provide an infrastructural platform for the promotion and development of the high tech industries related to and directly influenced by the Information Technology Sector. The iconic and modern architecture of the building equipped with state of the art facilities and paves the way for the intellectual endeavors to thrive at a pace competitive with the international standards.

The objective of PITB Arfa Software Technology Park in Lahore Pakistan is to develop a catalyst for the country's industry initiatives by providing a world-class high tech facility for the New Economy.

4. BRIEF SCOPE OF WORK

The consultant will perform the role of "The Engineer" as per construction contract. His services include but not limited to the following:-

To evaluate/ verify and process contractor's statement at completion

To issuance of Defect Liability Certificate

To evaluate/verify and process contractor's variation orders

To evaluate/verify and process contractor's Final payment

To assist client in settling technical disputes and make recommendations to client

To issuance of Completion certificate

To prepare the project completion report and submit to client

To liaise and co-ordinate with client, and contractors on issues related to the project.

To prepare required documentation and assist in arbitration pertaining to technical matters.

5. INSTRUCTIONS TO APPLICANTS

5.1 Submission of Proposal

Applications for EOI-PQ containing separate EOI & Pre-Qualification Proposals, one original and two (02) copies should be submitted in separately sealed envelopes to be delivered into the Tender Box No.1, placed at reception of Punjab Information Technology Board, no later than 1500 hours on **10th July, 2015**. The proposals shall be publicly opened in the Committee Room of Punjab Information Technology Board, 13th Floor, Arfa Software Technology Park, 346-B, Ferozepur Road, Lahore, at 1600 hours on **10th July, 2015**. In case the last date of proposal submission falls in / within the official holidays / weekends of the Purchaser, the last date for submission of the proposals shall be the next working day.

The proposals are to be prepared in English language. The applicants must provide complete information along with supporting documents. Any lapses to provide essential information may result in disqualification of the applicant.

All documents submitted by the firms should preferably be delivered in one Packet/parcel for ease of handling and to avoid loss of documents. Any misleading statement(s) or information by any applicant will result into disqualification at any stage.

The Applicants can seek any clarification regarding the project, pre-qualification documents or evaluation criteria from the following:

Primary Contact

Faisal Yousaf
Project Director
Email: faisal@pitb.gov.pk
11th Floor, Arfa Software Technology Park, 346-B,
Ferozepur Road, Lahore, Pakistan.
Ph: +92 42 35880062

Secondary Contact

Abid Habib Malik
Civil Engineer (ASTP)
Email: abid.malik@astp.punjab.gov.pk
05th Floor, Arfa Software Technology Park, 346-B,
Ferozepur Road, Lahore, Pakistan.
Ph: +92 42 35880062 Ext. 1432

Interested Parties should note that during the period from the receipt of the proposal and till further notice from the Primary Contact, all queries should be communicated via the Primary Contact in writing or e-mail only. In the case of an urgent situation where the Primary Contact cannot be contacted, the Interested Parties may alternatively direct their enquiries through the Secondary Contact.

Interested Parties/are also required to state in their proposals the name, title, fax number and e-mail address of their authorized representative through whom all communications shall be directed until the process has been completed or terminated.

The Employer will not be responsible for any costs or expenses incurred by Interested Parties in connection with the preparation or delivery of proposals.

5.2 Qualification Criteria

5.2.1 General

EOI-PQ will be based on all the criteria given in succeeding sections regarding the Applicant's financial soundness, experience, personnel and technical solution as indicated by the Applicant's responses in the forms given in this document.

5.2.2 Mandatory Basic Requirements

Only those applicants fulfilling the following basic requirements shall be considered for further evaluation (relevant documents to be attached):

i. Certificate of Company/Firm Registration/Incorporation under the laws of Pakistan

ii. Valid Income Tax Registration

iii. Valid General Sales Tax Registration (Status should be active with FBR)

iv. Submission of undertaking on legal valid and attested stamp paper that the firm is not blacklisted by any provincial or federal government department, agency, organization or autonomous body anywhere in Pakistan.

