

PRE-QUALIFICATION OF CONSULTANT FIRMS
FOR DETAILED DESIGN AND SUPERVISION SERVICES FOR EXTERNAL EMERGENCY
STAIRS (STEEL STRUCTURE) FOR OGDCL HOUSE ISLAMABAD.



Application Form

PROC-SER/CB/PQ/C&ESS-4066/2018

FOR PRQUALIFICATION OF CONSULTANTS FOR DETAILED DESIGN AND SUPERVISION, OF EXTERNAL EMERGENCY STAIRS (STEEL STRUCTURE) AT OGDCL HOUSE ISLAMABAD.


Syed Khalid Shah
Assistant Engineer (Civil)
Ext: 5015

PRE-QUALIFICATION OF CONSULTANT FIRMS
FOR DETAILED DESIGN AND SUPERVISION SERVICES FOR EXTERNAL EMERGENCY
STAIRS (STEEL STRUCTURE) FOR OGDCL HOUSE ISLAMABAD.

INTRODUCTION & TERMS AND CONDITIONS

1. INTRODUCTION /SCOPEOFWORK

Oil & Gas Development Company (OGDCL) is the largest Exploration & Production Listed Company in Pakistan. The Company intends to Pre-Qualify firms for provision of technical professionals for OGDCL operations as per Terms of References (TOR) at Annexure-"A"

Applications are invited from potential firms having requisite capability, experience and expertise for provision of technical professionals for OGDCL operations as per Terms of References (TOR) at Annexure-"A"

2 SUBMISSION OF APPLICATIONS.

2.1 The pre-qualification application shall be submitted induplicate (one marked "ORIGINAL" and the one marked "COPY") in a sealed envelope clearly marked as: **"FOR PRQUALIFICATION OF CONSULTANTS FOR DETAILED DESIGN AND SUPERVISION, OF EXTERNAL EMERGENCY STAIRS (STEEL STRUCTURE) AT OGDCL HOUSE ISLAMABAD against Pre-Qualification Notice No.PROC-SER/CB/PQ/C&ESS-4066/2018, not later than (as per press advertisement) hours on (date as per press advertisement) at the address given below:**

Manager (SCM)
Services
OGDCLHouse, Plot
No. 3013,
JinnahAvenue Blue
Area, Islamabad,
Pakistan
Phone:+0092-51-920023780/ 3652
Email: ejaz_rizvi@ogdcl.com

2.2 The sealed envelopeshallindicate the name and address of the Applicant.

2.3 All the pages of application shall be signed and stamped by applicant's authorizedRepresentative(s).

2.4 Language of Application

The application must be prepared and submitted in English language. Supporting documents and attachments furnished by the applicant must also be in English language.

2.5 Cost of Pre-Qualification.

The Contractor shall bear all cost associated with the preparation and submission of application for Pre-Qualification. OGDCL shall under no


Syed Khalid Shah
Assistant Engineer (Civil)
Ext: 5015

PRE-QUALIFICATION OF CONSULTANT FIRMS
FOR DETAILED DESIGN AND SUPERVISION SERVICES FOR EXTERNAL EMERGENCY
STAIRS (STEEL STRUCTURE) FOR OGDCL HOUSE ISLAMABAD.

circumstances be responsible or liable for such cost regardless of the outcome of the application process.

2.6 Deadline for Submission of Application

2.6.1 The original application, together with the required copies must be delivered not later than **(as per press advertisement)** Hours of dated **(as per press advertisement)** at the address specified in clause 2.1.

2.6.2 OGDCL may extend the dead line for the submission of applications by amending the Pre- Qualification documents in which case all rights and obligations of the OGDCL and applicants previously subject to the deadline will thereafter be subject to the deadline as extended.

2.7 Late Submission of Applications

Any application received after deadline for submission of applications prescribed by the Company pursuant to Clause-2 will be rejected and returned unopened to the Applicant.

