

# FGCC



## PREQUALIFICATION DOCUMENT

FOR CONSTRUCTION OF Category "B" Building Phase-III

(3 floors including Basement) factory / industrial, Roads and  
Sewerage

CHIEF ENGINEER, FGCC;

**Address**

Faisalabad Garment City Company, 1-1/2 K.M Sahianwala Road, Khurrianwala,  
Faisalabad Ph.: 041-8507208, Fax: 041-8507209, website: [www.fgcc.pk](http://www.fgcc.pk)

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## 1: BRIEF OF THE PROJECT:

The Faisalabad Garment City Company has been entrusted by the Government of Pakistan a Public Sector Company registered with Securities and Exchange Commission of Pakistan (SECP), having status of Company Limited by Guarantee under Section 42 of Companies Ordinance 1984 / Companies Act 2017 and provided funds to finance the cost of Category “B” Building Phase-III to eligible payments under the contract(s) for which this Invitation for Pre-qualification is issued.

The Faisalabad Garment City Company hereinafter the Employer intends to prequalify constructors of C-3 category and above firms for the following Works under this project:

*“Construction of Category “B” Building Phase-III (3 floors including Basement) factory / industrial with area of 67,690 SFT, roads and sewerage etc.”*

## 2: INSTRUCTIONS TO APPLICANTS

### **2.1 Submission of Applications**

2.1.1 Original application for pre-qualification addressed to the FGCC, Faisalabad shall be received in a sealed envelope, to be delivered by hand or through registered mail to the office of Faisalabad Garment City Company, 1-1/2 K.M Sahianwala Road, Khurrianwala, Faisalabad. No later than 11:00 a.m. on 5<sup>th</sup> August, 2019 On the said Envelope, the following should be clearly mentioned:

“PRE-QUALIFICATION DOCUMENTS FOR CONSTRUCTION OF  
Category “B” Building Phase-III

(3 floors including Basement) factory / industrial, Roads and Sewerage)

INCOMPLETE APPLICATIONS OR APPLICATIONS RECEIVED AFTER THE DUE DATE SHALL NOT BE ENTERTAINED.

2.1.2 The name and mailing address of the Applicant shall be clearly mentioned on top left side of the envelope.

2.1.3 The applications shall be made out and submitted in the English language. Information in any other language shall be accompanied along with its English translation, duly signed.

2.1.4 The Applicants must respond to all queries and provide complete information as advised in this document.

2.1.5 The Applicants can seek any clarification regarding the Project, Prequalification Document or evaluation criteria from the following office:

"Chief Engineer  
FGCC, Faisalabad."

Or,

"CEO,

FGCC, \_\_\_\_\_."

## 2.2 Qualification Criteria

### 2.2.1 General

Pre-qualification will be based on all the criteria given in succeeding para 2.2.3 to 2.2.7 regarding the Applicant's Basic Eligibility, Experience Record, Personnel Capabilities, Equipment Capabilities and Financial Soundness, read with para 2.2.2 herein-below, and as demonstrated by the Applicant's responses in the forms attached to this letter. Sub-contractor's experience and resources shall not be taken into account in determining the applicant's compliance with the qualifying criteria. However, consortium or Association of firms and Joint Venture experience &resources shall be considered.

### 2.2.2 Weightage/Marks

The weightage / distribution of the marks is as given below:

1. Working Experience	35
2. Tool & Plants	20
3. Personnel Capabilities	25
4. Financial Position	20
Total	100

Note: Prequalification status shall be determined on the Pass/Fail basis. The applicant securing 60% marks will be considered as prequalified. Detailed pre-qualification criteria are as given below:

### 2.2.3 Basic Eligibility

The firms fulfilling the following basic requirements shall only be considered for further evaluation (relevant documents to be attached):

- a. Valid Registration with PEC in relevant category.
- b. Certificate of registration of Firm or equivalent.
- c. Income Tax registration certificate.

- d. No Litigation affidavit on judicial stamp paper.
- e. Judicial Affidavit, declaring No Blacklisting.
- f. Annual Audit Report for the last three years.
- g. Completion of at least one Project costing Rs. 150 Million or more.

Note: - In case of joint venture, all the members have to meet in full the aforementioned Basic Eligibility criteria.



