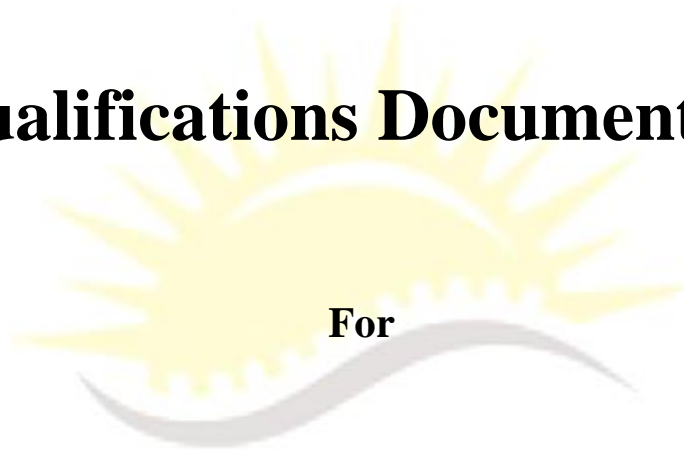


Quaid-e-Azam Solar Power (Pvt.) Ltd. (QASP)



Pre-qualifications Document (PQD)



For

**PRE-QUALIFICATION OF O&M CONSULTANTS/EMPLOYER'S
REPRESENTATIVE FOR QUALITY ASSURANCE AND SUPERVISION
OF THE O&M CONTRACTOR DURING OPERATION AND
MAINTENANCE PHASE OF 100MW_p SOLAR PV PLANT,
BAHAWALPUR**

DISCLAIMER

This Prequalification Document is provided to the recipient solely for use in preparing and submitting applications for prequalification in connection with the hiring of O&M Consultants/Employer's Representative for quality assurance and supervision of the O&M Contractor during the Operation and Maintenance phase of Quaid-e-Azam Solar Power (Pvt.) Ltd (QASP); a 100MWp Solar PV Plant. This Prequalification Document is being issued by QASP solely for use by Prospective O&M Consultant in considering the Assignments enumerated hereunder.

Unless expressly specified otherwise, all capitalized terms used herein shall bear the meaning ascribed thereto in the Glossary of this Prequalification Document.

The evaluation criteria have been laid down for the purpose of pre-qualification of the O&M Consultant. QASP or its affiliates, nor its consultants, advisors, employees, personnel, agents, make any representation (expressed or implied) or warranties as to the accuracy or completeness of the information contained herein, or in any other document made available to a person in connection with the tendering process for the Assignment and the same shall have no liability for this Prequalification Document or for any other written or oral communication transmitted to the recipient in the course of the recipient's evaluation of the Assignment. QASP, nor its employees, personnel, agents, consultants, advisors and contractors etc. will be liable to reimburse or compensate the recipient for any costs, fees, damages or expenses incurred by the recipient in evaluating or acting upon this Prequalification Document or otherwise in connection with the Assignment as contemplated herein.

The Prequalification applications submitted in response to this Prequalification Document by any of the Prospective Bidders shall be upon the full understanding and agreement of any and all terms of this Prequalification Document and such submission shall be deemed as an acceptance to all the terms and conditions stated in this Prequalification Document.

Any Prequalification Applications in response to this Prequalification Document submitted by any of the Prospective Bidders shall be construed based on the understanding that the Prospective Bidders have done a complete and careful examination of this Prequalification Document and have independently verified all the information received from QASP (including from its employees, personnel, agents, consultants, advisors and contractors etc.).

This Prequalification Document shall neither constitute a solicitation to invest, or otherwise participate, in the Assignment, nor shall it constitute a guarantee or commitment of any manner on the part of QASP that the Assignment will be awarded. QASP reserves its right, in its full discretion, to modify the Prequalification Document and/or the Assignment at any time to the fullest extent permitted by law, and shall not be liable to reimburse or compensate the bidder for any costs, taxes, expenses or damages incurred by the bidder in such an event.

