

**OFFICE OF THE  
SENIOR SUPERINTENDENT OF POLICE  
NATIONAL HIGHWAYS AND MOTORWAYS POLICE  
M-4 SECTOR-I, TOBA TEK SINGH**

No. NH&MP-( )/SSP/M-4/S1/23/-2224

November, 20<sup>th</sup>, 2023

To The Director,  
Press Information Department,  
**Lahore.**

Subject: **PUBLICATION OF TENDER NOTICE REGARDING PRE-QUALIFICATION OF WORKSHOPS & FIRMS FOR REPAIR/MAINTENANCE OF OFFICIAL VEHICLES AND SUPPLY OF SPARE PARTS THROUGH OPEN FRAMEWORK AGREEMENTS FOR M-4 SECTOR-I & SUB SECTOR FOR OFFICIAL VEHICLES.**

Kindly find enclosed herewith Tender Notice for inviting bids regarding pre-qualification of workshops and firms for M-4 Sector-I & Sub Sector for the financial years 2023-26, for one-time insertion in (02) daily newspapers, please.

2. The Tender Notice for inviting of bids regarding pre-qualification of workshops & firms of M-4 Sector-I & Sub Sector for the financial years 2023-26 has been approved by the Competent Authority and required to be published in daily newspapers as per PPRA rules.

3. It is requested that this advertisement has been released on the condition that no addition would be made in the advertisement, as the funds are limited, please.

**(Encls.a.a.)**



**(JAVED IQBAL CHADHAR)**  
SP/Sector Commander, NHMP  
M-4 Sector-I, Toba Tek Singh

**Copy to:-**

1. The Director Public Procurement Regulatory Authority (PPRA), Islamabad.
2. AIG (Logistics), CPO Islamabad.
3. The Deputy Director, Audit Branch, CPO Islamabad.
4. Computer Programmer NHMP, Islamabad for insertion on website.
5. The DIG/Zonal Commander M-4 (MWC-II) Zone, Multan for kind information.

# NATIONAL HIGHWAYS AND MOTORWAY POLICE M-4 SECTOR-I, TOBA TEK SINGH



## STANDARD PROCUREMENT DOCUMENTS

TENDER No. 01/NHMP/M-4/SI/2023-2024

### **Prequalification of Firms for Purchase of MT Items (Tyres, Batteries and Other Spare Parts) And Automobile Workshops for Repair Maintenance of Official Vehicles M-4 Sector-I & Sub Sector (Procurement of Goods/Services through Open Framework Agreements based on Least Cost Selection)**

Last Date & Time of Submission	12-12-2023 at 11:00 AM
Date & Time of opening of Bids	12-12-2023 at 12:00 PM

**Note:**

All potential bidders are requested to drop their bids via courier or by hand in the office of the **SP/Sector Commander M-4 Sector-I, Toba Tek Singh (NHMP)** on or before 12-12-2023 till 12:00 PM. The bids will be opened as per scheduled date & time.

**SECRETARY PURCHASE COMMITTEE**

M-4 Sector-I, Toba Tek Singh

Ph: 046-2526027

FTN: 9010402-1



NATIONAL HIGHWAYS AND MOTORWAY POLICE  
M-4 SECTOR-I, TOBA TEK SINGH  
Procurement Notice (PN)  
TENDER No. 01/NHMP/M-4/SI/2023-2024

## Invitation for Prequalification

### [For subsequent Framework Agreement(s)] *National Highways & Motorway Police, M-4 Sector-I*

National Highways & Motorway Police (NHMP) M-4 Sector-I, invites sealed bids/proposals from the firms/suppliers and workshops registered with Income Tax / Sales Tax Departments (GST), are on Active Taxpayers List of the Federal Board of Revenue (FBR) and Punjab Revenue Authority (PRA). The firms/suppliers / Workshops should have proper setup at Jhang / Faisalabad / Lahore / Toba Tek Singh / Gojra / Multan / Shorkot / Rawalpindi/Gujranwala and other cities in the vicinage of M-4 Sector-I Office, for prequalification of Automobile workshops for repair & maintenance of official vehicles and supply of MT items (i.e. Tyres, Batteries, Filters and other spare parts), for the official vehicles of M-4 Sector-I & Sub Sector (MC-II) Zone, through open framework agreement(s) for the three financial years 2023-24 to 2025-26 under PPRA Rules-2004.

#### INSTRUCTIONS FOR BIDDERS

1. Prequalification Documents containing detailed terms and conditions are available in the office of the **SSP/Sector Commander, M-4 Sector-I, Toba Tek Singh (NHMP)** located at Jhang Road, which can be obtained free of cost. Prequalification Documents / advertisement are available at the website of NHMP [www.nhmp.gov.pk](http://www.nhmp.gov.pk) and as well as PPRA [www.ppra.gov.pk](http://www.ppra.gov.pk) free of cost.
2. The tender should be accompanied by a call deposit receipts / pay order of **Rs.50,000/- (refundable)** as earnest money in the name of **National Highways & Motorway Police M-4**, for each application. Cheques will not be acceptable. Moreover, security deposit of successful applicants shall remain with this department which will be refunded on expiry of the contract/agreement only. Applications without Performance Security Deposit will be rejected.
3. In case opening date(s) is declared as a Public Holiday by the Government, the next working day shall deemed to be the date for submission and opening of tender bids at the same time and place.
4. The NHMP reserves the right to reject any/all bids at any time prior to acceptance of a bid in accordance with PPRA's Rules.
5. Proposals, prepared in accordance with the instructions given in the Standard Procurement Documents must be delivered at the office of mentioned below on or before 12-12-2023 till 11:00 AM. The Bids will be opened publicly on the same day at 12:00 PM.

SECRETARY PURCHASE COMMITTEE  
M-4 Sector-I Office, Toba Tek Singh  
PH # 046-2526027

# Prequalification Document (Through Open Framework Agreement)

## PART 1 - PREQUALIFICATION PROCESS

### **Section I - Instructions to Applicants (ITAs)**

This Section contains detailed information for preparing and submitting the Applications for Prequalification, in addition to information on opening and evaluation of the Applications.

### **Section II - Prequalification Data Sheet (PDS)**

This Section contains provisions that supplement the ITA (in Section-I), and are specific to respective Prequalification Proceedings.

### **Section III - Qualification Criteria and Requirements**

This Section prescribes the methodology, criteria, and requirements to be used to determine the capacity and capability of the Applicants for the supply of goods and related services in accordance with the requirements of the Procuring Agency, with an objective to prequalify them for Invitation to Bid(s), and sign the open framework agreement(s) with the selected bidder(s).

### **Section IV - Application Forms**

This Section contains Application Submission Form and other allied forms required to be submitted with the Application.

### **Section V - Eligible Countries**

This Section contains information regarding eligible countries in accordance with the Policy of the Federal Government.