## 2.2.4 Working Experience

Marks for working experience of the firm or JV shall be awarded on the basis of following criteria:

Sr. #	DESCRIPTION / CRITERIA	MAX MARKS	REMARKS
i)	Year of establishment of firm / 10 years & above full marks. Less marks, proportionately according to the number of years.	05	Attested copy of enlistment of firm / constructor and attested copy of renewal documents of each year must be attached.
ii)	<p>Projects of similar nature (Multi-storey /Industrial Buildings) with cost Rs. 150 Million or more) completed in last five years:</p> <ul style="list-style-type: none"> <li>□ 15 marks for 3 projects</li> <li>□ Proportionate marks for projects between 1 &amp; 3.</li> </ul>	15	<p>No marks if completion certificate from Engineer In-charge or Project Director of respective Project is not attached.</p> <p>Photocopy must be attested by Gazetted Officer.</p> <p>Each completed project will be evaluated on the basis certificate of Engineer In-charge and will be given following marks:-</p> <ul style="list-style-type: none"> <li>a) Good 3 Marks</li> <li>b) Satisfactory 2 Marks</li> <li>c) Unsatisfactory NIL</li> </ul> <p>No mark will be given if certificate is not attached.</p>

iii)	<p>Projects of similar nature and complexity (with cost of Rs. 150 Million) at least in hand:</p> <ul style="list-style-type: none"> <li>• 10 marks for 2 or more projects in hand</li> <li>• Proportionate marks for less than 2.</li> </ul>	10	<p>No marks if attested copy of Acceptance letter/Award letter of respective Project is not attached.</p> <p>Each on-going project will be evaluated on the basis certificate of Engineer In-charge and will be given following marks:-</p> <p>a) Good 3 Marks</p> <p>b) Satisfactory 2 Marks</p> <p>c) Unsatisfactory NIL</p> <p>No mark will be given if certificate is not attached.</p>
iv)	<p>Projects handled during last 05 years must add up-to 9 times of projects cost less than 9 times proportionate marking.</p>	5	<p>Attested certificate from Engineer In-charge must be attached. Otherwise no marks shall be given.</p>
	<p>Total Marks of Working Experience</p>	35	

### 2.2.5 Tools & Plants

Credit Marks for tools & plants of the firm or JV shall be awarded under this category using the following criteria:

Sr . #	DESCRIPTION / CRITERIA	MAX MARKS	REMARKS
i)	Scaffolding Pipe including joints  (10 feet to 20 feet)	05 Marks	No marks if attested copy of ownership is not attached
ii)	Form Work and Girder including reep (12 feet Length, 500 No's)	05 Marks	
iii)	Concrete Pump and Mobile crane	05 Marks	
iv)	Dumper Trucks	05 Marks	
	Total Marks of Tools & Plants	20 Marks	

## 2.2.6 Personnel Capabilities

Credit Marks for personnel capabilities of the firm or JV shall be granted on the basis of the following criteria:

Sr. #	DESCRIPTION	MAX MARKS	REMARKS
i)	Permanent staff business management staff (3) marks. Finance management (2) marks. Management technical staff (2) marks.	7	Fill out attached Performa A-8. The Applicant shall attach evidence in form of detailed CVs (signed) and valid PEC Registration Certificates or equivalent of the B.Sc. Engineers. Provide affidavit of employment with the firm. Also attach salary slips otherwise no mark will be given.
ii)	The set of one Graduate Engineer (Registered with PEC), Surveyor, Draftsman in the relevant field; no marks will be given if this minimum requirement of staff is not fulfilled.	10	Two Sets = 10 Marks One Set = 5 Marks No mark for < one set.
	Experience of Graduate Engineer 01 Marks for every two years maximum marks 4.	4	Proportionate marks for more experience. Certificate of experience must be attested by Gazetted Officer.

iii)	<u>Strength of Associate Engineers (4-Marks)</u> Experience of Sub Engineer 1/2 mark for every two years' experience.	4	
	Total Marks of Personnel Capabilities	25	
Note :                    The Graduate Engineer must have experience of Multi-Storey Buildings otherwise no mark will be given			

## 2.2.7 Financial Position

Credit Marks for financial position of the firm or each member of JV shall be awarded on the basis of the following criteria.

Sr. #	DESCRIPTION	MAX MARKS	REMARKS
i)	<b>BID CAPACITY</b> a. 5 Marks if the available bank credit line limit is equal to Rs. 200 Million. b. For limit less than Rs. 200 Million, use following weightage $5 \times (200/500)$ .	5	No marks if bank credit line certificate is not attached
ii)	10 Marks if balance of firm / constructor is equal to 25% of the project cost as on closing of last financial year. Proportionate marking if balance is less than 25% of the project cost.	10	Attested copy of balance on closing of last financial year must be attached. Cash flow statement of entire previous financial year be attached. No mark if balance is <cost of the project.
iii)	Projects handled during last 5 years must add up-to 9 times of projects cost less than 9 times proportionate marking	5	Attested copy of certificate from Engineer In-charge otherwise no mark to be given.
	<b>Total Marks of Financial Position</b>	<b>20</b>	

Note: - Funded and unfunded Credit Line Limit is indicated separately.

