

# PRE-QUALIFICATION DOCUMENT

## PRE-QUALIFICATION OF FIRMS FOR VARIOUS ADDITIONAL WORKS ON M-1.

### ADDITIONAL WORKS (M-1)

1. CONSTRUCTION OF TOLL PLAZAS & CONTROL BUILDINGS.
2. DRAINAGE, REPAIR & PROTECTION WORKS.
3. HIGHWAY SAFETY WORKS.
4. ELECTRIFICATION OF INTERCHANGES.
5. LANDSCAPING & HORTICULTURE OF INTERCHANGES.
6. CONSTRUCTION OF ROW FENCE (BRICK / STONE / CONCRETE /  
STEEL WIRE MESH).
7. CONSTRUCTION OF SERVICE ROADS, ETC.

Issued to: \_\_\_\_\_

Issued on: \_\_\_\_\_



## NATIONAL HIGHWAY AUTHORITY

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# **PART 1 - Prequalification Procedures**

# Section I. Instructions to Applicants

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# Section I. Instructions to Applicants

## A. General

1. **Scope of Application**
  - 1.1 In connection with the Invitation for Prequalification indicated in Section-II, Prequalification Data Sheet (PDS), the Employer, as defined in the **PDS**, issues this Prequalification Document (PQD) to applicants interested in bidding for the works described in Section V, Scope of Works. The data corresponding to this prequalification is provided in **PDS**.
2. **Source of Funds**
  - 2.1 The source of funds shall be Government of Pakistan (GOP).
3. **Fraud and Corruption**
  - 3.1 The Employer requires that Applicants, Bidders, Suppliers, Contractors, and Consultants under these contracts, observe the highest standard of ethics during the procurement and execution of such contracts. In pursuit of this policy, the Employer:
    - (a) Defines, for the purposes of this provision, the terms set forth below as follows:
      - (i) "corrupt practice" means the offering, giving, receiving, or soliciting, directly or indirectly, of anything of value to influence the action of a public official in the procurement process or in contract execution;
      - (ii) "fraudulent practice" means a misrepresentation or omission of facts in order to influence a procurement process or the execution of a contract;
      - (iii) "collusive practice" means a scheme or arrangement between two or more bidders, with or without the knowledge of the Employer, designed to establish bid prices at artificial, noncompetitive levels; and
    - "coercive practice" means harming or threatening to harm, directly or indirectly, persons or their property to influence their participation in the procurement process or

affect the execution of a contract;

- (b) will reject a proposal for award if it determines that the Bidder recommended for award has, directly or through an agent, engaged in corrupt, fraudulent, collusive or coercive practices in competing for the Contract in question;
- (c) will sanction a firm or individual, including declaring them ineligible, either indefinitely or for a stated period of time, to be awarded a contract if it at any time determines that they have, directly or through an agent, engaged, in corrupt, fraudulent, collusive or coercive practices in competing for, or in executing, a contract; and
- (d) will have the right to require that a provision be included in Bidding Documents and requiring bidders, suppliers, contractors and consultants to permit the Employer to inspect their accounts and records and other documents relating to the bid submission and contract performance and to have them audited by auditors appointed by the Employer.

#### **4. Eligible Applicants**

- 4.1 An Applicant shall be a private, public or government owned legal entity, subject to ITA 4.6, or any combination of them in the form of association(s) including Joint Venture (JV) with the formal intent, as evidenced by a letter of intent), to enter into an agreement or under an existing agreement. In the case of a JV, unless otherwise specified in the **PDS**,
  - (i) all parties shall be jointly and severally liable, and
  - (ii) there shall be no limit on the number of partners.
- 4.2 The eligibility criteria listed in this Clause 4 shall apply to the Applicant, including the parties constituting the Applicant, i.e., its proposed partners, subcontractors or suppliers for any part of the Contract including related services.
- 4.3 An Applicant and all parties constituting the applicant, shall have been registered with Pakistan Engineering Council (PEC) and shall have a valid registration Certificate in Category as mentioned in PDS.