2.8 Clarification(s) / Queries of Tender

The bidders are expected to carefully examine all instructions, forms and specifications in the application documents. Any applicant in doubt as to the exact meaning or interpretation of any part of the documents should immediately seek clarification in writing from;

Manager (SCM) Services
OGDCL House, Plot No. 3013,
Jinnah Avenue Blue Area, Islamabad, Pakistan
Phone: +0092-51-920023780/ 3652
Email: ejaz_rizvi@ogdcl.com

All inquiries about the application made to OGDCL and OGDCL's response will be made known to all the bidders by posting on OGDCL website without disclosing identity of the bidder who made the enquiry.

2.9 Clarification of Applications.

To assist in the examination, evaluation and comparison of applications, the Company may ask the applicant for a clarification of its application.

2.10 OGDCL'S Right to Accept or Reject any or All Applications.

The Company reserves the right to accept or reject any application or to annul the Pre-Qualification process and reject all applications at any time without thereby incurring any liability to the affected applicant or any obligation to justify the affected applicant or applicants on the grounds for the Company's action.

2.11 Affidavit

The applicant shall provide an affidavit (Annexure-B) that his firm has never been blacklisted. In case the applicant is in litigation or dispute or has been involved in litigation or dispute with Company (OGDCL), details and nature of

PRE-QUALIFICATION OF CONSULTANT FIRMS
FOR DETAILED DESIGN AND SUPERVISION SERVICES FOR EXTERNAL EMERGENCY
STAIRS (STEEL STRUCTURE) FOR OGDCL HOUSE ISLAMABAD.

litigation and dispute may be indicated. The procedure of BlackListing is available at OGDCL website at following link:

<http://ogdcl.com/uploads/tender/BlackListingProcedure.pdf>

(Ejaz Abbas Rizvi)
Manager(SCM)Services



Syed Khalid Shah
Assistant Engineer (Civil)
Ext: 5015

PRE-QUALIFICATION OF CONSULTANT FIRMS
FOR DETAILED DESIGN AND SUPERVISION SERVICES FOR EXTERNAL EMERGENCY
STAIRS (STEEL STRUCTURE) FOR OGDCL HOUSE ISLAMABAD.

TERMS OF REFERENCE (TOR)



Syed Khalid Shah
Assistant Engineer (Civil)
Ext: 5015

PRE-QUALIFICATION OF CONSULTANT FIRMS
FOR DETAILED DESIGN AND SUPERVISION SERVICES FOR EXTERNAL EMERGENCY
STAIRS (STEEL STRUCTURE) FOR OGDCL HOUSE ISLAMABAD.

2.0 INSTRUCTIONS TO APPLICANTS

2.1 Qualification Criteria

2.1.1 Basic Eligibility Criteria

The applicants (Consultants/ JV/ Association) fulfilling the following basic eligibility criteria shall only be considered for further evaluation (relevant documents to be attached):

- a. Valid Registration with PEC & PCATP in relevant fields of specialization.
- b. Valid legal entity of the firm e.g. Certificate of registration from SECP or registrar of firms.
- c. Certificate of registration with Income Tax and ICT Sales Tax. Foreign firms must attach similar certificate from home country. ?
- d. Judicial Affidavit declaring "Neither the firms nor its Directors, Stakeholders, as a whole or as a part of the firm have ever been black listed/ defaulted by any government agency/ department/organization".
- e. In case of joint venture, all the members have to meet in full the aforementioned Basic Eligibility criteria. Foreign applicants have to form a JV with local firms as required under the PEC bye laws. In case of foreign firms, registration with PEC will not be mandatory at the time of Prequalification. However, they will have to produce license in relevant fields from PEC prior to award of contract.

2.1.2 Detailed Evaluation Criteria

The Applicants must respond to all questions in prequalification documents and provide complete information as advised in this document. Failure of an applicant to provide comprehensive and accurate information that is essential for the Employer's evaluation of the applicant's qualification or to provide timely clarification or substantiation of the information supplied may result in disqualification of the applicant, for which no liability shall be at the employer part and same shall be communicated in accordance with provisions of PPRA Rules.

