



**TECHNICAL PROPOSAL/QUALIFICATION REQUIREMENTS**  
**FOR POST-QUALIFICATION OF CONSULTING FIRMS**  
**(ENVELOPE-1 SUBMISSIONS & EVALUATION CRITERIA)**

The Qualification Requirements on the basis of which the Bidders shall be evaluated for the instant project are all as given hereunder. These shall be provided by the Bidders as 'Technical Proposal/Qualification Documents' in Envelope-1 of their Bids for Construction of Signature 18-Hole Championship Golf Course.

These Qualification Documents, besides specified mandatory requirements, shall also include the past track record, the technical capability, and financial capability for undertaking the relevant consultancy & design Works for DHA as stated herein and in the Bid Documents.

Envelope-2 'Financial Proposal/Bid' shall be opened of only those Bidders that have met all the mandatory requirements as well as minimum Scoring Criteria for Qualification as specified hereunder.

**1) MANDATORY REQUIREMENTS/CRITERIA:**

S.NO.	DESCRIPTION	CRITERIA
I	Reconfirmation of Valid PEC/ PCATP Registration	Qualified/ Disqualified
II	Valid Undertaking/Declaration of No Litigation/Blacklisting	Qualified/ Disqualified
III	A Copy of NTN Certificate	Qualified/ Disqualified

The Bidders will advance to the Scoring-based Evaluation stage only if **All** Mandatory Requirements/ Criteria have been successfully met with.

**2) REQUIREMENTS/CRITERIA FOR SCORING BASED EVALUATION:**

S.NO.	DESCRIPTION	TOTAL POINTS
A	Establishment of Company	05
B	Consultant's Financial Capability	10
C	C.1 Track Record of Completed & Ongoing Projects related to Golf Course	25
	C.2 Track Record of Completed & Ongoing Projects related to Major Project	10
D	Personnel Capabilities	
	D1. Key Persons (Design)	33
	D2. Key Persons (Resident Construction Supervision)	12
E	Responsiveness of the Technical Proposal	05
<b>Total Points</b>		<b>100</b>

Bidder's Signature: \_\_\_\_\_

Bidder's Official Stamp/Seal: \_\_\_\_\_

**TECHNICAL PROPOSAL/BID EVALUATION CRITERIA****1) MANDATORY REQUIREMENTS/CRITERIA**

Description	Evaluation Criteria	Result
<b>I) Reconfirmation of Valid PEC/ PCATP Registration</b>		
<p>The Consultant must have a valid PEC Registration/ PCATP at the time of bidding. (This is a mandatory requirement)</p> <ul style="list-style-type: none"><li>Valid PEC/ PCATP Certificate as per the above = Qualified for this Bid</li><li>Expired PEC/ PCATP Certificate of required categories (In the process of validation, with proof) = Last &amp; minimum consideration</li><li>No PEC/ PCATP Certificate = Disqualification from the bidding process</li></ul>	Qualified/ Disqualified	
<b>II) Valid Undertaking/Declaration of No Litigation/Blacklisting</b>		
<p>A fresh/original Undertaking (On stamp paper, duly signed and stamped by the Bidder and duly notarized) declaring that the Bidder (Consultant) has not been involved in any kind of litigation process up to the present. The Undertaking should also mention that the Bidder has also not been blacklisted by any government authority/agency, semi-government or any autonomous body to date. (This is a mandatory requirement).</p> <ul style="list-style-type: none"><li>Valid Undertaking (as per above) duly signed and stamped = Qualified for this Bid</li><li>Invalid Undertaking Submitted = Disqualification from the bidding process</li></ul>	Qualified/ Disqualified	
<b>III) NTN Certificate</b>		
<p>A copy of NTN Certificate shall be provided by the Bidder as a mandatory requirement.</p>	Qualified/ Disqualified	

Bidder's Signature: \_\_\_\_\_

Bidder's Official Stamp/Seal: \_\_\_\_\_



## 2) REQUIREMENTS/CRITERIA FOR SCORING BASED EVALUATION

Description	Evaluation Sub-Criteria	Total Points
<b>A) Establishment of Firm - (Refer Annexure 1A)</b>	<b>Max. Points</b>	<b>5</b>
The consultant should provide the name of firm with year of establishment, full address, and partnership deed and telephone numbers of persons dully authorized by the firm with whom future correspondence can be made. i. Under 3 Years = 0 Marks ii. From 3 to 5 Years = 3 Marks iii. From 6 to 10 Years = 4 Marks iv. Above ten Years = 5 Marks	5	
<b>B) Consultant's Financial Capability – (Refer Annexure-1D)</b>	<b>Max. Points</b>	<b>10</b>
a) <u>Average Annual Turnover</u> Turnover for the last three (3) years commencing from 1st July and ending on 30th June for each year. (In case of Joint Venture/Consortium the above information is required for Lead Partner only). • Full marks if average annual turnover of last three years is PKR 75 million or above. • For average annual turnover of less than PKR 75 million, marks shall be awarded as per following formula: $A / 75 \times 5$ 'A' is average annual turnover No marks if average annual turnover is less than PKR 35 million.	5	