DEFINITIONS

Application Form	An application executed by the duly authorized representative of the Prospective Bidder/Consultant in the form attached hereto. (<i>Annex-C to C/10</i>).
Assignment	Assignment means Quality Assurance & Supervision of the O&M Contractor/Employer's Representative/Owner's Engineer during the Operation and Maintenance phase of QASP's 100MWp Solar PV Plant including the works mentioned in the Annex-A and the scope as given in the RFP to be issued to prequalified bidders.
Due Date	8th May, 2017 for submission of EOI. The Prospective Bidders are advised to submit EOIs within 30 days of publication in the newspaper or on website, whichever is later as per Rule 14 (3) of Punjab Procurement Rules, 2014 (the "PPR 2014").
EOI	Expression of Interest to be submitted by the Prospective Bidder containing the information as set out and required under this PQD.
Form	The term shall mean the form of this Prequalification Document.
MWp	Megawatt peak
Non-prequalified Consultants	The term shall mean the Bidders who have not obtained the pre-qualifications marks.(65 Marks)
O&M Consultant	A firm/company/JV/legal entity to be appointed for carrying out the Assignment through the competitive bidding as per PPR 2014.
O&M Contractor	The operation and maintenance contractor appointed by QASP under the O&M Contract for its 100MWp Solar PV Plant.
Power of Attorney	The Power of Attorney to be provided by the Prospective Bidder in the appended form to this PQD.
Prequalification Applications	The prequalification application and documents required to be submitted by the Prospective Bidder in terms of and in accordance with this Prequalification Document
Prequalified O&M Consultant	The term shall bear the meaning as ascribed thereto in Section 8.
Prequalification Evaluation Criteria	The term shall bear the meaning as ascribed thereto in Section 6 of this document.
Prospective Bidder or Bidder	Firm/company/JV/legal entity that submits the Prequalification Applications in response to EOI published in the newspapers and this PQD.

PQD	This Pre-Qualification Document and contains Eligibility Requirements/compliance documents and Evaluation Criteria for Pre-Qualification of Consultant including all forms attached hereto.
RFP	Request for Proposals to be issued to the Prequalified O&M Consultants.



1. Introduction

QASP was incorporated with Securities & Exchange Commission of Pakistan (SECP) on September 16, 2013 under the Companies Ordinance, 1984. It was incorporated for the sole purpose of development of the 100MWp DC solar PV plant to trigger solar energy growth in the Country and encourage private sector participation. The generation plant of QASP is located in Quaid-e-Azam Solar Park, Cholistan, Bahawalpur.

2. Assignment

The current assignment is the Quality Assurance and Supervision of the O&M Contractor during the Operation & Maintenance phase of QASP's 100MWp Solar PV Plant. Main obligations of the O&M Consultant, *inter alia*, include the works mentioned in the document attached herewith as **Annex-A**.

3. Objectives of the Consultancy

3.1 The main objective of the O&M Consultant is to thoroughly review, evaluate, supervise and assure performance of the O&M Contractor and work as Employer's Representative/Owner's Engineer as per the terms of O&M Contract keeping in view the financial, technical, legal, regulatory, and environmental aspects of the assignment. The plant consists of around 400,000 solar panels spread over an area of 350 acres. The DC electricity is converted to AC through 200 nos, 500kW inverters which is then stepped up to 33kV through 100 nos, 1MVA step up transformers. The 33kV cables are connected to 33kV busbars via VCB switchgear of grid. The electricity is finally stepped up to 132kV level by 2 nos 100MVA 33/132kV power transformers feeding outdoor Air Insulated Grid Station. The power is then exported to nearby 132kV T/L in MEPCO region. The location map of the plant is attached as **Annex-B**. The O&M Consultant shall supervise the daily, weekly, monthly, bi-weekly and annual performance of O&M Contractor signed by the duly authorized representative.

3.2 At the outset, QASP intends to pre-qualify the Prospective Bidders who will submit EOI/applications as per provisions of this PQD. All EOIs/applications will be prequalified on the basis of pre-defined evaluation criteria given hereunder. Only Prequalified O&M Consultants will take part in further process for hiring O&M consultancy services for the said purpose. As such, Request for Proposal (RFP) will only be issued to the Pre-Qualified Consultants.

3.3 Prospective Bidders

The Prospective Bidder should be a firm/company/JV/legal entity. This Prequalification Document is addressed to all persons having requested it in accordance with the Expression of Interest published in print media and on the websites of QASP and PPRA Punjab i.e. www.qasolar.com and www.ppra.punjab.gov.pk.