- 4.4 Applicants and all parties constituting the Applicant shall not have a conflict of interest. Applicants shall be considered to have a conflict of interest, if they participated as a consultant in the preparation of the design or technical specifications of the Works that are the subject of this prequalification. Where a firm, or a firm from the same economic or financial group, in addition to consulting, also has the capability to manufacture or supply goods or to construct works, that firm, or a firm from the same economic or financial group, cannot normally be a supplier of goods or works, if it provided consulting services for the contract corresponding to this prequalification, unless it can be demonstrated that there is not a significant degree of common ownership, influence or control.
- 4.5 An Applicant shall submit only one application in the same Prequalification process, either individually as an Applicant or as a partner of a joint venture. No Applicant can be a subcontractor while submitting an application individually or as a partner of a joint venture in the same Prequalification process. A Subcontractor in any application may participate in more than one application, but only in that capacity. An Applicant who submits, or participates in, more than one application will cause all the applications in which the Applicant has participated to be disqualified.
- 4.6 Applicants shall not be under execution of a Bid-Securing Declaration.
- 4.7 Applicants and all parties constituting the Applicant shall provide such evidence of their continued eligibility satisfactory to the Employer, as the Employer shall reasonably request.

## **B. Contents of the Prequalification Document**

### **5. Sections of Prequalification Document**

- 5.1 The document for the prequalification of Applicants (hereinafter - "prequalification document") consists of parts 1 and 2 which comprise all the sections indicated below, and should be read in conjunction with any Addendum issued in accordance with ITA 7.

#### **PART 1 Prequalification Procedures**

- Section I. Instructions to Applicants (ITA)
  - Section II. Prequalification Data Sheet (PDS)
  - Section III. Qualification Criteria and Requirements
  - Section IV. Application Forms
- PART 2 Works Requirements
- Section VI. Scope of Works

5.2 The "Invitation for Prequalification Applications" issued by the Employer is not part of the prequalification document. A sample form is provided as an attachment to this Prequalification Document for information only.

5.3 The Employer accepts no responsibility for the completeness of the prequalification document and its addenda unless they were obtained directly from the Employer.

5.4 The Applicant is expected to examine all instructions, forms, and terms in the Prequalification Document and to furnish all information or documentation required by the Prequalification Document.

#### **6. Clarification of Prequalification Document**

6.1 A prospective Applicant requiring any clarification of the Prequalification Document shall contact the Employer in writing at the Employer's address indicated in the **PDS**. The Employer will respond in writing to any request for clarification provided that such request is received no later than five (05) days prior to the deadline for submission of applications. The Employer shall forward copies of its response to all applicants who have acquired the prequalification document directly from the Employer including a description of the inquiry but without identifying its source. Should the Employer deem it necessary to amend the prequalification document as a result of a clarification, it shall do so following the procedure under ITA 7 and in accordance with the provisions of ITA 16.2.

#### **7. Amendment of Prequalification Document**

7.1 At any time prior to the deadline for submission of applications, the Employer may amend the Prequalification Document by issuing addenda.

7.2 Any addendum issued shall be part of the Prequalification Document and shall be

communicated in writing to all who have obtained the prequalification document from the Employer.

7.3 To give prospective Applicants reasonable time to take an addendum into account in preparing their applications, the Employer may, at its discretion, extend the deadline for the submission of applications.

### **C. Preparation of Applications**

#### **8. Cost of Applications**

8.1 The Applicant shall bear all costs associated with the preparation and submission of its application. The Employer will in no case be responsible or liable for those costs, regardless of the conduct or outcome of the prequalification process.

#### **9. Language of Application**

9.1 The application as well as all correspondence and documents relating to the prequalification exchanged by the Applicant and the Employer, shall be written in the language specified in the **PDS**. Supporting documents and printed literature that are part of the application shall also in same language.

#### **10. Documents Comprising the Application**

10.1 The application shall comprise the following:

- (a) Application Submission Form, in accordance with ITA 11;
- (b) documentary evidence establishing the Applicant's eligibility to prequalify, in accordance with ITA 12;
- (c) documentary evidence establishing the Applicant's qualifications, in accordance with ITA 13; and
- (d) any other document required as specified in the **PDS**.