## PART 2 -- SUPPLY REQUIREMENTS

### Section VI - Requirements

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# PART 1

## Prequalification Of Firms / General Order Supplier For Supply Of M.T Items And Automobile Workshops for Repair / Maintenance Of Official Vehicles Section I - Instructions to Applicants

A. General	
<b>1. Scope of Application</b>	1.1 In connection with the “Invitation for Prequalification”, the Procuring Agency, as defined in Section II (Prequalification Data Sheet abbreviated as PDS), issues this set of Prequalification Documents (PD) to prospective applicants (also hereinafter referred as Applicants) interested in submitting applications (also hereinafter referred as Applications) to determine the capacity and capability of the Applicant(s) for supply of Goods and Related Services incidental there to as specified in Section VI (Schedule of Requirements).
<b>2. Source of Funds</b>	2.1 Source of funds is regular budget for Prequalification.
<b>3. Fraud and Corruption</b>	<p>3.1 The Procuring Agency requires that the Applicants /Bidders/ Suppliers/Contractors under Government financed contracts, observe the highest standard of ethics during the procurement and execution of such agreements and contracts.</p> <p>3.2 The Applicants/Bidders shall permit and shall cause their agents (whether declared or not), sub-contractors, sub-consultants, service providers, suppliers, and their personnel, to permit the Procuring Agency to inspect all accounts, records and other documents relating to any, Application/Bid submission, Primary Procurement process, Framework Agreement performance, Secondary Procurement process, and/or Call-off Contract performance (in the case of award of a Call-off Contract), and to have them audited by auditors appointed by the Procuring Agency.</p> <p>3.3 Any communications between the Applicant and the Procuring Agency related to matters of alleged corrupt and fraudulent practices must be made in writing or in electronic forms that provide record of the content of communication.</p>

	<p>3.4 Procuring Agency will reject an application or bid or proposal, if it is established that the Applicant or the Bidder or Prosper was engaged in corrupt and fraudulent practices in competing for the contract.</p> <p>3.5 Procuring Agency will also declare the Applicant as blacklisted in accordance with Public Procurement Rule 19 and predefined standard mechanism.</p>
<p><b>4. Eligible Applicants</b></p>	<p>4.1 An Applicant may be a private entity, a state-owned enterprise or institution subject to ITB 4.6, or any combination of such entities in the form of a joint venture (JV) under an existing JV agreement or with the intent to enter into such an agreement supported by a letter of intent.</p> <p>In case of single (private or state-owned entity), it shall be liable for execution of all the provisions of the Framework Agreement (if signed b/w the Procuring Agency and the entity), the execution of any Call-off Contract(s) awarded (to the entity) under the Framework Agreement in accordance with the Call-off Contract conditions that apply.</p> <p>In the case of a joint venture, all members shall be jointly and severally liable for the execution of all the provisions of the Framework Agreement (if signed b/w the Procuring Agency and the JV), the execution of any Call-off Contract(s) awarded (to the JV) under the Framework Agreement in accordance with the Call off Contract conditions that apply.</p> <p>The JV shall nominate a Representative who shall have the authority to conduct all business for and on behalf of any and all the members of the JV during the Prequalification process, Bidding process (in the event the prequalified JV submits a Bid) and during the period of framework agreement and contract execution (in the event the JV is awarded the Contract). Unless specified in the PDS, there is no limit on the number of members in a JV.</p>

	<p>4.2 An Applicant may apply for Prequalification both individually, and as part of a joint venture, or participate as a subcontractor. If prequalified as a JV only, it will not be permitted to bid for the same contract as an individual entity. Bids submitted in violation of this provision will be rejected.</p> <p>4.3 An Applicant and any of its affiliates (that directly or indirectly control, are controlled by or are under common control with that entity) may submit its Application for Prequalification either individually, as joint venture or as a sub-contractor among them for the same contract. However, if prequalified only one prequalified Applicant will be allowed to bid for the same contract. All Bids submitted in violation of this provision will be rejected.</p>
	<p>4.4 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 or have been hired or proposed to be hired by the Procuring Agency for execution of subsequent Framework Agreement(s) or Call off Contract(s). In addition, Applicants may</p>
	<p>be considered to have a conflict of interest if they have a close business or family relationship with such professional staff of the Procuring Agency (or a recipient of a part of the funds) who:</p> <ul style="list-style-type: none"> <li>(a) are directly or indirectly involved in the preparation of the Prequalification Documents or Bidding Documents or specifications of the Framework Agreement or Call-off Contract and/or the Prequalification or Bid evaluation process of such Contract; or</li> <li>(b) would be involved in the implementation or supervision of such Framework Agreement or Call-off Contract, unless the conflict stemming from such relationship has been resolved throughout the Procurement Process, Bidding process during the execution of the Framework Agreement and/or Call-off Contract.</li> </ul>
	<p>4.5 An Applicant that has been declared debarred or blacklisted shall be ineligible to be prequalified to bid or enter into any Framework Agreement or Call-off Contract for such period of time and for such type of procurement for which he has been declared debarred or blacklisted. The list of debarred firms and workshops individuals is available at PPRA’s website.</p>



	4.6 An Applicant shall provide such documentary evidence for determining the eligibility of the Applicant to the reasonable satisfaction of the Procuring Agency.
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<b>5. Eligibility (in terms of Nationality)</b>	5.1 Applicants may be ineligible if they are nationals of ineligible countries as indicated in Section V.
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## **B. Contents of the Prequalification Documents**

<b>6. Sections of Prequalification Documents</b>	6.1 This set of Prequalification Documents consists of Part 1 which comprise all the sections indicated below, and which should be read in conjunction with any Addendum issued in accordance with ITA 8.
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### **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
- Section V - Eligible Countries
- Section VI - Schedule of Requirements (assessment criteria)

	6.2 Unless obtained directly from the Procuring Agency or downloaded directly from the website link referred in the Invitation for Prequalification, the Procuring Agency accepts no responsibility for the completeness of the Prequalification documents, responses to
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	requests for clarification, the minutes of the pre-Application meeting (if any), or Addenda to the Prequalification documents in accordance with ITA 8. In case of any discrepancies, documents issued directly by the Procuring Agency or downloaded from the website link shall prevail.
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	6.3 The Applicant is expected to examine all instructions, forms, and terms in the Prequalification Documents and to furnish with its Application all information or documentation as is required by the Prequalification Documents.
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<p><b>7. Clarification of Prequalification Documents and Pre-Application Meeting</b></p>	<p>7.1 An Applicant requiring any clarification of the Prequalification Documents shall contact the Procuring Agency in writing at the Procuring Agency’s address indicated in the PDS. The Procuring Agency will respond in writing to any request for clarification provided that such request is received no later than three (03) days prior to the deadline for submission of the Applications. The Procuring Agency shall forward a copy of its response to all prospective Applicants who have obtained the Prequalification Documents directly from the Procuring Agency (or through its website link), including a description of the inquiry but without identifying its source. If so indicated in the PDS, the Procuring Agency shall also promptly publish its response at the web page identified in the PDS. Should the Procuring Agency deem it necessary to amend the Prequalification Documents as a result of a clarification, it shall do so following the procedure under ITA 8 and in accordance with the provisions of ITA 17.2.</p> <p>7.2 If indicated in the PDS, the Applicant’s designated representative is invited at the Applicant’s cost to attend a pre-Application meeting at the place, date and time mentioned in the PDS. During this Pre- Application meeting, prospective Applicants may request clarification of the schedule of requirement, the qualification criteria or any other aspects of the Prequalification Documents.</p> <p>7.3 Minutes of the Pre-Application meeting, if applicable, including the text of the questions asked by Applicants, including those during the meeting (without identifying the source) and the responses given, together with any responses prepared after the meeting will be transmitted promptly to all prospective Applicants who have obtained the Prequalification Documents. Any modification to the Prequalification Documents that may become necessary as a result of the pre-Application meeting shall be made by the Procuring Agency exclusively through the use of an Addendum pursuant to ITA 8. Non- attendance at the pre-Application meeting will not be a cause for disqualification of an Applicant.</p>
<p><b>8. Amendment of Prequalification Documents</b></p>	<p>8.1 At any time prior to the deadline for submission of Applications, the Procuring Agency may amend the Prequalification Documents by issuing an Addendum.</p>