(4)


Syed Khalid Shah
Assistant Engineer (Civil)
Ext: 5015

PRE-QUALIFICATION OF CONSULTANT FIRMS
FOR DETAILED DESIGN AND SUPERVISION SERVICES FOR EXTERNAL EMERGENCY
STAIRS (STEEL STRUCTURE) FOR OGDCL HOUSE ISLAMABAD.

Pre-qualification will be based on the criteria given in succeeding paras, regarding the Applicant's Experience Record, and Personnel Capabilities as demonstrated by the Applicant's responses in the forms attached to this letter. Sub-consultant's experience and resources shall not be taken into account in determining the Applicant's compliance with the qualifying criteria. However, Joint Venture experience & resources shall be considered. Consortium or Association of firms will be considered for similar treatment as in case of Joint Venture. The evaluation criteria is as follows:

Sr. No.	Category	Weightage/Marks
1.	Experience Record	45
2.	Personnel Capabilities	30
3.	Client References & Site Visits.	25
	Total:	100

Note: *Prequalification status shall be decided on the basis of Pass/Fail basis. The applicant must secure at least 50% score in each category, whereas, the minimum aggregate qualifying marks shall be 70 %.*

The further detailed criteria for each category may be developed as given under the each head as follows:


Syed Khalid Shah
Assistant Engineer (Civil)
Ext. 5015

PRE-QUALIFICATION OF CONSULTANT FIRMS
FOR DETAILED DESIGN AND SUPERVISION SERVICES FOR EXTERNAL EMERGENCY
STAIRS (STEEL STRUCTURE) FOR OGDCL HOUSE ISLAMABAD.

2.1.2.1

Firm/JV Experience Record

Credit Marks for experience of the Firm/JV shall be awarded on the basis of following qualifications:

Sr. No.	Description	Maximum Points
i)	Projects of similar nature and complexity completed over last 10 years. 18 marks for 3 projects. For less than 3 Projects use Formula: $(A/3) \times 18$, where A= No of completed Projects. Completion certificate of respective projects must be attached. Steel structure of height of 10 stories & above – 6 marks. Steel structure of height of 5 stories & above – 3 marks.	18
ii)	Projects of similar nature and complexity in hand. 10 marks for 2 projects in hand and 5 marks for 01 project in hand. Contract copy of the respective projects must be attached.	10
iii)	In-house capabilities and expertise of the Services related to the project. 12 marks for all in-house disciplines. 3 marks each for Architecture, Structure, Mechanical and Electrical departments.	12
vi)	Establishment of Consultancy Firm From 1 to 5 years – 2 Marks. From 6 -10 years – 4 Marks. Above 10 years – 5 Marks.	5
Sub-total:		45

* Similar nature projects include planning, design & supervision of high rise steel structure.

2.1.2.2

Personnel Capabilities

Credit Marks shall be awarded on the basis of qualification and experience of staff; the following key experts shall be evaluated.

No marks shall be awarded if affidavit of employment of the proposed employee (s) is not attached. Applicants may provide CV's of specialist staff from their associated firms along with proof of association in the form of an undertaking.

Credit Marks shall be awarded; using the following criteria:


Syed Khalid Shah
Assistant Engineer (Civil)
Ext: 5015

PRE-QUALIFICATION OF CONSULTANT FIRMS
FOR DETAILED DESIGN AND SUPERVISION SERVICES FOR EXTERNAL EMERGENCY
STAIRS (STEEL STRUCTURE) FOR OGDCL HOUSE ISLAMABAD.

