

## **Pre-Qualification Document (PQD)**

**For**

**The Project “Feasibility Study & Development of Master Plan Engineering Design for establishment of New Campus Building at Jamshoro, Sindh”.**

**March, 2023**

## **Introduction**

Shaheed Zulfiqar Ali Bhutto Institute of Science and Technology is a globally recognized private university with multiple campuses in various major cities of Pakistan and UAE. Its main Campus is located in Karachi Sindh. It was established in 1995 and is affiliated with HEC, PEC and University of London International programs. SZABIST intends to establish a new Campus at Jamshoro, Sindh. Criteria is given below for firms which intend to prequalify.

### **1. Eligibility Criteria**

Following are the details on the basis of which Firm will be shortlisted:

#### **i. Pre-Requisite**

- a. Registration with the professional bodies (PCATP)
- b. Registration with SECP or Registrar of Firms.
- c. National Tax Registration Number (NTN)
- d. Minimum Rs.50 million and 5 million USD annual turnover for National and International Firms / Companies respectively
- e. Undertaking by the firm on a legal format, that it has not been blacklisted by any Government Agency/Authority nor is under any litigation.

#### **ii. Firm Experience**

Firms should provide information regarding;

- a. General experience by providing the list of total number of total number of projects /assignments performed so far as per **Annex - A**
- b. Relevant experience in the subject field by submitting the detail of (5 Nos.) most relevant projects undertaken in the past (10 years) as per **Annex - B.**
- c. Detailed description of the Firm Profile by providing its organizational structure, list of permanent staff and quality management system.

#### **iii. Human Resource Capacity**

- a. List of key personnel proposed having expertise in making **Feasibility Study & Master Plan Engineering Design** is as per **Annex - C.**
- b. **CVs of key personnel proposed as per Annex - D.**

#### **iv. Financial Capabilities**

Detail of financial capabilities to be provided as per **Annex- E.**

**\*All documents should be in English.**

**\*\*Any misinformation, false and forged statement will lead to disqualification from being shortlisted/pre-qualified and any other action as per applicable laws.**

**\*\*\*Firms/Companies, which may be applying under a venture/consortium, should submit their documents.**

Criteria, sub-criteria, and point system for the evaluation of Expression of Interest (EOIs) is as follows:

**The minimum passing criteria for prequalification is 70 points.**

<b>A1</b>	<b>Firm Experience</b>	<b>Points</b>
a)	Turn over figure for last consecutive three (03) years along with Audited reports	20
b)	Number of Assignments (General)	05
c)	Number of Assignments (Relevant)*	45
d)	PCATP Category Registration (A-1, A-2, A-3)	15
e)	Firm Profile	15
	i. Organizational Structure/ staff (5) ii. Quality Management System (5) iii. Years of experience since establishment of firm (5)	
	<b>Total A1</b>	<b>100</b>

## **5. Firm Detail**

Firm should provide its detail as per **Annex-F**. In this PQD, the word Firm has been used for both Firm and Company.

## **6. Client Detail**

**SZABIST Hyderabad Campus Ground**

**Floor, State Life Building,**

**Thandi Sarak, Hyderabad, Sindh, Pakistan.**

**Contact No. 022-2782442-3 & 2730027-8**

**7. EOI Deadline**

The Expression of Interest EOI may be submitted through e-mail  
to below mentioned address:

e-Mail: **pd@hyd.szabist.edu.pk**

Deadline for submission of the EOIs is 31<sup>st</sup> March 2023 till 5:00 pm

**Annex-A Firm Experience (General)**

General <sup>1</sup>									
S. No	Name of Project	Location (Country/Province/Division)	Client	Project Description	Implementation		Total Cost of Project	Cost of Consultancy Services Provided by the Firm	Actual Services Provided by the Consultant
					Start	Completion			
1									
2									
3									
4									
5									
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1. Provide list of total number of projects/assignments performed so far with name of contact details of senior staff of client who involved in function

**Annex-B Firm Experience (Relevant)**

Relevant <sub>1</sub>									
S. No <sup>2</sup>	Name of Project <sup>3</sup>	Location (Country/Province/Division)	Client	Project Description	Implementation		Total Cost of Project	Cost of Consultancy Services Provided by the Firm	Actual Services Provided by the Consultant
					Start	Completion			
<b>1</b>									
<b>2</b>									
<b>3</b>									
<b>4</b>									
<b>5</b>									

1. Maximum number of (5) most relevant assignments to be submitted.
2. Assignments provided beyond the limit of 5 will be given no weightage.
3. Project/Assignment provided must be supported with the completion certificate issued by the procuring agency/executing agency of that particular project.
4. Contact details of a senior staff of client who involved in function in that particular project

**Annex-C** (List of Key Personnel)

<b>S. No</b>	<b>Name</b>	<b>Qualification</b>	<b>Total Experience in Years</b>	<b>Position Proposed</b>	<b>Current Responsibilities</b>

**Annex-D** (CVs of Key Personnel)

**CURRICULUM VITAE (CV)**

1. **Name of Personnel:** \_\_\_\_\_
2. **Current Position in the Firm :** \_\_\_\_\_
3. **Date of Birth:** \_\_\_\_\_
4. **Nationality** \_\_\_\_\_
5. **CNIC No (if Pakistani):** \_\_\_\_\_ **or Passport No:** \_\_\_\_\_
6. **Education :**

Degree	Major/Minor	Institution	Date (MM/YYYY)

7. **Membership of Professional Associations:** \_\_\_\_\_
8. **Other Training** [Indicate significant training since degrees under 6 - Education were obtained]:
9. **Languages** [For each language indicate proficiency: good, fair, or poor in speaking, reading, and writing]:
10. **Employment Record** [Starting with present position, list in reverse order every employment held by staff member since graduation, giving for each employment (see format here below):

Employer	Position	From (MM/YYYY)	To (MM/YYYY)

11. **Detail of Work Undertaken**

Name of assignment or project: \_\_\_\_\_

Cost of Project \_\_\_\_\_ Location: \_\_\_\_\_

Date of Start: \_\_\_\_\_ Date of Completion: \_\_\_\_\_

Client: \_\_\_\_\_ Main project features: \_\_\_\_\_

Positions held: \_\_\_\_\_ Activities performed: \_\_\_\_\_

Actual time spent on the project: \_\_\_\_\_ in months.

12. **Certification:**

I, the undersigned, certify that to the best of my knowledge and belief, this CV correctly describes myself, my qualifications, and my experience. I understand that any willful misstatement described herein may lead to my disqualification or dismissal, if engaged.

\_\_\_\_\_  
Date: \_\_\_\_\_

[Signature of the proposed staff] Day/Month/Year

\_\_\_\_\_  
Date: \_\_\_\_\_

[Counter Signature of authorized signatory] Day/Month/Year



**Annex-E (Financial Capabilities)**

<b>Year<sub>1</sub></b>	<b>Annual turnover</b>	<b>Current Ratio</b>	<b>Net Worth</b>
<b>2019-2020</b>			
<b>2020-2021</b>			
<b>2021-2022</b>			

1. Data provided under the head of financial capabilities must be supported by the Audited Annual Financial Statements

**Annex-F (Firm Detail)**

<b>Name of Firm</b>	<b>Address</b>	<b>Contact No.</b>	<b>Authorized Personnel Name</b>	<b>Authorized Personnel Contact No.</b>
Lead Firm				
Joint Venture Firm(s)				
Associate Firm(s)				