4. General Instructions

- i. Applicants' eligibility for Pre-qualification shall be evaluated on the basis of the criteria set out in Clause 5 & 6 regarding their qualifications, relevant experience and past performance, capabilities with respect to personnel,

equipment, and plant, financial position, and appropriate managerial capabilities as demonstrated by the Applicant's responses in the Application Form (**Annex-C**) alongwith **Annex-C/1 to C/10** annexed with this document. The QASP reserves the right to waive minor deviations, if these do not materially affect the capability of an applicant to perform the contract. Sub-contractor's experience and resources shall not be taken into account in determining the Applicant's compliance with the qualifying criteria. However, subject to the clauses of this document, in case of a Joint Venture (JV) the experience & resources of a JV shall collectively be considered. For the sake of clarity, it is specified that any collaboration between different legal entities/ persons (by whatever name called including but not limited to a joint-venture, partnership, consortium etc.) shall receive the same treatment as provided in the case of a JV in this clause.

- ii. An applicant may provide alternative proof of credit-worthiness in the form of credit rating from a reputable credit-rating agency acceptable to the QASP (such as Moodys, S&P, Fitch etc.)
- iii. Joint Venture:
 - A. Any Joint Venture must comply with the following minimum qualification requirements:-
 - a) Lead partner of a JV shall meet 100% of the qualifying financial and technical criteria given above.
 - b) A duly executed signed copy Contract of JV or consortium with the Lead Company shall be provided.
 - B. Any change in the corporate structure or constituent documents of a prequalified JV after prequalification, shall be subject to the written approval of the QASP prior to the deadline for submission of bids. Such approval may be denied if:-
 - a) Partner(s) withdraw from a JV and remaining partners do not meet the qualifying requirements;
 - b) The new partners to a JV are not qualified individually or as another JV; or
 - c) In the opinion of the QASP, a substantial reduction in competition would result.
 - C. The prequalification application shall be signed by an authorized signatory on behalf of all members in a JV/Consortium so as to legally bind all partners, jointly and severally, and any application shall be submitted with a copy of the JV/Consortium agreement providing the joint and several liability with respect to the contract.
 - D. The prequalification of a JV/Consortium shall not necessarily prequalify any of its partners/stakeholders individually or as a partner in any other JV or association. In case of dissolution of a JV, each one of the constituent firms may prequalify if they meet all the prequalification requirements and any partner of JV has requested/shall request for the same and then his prequalification shall be subject to the written approval of the QASP.

- iv. Updating Prequalification Information
Bidder shall be required to update the financial and technical information used for prequalification at the time of submitting their bids, to confirm their continued compliance with the Prequalification 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.
- v. Other Factors
 - A. Prospective Bidders qualifying as per the Pre-qualification Criteria herein may participate only in one bid for the project. If a Prospective Bidder submits more than one bid for the project, singly or as part of a collective venture, all bids which include that bidder will be rejected. This rule will not apply in respect of bids which include specialist sub-contractors who are used by more than one bidder.
 - B. The QASP 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. However the QASP has to review the disqualified applicants who originally did not meet the specified criteria for Pre-qualification.
 - b) Reject all applications or accept any application;
 - c) Cancel the prequalification process and reject all applications.
 - d) Reject all bids or proposals at any time prior to the acceptance of a bid or proposal.
- vi. The procuring agency shall upon request communicate to any bidder, the grounds for its rejection of all bids or proposals, but shall not be required to justify those grounds.
- vii. The procuring agency shall incur no liability, solely by virtue rejecting all bids prior acceptance, towards the bidders.
- viii. The bidders shall be promptly informed about the rejection of the bids.
- ix. The process will be governed by Punjab Procurement Rules, 2014 (the "PPR 2014"), as amended from time to time and instructions of the QASP received during the completion of the process. PPR 2014 may be obtained from PPRA's website <http://www.ppra.punjab.gov.pk>. Moreover, in case of any ambiguity, the whole PQD shall be construed and interpreted in line with PPR 2014.
- x. Prequalification documents may be obtained from the office of the Manager HR QASP, 3rd Floor, 83A - E/1, Main Boulevard, Gulberg III, Lahore, Pakistan physically or a request may be sent to procurement@qasolar.com for an electronic copy of the same. Prequalification documents can also be downloaded from www.qasolar.com or www.ppra.punjab.gov.pk.
- xi. The applicants must respond to all questions and provide complete information as advised in this document. Failure or omission to provide the