	<p>8.2 Any Addendum issued shall be part of the Prequalification Document and shall be communicated in writing to all Applicants who have obtained the Prequalification Documents from the Procuring Agency. The Procuring Agency shall promptly publish the Addendum at the Procuring Agency’s web page identified in the PDS:</p> <p>Provided that an Applicant who had either already submitted their Applications or handed over the applications to the courier prior to the issuance of any such addendum shall have the right to withdraw his already filed Application and submit the revised Application prior to the original or extended Application submission deadline.</p>
	<p>8.3 To give Applicants reasonable time to take an Addendum into account in preparing their Applications, the Procuring Agency may at its discretion, extend the deadline for the submission of Applications in accordance with ITA 17.2:</p> <p>Provided that the Procuring Agency shall extend the deadline for submission of Applications, if such an addendum is issued within last three (03) days of the Application submission deadline.</p>
<p><b>C. Preparation of Applications</b></p>	
<p><b>9. Cost of Applications</b></p>	<p>9.1 The Applicant shall bear all costs associated with the preparation and submission of its Application. The Procuring Agency will in no case be responsible or liable for those costs, regardless of the conduct or outcome of the Prequalification process.</p>
<p><b>10. Language of Application</b></p>	<p>10.1 The Application as well as all correspondence and documents relating to the Prequalification exchanged by the Applicant and the Procuring Agency, shall be written in the language specified in the PDS. Supporting documents and printed literature that are part of the Application may be in another language, provided they are accompanied by an accurate translation of the relevant passages in the language specified in the PDS, in which case, for purposes of interpretation of the Application, the translation shall govern.</p>
<p><b>11. Documents Comprising the Application</b></p>	<p>11.1 The Application shall comprise the following:</p> <ul style="list-style-type: none"> <li>(a) Application Submission Letter, in accordance with ITA 12.1;</li> <li>(b) Eligibility: documentary evidence establishing the Applicant’s eligibility, in accordance with ITA 13.1;</li> </ul>

	<p>(c) Qualifications: documentary evidence establishing the Applicant's qualifications, in accordance with ITA 14; and</p> <p>(d) any other document required as specified in the PDS.</p>
<b>12. Application Submission Letter</b>	12.1 The Applicant shall complete an Application Submission Letter as provided in Section IV (Application Forms). This Form must be completed without any alteration to its format.
<b>13. Documents Establishing the Eligibility of the Applicant</b>	13.1 To establish its eligibility in accordance with ITA 4, the Applicant shall complete the eligibility declarations in the Application Submission Letter and Form ELI-1.1 (eligibility), included in Section IV (Application Forms).
<b>14. Documents Establishing the Qualifications of the Applicant</b>	<p>14.1 To establish its qualifications to perform the contract(s) in accordance with Section III (Qualification Criteria and Requirements), the Applicant shall provide the information requested in the corresponding Information Sheets included in Section IV (Application Forms).</p> <p>14.2 Wherever an Application Form requires an Applicant to state a monetary amount, Applicants should indicate the Pak Rupee equivalent using the rate of exchange determined as follows:</p> <ul style="list-style-type: none"> <li>(a) for turnover or financial data required for each year - Exchange rate prevailing on the last day of the respective calendar year (in which the amounts for that year is to be converted).</li> <li>(b) value of single contract - Exchange rate prevailing on the date of the contract.</li> </ul> <p>14.3 Exchange rates shall be taken from the publicly available source identified in the PDS. Any error in determining the exchange rates in the Application may be corrected by the Procuring Agency.</p> <p>14.4 The documentary evidence of the Applicant's qualifications to conclude a Framework Agreement, and/or to perform any Call-off Contract(s) if awarded, shall establish to the Procuring Agency's satisfaction:</p> <ul style="list-style-type: none"> <li>(a) that, if required in the BDS, an Applicant that does not manufacture or produce the Goods it offers to supply shall submit the Manufacturer's Authorization using the form included in Section IV A (Bidding Forms) to demonstrate that it has been duly authorized by the manufacturer or producer of the Goods to supply these Goods in the Procuring Agency's Country;</li> <li>(b) that, if required in the BDS, in case of an Applicant not doing business within Islamic Republic of Pakistan (or the country</li> </ul>

	<p>14.5 where the procurement is being made), the Applicant is, or will be, (if awarded the call off contract) represented by an Agent in the country, equipped and able to carry out the Supplier's maintenance, , and spare parts stocking obligations in respect of the Goods.</p>
<p><b>15. Signing of the Application and Number of Copies</b></p>	<p>15.1 The Applicant shall prepare one set of the original documents comprising the Application as described in ITA 11 and clearly mark it "ORIGINAL". The original set of the Application shall be typed or written in indelible ink and shall be signed by a person duly authorized to sign on behalf of the Applicant. In case the Applicant is a JV, the Application shall be signed by an authorized representative of the JV on behalf of the JV and so as to be legally binding on all the members as evidenced by a power of attorney signed by their legally authorized signatories.</p> <p>15.2 The Applicant shall submit copies of the signed original Application, in the number specified in the PDS, and clearly mark them "COPY". In the event of any discrepancy between the original and the copies, the original shall prevail.</p> <p>15.3 When the Applications are submitted electronically, if permitted pursuant to ITA 17.1, The Applicant shall submit ORIGINAL and COPIES in accordance with the procedures specified in the PDS.</p>
<p><b>D. Submission of Applications</b></p>	
<p><b>16. Sealing and Identification of Applications</b></p>	<p>16.1 The Applicant shall enclose the original and the copies of the Application in a sealed envelope that shall:</p> <ul style="list-style-type: none"> <li>(a) bear the name and address of the Applicant;</li> <li>(b) be addressed to the Procuring Agency, in accordance with ITA 17.1; and</li> <li>(c) bear the specific identification of this Prequalification process indicated in the PDS reference ITA 1.1.</li> </ul> <p>16.2 When the Applications are submitted electronically, if permitted pursuant to ITA 17.1, The Applicant shall seal the original and the copies in accordance with the procedures specified in the PDS.</p> <p>16.3 The Procuring Agency will accept no responsibility for not processing any envelope that was not identified as required in ITA 16.1 above.</p>

<p><b>17. Deadline for Submission of Applications</b></p>	<p>17.1 Applicants may either submit their Applications by mail, by courier or by hand. Applications shall be received by the Procuring Agency at the address and no later than the deadline indicated in the PDS. When so specified in the PDS, Applicants have the option of submitting their Applications electronically, in accordance with electronic Application submission procedures specified in the PDS.</p> <p>17.2 If required in accordance with the provisions of ITA 8.3, the Procuring Agency will extend the deadline for the submission of Applications, in which case all rights and obligations of the Procuring Agency and the Applicants subject to the previous deadline shall thereafter be subject to the deadline as extended.</p> <p>17.3 The deadline will be extended in the same manner as that of original Invitation for Prequalification (or the advertisement).</p>
<p><b>18. Late Applications</b></p>	<p>18.1 The Procuring Agency reserves the right to accept Applications received after the time for submission of Applications, however subject to the condition that the same is received within the date specified as last date for submission of applications but before the time for opening of the Applications.</p>
<p><b>19. Opening of Applications</b></p>	<p>19.1 The Procuring Agency shall open all Applications at the date, time and place specified in the PDS. Late Applications shall be treated in accordance with ITA 18.1.</p> <p>19.2 Applications submitted electronically, if permitted pursuant to ITA 17.1, shall be opened in accordance with the procedures specified in the PDS.</p> <p>19.3 The Procuring Agency shall prepare a record of the opening of Applications to include, as a minimum, the name of the Applicants. A copy of the record shall be distributed to all Applicants.</p>
<p><b>E. Procedures for Evaluation of Applications</b></p>	
<p><b>20. Confidentiality</b></p>	<p>20.1 Information relating to the Applications, their evaluation and results of the Prequalification shall not be disclosed to Applicants or any other persons not officially concerned with the Prequalification process until the notification of Prequalification results is made to all Applicants in accordance with ITA 28.</p> <p>20.2 From the deadline for submission of Applications to the time of notification of the results of the Prequalification in accordance with ITA 28, any Applicant that wishes to contact the Procuring Agency on any matter related to the Prequalification process may do so only in writing.</p>