5.3 Weightage /Marks

Distribution of Weightage/Marks shall be as under:

Sr. No.	Category	Weightage/Marks
1.	Experience	50
2.	Personnel Capabilities	35
3.	Financial Strength	15
	Total:	**100**

Note: *Prequalification status shall be determined on the Point scoring criteria. In order to qualify, the applicant must obtain overall* ***60 marks and at least 35% marks in each category as mentioned in the table above****.*

PROVISO: *Provided that if NONE or ONLY ONE (single) applicant obtains overall 60 marks, then the Purchaser SHALL decrease the Pass Mark limit to 50 marks. In other words, if TWO or more applicants obtain overall 60 marks, then the Pass Mark will NOT be decreased to 50 marks.*

If Pass Marks are decreased to 50 marks, then ALL applicants with scores greater than or equal to 50 marks shall be qualified.

Detailed Prequalification criteria is given below:

5.4 Experience

The applicant shall meet the following minimum criteria and the credit marks will be awarded on the basis of the qualifications listed below:

Sr. No.	Description	Maximum Points	Remarks
	General Work Experience		Marks will be assigned on the basis of valid documentary evidence
	The Applicant shall have experience as a consultant for construction supervision, contractual/legal obligations 10 marks for each project maximum 2 projects.	20	
	Similar Work Experience		
	The Applicant shall have experience as a consultant for construction supervision of High Rise buildings. Ten (10) marks for each project (3 marks for design review, 4 marks for implementation and 3 marks for completion. The above marks will be awarded for a maximum of 03 projects.	30	
	Sub-total:	**50**	

5.4.1 Personnel Capabilities

The applicants must have in their employment suitably qualified personnel with relevant experience to fill the key management and specialist positions mentioned below. The applicant will supply information on nominated candidates for each relevant area/domain in accordance with the **relevant form** provided in this document.

Sr. No.	Domain	No	Marks	Remarks
1	Project Manager	1	5	Proof of availability of the indicated personnel and their CVs to be attached
2	Resident Engineer	1	5	
3	Contract Expert	1	5	
4	Electrical Engineer	1	5	
5	Mechanical & HVAC Engineer	1	5	
6	Civil Engineer	1	5	
7	IT Engineer	1	5	

5.4.2 Financial Strength

a) The Applicant shall demonstrate general financial strength through a variety of means which may include liquid assets and or un-encumbered real assets. Furthermore, the Applicant is obliged to meet the mandatory requirement of submission of proof of availability of a line of credit of not less than Rs.10 million in the form of a bank certificate issued by a scheduled bank operating in Pakistan.

b) The Applicant must submit audited financial statements/balance-sheets for the last one (01) year, supported by audit letters duly signed and stamped by authorized representative.

c) The Applicant is required to have verifiable average annual turnover of minimum of **Rs. 10 million** over the last one (01) year.

Credit Marks shall be awarded on the basis of the following criteria:

Sr. No.	Description	Maximum Marks	Remarks
i)	Available Bank Credit Line	6	No marks if bank credit line certificate is not attached. • Credit Line Rs. 10 Million = 2 • Credit Line available from Bank > Rs. 10.1 Million but ≤ 15 Million = 4 • Credit Line available from Bank > Rs. 15 Million = 6
ii)	Average Working Capital in last 1 year.	9	No marks if Audited reports/balance-sheets are not attached. • Working Capital Rs. 10 Million = 3 • Working Capital > Rs. 10 Million but ≤ 15 Million = 6 • Working Capital > Rs. 15 Million but ≤ 20 Million = 9
	Sub-total:	**15**	

6. Other Factors

6.1 Only firms that have been prequalified under this procedure shall be invited to bid. A firm can apply for pre-qualification individually. If a firm submits more than one EOI-PQ proposals, all proposals involving such firm (individually) shall be rejected and stands disqualified.

6.2 The Client may reject all proposals at any time prior to the acceptance of a proposal. The Client shall upon request, communicate to any Applicant, the grounds for its rejection of all proposals, but shall not be required to justify those grounds. The Client shall incur no liability, solely, by virtue of its invoking sub-rule (1) of Rule-35 of Punjab Procurement Rules, 2014 towards the Applicants. However, Applicants shall be promptly informed about the rejection of the proposals, if any (As per Rule 35 of Punjab Procurement Rules, 2014).