- forementioned essential information may result in dis-qualification of the applicant.
- xii. The Prospective Bidders and its associate, if any, must submit complete information as per PQD to QASP by the Due Date. EOI received after the due date will be rejected;
 - xiii. Annual Audited statements of Accounts for the last three years of the Consultant duly certified from registered Chartered Accountant.
 - xiv. Bidders and its associate if any must be registered with Income Tax Authorities and a copy of National Tax Number must be submitted with EOI.
 - xv. QASP will evaluate the Prequalification Applications as per evaluation criteria provided hereunder and will prepare a shortlist of the Prequalified O&M Consultants as per PPR 2014. Request for Proposal (RFP) shall only be issued to the shortlisted/Prequalified O&M Consultants to submit Technical and Financial Proposals.
 - xvi. QASP may confirm the status of the Partners, Directors, and owners for the sake of conflict of interest before its inclusion in the short-list. For this purpose, the applicants should be required to provide this information in specific terms and any misrepresentation shall be made a ground for rejection. Prospective Bidders may note that in case of their selection, any such links, if detected during the currency of their contract, would be reported to the relevant Authority and PPRA for cancellation of their registration/license leading to their blacklisting.
 - xvii. QASP will not reimburse any cost or expenses incurred in connection with the preparation or delivery of the EOI or visits to any office or site.
 - xviii. QASP shall be under no obligation to return any EOI or supporting materials submitted by the Bidders.
 - xix. Any misinformation, false and forged statement will lead to disqualification from Pre-Qualification and any other action as per Laws.
 - xx. The term of consultancy agreement shall be 1 year initially, which may be extended upto 5 years with mutual consent of both parties.

5. Eligibility Requirements / Pre-Requisite

Availability of following documents in the EOI/Application shall be checked to shortlist the consultancy firms/companies:

- (a) Proof of company/firm's registration in Pakistan with SECP or Registrar of Firm etc. in case of foreign company/firm's registration with relevant authority in that country;
- (b) Proof of registration with relevant professional body;
- (c) Details of at least one similar consultancy contract completed. Summary list of Projects handled by Prospective Bidders.
- (d) Details of similar works completed by the firm/company during last 10 years and similar works in hand, indicating total cost of such works and cost of consultancy services received against those works along with date of start and completion or expected date of completion shall be provided in the attached form.

- (e) Audited Statements of Accounts and Annual Turnover for the past three years; The Prospective Bidders will provide its annual turnover for last three years duly supported by audited statements. Annual average turnover of Prospective Bidders for the last three years must be at least USD 0.5 Million annually.
- (f) Undertaking that the Prospective Bidders is not blacklisted or debarred by Government / Autonomous / International Body;
- (g) List of professional staff along with CVs of relevant core staff showing Assignment wise experience with exact time duration for each Assignment;
- (h) Proof of registration with relevant tax authorities; indicating tax number/reference.
- (i) Proof of active consultancy assignments during last five (05) years.
- (j) Documents to substantiate the formation of Association (if formed).
- (k) Proof of deposit of prequalification document fee amounting to USD One Hundred (100) (or equivalent Pakistani Rupees on the payment date) only before submission of EOI through a Bank Draft/Pay Order/Banker's Cheque in favour of Quaid-e-Azam Solar Power (Pvt) Limited.
- (l) All Applicants shall also submit an affidavit affirming and declaring on oath that the Applicant(s) disclosed all relevant facts/circumstances and furthermore that the Applicant:
 - a. is not in bankruptcy or liquidation proceedings, nor has been blacklisted;
 - b. is not making any misrepresentations or concealing any material detail;
 - c. has not been convicted of fraud, corruption, collusion or money laundering;
 - d. is not aware of any conflict of interest or potential conflict of interest arising from prior or existing contracts or relationships which could materially affect its capability to comply with its obligations; and
 - e. does not fall within any of the circumstances for ineligibility or disqualifications
- (m) Provided that in the case of a joint venture/consortium, by whatever name called, an authorized lead party can submit one affidavit on behalf of each of the members of a joint venture/consortium as the case may be.

