

PRE-QUALIFICATION NOTICE
GOVERNMENT OF PAKISTAN
MINISTRY OF NARCOTICS CONTROL
ANTI NARCOTICS FORCE HEADQUARTERS RAWALPINDI

This organization invites consultancy services (Design & Supervision Services) from reputed and experienced Consultant Firms / Sole Enterprises / Private Limited / Joint Ventures, fulfilling following criteria:-

- i. Registered with PEC
- ii. Registered with PCATP
- iii. FBR Active Tax Payer
- iv. Bank Maintenance Certificate
- v. Previous Work Experience

For provision of **Consultancy Services & Supervision for Designing of Auditorium at HQ ANF, Wavel Lane Chaklala, Near Old Airport, Rawalpindi.**

Complete details of the terms and conditions pertaining thereto are set out in the bid document, which may be obtained from P&D Branch Anti Narcotics Force Headquarter, Wavel Lane Chaklala, Near Old Airport, Rawalpindi on working days from 08:30 am to 04:30 pm Pakistan Standard Time (PST) on or before 1030 hrs Monday 15 July 2024 on cash payment of Rs.1000/- (non-refundable).

Complete Documents / Company Profile should reach the office of the undersigned before 1100 hrs Monday 15 July 2024 and will be opened on the same day at 1130 hrs.

- Information obtained from any other source shall not be deemed as official.
- Complete company address should be written on the back of the envelope.
- HQ Anti Narcotics Force, Rawalpindi reserves the right to reject all the proposals at any time prior to the acceptance of a bid or proposal.
- No response will be accepted through email or fax. Only original documents will be accepted.
- Pre-Qualifying documents should be submitted marking as "PRE-QUALIFICATION DOCUMENTS" on the envelop duly addressed to undersigned.
- The tender is also available at PPRA's website www.ppra.org.pk

Contact Details

Syed Jamaluddin Umair

Joint Director (P&D), HQ Anti Narcotics Force
Opposite Old Airport, Wavel Lane, Chaklala, Rawalpindi
Phone: 051-9286030, 051-9270173, Fax: 051-9270165
www.anf.gov.pk Email:anf@anf.gov.pk

PRE-QUALIFICATION DOCUMENTS
GOVERNMENT OF PAKISTAN
MINISTRY OF NARCOTICS CONTROL
ANTI NARCOTICS FORCE HEADQUARTERS RAWALPINDI

1. ANF invites sealed bids for **consultancy services (Design & Supervision Services) from reputed and experienced Consultant Firms / Sole Enterprises / Private Limited / Joint Ventures for Designing of Auditorium and Supervision at HQ ANF, Wavel Lane Chaklala, Near Old Airport, Rawalpindi.** Companies, wants to participate should fulfill the following criteria:-

- a. Registered with PEC
- b. Registered with PCATP
- c. FBR Active Tax Payer
- d. Bank Maintenance Certificate
- e. Previous Work Experience

2. **Detail of Auditorium Building is as under:-**

- a. Ground Floor (Vehicle Parking)
- b. First & Second Floor (Auditorium) with seating capacity of 300
- c. Total Covered Area of the project is 27000.00 Sft Approx
- d. 3 x Lifts

3. **Major scope of work of consultancy services will be:-**

- a. Soil Testing/Geographical Survey
- b. Architectural Drawings
- c. MEP Drawings
- d. Working Drawings
- e. Structural Drawings
- f. Interior & Exterior Designing (2D + 3D)
- g. IT and Networking Drawings
- h. 3D Elevation
- i. Video Animation with 360 degree virtual touring (Interior + Exterior)
- j. BoQs according to MES latest schedule rates
- k. Supervision of the project before and during the execution
- l. Producing detailed site plan, master plan and floor plans.
- m. Submission of as built drawings (after completion of the project).
- n. Preparation and certification of contractor's work done payment certificates.
- o. Performing / producing Quality Control (QC) and Quality Assurance (QA) tests for the construction materials.
- p. Designing in compliance with the standards and codes (IRC, IBC, ABA, IECC and ADA etc.). Provision and identifying locations for life safety equipment including smoke detectors, fire alarms, emergency exits,

- Ground Fault Circuit Interrupter (FGCI), fire extinguishers and disability provisions etc.
- q. Submission of Monthly technical reports during the project execution phase.
 - r. Designing Heating, Ventilating and Air Conditioning (HVAC) System and provide HVAC Floor Plans.

4. **Terms & Conditions**

- a. Bids may be submitted on the address in TWO SEALED CONFIDENTIAL ENVELOPS (Technical & Financial) on working days from 08:30 am to 04:30 pm Pakistan Standard Time (PST) on or before 15-07-2024 (Monday) on cash payment of Rs.1000/- (non-refundable).
- b. No bid will be accepted after cut down date and time. The bids will be opened on 15-07-2024 (Monday) at **1130 hours**.
- c. A bid bond, in the shape of a Bank Draft / Pay Order in the name of **Anti Narcotics Force HQs, Rawalpindi** amounting to Rs.200,000/- (Refundable) as security deposit.
- d. All the proposals and prices shall remain valid upto **31 Dec 2025**.
- e. All currency in the proposal shall be quoted in Pakistan Rupees (PKR) including all taxes.
- f. The bidder is hereby informed that the Government shall deduct taxes at the rate prescribed under the tax laws of Pakistan, from all payments for services rendered by any vendor who signs a contract with the Government.
- g. Bidder should clearly indicate the duration of work completion after the award of contract. **An agreement / contract will be signed with the successful bidder on stamp papers mentioning details terms & conditions of the work.**
- h. Proposals shall be delivered by hand or courier so as to reach the address given below before closing date and time. PROPOSAL RECEIVED BY FAX OR EMAIL SHALL NOT BE ACCEPTED.
- i. **The successful bidder will have to complete the given work as per our schedule, failing which, work order will be cancelled and earnest money will be forfeited in favour of Anti Narcotics Force HQs. The bidder will also be declared black listed.**
- j. HQ Anti Narcotics Force, Rawalpindi reserves the right to reject all bids or proposal at any time prior to the acceptance of a bid or proposal. The procuring agency shall upon request communicate to any supplier or contractor who submitted a bid or proposal, the ground for its rejection of all bids or proposals, but is not required to justify those grounds.
- k. HQ Anti Narcotics Force, Rawalpindi will announce the results of bid evaluation on same day in the form of a report giving justification for

acceptance or rejection of bids at the time of awarding of procurement contract.

- I. The bidder should submit his technical and financial bid separately into envelopes. Technical bid should contain the technical expertise held with the firm, their past experience and any projects related to the tender under taken. Financial proposal should contain the rates of the work to be under taken. Financial bids will only be opened after opening of technical bids. Financial bids of only technically qualified bidders will be opened. Financial bids of unqualified bidders will be returned un-opened.
- m. All bidders participating in the tenders should be registered with PEC, PAC, FBR and must be included in active tax payer list maintained by FBR. Also produce following documents alongwith technical bid:-
 - (1) Affidavit of non-black listed on stamp paper of Rs.100/-
 - (2) Past Experience Certificate / projects undertaken / completed and any project in hand.
 - (3) Bank maintenance certificate.
- n. The participating bidders are requested to carry out the survey of the site of **ANF HQ Rwp** with prior coordination with Joint Director (P&D) of HQ ANF Rawalpindi during office hours on any working day. The bidders should study and carry out the detailed survey of the sites and make feasibility of works to be done.

Note: The tender is also available at PPRA's website www.ppra.org.pk

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