Bidder's Signature: \_\_\_\_\_

Bidder's Official Stamp/Seal: \_\_\_\_\_



Description	Evaluation Sub-Criteria	Total Points
<p>b) <u>Income Tax Returns of Last Three Years</u></p> <ul style="list-style-type: none"><li>5 Points will be given if Income Tax Returns of last three (03) years are attached, 2.5 Points for two (02) years and 1.5 Points for one (01) year.</li></ul>	5	
<b>C) Track Record of Completed &amp; Ongoing Projects - (Refer Annexure-1B &amp; 1C)</b>	<b>Max. Points</b>	<b>35</b>
<p>a) <u>Specific Experience of the Consultant Firm in Large-scale, Golf Course Projects (Completed/Ongoing):</u></p> <p>Projects of similar nature of minimum value PKR. 250 Million Each (or of equivalent US \$ value on the submission date of prequalification application) or more Completed in last ten (15) years. Similar nature projects include planning, design &amp; resident construction supervision of Club buildings or commercial buildings including Structural, Mechanical, Electrical and Plumbing works. Applicant should clearly state all these services provided in the completed projects.</p> <ul style="list-style-type: none"><li>Full marks shall be given if the Lead Firm has completed at least Two (2) projects.</li><li>Eight (8) marks shall be given if the Lead firm has completed one (1) project.</li><li>Eight (8) marks shall be given if JV Partner/Consortium has completed one or more projects (in Lead Role).</li><li>No marks shall be given if the Lead Firm or the JV Partner/Consortium has not executed any project.</li></ul> <p><u>For Completed Projects Contract Agreement of respective project is mandatory. No marks shall be awarded if Contract Agreement of respective project is Not attached.</u></p>	25	

Bidder's Signature: \_\_\_\_\_

Bidder's Official Stamp/Seal: \_\_\_\_\_



Description	Evaluation Sub-Criteria	Total Points
<p>b) <u>Overall Experience of the Consulting Firm in Undertaking/Completing Large-scale Golf Course Projects (Completed):</u></p> <p>Civil works Consultancy &amp; Resident Construction Supervision Projects of general nature of minimum value PKR. 250 Million Each (or of equivalent US \$ value on the submission date of prequalification application) or more Completed in Last 10 Years.</p> <ul style="list-style-type: none"><li>• Eight (10) marks shall be given if the Lead Firm or JV Partner/ Consortium (in Lead Role) have completed two projects.</li><li>• Five (7) marks shall be given if the Lead Firm or JV Partner/ Consortium (in Lead Role) have completed one (1) project.</li><li>• No marks shall be given if the Lead Firm or JV Partner/ Consortium (in Lead Role) have not completed any project.</li></ul> <p><u>For Completed Projects Contract Agreement of respective project is mandatory. No marks shall be awarded if Contract Agreement of respective project is Not attached.</u></p>	10	

Bidder's Signature: \_\_\_\_\_

Bidder's Official Stamp/Seal: \_\_\_\_\_



Description	Evaluation Sub-Criteria	Total Points
<b>D) Consultant's Personnel Capabilities - (Refer Annexure – 1E)</b>	<b>Max. Points</b>	<b>45</b>
<b>D1) Key Persons- Design</b>		
i. <u>Principal Architect</u>  1 no. M. Arch with minimum 12 years of relevant experience or B. Arch With minimum 15 years of relevant experience (PCATP Registered)	5	
ii. <u>Senior Structural Engineer</u>  1 no. M.Sc. Structural Eng. with minimum 15 years of relevant experience or B.Sc./BE Civil Engineering with minimum 20 years of relevant experience (PEC Registered)	5	
iii. <u>Architect</u>  1 no. M. Arch with minimum 10 years of relevant experience or B. Arch With minimum 12 years of relevant experience (PCATP Registered)	4	
iv. <u>Structural Engineer</u>  1 no. M.Sc. Structural Eng. with minimum 12 years of relevant experience or B.Sc./BE Civil Engineering with minimum 15 years of relevant experience (PEC Registered)	4	
v. <u>Contracts Engineer</u>  1 no. BSc/BE Civil Engineering with minimum 12 years of relevant experience (PEC Registered)	4	
vi. <u>Design Mechanical Engineer</u>  1 no. BSc/BE Mechanical Engineering with minimum 12 years of relevant experience (PEC Registered)	3	
vii. <u>Design Electrical Engineer</u>  1 no. BSc/BE Electrical Engineering with minimum 12 years of relevant experience (PEC Registered)	3	
viii. <u>Electrical Engineer I.T &amp; BMS</u>  1 no. BSc/BE Electrical Engineering or IT with minimum 12 years of relevant experience.	3	