6. Evaluation Criteria

The Bidders who have not submitted the requisite information or those that are non-compliant to the terms laid out in the EOI/PQD may be removed from the list; remaining Bidders will be evaluated according to the following criteria for prequalification:

6.1 Technical Evaluation Criteria

Technical Evaluation Criteria for O&M	
Capacity: 40 Marks	
No. of Ground-mounted, grid connected, Solar PV Plants under Operations and Maintenance/ Supervision as Quality Assurance Consultant for at least 1 year	Every project equal to or greater than 10MW would earn 5 marks up to a maximum of 6 projects
>= 20MW	Bonus 1 marks for every 10MW Capacity.
Up to a maximum of 10 bonus marks	
Duration: 40 Marks	
Duration for each project submitted for evaluation (Projects with capacity less than 10 MW shall not be considered)	Every project under Operations and Maintenance/ Supervision as Quality Assurance Consultant for a duration equal to or greater than 1 year would earn 5 marks up to a maximum of 6 projects.
>= 2 years	Bonus 2.5 mark for each project
Up to a maximum of 10 bonus marks	
Diversity: 10 Marks	
No. of other Renewable Projects such as Wind, Hydel etc under Operations & Maintenance/ Supervision as Quality Assurance Consultant for at least 1 year.	Every project equal to or greater than 10MW would earn 5 marks up to a max of 2 projects.

Projects without reference letters from Clients shall not be considered for evaluation.

Total Marks

90

6.2 Financial Evaluation Criteria

Criteria for Financial Strength	Marks
Average Annual Turnover of USD 1.0 million for the last 3 years	10
Average Annual Turnover of USD 0.5 million for the last 3 years	05
Total Marks	10
Minimum Qualifying Marks	65
Grand Total (Tech + Fin)	100

7. Submission of EOI/Prequalification Applications

7.1 Timing, Number of Copies and Filing Requirements

The Prospective Bidders must submit, by hand or through registered mail, one original hardcopy, one [1] hardcopy copy and one [1] soft copy (CD/DVD) of its EOI/Prequalified Applications within the Due Date to QASP along with name and mailing address of the applicant clearly marked on the sealed envelope at the following address:

Chief Executive Officer
Quaid-e-Azam Solar Power (Pvt.) Ltd
83-A, E/I Main Boulevard Gulberg III, Lahore, Pakistan.

Each EOI shall be in English accompanied by the supporting documents. Should any original supporting documents not be in English, a certified translation of the same in English shall be provided by the Consultancy Company/Firm(s). Submission of EOI/applications through fax, e-mail, cable & telegram will not be accepted.

The Applications should be delivered not later than 1130 hours (Pakistan Standard Time, GMT+5) on **8th May, 2017** (“Pre-qualification Application Deadline Date”) and be clearly marked “Application for Pre-qualification of Consultants for Quality Assurance and Supervision of the O&M Contractor during Operation and Maintenance of 100MW Solar PV plant, Bahawalpur”. Late applications shall not be accepted. Bids/EOIs will be publically opened at address given for submission on 8th May, 2017 at 11:30am. Authorized representatives of bidding companies may be present.

7.2 Sealing and Marking of EOI

In order to avoid the possibility of loss of the contents of an EOI due to a rupture, all the EOIs should be enclosed in a sealed envelope which itself should be enclosed in another envelope. Both the inner and outer envelopes must be marked with the full address as shown above and also be labelled as follows:

- EOI for Hiring of O&M Consultancy Services for QASP 100 MW Solar Power Plant
- Prospective Bidders’s Name and contact person
- Address
- Telephone Number
- Email Address and/or Fax Number

7.3 Clarifications/Queries

Any applicant requiring clarification regarding EOI or any of the requirements set out hereunder, may send an electronic request for clarification to QASP on e-mail address procurement@gasolar.com.

Any such request for clarification shall be sent to the said email address of the QASP not later than 1500 hrs. (Pakistan Standard Time, GMT+5) on or before the "Clarification Requests Submission Deadline". The Clarification Requests Submission Deadline is 1st May, 2017 or 7 days before the last date for submission of EOI, whichever is later.

7.4 Material Change

The Prospective bidder must immediately report to QASP in writing any material change in the information provided in their EOI (including any information relevant to any Consortium). The determination of material change shall be in QASP's sole and exclusive discretion. Any failure to report such material change shall constitute grounds for disqualification. The material change itself could also lead to disqualification of the Prospective Bidders.

Non-compliance of the above requirement can result in disqualification of relevant Prospective Bidders/applicant.