<p><b>21. Clarification of Applications</b></p>	<p>21.1 To assist in the evaluation of Applications, the Procuring Agency may, ask an Applicant for a clarification (including missing documents) of its Application, to be submitted within a stated reasonable period of time. Any request for clarification from the Procuring Agency and all clarifications from the Applicant shall be in writing.</p> <p>21.2 If an Applicant does not provide clarifications and/or documents requested by the date and time set in the Procuring Agency's request for clarification, its Application shall be evaluated based on the information and documents available at the time of evaluation of the Application.</p>
<p><b>22. Responsiveness of Applications</b></p>	<p>22.1 The Procuring Agency may reject any Application which is not responsive to the requirements of the Prequalification Documents. In case the information furnished by the Applicant is incomplete or otherwise requires clarification as per ITA 21.1, and the Applicant fails to provide satisfactory clarification and/or missing information within prescribed time, it may result in disqualification of the Applicant.</p>
<p><b>23. Margin of Preference</b></p>	<p>23.1 Unless otherwise specified in the PDS, a margin of preference shall not apply in the Bidding process resulting from this Prequalification.</p>
<p><b>24. Sub-contractors</b></p>	<p>24.1 Subcontractors' qualification and experience will not be considered for evaluation of the Applicant. The Applicant on its own (without taking into account the qualification and experience of the Subcontractor) should meet the qualification criteria.</p>
<p><b>F. Evaluation of Applications and Prequalification of Applicants</b></p>	
<p><b>25. Evaluation of Applications</b></p>	<p>25.1 The Procuring Agency shall use the factors, methods, criteria, and requirements defined in Section III, Qualification Criteria and Requirements, to evaluate the qualifications of the Applicants, and no other methods, criteria, or requirements shall be used. The Procuring Agency reserves the right to waive minor deviations from the qualification criteria if they do not materially affect the technical capability and financial resources of an Applicant to perform the contract, however subject to the provisions of ITA 27.</p>
	<p>25.2 Subcontractors proposed by the Applicant shall be fully qualified for their parts of the Scope of Supply of the Goods and Allied Services.</p>

	<p>25.3 In case of multiple contracts, Applicants should indicate in their Applications the individual contract or combination of contracts in which they are interested. The Procuring Agency shall prequalify each Applicant for the maximum combination of contracts for which the Applicant has thereby indicated its interest and for which the Applicant meets the appropriate aggregate requirements. The Qualification Criteria and Requirements are mentioned in Section III.</p>
	<p>25.4 Only the qualifications of the Applicant shall be considered. The qualifications of other related entities such as the Applicant's subsidiaries, parent entities, affiliates, subcontractors or any other firm(s) different from the Applicant shall not be taken into consideration in determining the qualifications of the Applicant.</p>
<p><b>26. Procuring Agency's Right to Accept or Reject Applications</b></p>	<p>26.1 The Procuring Agency reserves the right to accept or reject all the Applications, and to annul the Prequalification process at any time, without thereby incurring any liability to the Applicants.</p>
<p><b>27. Prequalification of Applicants</b></p>	<p>27.1 All Applicants whose Applications substantially meet or exceed the specified qualification requirements will be prequalified by the Procuring Agency.</p> <p>27.2 An Applicant may be "conditionally prequalified," that is, qualified subject to the Applicant submitting or correcting certain specified nonmaterial documents or deficiencies to the satisfaction of the Procuring Agency.</p> <p>27.3 Applicants that are conditionally prequalified will be so informed along with the statement of the condition(s) which must be met to the satisfaction of the Procuring Agency before or at the time of submitting their Bids.</p>
<p><b>28. Notification of Prequalification</b></p>	<p>28.1 The Procuring Agency shall notify all Applicants in writing of the names of those Applicants who have been prequalified or conditionally prequalified. In addition, those Applicants who have been disqualified will be informed separately.</p> <p>28.2 The procuring agency shall communicate to those suppliers or contractors who have not been pre-qualified the reasons for not pre-qualifying them.</p>
<p><b>29. Request for Bids</b></p>	<p>29.1 Promptly after the notification of the results of the Prequalification, the Procuring Agency will invite the Bids from all the Applicants that have been prequalified.</p>



<p><b>30. Changes in Qualifications of Applicants</b></p>	<p>30.1 Any change in the structure or formation of an Applicant after being prequalified in accordance with ITA 27 and invited to bid (including, in the case of a JV, any change in the structure or formation of any member thereto) shall be subject to the written approval of the Procuring Agency prior to the deadline for submission of Bids. Such approval shall be denied if:</p> <ul style="list-style-type: none"> <li>(a) a prequalified Applicant proposes to associate with a disqualified Applicant or in case of a disqualified joint venture, any of its members;</li> <li>(b) as a consequence of the change, the Applicant no longer substantially meets the qualification criteria set forth in Section III, Qualification Criteria and Requirements; or</li> <li>(c) in the opinion of the Procuring Agency, the change may result in a substantial reduction in competition.</li> </ul> <p>30.2 Any such change should be submitted to the Procuring Agency before the date of "Invitation to Bids".</p>
<p><b>31. Constitution of Grievance Redressal</b></p>	<p>31.1 Procuring agency shall constitute a Grievance Redressal Committee (GRC) comprising of odd number of person with proper power and authorization to address the complaint. The GRC shall not have any of the members of Procurement Evaluation Committee. The committee must have one subject specialist depending the nature of the procurement.</p> <p>31.2 Any party or applicant can file its written complaint against the eligibility parameters or any other terms and conditions prescribed in the prequalification or bidding documents found contrary to provision of Procurement Regulatory Framework, and the same shall be addressed by the GRC well before the application/proposal submission deadline.</p> <p>31.3 Any Bidder 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 seven of the announcement of technical evaluation report and five days after issuance of final evaluation report.</p> <p>31.4 In case, the complaint is filed against the technical evaluation report, the GRC shall suspend the procurement proceedings.</p> <p>31.5 In case, the complaint is filed after the issuance of the final evaluation report, the complainant cannot raise any objection on technical evaluation of the report:  Provided that the complainant may raise the objection on any part of the final evaluation report in case where single stage one envelop bidding procedure is adopted.</p> <p>31.6 The GRC shall investigate and decide upon the complaint within ten days of its receipt.</p>