Sr. No.	Description	Maximum Points
i)	Senior Structural Engineer Qualification (M.Sc. Structure – 2; B.Sc Civil – 1) General Exp = 01 mark per 15 years, (0 mark for < 15 years). Relevant Exp=Max 2 marks. (01 mark / 04 years), Experience in high rise steel structure design & supervision will be considered.	5
ii)	Senior Architect Qualification (M.Sc. Architecture – 2; B.Sc. Architecture – 1) General Exp = 01 mark per 15 years, (0 mark for < 15 years). Relevant Exp=Max 2 marks. (01 mark / 04 years),	5
iii)	Contract Engineer BSc Civil Engineering – 1 Marks General Exp = 01 mark per 15 years, (0 mark for < 15 years). Relevant Exp=Max 1 marks. (01 mark / 05 years),	3
iv)	Sr. Mechanical Engineer Qualification (M.Sc. – 1) General Exp = 01 mark per 15 years, (0 mark for < 15 years). Relevant Exp=Max 2 marks. (01 mark / 04 years),	4
v)	Quality Inspector / Supervisor Qualification (DAE Mech. – 1) Relevant Exp=Max 2 marks. (01 mark / 05 years), Relevant Exp in supervision of high rise steel structure.	3
vi)	Resident Engineer BSc Civil Engineering – 1 Marks General Exp = 01 mark per 15 years, (0 mark for < 15 years). Relevant Exp=Max 2 marks. (01 mark / 4 years),	4
vii)	Sr. Planning Engineer BSc Civil Engineering – 1 Marks General Exp = 01 mark per 15 years, (0 mark for < 15 years). Relevant Exp=Max 1 marks. (01 mark / 7 years),	3
viii)	Sr. Quantity Surveyor BSc Civil Engineering – 1 Marks Relevant Exp=Max 2 marks. (01 mark / 5 years),	3
Sub-total:		30


Syed Khalid Shah
Assistant Engineer (Civil)
Ext: 5015

PRE-QUALIFICATION OF CONSULTANT FIRMS
FOR DETAILED DESIGN AND SUPERVISION SERVICES FOR EXTERNAL EMERGENCY
STAIRS (STEEL STRUCTURE) FOR OGDCL HOUSE ISLAMABAD.

2.1.2.3

Client References & Site Visits.

Credit Marks shall be awarded on the basis of the following criteria based on visit of projects as required by Evaluation Committee:

Sr.No.	Description	Maximum Marks
i)	Client remarks - Completed projects.	8
ii)	Quality of works - Completed projects.	7
iii)	Client remarks - Ongoing projects.	5
iv)	Quality & House keeping of works - Ongoing projects.	5
	Sub-total:	25

2.2 **Joint Venture (JV)**

2.2.1 Joint Venture must comply with the following requirements:-

- a) Following are minimum qualification requirements:-
 - i) The lead partner shall meet not less than 40% of all qualifying criteria given in paras 2.1.2.1 and 2.1.2.3 heretofore.
 - ii) Each of the partners shall meet not less than 30% of all the qualifying criteria given in paras 2.1.2.1 and 2.1.2.3 heretofore.
- b) Any change in a prequalified JV after prequalification process, shall be subject to the written approval of the Employer prior to the deadline for submission of bids. Such approval may be denied if:-
 - i) Partner(s) withdraw from a JV and remaining partners do not meet the qualifying requirements;
 - ii) The new partners to a JV are not qualified individually or as another JV; or
 - iii) In the opinion of the Employer, a substantial reduction in competition would result.
- c) Bid shall be signed by all members in the JV so as to legally bind all partners, jointly and severally, and any bid shall be submitted with a copy of the JV agreement providing the joint and several liability with respect to the contract.


Syed Khalid Shah
Assistant Engineer (Civil)
Ext. 5015

PRE-QUALIFICATION OF CONSULTANT FIRMS
FOR DETAILED DESIGN AND SUPERVISION SERVICES FOR EXTERNAL EMERGENCY
STAIRS (STEEL STRUCTURE) FOR OGDCL HOUSE ISLAMABAD.

- 2.3.2 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 J.V has requested/shall request for the same and then his prequalification shall be subject to the written approval of the Employer.
- 2.3.3 An Applicant shall submit only one application in the same Pre-qualification process, either individually as an Applicant or as a member of a Firm / Joint venture / Association. No Applicant can be a sub-consultant while submitting an application individually or as member of a joint venture or member of association in the same Prequalification process.
- 2.3.3 One of the members who is responsible for performing a key function in executing a major component of the proposed contract shall be nominated as being in charge during the Pre-qualification and bidding period and in the event of a successful bid, during contract execution. The member in charge shall be authorized to incur liabilities and receive instructions for and on behalf of any and all members of the Firms/ Joint venture/ Association; this authorization shall be evidenced by submitting a power of attorney signed by legally authorized signatories of all members.

