

PRE-QUALIFICATION QUESTIONNAIRE

For

OPERATIONS & MANAGEMENT (O&M) OF 20 TOLL PLAZAS ON NATIONAL HIGHWAY NETWORK

Issued to: _____

Issued by: _____ on _____



NATIONAL HIGHWAY AUTHORITY

General Manager (Operations) NHA
27-Mauve Area, Sector G-9/I, Islamabad (Pakistan)
Phone # 92-51-8351805, Fax # 92-51-9261208

Section I:
Prequalification Data Sheet

Section I – Prequalification Data Sheet

A. General

ITA.1.1	<p><u>Client:</u> National Highway Authority 27-Mauve Area, Sector G-9/I, Islamabad (Pakistan) Phone # 92-51-8351805, Fax # 92-51-9261208</p>
ITA.1.2	<p><u>Project:</u> OPERATIONS & MANAGEMENT (O&M) OF 20 TOLL PLAZAS ON NATIONAL HIGHWAY NETWORK</p>
ITA.1.3	<p><u>Joint Venture:</u></p> <p>(i) Maximum number of partners in case of JV shall be two (02).</p> <p>(ii) The parties in JV shall be jointly and severally liable.</p>
ITA 1.4	<p><u>Registration Category:</u></p> <p>As Operator (In case of JV, registration in relevant category with respect to working share of each partner required).</p>
ITA1.5	<p><u>Address:</u> General Manager (Operations) National Highway Authority 27-Mauve Area, Sector G-9/I, Islamabad (Pakistan) Phone # 92-51-8351805, Fax # 92-51-9261208 www.nha.gov.pk</p>
ITA 1.6	<p><u>Language:</u></p> <p>The language of the application as well as of all correspondence is English.</p>
ITA 1.7	<p><u>Closing Date:</u></p> <p>The Last date for submission of Application is <u>10-07-2009</u> up to <u>1200 hours</u> at the address mentioned above.</p> <p>Applicants shall submit one electronic copy of documents in PDF Format.</p>

* ITA stands for Information to Applicant.

Section – II:
Documents for Pre-Qualification

Section II. Documents for Pre-Qualification

This Section contains all the methods, criteria, and requirements that the Employer shall use to evaluate applications.

The following documents are to be required for prequalification:

- a. Valid Registration with the Pakistan Engineering Council (PEC) as Operator.
- b. A comprehensive profile of companies/joint ventures/firms (including Name, Address, Telephone, Fax, E-Mail, National Tax No., Registered Offices in Pakistan).
- c. Personal capabilities with bio-data of key personnel alongwith CVs/certificates/ period of service, duly signed by the employer.
- d. Financial capabilities of the companies/joint ventures/firms of last three years duly verified by the Chartered Accountant.
- e. Similar/particular experience as an operator for operations & management of toll plazas for at least last 05 years.
- f. Current commitments/in hand projects status/detail.
- g. General experience of last 05 years alongwith successful completion performance certificates.
- h. Proposed methodology for operations & management of toll plazas.
- i. Litigation history of the firm on stamp paper of Rs. 100/- duly attested/verified by the Notary Public
- j. Certificate that the firm has never been black-listed on stamp paper of Rs. 100/- duly attested/verified by the Notary Public

Note:

If any information, given in the application, is found incorrect/false, then the pre-qualification will be cancelled, as per PPRA rules.

Section – III:

Application Forms

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Section III: Application Submission Forms

Date: _____, 2009

Contract: Operations & Management of 20 Toll Plazas on National Highway Network

General Manager (Operations)
National Highway Authority
27-Mauve Area, Sector G-9/I, Islamabad (Pakistan)

We, the undersigned, apply to be pre-qualified for the referenced Project and declare that:

- (a) we have examined and have no reservations to the Pre-qualification Documents;
- (b) we, including any subcontractors or suppliers (not more than 20%) for any part of the contract resulting from this prequalification, do not have any conflict of interest;
- (c) we, including any subcontractors or suppliers for any part of the contract resulting from this prequalification, have not been declared ineligible by the Employer, or under the Government of Pakistan's laws, official regulations, or under execution of a Bid Securing Declaration in Pakistan;

We understand that you may cancel the prequalification process at any time and that you are neither bound to accept any application that you may receive nor to invite the pre-qualified applicants to bid for the contract subject of this pre-qualification, without incurring any liability to the Applicants.

Signed *[insert signature(s) of an authorized representative(s) of the Applicant]*

Name *[insert full name of person signing the application]*

In the Capacity of *[insert capacity of person signing the application]*

address _____

Dated on *[insert day number]* day of *[insert month]*, *[insert year]* _____

Applicant Information Form

Date: _____, 2009

Contract: Operations & Management of 20 Toll Plazas on National Highway Network.

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Applicant's legal name:	
In case of Joint Venture (JV), legal name of each partner:	
Applicant's legal address:	
PEC Registration Category: As Operator _____, Validity _____	
Detail of Firm's Owner: Name: Address: Telephone/Fax numbers: E-mail address:	Authorized representative of Owner: Name: Address: Telephone/Fax numbers: E-mail address:
Attached are copies of original documents of: <input type="checkbox"/> In case of JV, letter of intent to form JV or JV agreement. <input type="checkbox"/> Valid Registration Certificate from PEC as Operator.	