6.3 The Applicant shall bear all costs / expenses associated with the preparation and submission of the Proposal(s) and the Employer shall in no case be responsible / liable for those costs / expenses.

Annex-A

Letter of Application

[Letterhead paper of the Applicant, including full postal address, telephone no., fax no., telex no. and e-mail address]

Date: .....

To: ...……...

.....

[Name and address of the Employer]

Sir,

1. Being duly authorized to represent and act on behalf of..... (hereinafter "the Applicant"), and having reviewed and fully understood all the EOI-PQ information provided, the undersigned hereby applies to be pre-qualified for the Provisioning of Consultancy Services for Construction Supervision of Arfa Software Technology Park (ASTP) (Remaining Works), Government of the Punjab:

2. Attached to this letter are copies of original documents defining:

   (a) The Applicant's legal status;

   (b) The principal place of business;

   (c) The place of incorporation (for applicants who are corporations); or

   The place of registration and the nationality of the owners (for applicants who are partnerships or individually-owned firms);

1. 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 proposal, 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 the Employer or its authorized representative to verify statements and information provided in this proposal, or with regard to the resources, experience, and competence of the Applicant.

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

General and Managerial Inquiries	
Contact 1	Telephone 1
Contact 2	Telephone 2
Personnel Inquiries	
Contact 1	Telephone 1
Contact 2	Telephone 2
Technical Inquiries	
Contact 1	Telephone 1
Contact 2	Telephone 2
Financial Inquiries	
Contact 1	Telephone 1
Contact 2	Telephone 2

4. This proposal is made with the full understanding that:

   (a) Proposals by pre-qualified applicants will be subject to verification of all information submitted for pre-qualification.

5. The undersigned declare that the statements made and the information provided in the proposal are complete, true, and correct in every detail.

_____

Signature of the Applicant

Application Form A-1

General Information

All individual firms applying for pre-qualification are requested to complete the information in this form. Nationality information is also to be provided for foreign owners

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

Application Form A-2

General Experience

Name of Applicant

All individual firms are requested to complete the information in this form.

Starting Month Year	Ending Month Year	Year	Contract Name, Name & Address of Employer Brief Description of Works Executed	Role of Applicant

Application Form A-3

SIMILAR EXPERIENCE

Name of Applicant

On a separate page, using the format of Application Form A-4, each applicant is required to list all contracts of a similar nature and complexity to the contract for which the Applicant wishes to qualify, undertaken during the last one year. The information is to be summarized, using Application Form A-4, for each contract completed or under execution by the applicant

Application Form A-4

Contracts of Similar Nature and Complexity

Name of Applicant

Use a separate sheet for each contract.

1	Name of Contract
	Country
2	Name of Employer
3	Employer Address
4	Nature of works and special features relevant to the contract for which the Applicant wishes to prequalify ---------- ----------
5	Contract Role (Tick One) (a) Main Consultant (b) Partner in a Joint Venture
6	Value of the total contract (in specified currencies) at completion, or at date of award for current contract Currency……. ….Currency…… Currency……
7	Value in Pak/Rs……
8	Date of Award……
9	Date of Completion……..
10	Contract Duration (Years and Months)

	_____Years _____Months
11	Specified Requirements --- --- --- ---

Application Form A-5

Personnel Capabilities

Name of Applicant

For specific positions essential to contract execution, Applicants should provide the names of candidates qualified to meet the specified requirements. The data on their experience should be supplied on separate sheets of CV's.

1	Title of Position
	Name of Prime Candidate

Financial Strength

Name of Applicant

Applicants should provide financial information to demonstrate that they meet the specified requirements. A copy of the audited reports/balance-sheets should be attached.

Bank	Name of bank	
	Address of bank	
	Telephone	Contact name and title
	Fax	Telex

All individual firms are requested to provide information related to annual turnover.

Annual Turnover		
Year	**Turnover (in Pak Rupees)**	**Turnover in Millions.**
1.		
2.		
3.		

Summarize actual assets and liabilities in Pak Rupees for the previous one year, based upon known commitments, projected assets and liabilities in Pak Rupees.

Financial information in Pak Rs.

1. Total assets	
2. Current assets	
3. Total liabilities	
4. Current liabilities	
5. Profits before taxes	
6. Profits after taxes	