2.4 Employer's Right

- 2.4.1 The Employer reserves the right to take the following actions, and shall not be liable for any such actions:
- Amend the scope of the work, in which event bids will be invited only from those applicants who meet the resulting amended pre-qualification requirements;
 - Cancel the Pre-qualification process and reject all applications in provisions with PPRA rules.

2.5 Other Factors

- 2.5.1 The Employer reserves the right to:-
- a) Amend the scope and value of any contract(s) to be bid, in which event the bidder(s) will only bid among those prequalified bidders who meet the requirements of the contract(s) as amended. However the Employer has to review the disqualified bids who originally do not meet the specified criteria for Pre-qualification.
 - b) Reject or accept any application; and
 - c) Cancel the prequalification process and reject all applications.

The employer may reject all bids or proposals at any time prior to


Syed Khalid Shah
Assistant Engineer (Civil)
Ext: 5015

PRE-QUALIFICATION OF CONSULTANT FIRMS
FOR DETAILED DESIGN AND SUPERVISION SERVICES FOR EXTERNAL EMERGENCY
STAIRS (STEEL STRUCTURE) FOR OGDCL HOUSE ISLAMABAD.

the acceptance of a bid or proposal. The procuring agency shall upon request communicate to any applicant who submitted a bid or proposal, the grounds for its rejection of all application or proposals, but is not required to justify those grounds. The employer shall incur no liability, solely by virtue of its rejection of all applications towards applicants who have submitted applications.

- 2.5.2 Applicants will be informed in writing by fax or mail, within due course of time of the result of their applications.


Syed Khalid Shah
Assistant Engineer (Civil)
Ext: 5015

PRE-QUALIFICATION OF CONSULTANT FIRMS
FOR DETAILED DESIGN AND SUPERVISION SERVICES FOR EXTERNAL EMERGENCY
STAIRS (STEEL STRUCTURE) FOR OGDCL HOUSE ISLAMABAD.

3.0 ANNEXTURES

Letter of Application

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

Date:.....

To: GM (Supply Chain Management),
OGDCL House, Blue Area, Jinnah Avenue, Islamabad.
Tel: 051-920023539, Fax.051-9244139.

Dear Sir/Madam,

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 apply to be prequalified as a bidder for the following contract(s):

Contract No.	Description of Contract

{ 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:

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.


Syed Khalid Shah
Assistant Engineer (Civil)
Ext: 5015

PRE-QUALIFICATION OF CONSULTANT FIRMS
FOR DETAILED DESIGN AND SUPERVISION SERVICES FOR EXTERNAL EMERGENCY
STAIRS (STEEL STRUCTURE) FOR OGDCL HOUSE ISLAMABAD.

- (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 clients regarding any technical and performance 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 and Managerial Inquiries	
Contact 1	Telephone 1
Contact 2	Telephone 2

Personnel 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;
 - (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

2

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


Syed Khalid Shah
Assistant Engineer (Civil)
Ext: 5015

PRE-QUALIFICATION OF CONSULTANT FIRMS
FOR DETAILED DESIGN AND SUPERVISION SERVICES FOR EXTERNAL EMERGENCY
STAIRS (STEEL STRUCTURE) FOR OGDCL HOUSE ISLAMABAD.

revised requirements; and

- (ii) reject or accept any application, cancel the prequalification process, and reject applications as per PPRA rules; 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) hereabove.
- (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) hereabove.

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

- 6. Appended to this application, we give details of the participation of each party, including capital contribution and profit/loss agreements, to the joint venture or association. We also specify the financial commitment in terms of the percentage of the value of the (each) contract, and the responsibilities for execution of the (each) contract .
- 7. We confirm that in the event that we bid, that bid as well as any resulting contract will be.
 - (a) signed so as to legally bind all partners, jointly and severally; and
 - (b) submitted with a Joint Venture agreement providing the joint and several liability of all partners in the event the contract is awarded to us.
- 8. The undersigned declare that the statements made and the information provided in the duly completed application are complete, true, and correct in every detail.