8. Notification of Pre-Qualification

QASP shall promptly notify each consultancy firm(s) submitting an application to pre-qualify whether or not it has been pre-qualified and shall make available to any person directly involved in the pre-qualification process, upon request, the names of all consultant(s) who have been pre-qualified. Prospective Bidders fulfilling all the requirements of this document shall become Prequalified O&M Consultant. Only Prequalified O&M Consultant will be given the RFP for submission of proposals/bids.

9. Interpretation & Final Determination

The interpretation and final determination of any matter relating to the PQD and all enclosed Documents, Sections, Compliance Documents etc. as well as any additional or supplementary information required by QASP, will be at QASP's sole discretion which shall be final and binding on the Prospective Bidders.

10. Use of Information

Permission for disclosure of information submitted by the Bidder as part of the EOI is not required for the release of information to QASP, its consultants, advisors and personnel for the purpose of Pre-Qualification and evaluation.

11. Redressal of Grievances

QASP in accordance with the PPR 2014, Rule 67 shall constitute a Grievance Redressal Committee comprising of odd no of persons with proper powers and authorization to address the complaint if any with the following mandate;

- i. Any Applicant feeling aggrieved by any act of the procuring agency after the submission of his bid may lodge a written complaint concerning his grievances not later than ten (10) days after the announcement of the applicant evaluation report.
- ii. The Committee shall investigate and decide upon the complaint within fifteen days of the receipt of the complaint.

- iii. Mere fact of lodging of a complaint shall not warrant suspension of the procurement process.

12. Governing Law

This PQD will be governed by and construed in accordance with all applicable Laws in Punjab, Pakistan.



Application Form

[Letterhead paper of the Applicant, or partner responsible for a joint venture, including full postal address, telephone no., fax no., telex no., cable and e- mail address]

Date:.....

To:

.....
[Name and address of the Employer]

Sirs,

1. Being duly authorized to represent and act on behalf of (hereinafter “the Applicant”), and having reviewed and fully understood all the prequalification information provided, the undersigned hereby applies 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:

Contract No.	Description of Contract
1.	
2.	
3.	
4.	
5.	

{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 defining¹:
- (a) the Applicant's legal status;
 - (b) the principal place of business; and
 - (c) the 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 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 deemed necessary and requested by yourselves or the authorized representative to verify statements and information provided in this application, or with regard to the resources, experience, and competence of the Applicant.
4. Your agency and its authorized representatives may contact the following persons for further information², if needed.

General, Financial and Managerial Inquiries	
Contact 1	Telephone 1
Contact 2	Telephone 2

Technical Inquiries	
Contact 1	Telephone 1
Contact 2	Telephone 2

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;

¹ 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.

² Application by joint ventures should provide information on a separate sheet information for each party to the application.

- (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 all 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.

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. Applicant confirms that in the event that it bids, 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 liability of all partners in the event the contract is awarded to the Applicant.
- 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 joint venture)	For and on behalf of (name and signature of other partners of the joint venture)

Annex-C/1

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	Email
5.	Place of Incorporation/Registration	Year of incorporation/registration

NATIONALITY OF OWNERS		
	NAME	NATIONALITY
1.		
2.		
3.		
4.		
5.		

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 (3) years. This statement must be supported with audited financial statements of the applicant firm(s)

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

Annual Turnover		
Year	Turnover (in actual currency)	Equivalent Rupees in Millions.
1.		
2.		
3.		

Joint Venture/Consortium Summary

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

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

Partner	Form C/2 Page No.	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 C-6, 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 (10) years. The information is to be summarized, using Application Form C-6, for each contract completed or under execution by the Applicant or by each partner of a Joint Venture.

Details of Contracts of Similar Nature and Complexity³

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 Consultant (b) Sub- Consultant (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.	Equivalent in Pak/Rs.
8.	Date of Award
9.	Date of Completion
10.	O&M Contract Duration (Years) _____ Years
11.	Specified Requirements:
12.	EPC of the Project involved: Yes <input type="checkbox"/> No <input type="checkbox"/> If yes, Contract Role, a) Sole Consultant b) Sub-Consultant c) Partner in a JV

³ Each copy of form C-6 must be accompanied by a certificate of completion from respective employer

Financial Capability

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. Copies of audited balance sheets should be attached.

