ٹریڈنگ کارپوریشن آف پاکستان (پرائیویٹ) لمیٹڈ

Trading Corporation of Pakistan (Pvt) Limited

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E-mail : tcpkhi@pk.netsolir.com
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4th & 5th Floor.
Finance & Trade Centre.
Sharea Faisal. Karachi. 75350
(Pakistan)

No.TCP/REM/Pre-Qualification/313-86/2021

09-11-2021

EXPRESSION OF INTEREST (EOI)

PRE-QUALIFICATION OF ENGINEERING CONSULTANCY SERVICES PROVIDERS FOR REPAIR / REHABILITATION OF TCP PROPERTIES AT KARACHI, MULTAN AND LAHORE

Trading Corporation of Pakistan (TCP), a private limited company operating under the administrative control of Ministry of Commerce, Government of Pakistan invites proposals from reputable engineering consultant(s) registered with Pakistan Engineering Council for renovation/rehabilitation and other engineering works at its various properties at Karachi, Multan and Lahore.

2. A) Scope Of Works:

The consultant(s) are expected to perform following services as and when required by the organization:

i) Identification of repair/renovation work.
ii) Preparation of Budget Estimates for the identified works.
iii) Preparation of Tender Documents for hiring of contractors.
iv) Preparation of BOQs
v) Evaluation of bids and Contractors.
vi) Supervise and Monitoring of construction activities and ensuring its timely completion.
vii) Bills processing and its verification.
viii) Any other related assignment.

B) Eligibility Criteria:

i. A firm shall have registration with Security Exchange Commission of Pakistan, Pakistan Engineering Council, Income and Sales Tax and others.
ii. Blacklisted firms, affiliated firms or firms having conflict of interest with this assignment need not apply
iii. Must score at least 70% in the technical criteria

3. Pre-Qualification Document, containing Eligibility Criteria and detailed terms & conditions can be obtained on payment of Rs.1,000/- (Rupees Two thousand only) during office hours from publication of this notice till **Monday the 29th November, 2021 by 1130 (hours)** from TCP's Principal Office at the following address:

Deputy Manager (Cash), Trading Corporation of Pakistan (Pvt.) Ltd, 4th Floor, Block-B, Finance & Trade Centre, Shahra-e-Faisal, Karachi, (Tel: 021-99202947-49 Ext. 235).

4. Pre-Qualification documents can also be downloaded from TCP's website www.tcp.gov.pk and PPRA's website www.ppra.org.pk also. Interested parties would however be required to provide separate Demand Draft/Pay Order of Rs.1,000/- as Pre-Qualification documents fee while submitting the bids without which their bids will not be accepted. Interested parties may submit applications along with required documents in sealed envelope, addressed to General Manager (REMS), TCP, 4th & 5th floor, Block-B, FTC Building, Shahrah-e-Faisal, Karachi, through courier or can deliver the same at R&I Section at 5th floor till **Monday the 29th November, 2021 by 1600 (hours).**

5. The Interested parties who have not fulfilled their contractual obligation with TCP previously shall not be eligible to participate in the Bids, unless they clear their dues along with penalties or fulfill their contractual obligations in services with TCP, as the case may be, before Pre-Qualification documents opening date. Furthermore, any firm against which blacklisting process has either been initiated or they have been blacklisted by TCP, is not eligible to participate. Detailed requirements are indicated in the Pre-Qualification Documents containing tender terms & conditions.

6. TCP reserves the right to reject any or all bids at any time prior to their acceptance as per relevant rules.

(Naimatullah Shaikh)
General Manager (REMS)

TRADING CORPORATION OF PAKISTAN (PVT.) LIMITED

(REAL ESTATE MANAGEMENT DIVISION)

No.TCP/REMS/Pre-Qualification/313-86/2021 09-11-2021

PRE-QUALIFICATION DOCUMENTS

ENGINEERING CONSULTANCY SERVICES PROVIDERS FOR REPAIR / REHABILITATION OF TCP PROPERTIES AT KARACHI, MULTAN AND LAHORE

Trading Corporation of Pakistan (TCP), a private limited company operating under the administrative control of Ministry of Commerce, Government of Pakistan invites proposals from reputable engineering consultant(s) registered with Pakistan Engineering Council for renovation/rehabilitation and other engineering works at its various properties at Karachi, Multan and Lahore etc.