Signed	Signed
Name	Name
For and on behalf of (name of Applicant or lead partner of a joint venture)	For and on behalf of (name and signature of other partners of the joint venture)


Syed Khalid Shah
 Assistant Engineer (Civil)
 Ext: 5015

PRE-QUALIFICATION OF CONSULTANT FIRMS
FOR DETAILED DESIGN AND SUPERVISION SERVICES FOR EXTERNAL EMERGENCY
STAIRS (STEEL STRUCTURE) FOR OGDCL HOUSE ISLAMABAD.

Application Form A-1

Page ___ of ___ Pages

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 subconsultants 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 subconsultant(s).

1.	Name of Firm		
2.	Head Office Address		
3.	Telephone	Contact Person: Name: Title:	
4.	Fax	Telex	
5.	Place of Incorporation/Registration	Year of incorporation/registration	

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


Syed Khalid Shah
 Assistant Engineer (Civil)
 Ext: 5015

PRE-QUALIFICATION OF CONSULTANT FIRMS
FOR DETAILED DESIGN AND SUPERVISION SERVICES FOR EXTERNAL EMERGENCY
STAIRS (STEEL STRUCTURE) FOR OGDCL HOUSE ISLAMABAD.

Application Form A-2

Page ___ of ___ Pages

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 five years. Audited accounts reports for last 5 years to be provided in support.

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.		
4.		
5.		


Syed Khalid Shah
Assistant Engineer (Civil)
Ext: 5015

PRE-QUALIFICATION OF CONSULTANT FIRMS
FOR DETAILED DESIGN AND SUPERVISION SERVICES FOR EXTERNAL EMERGENCY
STAIRS (STEEL STRUCTURE) FOR OGDCL HOUSE ISLAMABAD.

Application Form A-3

Page ___ of ___ Pages

Joint Venture Summary

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

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

Annual Turnover Data (Construction only; Equivalent in Pak Rupees, Millions)						
Partner	Form A-2 Page No.	Year 1	Year 2	Year 3	Year 4	Year 5
1. Lead Partner						
2. Partner						
3. Partner						
4. Partner						
5. Partner						
Total:						


Syed Khalid Shah
Assistant Engineer (Civil)
Ext. 5015

PRE-QUALIFICATION OF CONSULTANT FIRMS
FOR DETAILED DESIGN AND SUPERVISION SERVICES FOR EXTERNAL EMERGENCY
STAIRS (STEEL STRUCTURE) FOR OGDCL HOUSE ISLAMABAD.

Application Form A-4

Page ___ of ___ Pages

Particular Experience Record

Name of Applicant or partner of a joint venture

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

On a separate page, using the format of Application Form A-5, each applicant or partner of a Joint Venture is required to list all contracts of a similar nature and complexity to the contract for which the Applicant wishes to qualify, undertaken during the last five years¹. The information is to be summarized, using Application Form A-5, for each contract completed or under execution by the Applicant or by each partner of a Joint Venture.

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

1

Where applications are being invited for a number of contracts, suitable wording should be introduced, to allow applicants to apply for individual contracts or groups of contracts.

(17)


Syed Khalid Shah
Assistant Engineer (Civil)
Ext: 5015

PRE-QUALIFICATION OF CONSULTANT FIRMS
FOR DETAILED DESIGN AND SUPERVISION SERVICES FOR EXTERNAL EMERGENCY
STAIRS (STEEL STRUCTURE) FOR OGDCL HOUSE ISLAMABAD.

Application Form A-5

Page ___ of ___ Pages

Details of Contracts of Similar Nature and Complexity

Name of Applicant or partner of a joint venture

Use a separate sheet for each contract.

1.	Name of Contract		
	Country		
2.	Name of Employer		
3.	Employer Address	
4.	Nature of works and special features relevant to the contract for which the Applicant wishes to prequalify	
5.	Contract Role (Tick One)	(a) Sole 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		
	Contract Value.....	Currency.....	
7.	Equivalent in Pak/Rs.		
8.	Date of Award		
9.	Date of Completion		
10.	Contract Duration (Years and Months)		
	_____ Years _____ Months		
11.	Specified Requirements ¹	

1

Insert any specific criteria required for particular operations, such as annual volume of earthmoving, underground excavation, or placing concrete etc.