	<p>31.7. Any bidder or the procuring agency not satisfied with the decision of the GRC may file Appeal before the Appellate Committee of the Public Procurement Regulatory Authority (PPRA) on prescribed format after depositing the fee as prescribed in “Redressal of Grievance Regulations, 2021”.</p> <p>31.8 The Committee, upon receipt of the Appeal against the decision of the GRC complete in all respect shall serve notices in writing upon all the parties to Appeal.</p> <p>31.9 The committee shall call the record from the concerned procuring agency or the GRC as the case may be, and the same shall be provided within prescribed time.</p> <p>31.10 The committee may after examination of the relevant record and hearing all the concerned parties, shall decide the complaint within fifteen (15) days of receipt of the Appeal.</p> <p>31.11 The decision of the Committee shall be in writing and shall be signed by the Head and each Member of the Committee. The decision of the committee shall be final.</p>
<p><b>32. Mechanism of Blacklisting</b></p>	<p>32.1 The Procuring Agency shall bar for not more than the time prescribed in Rule-19 of the Public Procurement Rules, 2004, from participating in their respective procurement proceedings, bidder or contractor who either:</p> <ul style="list-style-type: none"> <li>i. Involved in corrupt and fraudulent practices as defined in Rule-2 of Public Procurement Rules; ii. Fails to perform his contractual obligations; and</li> <li>iii. Fails to abide by the id securing declaration;</li> </ul> <p>32.2 The show cause notice shall contain: (a) precise allegation, against the bidder or contractor; (b) the maximum period for which the Procuring Agency proposes to debar the bidder or contractor from participating in any public procurement of the Procuring Agency; and (c) the statement, if needed, about the intention of the Procuring Agency to make a request to the Authority for debarring the bidder or contractor from participating in public procurements of all the procuring agencies.</p> <p>32.3 The procuring agency shall give minimum of seven days to the bidder or contractor for submission of written reply of the show cause notice.</p> <p>32.4 In case, the bidder or contractor fails to submit written reply within the requisite time, the Procuring Agency may issue notice for personal hearing to the bidder or contractor/ authorize representative of the bidder or contractor and the procuring agency shall decide the matter on the basis of available record and personal hearing, if availed.</p> <p>32.5 In case the bidder or contractor submits written reply of the show cause notice, the Procuring Agency may decide to file the matter</p>

	<p>or direct issuance of a notice to the bidder or contractor for personal hearing.</p> <p>32.6 The Procuring Agency shall give minimum of seven days to the bidder or contractor for appearance before the specified officer of the Procuring Agency for personal hearing. The specified officer shall decide the matter on the basis of the available record and personal hearing of the bidder or contractor, if availed</p> <p>32.7 The procuring Agency shall decide the matter within fifteen days from the date of personal hearing unless the personal hearing is adjourned to a next date and in such an eventuality, the period of personal hearing shall be reckoned from the last date of personal hearing.</p> <p>32.8 The Procuring Agency shall communicate to the bidder or contractor the order of debarring the bidder or contractor from participating in any public procurement with a statement that the bidder or contractor may, within thirty days, prefer a representation against the order before the Authority.</p> <p>32.9 Such blacklisting or barring action shall be communicated by the procuring agency to the Authority and respective bidder or bidders in the form of decision containing the grounds for such action. The same shall be publicized by the Authority after examining the record whether the procedure defined in blacklisting and debarment mechanism has been adhered to by the procuring agency.</p> <p>32.10 The bidder may file the review petition before the Review Petition Committee Authority within thirty days of communication of such blacklisting or barring action after depositing the prescribed fee and in accordance with "Procedure of filing and disposal of review petition under Rule-19(3) Regulations, 2021". The Committee shall evaluate the case and decide within ninety days of filing of review petition</p> <p>32.11 The committee shall serve a notice in writing upon all respondent of the review petition. The notices shall be accompanied by the copies of review petition and all attached documents of the review petition including the decision of the procuring agency. The parties may file written statements along with essential documents in support of their contentions. The Committee may pass such order on the representation may deem fit.</p> <p>32.12 The Authority on the basis of decision made by the committee either may debar a bidder or contractor from participating in any public procurement process of all or some of the procuring agencies for such period as the deemed appropriate or acquit the bidder from the allegations. The decision of the Authority shall be final.</p>
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## Section II - Prequalification Data Sheet (PDS)

### A. General

ITA 1.1	<p>The identification number of the Invitation for Prequalification is:  <b>TENDER No. 01/NHMP/M-4/SI/2023-2024</b></p> <p>The Procuring Agency is :  <i>[National Highways &amp; Motorway Police (Motorway Central-II Zone) M-4 Sector-I Toba Tek Singh]</i>.</p> <p><b>Located at:</b> [NHA complex Jhang raod Toba Tek Singh Interchange].</p> <p><b>The list of contracts is:</b> Purchase of MT Items Tyres, Batteries, Filters, Plugs, other spare parts and Repair / maintenance of official vehicles.</p>
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ITA 2.1	<p><b>The name of the Procuring Agency is:</b> <i>[National Highways &amp; Motorway Police (Motorway Central-II Zone) M-4 Sector-I Toba Tek Singh]</i>.</p> <p><b>Located at:</b> [NHA complex Jhang raod Toba Tek Singh M-4 Interchange].</p> <p><b>The name of the Project or Procurement is:</b> Purchase of MT Items Tyres, Batteries, Filters, Plugs, other spare parts and Repair / maintenance of official vehicles.</p>
ITA 4.2	Maximum number of members in the JV shall be: <b>“Not Allowed”</b>
ITA 4.7	A list of debarred firms and workshops individuals is available on the PPRA’s website: <a href="http://www.ppra.org.pk">http://www.ppra.org.pk</a>

### B. Contents of the Prequalification Document

ITA 7.1	<p><b>For clarification purposes, the Procuring Agency’s address is:</b> [ “same as in ITA1.1 above”]</p> <p>Attention: MTO, Office of the Sector Commander M4 Sector-I  <b>Address:</b> S S P O f f i c e NHA complex Jhang raod Toba Tek Singh M-4 Interchange.</p> <p><b>Country:</b> Pakistan</p> <p><b>Telephone:</b> 046-2526027</p> <p><b>Contact:</b> 0300-4931563</p> <p><b>Electronic mail address:</b> mtolhqm4@gmail.com</p>
ITA 7.1 & 8.2	Web page: <a href="http://www.nhmp.gov.pk">www.nhmp.gov.pk</a> & <a href="http://www.ppra.org.pk">www.ppra.org.pk</a>
ITA 7.2	Pre-Application Meeting will be held: [ No]

<b>C. Preparation of Applications</b>	
ITA 10.1	This Prequalification document has been issued in the “English” language.
ITA 11.1 (d)	<p>The Applicant shall submit with its Application, the following required documents:</p> <ol style="list-style-type: none"> <li>1) Sales Tax Registration Certificate.</li> <li>2) PRA registration Certificate.</li> <li>3) NTN Certificate</li> <li>4) Dealership Certificate (if any)</li> <li>5) Last six month’s bank statement must be provided.</li> <li>6) Firm(s) must certify that on affidavit it has not been blacklisted by any government organization.</li> <li>7) Annual Turnover supported by Income Tax returns.</li> <li>8) Previous detail of works with documentary proof.</li> <li>9) Call Deposit Receipt (CDR), Pay order of Rs.50,000/- (<b>refundable</b>) as earnest money in the name of <b>National Highways &amp; Motorway Police M-4</b> for each application.</li> </ol>

ITA 14.2	The source for determining exchange rates is: <a href="https://www.nbp.com.pk/RateSheet/index.aspx">https://www.nbp.com.pk/RateSheet/index.aspx</a>
ITA 15.2	In addition to the original, the number of copies to be submitted with the Application is: Nil

<b>D. Submission of Applications</b>	
ITA 17.1	<p>The deadline for Application submission is:</p> <ol style="list-style-type: none"> <li>a) <b>Day</b> : [Tuesday]</li> <li>b) <b>Date</b>: [12-12-2023]</li> <li>c) <b>Time</b>: [11:00 AM]</li> </ol> <p>For Application submission purposes, the Procuring Agency’s address is:</p> <p>Procuring Agency’s address  Address: <b>National Highways &amp; Motorway Police  M-4 Sector-I, Jhang road NHA Complex  near M-4 interchange Toba Tek Singh.</b></p> <p>Country: <b>Pakistan</b></p> <p><b>Telephone</b>: 046-2526027  <b>Contact</b>: 0300-4931563  <b>Electronic mail address</b>: <a href="mailto:mtolhqm4@gmail.com">mtolhqm4@gmail.com</a></p> <p>Applicants shall not have the option of submitting their Applications electronically.</p>