## 2.3 Joint Venture (JV)

2.3.1 A Joint Venture intended to submit a bid must comply with the following requirements:-

a) Following are minimum qualification requirements:-

i) Both Partners of Joint Venture shall obtain not less than 50 percent of the maximum marks allocated under each head of the qualification criteria set forth in para 2.2.4 to 2.2.7 heretofore.

ii) Additionally the joint venture must collectively satisfy the criteria of para 2.2.2 i.e., secure a total of 60% marks for under paras 2.2.4 to 2.2.7 for which purpose the relevant figures for each of the member shall be added together to arrive at the JV's total capacity.

iii) Individual members must also satisfy in full each of the requirements of paras 2.2.3, 2.5 & 2.6 heretofore.

b) No change in a prequalified JV after prequalification shall be allowed for the particular project.

c) Bid shall be signed by all members in the JV so as to legally bind all partners, jointly and severally, and bid shall be submitted with a copy of the JV agreement providing the joint and several liabilities with respect to the contract.

2.3.2 The prequalification of a JV does not prequalify any of its partners individually or as a partner in any other JV or association. In case JV is not eligible or not prequalified, individual qualification of JV member will not be taken into account for any further process.

2.3.3 Each member of a JV shall be jointly and severally liable for all information submitted and for the performances of any all obligations of the respective/relevant JV.

2.3.4 A foreign Constructor or foreign Operator interested in the project shall first obtain an appropriate license from Pakistan Engineering Council.

2.3.5 A foreign Constructor or foreign Operator shall enter into a joint venture agreement with a Pakistani Constructor or Pakistani Operator in which share of foreign Constructor or foreign Operator shall be limited to the expertise and

technology not available with the Pakistani Constructor or Pakistani Operator.

2.3.6 The establishment of a joint venture spoken of in para 2.3.5 shall be subject to the condition that the share of the Pakistani Constructor or Pakistani Operator shall not be less than 30%.

## **2.4 Conflict of Interest**

2.4.1 The Applicant (including all members of a JV) must not be associated, nor have been associated in the past, with the consultant or any other entity that has prepared the design, specifications, and other prequalification and bidding documents for the project, or was proposed as Engineer for the contract, over the last five years. Any such association could result in disqualification of the applicant.

## **2.5 Updating Prequalification Information**

2.5.1 Bidders shall be required to update the financial, personnel and equipment information used for prequalification at the time of submitting their bids, to confirm their continued compliance with the qualification criteria and verification of the information provided at the time of prequalification. A bid shall be rejected if the Applicant's qualification thresholds are no longer met at the time of bidding.

## **2.6 Other Factors**

2.6.1 Only firms and JVs that have been prequalified under this procedure shall be invited to bid. A firm can apply for prequalification as an individual as well as member of a JV. A prequalified firm is at liberty to form a JV with another prequalified firm before the commencement of the actual bidding process. However, a firm can only participate in the bidding process either as a single entity individual or as a JV but not both. If a firm submits more than one bid, singly or as a member of a JV, all bids of such firm (singly and as member of a JV) shall be rejected. This rule will not apply in respect of bids which include specialist sub-contractors who are used by more than one bidder.

2.6.2 The Employer reserves the right to:-



- a) Amend the scope and value of any contract(s) to be bid, in which event the bidder(s) will only bid among those prequalified bidders who meet the requirements of the contract(s) as amended.
- b) Reject or accept any application for pre-qualification; and
- c) Cancel the prequalification process and reject all applications.
- d) The Employer shall neither be liable for any such actions nor be under any obligation to inform the Applicant of the grounds for rejection, however, may be debriefed if solicited.
- e) The employer shall inform the applicants who have not been prequalified.

2.6.3 All applications are being submitted at the risk and cost of the Applicants and the Employer shall not, under any circumstances, be liable for any such acts in case of an unsuccessful application or in case the Employer exercise any of its powers under para 2.6.2.

2.6.4 The Currency Unit of all estimation, billing, bidding etc., shall be Pakistani Rupee.

Letter of Application

[Letterhead paper of the Applicant, or partner responsible for a joint venture, including full postal

Address, Telephone No. Fax No., telex no., cable and email address]

Date: .....

To: .....

.....