1. **Scope Of Works:**

   The consultant(s) are expected to perform following services as and when required by the organization:

   i) Identification of repair/renovation/rehabilitation work.
   ii) Preparation of Budget Estimates for the identified works.
   iii) Preparation of Tender Documents for hiring of contractors.
   iv) Preparation of BOQs.
   v) Evaluation of bids and Contractors.
   vi) Supervise and Monitoring of construction activities and ensuring its timely completion.
   vii) Measurement book, Bills processing and its verification.
   viii) Any other related assignment.

2. **Eligibility Requirement:**

   i. The bidder shall be registered with Income Tax, Sales Tax authorities as applicable (Proof to be submitted with the bid).
   ii. The bidder shall be on the active tax payer list of FBR (Proof to be submitted with the bid).
   iii. The bidder shall not be black listed or debarred by any public or private sector organization (affidavit to be provided on Rs.50 stamp paper).
   iv. The bidder shall not be a defaulter of TCP and should not have a history of litigation with TCP (undertaking to be provided).
   v. A firm shall have registration with Security Exchange Companies Pakistan, Pakistan Engineering Council, Income and Sales Tax and others
   vi. Blacklisted firms, affiliated firms or firms having conflict of interest with this assignment need not apply
   vii. Must score at least 70% in the technical criteria

3. Evaluation of Technical Proposal:

The Technical Proposal shall be inducted as per following information:

S #	Parameters against which technical evaluation shall be done	Scoring brackets	Total points allocated
1	**Profile**		20
1.1	Years of Experience:		10
	≤ 2 year	03	
	≥ 3 ≤ 6 years	05	
	≥ 7 ≤ 10 years	08	
	≥ 11 years	10	
1.2	**No. of Employees**		10
	Employees 01 to 20	04	
	Employees 20 to 30	06	
	Employees above 30	10	
2	**Qualification and Relevant Experience**		30
2.1	**Qualification of the Proposed Team**		15
	Qualifications of Managerial Staff	07	
	Qualifications of technical staff in architectural / engineering fields.	08	
2.2	**Relevant experience of team/ employees proposed for the assignment**		
	Projects executed by the firm or sister concerns/ joint bidders (excluding sub – contractors/ special contract firms)		
	≥ 1 ≤ 3 projects of Civil / Electrical Projects between Rs. 1 to 10 Million.	03	
	≥ 8 ≤ 15 projects of Civil / Electrical Projects Rs. 10 to 15 Million.	07	
	≥ 15 ≤ 20 projects of Civil / Electrical Projects Rs. 15 to 20 Million.	10	
	> 20 projects of Civil / Electrical Projects greater than 20 Million.	15	
3	**Financial Strength of the Firm**		20
	Audited/certified accounts or statements showing cash balances greater than 1 Million and less than Rs. 5 million in the relevant year.	10	
	Audited/certified accounts or statements showing cash balances of more than Rs. 5 million in the relevant year	20	
4	**Registration with any international legal Body / Forum / Society**		15
	1≥ 3	07	
	≥3	15	
5	**Registration with Government Authorities**		15
	Registration with Pakistan Engineering Council	07	
	Registration with SRB/FBR	08	
		Total :	100

Minimum qualifying marks are 70% but minimum 40% in each section.