Bidder's Signature: \_\_\_\_\_

Bidder's Official Stamp/Seal: \_\_\_\_\_



Description	Evaluation Sub-Criteria	Total Points
<b>D2) Key Persons ( Resident Construction Supervision)</b>		
i. <u>Resident Engineer</u>  1 no. B.Sc/BE Civil Engineering with minimum 15 years' experience in construction supervision of High Rise Buildings (PEC Registered)	4	
<b>D3) Proposed Supervision Team</b>		
The consultant should provide the Resume's of the proposed team along with the Detail Cost Breakup and Manning schedule.	10	
<b>E) Responsiveness of Technical Proposal</b>	<b>Max. Points</b>	<b>05</b>
The responsiveness of the overall Technical Proposal to the Proposal Requirements as specified in this Document (Annex-A to Bid Issuance Letter) will be scrutinized and points allotted.	05	
<b>Total Points:</b>	<b>100</b>	

**KEY NOTES ON EVALUATION CRITERIA:**

- a) For Technical Proposal/Bid Assessment, the Bidder/Consultant must secure an overall score of minimum **70 Points** out of Total 100 Points, in addition to meeting all Mandatory Requirements as stipulated in this Document.
- b) The Consultant must fill out all the appendices/annexures of this Document, with correct information, along with relevant acceptable supporting documents of proofs.

Bidder's Signature: \_\_\_\_\_

Bidder's Official Stamp/Seal: \_\_\_\_\_



## ANNEXURE-1A

## BASIC INFORMATION – CONSULTANT

a)	Name of Firm	<i>(Indicate complete legal name of the firm)</i>
b)	Operating name of the Firm	<i>(if different from legal name)</i>
c)	Ownership of the Firm	<i>(Indicate Sole Proprietorship/ Partnership/ Private Limited Company/ Public Unlisted/ Public Listed Company/ Other )</i>
d)	Date of establishment/incorporation	<i>(with proof)</i>
e)	Brief description of the business	
f)	Details of main business lines/services	
g)	Communication address along with telephone, fax numbers and email address	
h)	Website, if any	
i)	Bidder's Organizational Structure/ Organogram	<i>(Attach separately)</i>
j)	List of current directors/ partners	
k)	Other key management personnel	
l)	List of Engineer's/DAE's and Architects Employed with Name, Designation, CVs, relevant work experience, and years with the company and PEC/PCATP Registration Numbers.	<i>(Attach as per Annexure-1E)</i>
m)	Key Contact Person	<i>(Indicate their name, designation and contact address along with telephone, fax and email address)</i>
n)	International Affiliations/Certifications, if any	
o)	Professional Membership(s), if any	
p)	PEC/ PCATP Registration Certificate	<i>(Attach a copy of PEC/PCATP Certificate)</i>
q)	Tax Registration Number (NTN)	<i>(Attach a copy of NTN)</i>
r)	An Affidavit on Stamp Paper confirming that the firm has never been blacklisted nor involved in any litigation upto the present	<i>(Attach separately)</i>
s)	Enlistment Record with Government and other agencies	<i>(Attach separately)</i>
t)	List of Sub-consultants, if any	<i>(Attach as per Annexure-1F)</i>
u)	Any Additional Information which is deemed relevant to meet the criteria stated for Post-qualification	<i>(Attach separately)</i>

## Notes:

- 1 In addition, Bidders should also attach their 'Company Profile' for general reference.
- 2 All separately attached documents must also bear the Sign and Official Stamp of the Bidder.