ITA 19.1	The opening of the Applications shall be at 12:00 PM on dated 12-12-2023 at the following address: <b>National Highways &amp; Motorway Police</b> <b>M-4 Sector-I, Jhang road NHA Complex</b> <b>near M-4 interchange Toba Tek Singh.</b>
ITA 19.2	Not Applicable

<b>E. Procedures for Evaluation of Applications</b>	
ITA 23.1	A margin of domestic preference shall not apply
ITA 31.1	<p>If an Applicant wishes to make a Prequalification related Complaint, the Applicant should submit its complaint, in writing (by the quickest means available, that is either by email or fax), to:</p> <p>For the attention: Sector Commander Procuring Agency: Office of the SSP/Sector Commander NHMP, M-4 Sector-I Toba Tek Singh</p> <p>In summary, at this stage, a Prequalification related Complaint may challenge any of the following:</p> <p>the terms of the Prequalification Documents; and the Procuring Agency's decision not to prequalify an Applicant.</p>

## Section III – Eligibility Criteria and Requirements

This Section contains the methods, criteria, and requirements that the Procuring Agency shall use to evaluate Applications. The information to be provided in relation to each requirement and the definitions of the corresponding terms are included in the respective Application Forms.

Eligibility and Qualification Criteria			Compliance Requirements	Document
No.	Subject	Requirement	Single Entity	Submission Requirements
<b>1. Eligibility</b>				
1.1	Nationality	Nationality in accordance with ITA 5.1	Must meet requirement	Forms ELI - 1.1 with attachments
1.2	Conflict of Interest	No conflicts of interest in accordance with ITA 4.4	Must meet requirement	Application Submission Letter
1.3	Eligibility	Not having been declared ineligible as described in ITA 4.5 and 5.1	Must meet requirement	Application Submission Letter
1.4	State-owned enterprise	Meet conditions of ITA 4.1	Must meet requirement	Forms ELI - 1.1 with attachments
<b>2. Historical Contract Non-Performance</b>				
2.1	History of Non-Performing Contracts	Not debarred due to any Nonperformance of contract or deviation from Bid Securing Declaration in accordance with the provision of Rule-19 of PP Rules or the period of debarment has been over.	Must meet requirement	Form PER-1
2.2	Pending Litigation	Applicant's financial position and prospective long term profitability still sound according to criteria established in 3.1 below and assuming that all pending litigation will be resolved against the Applicant	Must meet requirement	Form PER-1

Eligibility and Qualification Criteria			Compliance Requirements	Documentation
No.	Subject	Requirement	Single Entity	Submission Requirements
<b>3. Financial Situation and Performance</b>				
3.1	Financial Capabilities	Applicant's financial position and indicate its prospective long-term profitability.	Must meet requirement	Form FIN - 1
3.2	Average Annual Turnover	Average annual turnover (Average Annual Sales Revenue) from supply of Goods of PKR [2 Million], calculated as total certified payments received for contracts in progress and or completed during the last two years.	Must meet requirement	Form FIN - 2
3.3	Current Contractual Commitments	The Applicant shall also demonstrate, to the satisfaction of the Procuring Agency, that it has adequate sources of finance to meet the cash flow requirements on contracts currently in progress and for future contract commitments.		Form CON -1

Eligibility and Qualification Criteria			Compliance Requirements	Documentation
No.	Subject	Requirement	Single Entity	Submission Requirements
<b>4. Experience</b>				
4.1	General Experience	Experience in supply MT Items and repair of Vehicles at least the last Two (2) years	Must meet requirement	Form EXP -1



# Section IV - Application Forms

## Application Submission Letter

Date: [ ]

To: [National Highways & Motorway Police M-4 Sector-I Toba Tek Singh]

We, the undersigned, apply to be prequalified for the referenced IFP and declare that:

- (a) No reservations: We have examined and have no reservations to the Prequalification Document, including Addendum(s) No(s), issued in accordance with Instructions to Applicants (ITA) 8: [insert the number and issuing date of each addendum].
- (b) No conflict of interest: We have no conflict of interest in accordance with ITA 4.6;
- (c) Eligibility: We (and our subcontractors) meet the eligibility requirements as stated ITA 4.1, we have not been suspended by the Procuring Agency based on execution of a Bid/Proposal Securing Declaration in accordance with ITA 4.9;
- (d) State-owned enterprise or institution: [select the appropriate option and delete the other] [We are not a state-owned enterprise or institution] / [We are a state-owned enterprise or institution];
- (e) Not bound to accept: We understand that you may cancel the Prequalification process at any time without incurring any liability to the Applicants, in accordance with ITA 26.1. Only suppliers or contractors who have been pre-qualified shall be entitled to participate further in the procurement proceedings
- (f) True and correct: All information, statements and description contained in the Application are in all respect true, correct and complete to the best of our knowledge and belief.

Signed: [insert signature(s) of an authorized representative(s) of the Applicant] Name: [insert full name of person signing the Application]

In the capacity of: [insert capacity of person signing the Application]

Duly authorized to sign the Application for and on behalf of: [insert full name of the Applicant or the name of the JV]

Address: [insert street number/town or city/country address]

Dated: [insert date the document is signed i.e. day number] day of [insert month], [insert year]

[For a joint venture, either all members shall sign or only the authorized representative, in which case the power of attorney to sign on behalf of all members shall be attached]

Form ELI -1.1  
Applicant Information Form

Date: [                      ]

Applicant's name along with nationality  
[insert full name]

In case of Joint Venture (JV), name of each member along with nationality: [insert full name of each member in JV]

Applicant's actual or intended country of registration: [indicate country of Constitution]

Applicant's actual or intended year of incorporation: [indicate year of Constitution]

Applicant's legal address [in country of registration]: [insert street/ number/ town or city/ country]

Applicant's authorized representative information

Name: [insert full name]

Address: [insert street/ number/ town or city/ country]

Telephone/Fax numbers: [insert telephone/fax numbers, including country and city codes] E-mail address: [indicate e-mail address]

1. Attached are copies of original documents of

- Articles of Incorporation (or equivalent documents of constitution or association), and/or documents of registration of the legal entity named above, in accordance with ITA 4.5.
- In case of JV, letter of intent to form JV or JV agreement, in accordance with ITA 4.2.
- 2. Included are the organizational chart, a list of Board of Directors, and the beneficial ownership.

## Form ELI -1.1 (continued) Applicant Information Form

Date: [                      ] ]

IFP No. and title:[                      ] ]

Page [insert page number] of [insert total number] pages

1. Applicant's name			
2. Street Address:	Postal Code:	City:	Country:
3. P.O. Box and Mailing Address:			
4. Telephone Number:			
5. Fax Number:			
6. E-mail Address:			
7. Web Site:			
8. Contact Name:			
9. Contact Title:			
10. Type of Business:			
11. If Other, specify:			
12. Nature of Business:			
13. Year Established:			
14. Dates, Numbers, and Expiration Dates of Current Licenses and Permits:			
15. Current registration with relevant authorities information:			
16. Proof of product and facility registrations with Procuring Agency's country regulatory authority and international agencies [If Applicable]			
17. Name of government agency(ies) responsible for inspecting and licensing of facilities in the country of origin of the raw material and or processing of the goods:			
Date of last inspection:			
18. Quality Assurance Certification (Please include a copy of your latest certificate with the PQ Application):			
19. Production capacity: <i>[insert peak and average production capacity over the last three years in units/day or units/month, etc.]</i>			