[name and address of the Employer]

Sir,

1. Being duly authorized to represent and act on behalf of.....  
(hereinafter the "Applicant" or "Applicants" as the context so permits), and having reviewed and fully understood all the prequalification information provided, the undersigned hereby apply to be prequalified as a bidder for the following contract(s) under the .....[ name of the Project to be listed by the User/Employer] project:

SR. #	Description of Contract	Contract No.
1		
2		
3		
4		

{Note: The Applicant is to delete, any contract for which he does not wish to prequalify, and sign and date the deletion. If the prequalification refers to only one contract, delete this note and spaces for additional contract references}.

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

- (a) The Applicant's legal status;
- (b) The principal place of business of the Applicant(s); and
- (c) The date and 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).

3. Your Agency 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 application, and to seek any 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 as is deemed necessary and requested by yourselves or such authorized representative for the purpose of verification of the statements and information provided in this application, or with regard to the resources, experience, and/or competence of the Applicant.

4. Your Agency and its authorized representatives may contact the following persons for further information, if needed.

Contact 1----- Telephone 1-----

Contact 2----- Telephone 2-----

NOTE: For applications by joint ventures, all the information requested in the prequalification documents is to be provided for the joint venture, if it already exists and for each party to the joint venture separately. The lead partner should be clearly identified. Each partner in the joint venture shall sign the letter. Application by joint ventures should provide information on separate sheet information for each party to the application.

5. This application is made with the full understanding that:

(a) Bids by prequalified applicants will be subject to verification of all information submitted for prequalification at the time of bidding;

(b) Your Agency reserves the right to:

(i) Amend the scope and value of any contract under this project; in such event bids will only be called from prequalified bidders who meet the revised requirements; and

(ii) Reject or accept any application, cancel the prequalification process, and reject applications; and

(c) Your Agency shall not be liable for any such actions and shall be under no obligation to inform the Applicant of the grounds for actions at 5(b) here above.

(d) Your Agency shall not be liable for consequence of, and shall be under no obligation to inform the applicant of the grounds for, actions taken under para 5(b) here above.

**NOTE:** Applicants who are not joint ventures should delete para 6&7 and initial the deletions.

6. Appended to this application, we give details of the participation of each party,

including capital contribution and profit/loss agreements, to the joint venture or association. We also specify the financial commitment in terms of the percentage of the value of the (each)contract, and the responsibilities for execution of the (each) contract.

7. We confirm that in the event that we bid, that bid as well as any resulting contract will be.

- (a) Signed so as to legally bind all partners, jointly and severally; and
- (b) Submitted with a Joint Venture agreement providing the joint and several liabilities of all partners in the event the contract is awarded to us.

8. The undersigned declare that the statements made and the information provided in the duly completed application are complete, true, and correct in every detail.

Signed	Signed
Name	Name
For and on behalf of (name of Applicant or lead partner of a JV)	For and on behalf of (name of Applicant or lead partner of a JV)

**General Information**

All individual firms and each partner of a Joint Venture applying for prequalification are requested to complete the information in this form. Nationality information is also to be provided for foreign owners or applicants who are forming part of the Joint Ventures as required under the PEC Bye-Laws as a Partnership/Joint Venture.

Where the Applicant proposes to use named subcontractors for critical components of the Works or for work contents in excess of 10 percent of the value of the whole Works, the following information should also be supplied for the specialist subcontractor(s).

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

Nationality of Owners		
	Name	Nationality
1		
2		
3		

**General Experience Record**

Name of Applicant or partner of a joint venture
---

All individual firms and all partners of a Joint Venture are requested to complete the information in this form. The information supplied should be the annual turnover of the Applicant (or each member of a joint venture), in terms of the amounts billed to clients for each year for work in progress or completed over the past three years.

Use a separate sheet for each partner of a joint venture.

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

Joint Venture Summary

Names of all Partners of a Joint Venture
1. Lead Partner
2. Partner
3. Partner
4. Partner
5. Partner
6. Partner

Total value of annual construction turnover, in terms of work billed to clients,

Annual Turnover Data (Construction only; Pak Rupees, Millions)				
Partner Name	Form A-2	Year 1	Year 2	Year 3
1. Lead Partner				
2. Partner				
3. Partner				



4.Partner				
5.Partner				
6.Partner				
	Total			

## Particular Experience Record

Name of Applicant or partner of a joint venture
---

To prequalify, the Applicant shall be required to pass the specified requirements applicable to this form, as set out in the: "Instructions to Applicants".

On a separate page, using the format of Application Form A-5, each applicant or partner of a Joint Venture 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 ten years. The information is to be summarized, using Application Form A-5, for each contract completed or under execution by the applicant or by each partner of a Joint Venture.