Bidder's Signature: \_\_\_\_\_

Bidder's Official Stamp/Seal: \_\_\_\_\_





**ANNEXURE-1B**

**CAPABILITY AND TRACK RECORD –  
PROJECT EXPERIENCE SUMMARY**

S. No.	Details of Projects Undertaken with Name of Project Sponsor/ Owner	Type of Project with Brief Description (including Area, Components, Facilities)	Role of the Firm on the Project	Start Date/ Completion Date	Size/ Scale/ Area of the Project	Total Project Cost (PKR Million)	Location	Present Status
<b>Overall Experience of the Consulting Firm in Undertaking/Completing Large-scale Projects in Last 10 Years</b>								
1)								
2)								
3)								
4)								
....								
<b>Specific Experience of the Consulting Firm in Large-scale Golf Course Projects (Completed in Last 10 Years)</b>								
1)								
2)								
3)								
4)								
....								
<b>Specific Experience of the Consulting Firm in Large-scale Building Projects (Ongoing/ In-hand)</b>								
1)								
2)								
3)								
4)								
....								
<b>Specific Largest Golf Course Project Completed by the Firm during last 10 Years</b>								
1)								

**Notes:**

1. The above is a Summary of Project Experience of the Bidder. In addition, further project details should also be provided on the format as given in Annexure-1C for each project separately.
2. Provide copies of relevant proof (e.g. Valid Work Orders and/or Contract Agreement) for all entries in order to legitimize them.
3. If necessary, additional pages may be added to provide required information.

Bidder's Signature: \_\_\_\_\_

Bidder's Official Stamp/Seal: \_\_\_\_\_



**ANNEXURE-1C**

**CAPABILITY AND TRACK RECORD –  
INDIVIDUAL PROJECT REFERENCE SHEET**

<b>Name of Project</b>	Details including official project name
<b>Location of Project</b>	Country, city, site or project extents
<b>Contract Value</b>	PKR
<b>Project Cost</b>	PKR
<b>Owner/Client Organization</b>	Organization name
<b>Project Period/ Contract Period</b>	Project/Contract commencement date, end of construction date and contract end date
<b>Description of Project</b>	Project areas, scope and complexity
<b>Current Status of Project</b>	Describe the current status of project relative to key milestone events
<b>Role(s) on Project</b>	Role, duties and responsibilities – (Lead Consultant or Sub-Consultant)
<b>Project Photographs</b>	(Attach on separate sheets, as appropriate)
<b>Other information</b>	Any information the Bidder considers relevant to the Evaluation Criteria prescribed in this Document.

**Note:**

1. The above shall be filled in for projects included in the Project Experience Summary (Annxure-1B), each on a separate sheet.

*Bidder's Signature:* \_\_\_\_\_

*Bidder's Official Stamp/Seal:* \_\_\_\_\_



**ANNEXURE-1D**

**FINANCIAL INFORMATION SUMMARY**

Consultant (Lead Member of a Joint Venture/Consortium, in case of JV/ Consortium) will provide financial information to demonstrate that they meet the requirements of Evaluation Criteria. If necessary, use separate sheets to provide complete information. A copy of the audited financial statements of the past three (3) financial years must be attached.

Year	Turn Over (In actual Currency)	Rupees in Million
2017-2018		
2016-2017		
2015-2016		
<b>Average of Above</b>		

**Notes:**

1. Based on latest Audited Financial Statements.
2. Please attach Audited Financial Statements for the last three years.
3. Please attach a copy of Valid NTN Certificate.

Bidder's Signature: \_\_\_\_\_

Bidder's Official Stamp/Seal: \_\_\_\_\_



**ANNEXURE-1E**

**LIST OF PERSONNEL WITH QUALIFICATION AND YEARS OF EXPERIENCE**

**1) Personnel Capability (Design)**

Name of Personnel	Designation	Qualification	Years of Experience	Number of Years With Firm	PEC/PCATP Registration Number

**2) Personnel Capability (Resident Construction Supervision)**

Name of Personnel	Designation	Qualification	Years of Experience	Number of Years With Firm	PEC/PCATP Registration Number

Note:

1. If necessary, additional pages may be added to provide required information.

Bidder's Signature: \_\_\_\_\_

Bidder's Official Stamp/Seal: \_\_\_\_\_



**ANNEXURE-1F**

**LIST OF SUBCONSULTANTS**

If the Bidder intends to subcontract any parts of the works to Sub-consultants, the same should be mentioned in the table given hereunder, keeping in view that such sub-consultants fully meet the acceptability criteria of the Employer which shall be got verified and confirmed in detail before employment and the consent of the Employer obtained.

Documentation outlining experience of sub-consultants should be enclosed, also the curriculum vitae and experience of their key personnel who will be assigned to the Consultant and type of contracts carried out in the past along with the names and addresses of those Employers also need be enclosed herewith.

(Use additional sheets, as required)

<b>Part of Works (Given Details)</b>	<b>Sub-Consultant (With Complete Address)</b>
<b>1</b>	<b>2</b>

Bidder's Signature: \_\_\_\_\_

Bidder's Official Stamp/Seal: \_\_\_\_\_