20. List of names and addresses of sources of raw material and what products they will be used in:
21. Proof of raw material product and facility registrations with Procuring Agency's country regulatory authority and international agencies [If Applicable]:
22. Raw materials tested prior to use:
23. Presence and characteristics of in-house quality control laboratory
24. Names and addresses of external quality control laboratories used:
25. Are all finished products tested and released by quality control prior to release for sale? Yes ___ No ___, If not, why?
26. List control tests done during production? If so list.
27. List tests conducted after production and prior to release of product on market:
28. Are technical documents available in: <i>[Procuring Agency should insert language]</i> Yes No



# Form- PER 1

## Historical Contract Non-Performance, and Pending Litigation and Litigation History

[The following table shall be filled in for the Applicant and for each member of a Joint Venture]

Applicant's Name: [insert full name]

Date: [insert day, month, year]

Joint Venture Member Name: [insert full name]

IFP No. and title: [insert IFP number and title]

Page [insert page number] of [insert total number] pages

<input type="checkbox"/> Not debarred due to deviation from commitment of Bid Securing Declaration- <input type="checkbox"/> Not debarred due to non-performance			
Year	Non-performed portion of contract	Contract Identification	Total Contract Amount (current value, currency, exchange rate and PKR equivalent)
[insert year]	[insert amount and percentage]	Contract Identification: [indicate complete contract name/ number, and any other identification] Name of Procuring Agency: [insert full name] Address of Procuring Agency: [insert street/city/country] Reason(s) for nonperformance: [indicate main reason(s)]	[insert amount]
Pending Litigation, in accordance with Section III, Qualification Criteria and Requirements			
<input type="checkbox"/> Pending litigation in accordance with Section III, Qualification Criteria and Requirements, Sub-Factor 2.3 as indicated below.			
Year of dispute	Amount in dispute (currency)	Contract Identification	Total Contract Amount (currency), US\$ PKR Equivalent (exchange rate)
[insert year]	[insert amount]	Contract Identification: [indicate complete contract name, number, and any other identification] Name of Procuring Agency: [insert full name] Address of Procuring Agency: [insert street/city/country] Matter in dispute: [indicate main issues in dispute] Party who initiated the dispute: [indicate "Procuring Agency" or "Supplier"] Status of dispute: [Indicate if it is being	[insert amount]

		<i>treated by the Adjudicator, under Arbitration or being dealt with by the Judiciary]</i>	
<input type="checkbox"/> No consistent history of court/arbitral award decisions in accordance with Section III, Qualification Criteria and Requirements, Sub-Factor 2.4. <input type="checkbox"/> Consistent history of court/arbitral award decisions in accordance with Section III, Qualification Criteria and Requirements, Sub-Factor 2.4 as indicated below.			
<b>Year of award</b>	<b>Outcome as percentage of Net Worth</b>	<b>Contract Identification</b>	<b>Total Contract Amount (currency), PKR Equivalent (exchange rate)</b>
<i>[insert year]</i>	<i>[insert percentage]</i>	Contract Identification: <i>[indicate complete contract name, number, and any other identification]</i> Name of Procuring Agency: <i>[insert full name]</i> Address of Procuring Agency: <i>[insert street/city/country]</i> Matter in dispute: <i>[indicate main issues in dispute]</i> Party who initiated the dispute: <i>[indicate "Procuring Agency" or "Supplier"]</i> Court/ arbitral award decision: <i>[Indicate if the award decision was against the Applicant or any member of a joint venture.]y]</i>	<i>[insert amount]</i>

## Form- EXP-1

44. Contracts over <i>[insert amount]</i> during the last three years:				
Procuring Agency	Value	Year	Goods/Services Supplied	Country of Destination

## Current Contract Commitments / Contracts in Progress Form CON-1

1. Name of Contract(s)
2. Procuring Agency Contact Information <i>[insert address, telephone, fax, e-mail address]</i>
3. Value of outstanding contracts <i>[current PKR equivalent]</i>
4. Estimated delivery date
5. Average monthly invoices over the last six months (PKR/mon.)



## Form of Bid-Securing Declaration

*[The Bidder shall fill in this Form in accordance with the instructions indicated.]*

Date: *[date (as day, month and year)]*

No.: *[number of Bidding process]*

Alternative No.: *[insert identification No if this is a Bid for an alternative]*

To: *[complete name of Procuring Agency]*

We, the undersigned, declare that:

We understand that, according to your conditions, Bids must be supported by a Bid- Securing Declaration.

We accept that we will be blacklisted and henceforth cross debarred for participating in respective category of public procurement proceedings for a period of (not more than) six months, if fail to abide with a bid securing declaration, however without indulging in corrupt and fraudulent practices, if we are in breach of our obligation(s) under the Bid conditions, because we:

- (a) have withdrawn our Bid during the period of Bid validity specified in the Letter of Bid; or
- (b) having been notified of the acceptance of our Bid by the Procuring Agency during the period of Bid validity, (i) fail or refuse to sign the Contract; or (ii) fail or refuse to furnish the Performance Security (or guarantee), if required, in accordance with the ITB.

We understand this Bid Securing Declaration shall expire if we are not the successful Bidder, upon the earlier of (i) our receipt of your notification to us of the name of the successful Bidder; or (ii) twenty-eight days after the expiration of our Bid.

Name of the Bidder\* \_\_\_\_\_

Name of the person duly authorized to sign the Bid on behalf of the Bidder\*\* \_\_\_\_\_

Title of the person signing the Bid \_\_\_\_\_

Signature of the person named above \_\_\_\_\_

Date signed \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_

\*: In the case of the Bid submitted by joint venture specify the name of the Joint Venture as Bidder

\*\* : Person signing the Bid shall have the power of attorney given by the Bidder attached to the Bid

*[Note: In case of a Joint Venture, the Bid-Securing Declaration must be in the name of all members to the Joint Venture that submits the Bid.]*

## Section V - Eligible Countries

### Eligibility for the Provision of M.T Items (Tyres, Batteries, Filters & other spare parts) and Repair Maintenance of official vehicles

In reference to ITA 5.1, for the information of the Applicants, at the present time, and vendors, supply of spare parts of vehicles and of vehicles from the following countries are excluded from this Prequalification process:

All the bidders are allowed to participate in the subject procurement without regard to nationality, except bidders of some nationality, prohibited in accordance with policy of the Federal Government.

Following countries are ineligible to participate in the procurement process:

1. India
2. Israel

Ministry of Interior, Government of Pakistan has notified List of Business Friendly Countries (BVL), information can be accessed through following link:

<http://www.dgip.gov.pk/Files/Visa%20Categories.aspx#L>

## Section VI – Requirements National Highways & Motorway Police M-4 Sector-I.

### FOR AUTO WORKSHOPS

(Also mention any other specific repair work like A/C system, wheel alignment/ balancing, seat cover, engine repairing etc.)

<b>Managerial Capability</b> <b>a) Technical:</b> (No. of Auto Mechanics, Auto Electricians, AC technicians etc.) <b>b) Non- Technical (Support Staff):</b> Attach as separate Annexure (if necessary)	
<b>Type &amp; No. of</b> Machinery / Tools / Equipment & Plant (Mention page no. if detail available in profile attached)	
<b>Dealership Certificate</b> (Copy of certificate of authorization from manufacturer, if any)	

The information given above is true to the best of my knowledge, I undertake to inform NHMP M-4 Sector-I, Toba Tek Singh of any changes that may take place later in the status of workshop, business, agency or the management etc.

The terms and conditions attached below have also been read and certificate signed.

**Authorized Signature** \_\_\_\_\_

**Name:** \_\_\_\_\_

**Designation:** \_\_\_\_\_

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

# National Highways & Motorway Police M-4 Sector-I.

## SCOPE OF WORK.

For the said purpose:-

1. Mechanical repair work of vehicles.
2. Electrical repair work of vehicles.
3. Denting/ Painting repair work of vehicles.