Banker	Name of banker	
	Address of banker	
	Telephone	Contact name and title
	Fax	Email

Summarize actual assets and liabilities in Pak Rupees (Equivalent at the current rate of exchange at the end of each year) for the last three (3) years.

Financial information in Pak Rs. or equivalent	Actual: Previous three years		
	1	2	3
1. Total assets			
2. Current assets			
3. Total liabilities			
4. Current Liabilities			
5. Profits before taxes			
6. Profits after taxes			

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.

INFORMATION FORM

1. Name of Consultant Firm/ Company [Lead partner if consortium]
 - Address
 - Telephone No(s)
 - Fax Number
 - E-mail Address
 - Registration No. with relevant body along with Registered Office Address.
- 2.
3. Experience (Number of Years)
 - Local/national
 - International
4. Name(s) and Address(es) of Associates, if a Consortium; their short description and description of their role in the Consortium/Association.
5. Experience of the Consultants (on appended forms) during the past 10 years of similar magnitude and complexity:
6. Organization chart showing consultant's structure.
7. Capital of consultant (Audited Financial Statements for the latest three years).
 - Subsidiaries and associates.
 - Annual fees in the last five years in current index.
 - Financial reference [name/address of bank(s)]
8. Professional staff available for the assignment on the appended format.
9. Additional information if any.

Signature of the authorised representative:

EXPERIENCE OF THE CONSULTANT

Relevant services carried out in the Last 10 years which best illustrate qualification.

[NAME OF THE FIRM/CONSULTANT]

1. Name of Assignment :
2. Country :
3. Name of Client :
4. Address :
5. Start Date : Month/Year
6. Completion Date : Month/Year
7. Professional Staff Provided
8. No. of Staff
9. No. of Staff Months
10. Value of Services :
11. Name of Consortium Firms :
(If any)
12. No. of Staff/Staff Months
Provided by the Consortium partner(s) :
13. Name/Position of Key Staff :
14. Description of Assignment :
15. Description of Services
Provided by the Firm :

**FORMAT OF CURRICULUM VITAE
OF EXPERTS**

1. The Discipline/ Expertise :
2. Name of the Firm :
3. Name of Expert :
4. Date of Birth :

5. Years with the Firm :
6. Nationality :
7. Registration with relevant professional body:
8. Membership No.:
9. Key Qualifications : (Provide an outline of the expert experience)
10. Academic Qualification :
10. Employment Record :
11. Languages and Degree of Proficiency : (In speaking, reading and writing as Excellent-Good-Fair-Poor)
12. Detail of relevant Projects handled
13. Certification

I, the undersigned, certify that, to the best of my knowledge and belief, these bio-data correctly describes myself, my qualifications and my experience.

Signature:

Dated: day/month/year

Power of Attorney

[IMPORTANT NOTICE: Power of Attorney to be printed on stamp paper signed and notarized. In the case of a Pakistani Attorney, a copy of his national identity card (“NIC”) should be attached with the Power of Attorney. In the case of a non-Pakistani Attorney, a copy of his passport should be attached.]

Instructions for Consultancy Firm/Company

If the Consultation Firms/Companies are a Consortium each firm/company of the Consortium (other than the Lead Consultant) shall furnish a Power of Attorney authorizing the Lead Consultant and on their behalf.

KNOW BY ALL MEN THAT by this Power of Attorney (“**Power of Attorney**”), _____[Insert name of Consortium firm] having its registered office at [□], does hereby nominate, appoint and authorize _____ [the Lead Consultant] having its registered Head Office at [□] hereinafter referred to as the “**Attorney**”, to :

- i. sign and submit to QASP, or its authorized nominee the EOI and all other documents and instruments required to submit EOI for Consultancy service for the Assignment of QASP.;
- ii. execute all such deeds, documents and instruments as may be considered necessary and expedient in relation to the foregoing; and
- iii. do and carry out all other actions as may be required by QASP in connection with the Consultancy service for the Assignment of QASP ;
- iv. to immediately notify QASP in writing of any impending or actual revocation as well as any change in the terms of this Power of Attorney.

_____ [Insert name of Consortium Firm] does hereby ratify and confirm whatever the Attorney shall do by virtue of these present.

WITNESSES:

[INSERT NAME OF FIRM]

1. _____

For:

2. _____

NOTARY PUBLIC