

NATIONAL HIGHWAYS & MOTORWAY POLICE



PRE-QUALIFICATION FOR AUTO WORKSHOPS FOR VEHICLES

| | |
|----------------------------|--|
| Tender Document for | Pre-qualification |
| Tender Document Fee | Rs.200/- |
| Tender Number | N-5, Central, MT, 2018-19/01 |
| Documents | Application/Proposal for Pre- Qualification |
| | Terms and Conditions |
| | Company Profile Performa |
| | General Experience Performa |
| | Personnel Capabilities Performa |

**DIG Central Office
(NH&MP Babu Sabu Building Lahore)
Telephone no. 042-99332494**

PROPOSALS FOR PREQUALIFICATION

National Highways and Motorways Police N-5, Central Lahore and Central-1, Okara, invites applications from the firms, registered with Income Tax and Sales Tax departments who are on Active Taxpayers List of the Federal Board of Revenue for prequalification of auto workshops and supply of auto parts.

2. Prequalification documents, containing detailed terms and conditions are available at DIG office, NH&MP Building Babu Sabu (near Shera Kot), Lahore. Price of the prequalification documents is Rs. 200/-. Prequalification documents can also be downloaded from www.nhmp.gov.pk free of cost.

3. The proposals, prepared in accordance with the instructions provided in the prequalification documents, must reach at DIG office, NH&MP Building Babu Sabu (near Shera Kot), Lahore on or before 24-12-18 till 1100 am, for the fiscal year (2018-19) and (2019-20). Proposals will be opened at the same day at 1130 hrs. This advertisement is also available on PPRA website at www.ppra.org.pk

Rizwan Shah CPO
Member/Secretary Purchase Committee
National Highways and Motorways Police
Line HQs, N-5, C-1, Lahore

TERMS & CONDITIONS

1. Only those firms are allowed to participate in the pre-qualification tender who are General Sales Tax (GST) registered and have National Tax Number (NTN).
2. Bidder(s) must have sound financial position, sufficient experience, well reputation and capability for timely completion and delivery of required items.
3. Tender documents will be available in the office of SO to DIG, DIG office, NH&MP Building Babu Sabu (near Shera Kot), Lahore at the cost of Rs. 200/- (two hundred only), non-refundable, during office hours (09 am to 4pm).
4. Tender should be submitted along with Call Deposit Receipt, Pay Order or Bank Draft of Rs.25,000/- in favor of SO to DIG, DIG office, NH&MP Building Babu Sabu (near Shera Kot), Lahore (cheque is not acceptable).
5. Bid(s) found without bid security of Rs. 25,000/-, as earnest money in the shape of Pay Order, Call Deposit Receipt, Bank Draft, will not be considered and rejected.
6. No Bidder will be allowed to submit his second or third offer with the same bid.
7. Bid(s) submitted on NH&MP tender documents will be considered only.
8. In case opening date is declared as a Public Holiday by Government, the next working day shall be deemed to be the date for submission and opening of tender at the same time and venue.
9. Incomplete and conditional responses will not be entertained.
10. The department reserves the right to accept/reject wholly or partially any proposal or cancel the pre-qualification process altogether at any stage of the pre-qualification process without assigning any reason.
11. Proposals are liable to be rejected if; they are not conforming to the terms, conditions and specifications stipulated in this pre-qualification document.
12. Proposals submitted via email or fax will not be entertained
13. The term/period for Prequalification would be till 30th June 2019-20 years.

SO to DIG

DIG NH&MP Office,

Babu Sabu, Lahore.

Phone: 04299332494

Email address: mton5c@gmail.com

National Highways & Motorway Police N-5 Central, Lahore and C-1, Okara.

APPLICATION / PROPOSAL FOR PREQUALIFICATION **GENERAL INFORMATION AND PERFORMA FOR** **AUTO WORKSHOPS, PREQUALIFICATION**

1. INTRODUCTION

National Highways & Motorway Police is an organization responsible for enforcement and traffic management on national highways and motorways in Pakistan. NH&MP use state of the art vehicles for this purpose. In order to keep patrolling vehicles well maintained it is required to get them repaired time and again. Therefore, it is required to pre-qualify the firms for the purpose of repairing and supply of spare parts and lubricants.

2. SCOPE OF WORK

For the said purpose:

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

All reputable and well established firms for such services are invited to apply for the Pre-qualification by submitting the Pre-Qualification proposal Performa.

NH&MP N-5 Central, Lahore and C-1, Okara will process all the procurements in accordance with the policy defined and specified under PPRA Rules by the Government of Pakistan.

3. DOCUMENTS REQUIRED:

Selection for prequalification will be based on information provided in these documents and information Performa.