Where the Applicant proposes to use named subcontractor(s) for critical components of the Works or for work contents in excess of 10 percent of the value of the whole Works, the information in the afore-mentioned forms should also be supplied for each specialist subcontractor.

**Contracts of Similar Nature and Complexity**

Name of Applicant or partner of a joint venture
---

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) Sole Contractor  (b) Sub- Contractor  (c) 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
1	Specified Requirements

**Current Commitments/Works in Progress**

Name of Applicant or partner of a joint venture
---

Applicants and each partner to an application should provide information on their current commitments on all contracts that have been awarded, or for which a letter of intent or acceptance has been received, or for contracts approaching completion, but for which substantial Completion Certificate has yet to be issued.

Name of Contract	Value of Outstanding work (Pak Rs. Millions)	Estimated Completion Date
1.		
2.		
3.		
4.		
5.		
6.		

**Personnel Capabilities**

Name of Applicant
-------------------

For specific positions essential to contract implementation, Applicants should provide the names of candidates qualified to meet the specified requirements stated for each position. The data on their experience should be supplied on separate sheets of using one Form for each candidate (Application Form A-8).

1	Title of Position
	Name of Prime Candidate
2	Title of Position
	Name of Prime Candidate
3	Title of Position
	Name of Prime Candidate
4	Title of Position
	Name of Prime Candidate
5	Title of Position
	Name of Prime Candidate
6	Title of Position
	Name of Prime Candidate

Candidate Summary

Name of Applicant
-------------------

	position	Candidate [Tick appropriate one]  Prime                      Alternate
Candidate information	1. Name of Candidate	2. Date of Birth
	3. Professional Qualification	
Present employment	4. Name of employer	
	5. Address of employer	
	Telephone	Contact (manager/personnel officer)
	Fax	Telex
	Job title of candidate	Years with present employer

Summarize professional experience over the last 10 years, in reverse chronological order. Indicate particular technical and managerial experience relevant to the project.

Month/ Date/years		Company / Project / Position / Relevant technical and management experience
From	To	



**Equipment Capabilities**

Name of Applicant
-------------------

The Applicant shall provide adequate information to demonstrate clearly that he has the capability to meet the requirements for each and all items of equipment listed in the Instructions to Applicants. A separate Form shall be prepared for each item of equipment listed in para 2.2.5 of the Instructions to Applicants, or for alternative equipment proposed by the Applicant.

Item of Equipment		
Equipment information	Name of manufacturer	Model and power rating
	Capacity	Year of manufacture
Current status	Current location	
	Details of current commitments ----- -----	
Source	Indicate source of the equipment Owned    Rented    Leased	

Omit the following information if it is owned by the Applicant or partner.

Owner	Name of owner	
	Address of owner	
	Telephone	Contact name and title
	Fax	Telex

**Financial Capability**

Name of Applicant or Partner of a Joint Venture
---

Applicants, including each partner of a joint venture, should provide financial information to demonstrate that they meet the requirements stated in the Instructions to Applicants. Each applicant or partner of a joint venture must fill-in this form. If necessary, use separate sheets to provide complete banker information. A copy of the audited balance sheets should be attached.

<b>Banker</b>	Name of banker	
	Address of banker	
	Telephone	Contact name and title
	Fax	Telex

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

Financial information in Pak Rs.	Detail of Last three year		
	1	2	3
1. Total assets			
2. Current assets			
3. Total liabilities			
4. Current liabilities			
5. Profits before taxes			
6. Profits after taxes			

Specific proposed sources of financing to meet the cash flow of the Project, net of current commitments (Instructions to Applicants, para 2.2.7).

Source of financing	Amount (Pak Rs.)
1.	
2.	
3.	
4.	

Attach audited financial statements for the last three years (for individual applicant or each partner of joint venture).

Firms owned by individuals, and partnerships, may submit their balance sheets certified by a registered accountant, and supported by copies of tax returns, if audits are not required by the laws of their countries of origin in case of foreign firms.



**Past Performance**

Organization Name: \_\_\_\_\_

Sr. No	Description	Remarks		
		A (good)	B (satisfactory)	C (unsatisfactory)
1	Managerial capabilities			
2	Planning capabilities			
3	Execution capabilities			
4	Equipment capabilities			
5	Quality of the executed works			
6	Handling of urgency of works			
7	Execution of mega projects			
8	Litigation History			
9	Safety measures			
10	Fulfillment of Project time period			

Note: Certificate should be signed by an officer not below the rank of Executive Engineer/Director Works/Project Director showing name, designation, department and official contact number.

Performance should be evaluated/ranked as:

A (good) = 01 Mark

B (satisfactory) = 0.5 Mark

C (unsatisfactory) = 0 Mark