## **ASSESSMENT CRITERIA FOR AUTOMOBILE WORKSHOPS**

Pre-Qualification will be based on all the criteria given in succeeding paras regarding applicant's financial soundness, experience, record personnel capabilities.

The weight age/marks for different categories will be followed as per table given below: -

Sr#	Category	Weight age/Marks
1	General Experience	30
2	Personal Capabilities	50
3	Financial Position	20
		<b>100</b>

### **Note:**

Pre-Qualification status shall be decided by Sector Purchase Committee on the basis of Pass/fail.

The applicant must secure at least 50% score in each category and 60% score aggregately to qualify.

The further detailed criteria for each category are developed as given under each head as follows:

### **General Experience:** (Will be filled by Procuring Agency)

Sr#	Description	Requirement	Maximum Marks	Obtained Marks
1	Mechanical repair of 1600CC and above vehicles. i. 5 year or more Since Established=10 Marks ii. 3 Year or more since established=07 Marks iii. 1 year or more since established=05 Marks	Documentary evidences of experience like work orders, bills etc. in the name of firm.	<b>10</b>	

2	Electrical repair of 1600cc and above vehicles. i. 5 year or more since established=10 Marks ii. 3 Year or more since established=07 Marks iii. 1 Year or more since Established=05 Marks		10	
3	Denting/Painting Works i. 5 year or more since established=10 Marks ii. 3 Year or more since established=07 Marks iii. 1 Year or more since Established=05 Marks		10	
<b>Total</b>			<b>30</b>	

**Personnel capabilities:** (Will be filled by Procuring Agency)

Sr.#	Description	Requirement	Maximum Marks	Obtained Marks
1	Strong and experienced team of management. Administrative and Operational human resources.	A list of total No. of employees and their appointment or salary slips. Copy of credential of technical employees (like certificate etc.)	10	
2	Capabilities for Mechanical/ electrical Repair of vehicles i. workshop having own setup=20 Marks ii. workshop hiring services outsource=10 Marks	Ownership proof if own setup. The purchase committee may also can visit the workshop physically.	20	
3	Capabilities for denting/painting Repair of vehicles i. workshop having own setup=20 Marks ii. workshop hiring services outsource=10 Marks	Ownership proof if own setup. The purchase committee may also can visit the workshop physically.	20	
<b>Total</b>			<b>50</b>	

**Financial Position:** (Will be filled by Procuring Agency)

Sr#	Description	Requirement	Maximum Marks	Obtained Marks
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<b>1</b>	Tax returns (income & sales) for last 2 years.	Tax returns	<b>10</b>	
<b>2</b>	Bank Statement for last 06 months showing financial strength.	Bank Statement	<b>5</b>	
<b>3</b>	Registration with FBR/PRA and on the Active tax payer list/filer.	Registration Certificate and online verification status	<b>5</b>	
	<b>Total</b>		<b>20</b>	

## National Highways & Motorway Police M-4 Sector-I.

### FOR VEHICLES SPARE PARTS, TYRES & BATTERIES

<b>Managerial Capability</b> a) <b>Technical:</b> Number of Staff b) <b>Non- Technical:</b> Number of Staff		
<b>Type of:</b>		
<b>Sr.#</b>	<b>Items Name</b>	<b>Specifications</b>
1	Air filters	Genuine
2	Fuel filters	
3	AC filters	
4	Oil filters	
5	Spark plugs	Genuine
6	Disk pads/Brake shoe	Genuine
7	<b>Batteries:-</b> NS-95 (13 Plate), 65 AH (11 Plate), EH 110 L (15 Plate)	Exide, Volta, AGS, Osaka and equivalent
8	<b>Tyres:-</b> 195/65 R-15 (Car) 205/55 R-16 (Car) 265/65 R-17 (D/C Revo) 265/60 R-18 205/70R15 C (Pickup) 195 R-15C (Hiace van)	Dunlop, Bridgestone, Yokohama, or Equivalent (Japan) Speed Symbol = H Minimum Temperature A Tread wear 450 or above. Manufacturing date within 01 year from order of supply.
<b>Dealership Certificate</b> (Copy of certificate of authorization from manufacturer, if any)		

The information given above is true to the best of my knowledge, I undertake to inform NHMP M-4 Sector-I, Toba Tek Singh of any changes that may take place later in the status of business agency or the management etc.

The terms and conditions attached below have also been read and certificate signed.

**Authorized Signature** \_\_\_\_\_

**Name:** \_\_\_\_\_

**Designation:** \_\_\_\_\_

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

# National Highways & Motorway Police M-4 Sector-I.

## SCOPE OF WORK.

For the said purpose:-

1. Supply of Tyres for official vehicles.
2. Supply of All type of batteries.
3. Supply of all kind of filters and all kind of spare parts for official vehicles.

## **ASSESSMENT CRITERIA FOR VENDOR/SUPPLIER OF SPARE PARTS**

Pre-Qualification will be based on all the criteria given in succeeding paras regarding applicant's financial soundness, experience, record personnel capabilities.

The weight age/marks for different categories will be followed as per table given below:-

Sr#	Category	Weight age/Marks
1	General Experience	30
2	Personal Capabilities	40
3	Financial Position	20
		<b>90</b>

### **Note:**

Pre-Qualification status shall be decided by Sector Purchase Committee on the basis of Pass/fail.

The applicant must secure at least 50% score in each category and 60% score aggregately to qualify.

The further detailed criteria for each category are developed as given under each head as follows:

### **General Experience:** (Will be filled by Procuring Agency)

Sr#	Description	Requirement	Maximum Marks	Obtained Marks
1	Supply of Tyres of 1600CC and above vehicles. i. 5 year or more Since Established=10 Marks ii. 3 Year or more since established=07 Marks iii. 1 year or more since established=05 Marks	Documentary evidences of experience like work orders, bills etc in the name of firm.	<b>10</b>	
2	Supply of batteries of 1600cc and above vehicles. i. 5 year or more since established=10 Marks ii. 3 Year or more since established=07 Marks iii. 1 Year or more since Established=05 Marks		<b>10</b>	



3	Supply of filters/ auto spare parts of 1600cc and above vehicles. i. 5 year or more since established=10 Marks ii. 3 Year or more since established=07 Marks iii. 1 Year or more since Established=05 Marks		10	
<b>Total</b>			<b>30</b>	

**Personnel capabilities:** (Will be filled by Procuring Agency)

Sr.#	Description	Requirement	Maximum Marks	Obtained Marks
1	Strong and experienced team of management. Administrative and Operational human resources.	A list of total No. of employees and their appointment or salary slips. Copy of credential of technical employees (like certificate etc.)	10	
2	Supply of Tyres for official vehicles i. Firm having dealership=10 Marks ii. Firm hiring services outsource=05 Marks	Ownership proof if own setup. The purchase committee may also can visit the firm physically.	10	
3	Supply of Batteries for official vehicles i. Firm having dealership=10 Marks ii. Firm hiring services outsource=05 Marks		10	
4	Supply of filters and auto spare parts for official vehicles i. Firm having dealership=10 Marks ii. Firm hiring services outsource=05 Marks		10	
<b>Total</b>			<b>40</b>	

**Financial Position:** (Will be filled by Procuring Agency)

Sr#	Description	Requirement	Maximum Marks	Obtained Marks
1	Tax returns (Income & Sales) for last 2 years	Tax returns	10	

2	Bank Statement for last 06 months showing financial strength.	Bank Statement	5	
3	Registration with FBR/PRA and on the Active tax payer list/filer.	Registration Certificate and online verification status	5	
	<b>Total</b>		<b>20</b>	