Syed Khalid Shah
 Assistant Engineer (Civil)
 Ext: 5015

PRE-QUALIFICATION OF CONSULTANT FIRMS
FOR DETAILED DESIGN AND SUPERVISION SERVICES FOR EXTERNAL EMERGENCY
STAIRS (STEEL STRUCTURE) FOR OGDCL HOUSE ISLAMABAD.

Application Form A-6

Page ___ of ___ Pages

Summary Sheet: Current Contract Commitments/Works in Progress

Name of Applicant or partner of a joint venture

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

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


Syed Khalid Shah
Assistant Engineer (Civil)
Ext: 5015

PRE-QUALIFICATION OF CONSULTANT FIRMS
FOR DETAILED DESIGN AND SUPERVISION SERVICES FOR EXTERNAL EMERGENCY
STAIRS (STEEL STRUCTURE) FOR OGDCL HOUSE ISLAMABAD.

Application Form A-7

Page ___ of ___ Pages

Personnel Capabilities

Name of Applicant or Partner of a Joint Venture

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

1.	Title of Position
	Name of Prime Candidate
	Name of Alternate Candidate
2.	Title of Position
	Name of Prime Candidate
	Name of Alternate Candidate
3.	Title of Position
	Name of Prime Candidate
	Name of Alternate Candidate
4.	Title of Position
	Name of Prime Candidate
	Name of Alternate Candidate


Syed Khalid Shah
Assistant Engineer (Civil)
Ext: 5015

PRE-QUALIFICATION OF CONSULTANT FIRMS
FOR DETAILED DESIGN AND SUPERVISION SERVICES FOR EXTERNAL EMERGENCY
STAIRS (STEEL STRUCTURE) FOR OGDCL HOUSE ISLAMABAD.

Application Form A-8

Page ___ of ___ Pages

Candidate Summary

Name of Applicant or Partner of a Joint Venture

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

Summarize professional experience over the last 20 years, in reverse chronological order. Indicate particular technical and managerial experience relevant to the Project.

Month/ Dates/Years		Company / Project / Position / Relevant technical and management experience
From	To	


Syed Khalid Shah
 Assistant Engineer (Civil)
 Ext. 5015

PRE-QUALIFICATION OF CONSULTANT FIRMS
FOR DETAILED DESIGN AND SUPERVISION SERVICES FOR EXTERNAL EMERGENCY
STAIRS (STEEL STRUCTURE) FOR OGDCL HOUSE ISLAMABAD.

Brief of Project:

Oil & Gas Development Company Limited (OGDCL) intends to construct / install external emergency stairs (Steel Structure) / Fire Exit in compliance to Building Codes of Pakistan – Fire Safety Provisions 2016, CDA standards / regulations, for its main building “OGDCL House” which is Ground plus Sixteen (16) storeys and located at Jinnah Avenue, Blue Area, Islamabad.

For this purpose OGDCL intends to prequalify the PEC registered consulting engineers / firms to carry out the design and supervise the construction once the construction works are awarded to contractor following procedure. Design shall meet requirements of HSEQ, Soundness & structural stability and economize cost, followed by presentation(s) to OGDCL and a detailed implementation plan.

The as built drawings of OGDCL House will be provide to the prequalified consultants. The building comprised of two (02) basements, one (01) Lower Ground Floor, Ground Floor and 16 storeys above Ground Floor. It is an RCC frame structure. The position of external emergency stairs / fire exit and its design by the consultants shall be in compliance to Building Codes of Pakistan – Fire Safety Provisions 2016, CDA standards / regulations, for its main building.

The interested firms can visit the building and for this purpose Chief Admin Officer, Administration Department, OGDCL may be contacted on cell No. 0301-7143517.


Syed Khair Shah
Assistant Engineer (Civil)
Ext: 5015