- a. Company profile including financial profile.
- b. Sales Tax Registration Certificate.
- c. NTN Certificate
- d. Last six months bank statement of firm / workshop.
- e. Certificate for being not black listed ever.
- f. Annual Turnover supported by Income Tax returns.
- g. An Affidavit on Rs. 100/- Stamp Paper that currently the firm is not black-listed or de-barred by any government/semi-government/department to participate in the bidding and to supply. Failure to submit such affidavit may lead to disqualification.

4. QUALIFICATION CRITERIA:

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

The weightage / marks for different categories will be followed as per table given below:

| Sr.# | Category | Weightage/ Marks |
|-------------|------------------------|-------------------------|
| 1 | General Experience | 30 |
| 2 | Personnel capabilities | 50 |
| 3 | Financial position | 20 |
| | Total | 100 |

Note:

Prequalification 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 in aggregate to qualify.

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

General Experience:

| Sr.# | Description | Maximum points | Requirement |
|--------------|--|----------------|--|
| 1 | Mechanical Repair of 1600cc and above vehicles I. 5 years or more since established = 10 Marks. II. 3 years or more since established = 07 Marks III. 1 year or more since established = 05 Marks | 10 | Documentary proves like work orders, bills etc in the name of firm. Letter of satisfaction by client |
| 2 | Electrical Repair of 1600 cc and above vehicles i. 5 years or more since established = 10 Marks. ii. 3 years or more since established = 07 Marks iii. 1 years or more since established = 05 Marks | 10 | Experience will be assessed from registration certificate and annual turnover |
| 3 | Denting/painting Works i. 5 years or more since established = 10 Marks. ii. 3 years or more since established = 07 Marks iii. 1 years or more since established = 05 Marks | 10 | Experience will be assessed from registration certificate and annual turnover |
| Total | | 30 | |

Personnel Capabilities:

| Sr.# | Description | Maximum points | Requirement |
|------|---|----------------|--|
| 1 | Strong and experienced team of management • Administrative & Operational Human Resource. | 5 | No. of Total Employees and appointment letters of employees or salary slips. Copy of Credential of technical employees (Like diploma, certificate etc) |
| 2 | Method for Management/ Presentation related to works in soft format | 5 | Presentation be prepared for committee |
| 3 | Capability for mechanical/electrical repair of vehicles. I. Firm having own setup = 20 II. Firm hiring services out source = 10 | 20 | Owner ship proof if own setup. |

| | | | |
|----------|--|-----------|--------------------------------|
| 4 | Capability for denting/painting repair of vehicles. I. Firm having own setup = 20 II. Firm hiring services out source = 10 | 20 | Owner ship proof if own setup. |
| | Total | 50 | |

Financial Position:

| Sr.# | Description | Maximum points | Requirement |
|-------------|--|-----------------------|--------------------------|
| 1 | Annual Audit report for last 3 years showing sufficient financial strength | 5 | Annual Audit Report |
| 2 | Tax returns for last 03 years | 5 | Tax Returns |
| 3 | Bank Statement for last 6 months showing financial strength | 5 | Bank Statement |
| 4 | Registration with FBR/ PRA | 5 | Registration Certificate |
| | Total | 20 | |

GENERAL EXPERIENCE PERFORMA
For REPAIR WORKS

| Sr. No. | Client Details | Working Nature (Auto related) | Type of Vehicles | Documentary Proof Attached |
|----------------|-----------------------|--|-------------------------|---------------------------------------|
| 1 | | | | |
| 2 | | | | |
| 3 | | | | |

EXPERIENCE OF THE FIRM

| Year of Inception | Average turnover per year | Total Years Experience | Remarks |
|--------------------------|--------------------------------------|-------------------------------|----------------|
| | | | |

NATIONAL HIGHWAYS & MOTORWAY POLICE



PRE-QUALIFICATION FOR SUPPLY OF SPARE PARTS FOR VEHICLES

| | |
|----------------------------|--|
| Tender Document for | Pre-qualification |
| Tender Document Fee | Rs.200/- |
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**DIG Central Office
(NH&MP Babu Sabu Building Lahore)
Telephone no. 042-99332494**

**National Highways & Motorway Police
N-5 Central, Lahore and C-1, Okara.**

APPLICATION / PROPOSAL FOR PREQUALIFICATION

GENERAL INFORMATION AND PERFORMA FOR SUPPLY OF SPARE PARTS AND LUBRICANTS, FIRMS PREQUALIFICATION

1. INTRODUCTION

National Highways & Motorway Police is an organization responsible for enforcement and traffic management on national highways and motorways in Pakistan. NH&MP use state of the art vehicles for this purpose. In order to keep patrolling vehicles well maintained it is required to get them repaired time and again. Therefore, it is required to pre-qualify the firms for the purpose of supply of spare parts.