Sincerely,

4. **Clarification and Amendment in pre-qualification Documents:**

i. Consultants may request for a clarification of contents of the pre-qualification document in writing, and "Client" shall respond to such queries in writing within three calendar days, provided they are received at least five calendar days prior to the date of opening of proposal. The "Client" shall communicate such response to all parties who have obtained RFP document without identifying the source of inquiry.

ii. At any time before the submission of Proposals, the "Client" may amend and issue an addendum/ corrigendum in writing. The addendum shall be sent to all Consultants and will be binding on them. Consultants shall acknowledge receipt of all amendments. To give Consultants reasonable time in which to take an amendment into account in their Proposals the "Client" may, if the amendment is substantial, extend the deadline for the submission of Proposals.

5. **PREPARATION OF PROPOSAL:**

While preparing the Proposal, consultants must give particular attention to the following:

- If a consultant considers that it does not have all the expertise for the assignment, it may obtain a full range of expertise by associating with individual consultant(s) and/or other firms or entities in a joint venture or sub consultancy, as appropriate.
- It is desirable that the majorities of the key professional staff proposed, be permanent employees of the firm or have an extended and stable working relationship with it.
- Proposed professional staff must, at a minimum, have the experience, preferably working under similar geographical condition
- Alternative professional staff shall not be proposed, and only one curriculum vitae (CV) shall submitted for each position.
- A brief description of the consultant organization and an outline of recent experience on assignments of a similar nature. For each assignment, the outline should indicate, *inter alia*, the profiles of the staff, duration of the assignment, contract amount, and firm's involvement.
- The list of the proposed staff team by specialty, the tasks that would be assigned to each staff team member, and their timing.
- CVs recently signed by the proposed professional staff and the authorized representative submitting the proposal Key information should include number of years working for the consultant and degree of responsibility held in various assignments during the last years.
- In preparing their Proposal, Consultants are expected to examine in detail the documents, nature of work, etc.
- The consultants are encouraged to co-ordinate for any query with representative Of the "Client".

6. **Care and Diligence**:

i) The Consultants affirm and guarantee that they are skilled and fully qualified, and that they shall make use of all such skills and qualification in the best professional standards and skills.

ii) The Consultants shall be fully responsible for the correctness and suitability of their design and the safety of the structure and services built according to their design and specifications. The approval of the design by the "Contractor" shall not absolve the Consultants or their associates of their responsibilities under this article.

iii) If the "Contractor" suffers any losses due to proven faults, errors, delay or omissions in design on the part of Consultants or any of their associates up to the satisfaction of the project, Consultants shall be liable to make good all such losses.

7. **Pre-Qualification:**

i) Upon declaration of the consultant as pre-qualified under this process, the consultant (s) will be informed to submit performance guarantee worth Rs.500,000/- (Rupees Five Lac Only) in the form of Bank Guarantee/Demand draft and sign an initial agreement.

ii) The performance guarantee shall remain with TCP till completion of the assignment/expiry of the agreement or delisting of the consultant

iii) The Performance Security shall be released after the successful performance of the contract and completion of defect liability period.

iv) No interest shall be payable on the amount of Performance Bond irrespective of the time of release of Performance Bond.

8. **Award of Works:**

i) This pre-qualification does not confer any rights of the consultant for award of works.

ii) Pre-qualified consultants will be eligible to bid in call for financial proposal when required by the "Client".

iii) Once the panel of consultants has been pre-qualified under this Expression of interest, TCP shall obtain quotes from the pre-qualified consultants for any of the assignment or multiple of assignments given in the scope of work for one or more than one site. The contract shall be awarded on the basis of lowest cost basis. However, consultant shall be required to sign addendum to the agreement once work order has been issued.

iv) The work can be awarded to the each Consultant separately subject to their services charges for the estimated work.

Sincerely.

9. **Period of Assignment:**

This pre-qualification shall be valid for the period of two years or completion of works whichever is earlier.

10. **Taxes:**

The Consultant will be subject to all admissible taxes including stamp duty, income tax, sales tax etc, at a rate prevailing on the date of contract, levied by the Government.

11. **Arbitration:**

Any dispute or difference arising during the contract period shall be referred for Chairman TCP whose decision will be final and binding on both the parties

Rasheed.