Applicant's Party Information Form

[The following form shall be filled in for the Applicant's parties including partner(s) of a joint venture, subcontractors, suppliers and other parties]

Date: _____, 2009

Contract: Operations & Management of 20 Toll Plazas on National Highway Network.

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JV applicant legal name:
Applicant's Party legal name:
Applicant's Party country of registration:
Applicant Party's year of constitution:
Applicant Party's legal address in country of constitution:
Applicant Party's owner or authorized representative information: Name: Address: Telephone/Fax numbers: E-mail address:
Attached are copies of original documents of: <input type="checkbox"/> Articles of Incorporation or Documents of Constitution, and Registration Documents of the legal entity named above. <input type="checkbox"/> Valid Registration Certificate from PEC as Operator.

Financial Situation

[The following table shall be filled in for the Applicant and for each partner of a Joint Venture]

Date: _____, 2009

Applicant's Legal Name: _____

Joint Venture Party Legal Name: _____

Contract: Operations & Management of 20 Toll Plazas on National Highway Network.

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1. Financial data

Financial information	Historic information for previous years (Rupees in million)		
	2009/08	2008/07	2007/06
Information from Balance Sheet			
Total Assets (TA)			
Total Liabilities (TL)			
Net Worth (NW)			
Current Assets (CA)			
Current Liabilities (CL)			
Net working Capital.			
Information from Income Statement			
Total Revenue (TR)			
Profits Before Taxes (PBT)			

2. Financial documents

The Applicant and its parties shall provide copies of the balance sheets and/or financial statements for 03 (Three) years. The financial statements shall:

- (a) reflect the financial situation of the Applicant or partner to a JV, and not sister or parent companies.
- (b) be audited by a certified/chartered accountant.
- (c) be complete, including all notes to the financial statements.
- (d) correspond to accounting periods already completed and audited (no statements for partial periods shall be requested or accepted).

Note:

Attached are copies of financial statements (balance sheets, including all related notes, and income statements, paid income tax certificate to be attached last five years/current years) required above; and complying with the requirements

General Experience of Past Five Years

[The following table shall be filled in for the Applicant and for each partner of a Joint Venture]

Date: _____, 2009

Applicant's Legal Name: _____

Joint Venture Party Legal Name: _____

Contract: Operations & Management of 20 Toll Plazas on National Highway Network.

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[Identify contracts that demonstrate continuous construction work over the past five [05] years]

Date of award	Date of completion	Contract Identification	Role of Applicant
		Contract name: _____ Brief Description of the Works performed by the Applicant: _____ Amount of contract: _____ Name of Employer: _____ Address: _____	(<i>insert "Contractor" or "Subcontractor" or "Contract Manager"</i>)
		Contract name: _____ Brief Description of the Works performed by the Applicant: _____ Amount of contract: _____ Name of Employer: _____ Address: _____	

Similar/Particular Experience

[The following table shall be filled in for contracts performed by the Applicant, each partner of a Joint Venture, and specialist sub contractors]

Date: _____, 2009

Applicant's Legal Name: _____

Joint Venture Party Legal Name: _____

Contract: Operations & Management of 20 Toll Plazas on
National Highway Network.

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[Identify similar contracts over the past Five (05) years]

Similar Contract No.	Information		
Contract Identification			
Total Contract Amount			
Award date (Letter of Award)			
Completion date			
(completion Certificate)			
Role in Contract	Contractor	Management Contractor	Subcontractor
If partner in a JV, or subcontractor	%age Amount (specify participation)	Total Amount	
Employer's Name:			
Address:			
Telephone/fax number:			
E-mail:			

Current Commitments (Projects/Works in Hands/Progress)

[The following table shall be filled in for the Applicant and for each partner of a Joint Venture]

Date: _____, 2009

Applicant's Legal Name: _____

Joint Venture Party Legal Name: _____

Contract: Operations & Management of 20 Toll Plazas on National Highway Network.

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[Identify contracts that demonstrate continuous construction work]

Contract Identification	Client	Starting Month / Year	Completion Month / Year (planned)	Total Contract Amount (Rs Million)	Amount of out standing works (Rs Million)	Average monthly invoicing over last six months (Rs Million)
01						
02						

Litigation History Form

Litigation history of the firm(s, in case of joint venture), on stamp paper of Rs. 100/- duly attested by the Notary Public.

Never Blacklisted Form

Certificate that the firm(s, in case of joint venture) has never been blacklisted, on stamp paper of Rs. 100/- duly attested by the Notary Public

Section – IV:

Scope of Works

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1. The Project

Name of the Project

Operations & Management of 20 Toll Plazas on National Highway Network.

2. List of Toll Plazas

Route	Toll Plazas
N-5	Ravi, Mandra*, Chenab, Jhelum*, Tarraki*, Gujranwala Bypass
N-5A	Qutubpur
N-35	Hassanabdal
N-40	Nokundi
N-50	D.I. Khan – II
N-55	Shikarpur, D.G. Khan Bypass, Kandkot, Rojhan, Taunsa, Kurram River Bridge, Petaro, Vahava, Fazilpur
N-80	Qutbal*

* ETTM Based Toll Plazas on percentage basis.

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