2. SCOPE OF WORK

For the said purpose:

- 1 Supply of tires of vehicles.
- 2 Supply of acid wet/dry batteries of vehicles.
- 3 Supply of all kinds of filters for vehicles..

All reputable and well established firms for such services are invited to apply for the Pre-qualification by submitting the Pre-Qualification proposal Performa.

NH&MP N-5 Central, Lahore and C-1, Okara will process all the procurements in accordance with the policy defined and specified under PPRA Rules by the Government of Pakistan.

3. DOCUMENTS REQUIRED:

Selection for prequalification will be based on information provided in these documents and information Performa.

- h. Company profile including financial profile.
- i. Sales Tax Registration Certificate.
- j. NTN Certificate
- k. Last six months bank statement of firm / workshop.
- l. Certificate for being not black listed ever.
- m. Annual Turnover supported by Income Tax returns.
- n. An Affidavit on Rs. 100/- Stamp Paper that currently the firm is not black-listed or de-barred by any government/semi-government/department to participate in the bidding and to supply. Failure to submit such affidavit may lead to disqualification.

4. QUALIFICATION CRITERIA:

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

The weightage / marks for different categories will be followed as per table given below:

| Sr.# | Category | Weightage/ Marks |
|-------------|------------------------|-------------------------|
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| 2 | Personnel capabilities | 50 |
| 3 | Financial position | 20 |
| | Total | 100 |

Note:

Prequalification 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 in aggregate to qualify.

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

General Experience:

| Sr.# | Description | Maximum points | Requirement |
|--------------|---|----------------|--|
| 1 | Supply of tires of 1600cc and above vehicles I. 5 years or more since established = 10 Marks. II. 3 years or more since established = 07 Marks III. 1 years or more since established = 05 Marks | 10 | Documentary proves like work orders, bills etc in the name of firm. Letter of satisfaction by client |
| 2 | Supply of batteries of 1600cc and above vehicles I. 5 years or more since established = 10 Marks. II. 3 years or more since established = 07 Marks III. 1 years or more since established = 05 Marks | 10 | Documentary proves like work orders, bills etc in the name of firm. Letter of satisfaction by client |
| 3 | Supply of filters of 1600cc and above vehicles I. 5 years or more since established = 10Marks. II. 3 years or more since established = 07 Marks III. 1 years or more since established = 05 Marks | 10 | Documentary proves like work orders, bills etc in the name of firm. Letter of satisfaction by client |
| Total | | 30 | |

Personnel Capabilities:

| Sr.# | Description | Maximum points | Requirement |
|------|---|----------------|--|
| 1 | Strong and experienced team of management • Administrative & Operational Human Resource. | 10 | No. of Total Employees and appointment letters of employees or salary slips. Copy of Credential of technical employees (Like diploma, certificate etc) |
| 2 | Method for Management/ Presentation related to works in soft format | 10 | Presentation be prepared for committee |
| 3 | Supply of tires for vehicles. I. Firm having own setup = 10 II. Firm hiring services out source = 05 | 10 | Owner ship proof if own setup. |
| 4 | Supply of batteries for vehicles I. Firm having dealership = 10 II. Firm hiring service out source = 05 | 10 | Owner ship proof if own setup. |
| 5 | Supply of filters for vehicles | 10 | Owner ship proof if own |

| | | | |
|--|---|-----------|--------|
| | I. Firm having dealership = 10 II. Firm hiring service out source = 05 | | setup. |
| | Total | 50 | |

Financial Position:

| Sr.# | Description | Maximum points | Requirement |
|-------------|--|-----------------------|--------------------------|
| 1 | Annual Audit report for last 3 years showing sufficient financial strength | 5 | Annual Audit Report |
| 2 | Tax returns for last 03 years | 5 | Tax Returns |
| 3 | Bank Statement for last 6 months showing financial strength | 5 | Bank Statement |
| 4 | Registration with FBR/ PRA | 5 | Registration Certificate |
| | Total | 20 | |

GENERAL EXPERIENCE PERFORMA
FOR SUPPLY OF SPARE PARTS

| Sr. No. | Client Details | Supply Nature | Brand of Supply | Documentary Proof Attached |
|---------|----------------|---------------|-----------------|----------------------------|
| 1 | | | | |
| 2 | | | | |
| 3 | | | | |

EXPERIENCE OF THE FIRM

| Year of Inception | Average turnover per year | Total Years Experience | Remarks |
|-------------------|---------------------------|------------------------|---------|
| | | | |

