



Tender # 100/KTDMC/2022-25

KARACHI TOOLS, DIES & MOULDS CENTRE

Prequalification Documents

Through

National Applicant Prequalification Procedure

INVITATION FOR PREQUALIFICATION

For

Supply of Mould Base & Hydraulic Cylinders

Last Date for Submission: **October 07, 2022 at 10:30 A.M**

Tender Opening Date: **October 07, 2022 at 11:00 A.M**

Brief of the Document

Procurement Notice

Karachi Tools, Dies and Moulds Centre (hereinafter called “**KTDMC**”) was incorporated in 2006 as a company limited by guarantee having share capital under section 42 the Companies Act, 2017. The Company is a wholly owned subsidiary of Pakistan Industrial Development Corporation (Private) Limited (PIDC) – the holding company.

The attached documents are the Invitation for Prequalification (IFP) of Suppliers for Goods willing to sign Framework Agreements with the Procuring Agency (**KTDMC**) for provision of **Supply of Mould Base & Hydraulic Cylinders**, in accordance with the provisions of the agreement.

Prequalification Document

(Procurement of Goods through Framework Agreements)

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 require 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 framework agreement(s) with the selected applicants/bidder(s), in case of Closed Framework Agreement(s) for the purpose of awarding Call off Order/Contracts.

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 VII – Schedule of Requirements

This Section includes a brief description of the required Goods and Related services including provisional estimate of the required volume and/or quantity, Technical Specifications and Drawings (if applicable), and Delivery and Completion Schedules.

Prequalification Notice Tender # 100/KTDMC/2022-25 Invitation for Prequalification For Subsequent Framework Agreement(s)

1. **Karachi Tools, Dies and Moulds Centre** (hereinafter called “**KTDMC**”) was incorporated in 2006 as a company limited by guarantee having share capital under section 42 the Companies Act, 2017. The Company is a wholly owned subsidiary of Pakistan Industrial Development Corporation (Private) Limited (PIDC) – the holding company. The **KTDMC** has sufficient funds from its own resources toward the expenditure of the subsequent framework agreements process and intends to apply part of the proceeds toward payments under the contract or contracts for prequalification.
2. **KTDMC** intends to prequalify suppliers, venders, traders, authorized distributors, importers and manufacturers for Invitation to Bid(s), and sign the framework agreement(s) with the selected bidder(s) subsequent to bidding process for in case of Closed Framework Agreement(s).
3. The objective of the intended Closed Framework Agreement(s) is the on-demand supply of **Mould Base & Hydraulic Cylinders** for Dies/Moulds/Fixtures at **KTDMC** through subsequent Call-off Order/Contract(s) with successful applicants/bidders and the purpose of this Prequalification Notice is to provide the very basic information to enable the potential applicants to decide whether or not to respond to this Prequalification Notice.
4. Only the prequalified applicants shall be entitled to participate in the procurement proceedings and it is expected that the Invitation to Bids will be made to the Prequalified Applicants during the specify period and subsequent Closed Framework Agreement(s) will be signed between the **KTDMC** and the successful applicants/bidder(s), as Framework Agreement Suppliers during the year of 2022-2025 for the period of three (3) years.
5. Prequalification process is open for all National Applicants, subject to fulfilling the eligibility requirements mentioned in the respective Prequalification Documents. Interested Applicants may obtain further information from the **KTDMC** at the address mentioned below, **office hours 09:00 am to 17:00 hrs (Monday to Friday)**.
6. A complete set of Prequalification Documents in English may be purchased by interested Applicants on the submission of a written Application to the address mentioned below and upon payment of a nonrefundable fee of rupees **PKR 500/-**. The method of payment will be form of pay order issued by a scheduled bank of Pakistan in the name of “**Karachi Tools, Dies & Moulds Centre**”. The documents will be provided to the Potential Applicants, and essential record shall be maintained by the **KTDMC** for providing information regarding amendment(s), if any, in Prequalification Documents, the Prequalification Documents can also be downloaded from company website “www.ktdmc.com” free of charge.
7. Applications for Prequalification should be submitted in clearly marked and sealed



envelopes and delivered to the address mentioned below latest by **10:30 a.m. on October 7, 2022** and shall be opened publicly in the presence of the bidders or their representatives who may choose to be present, at following address on **October 7, 2022 at 11:00 A.M.** Late Applications will be rejected.

**Karachi Tools, Dies & Moulds Centre
Procurement Department**

Sector no 38, NC No24 Adjacent to Pakistan Refinery Limited,
Korangi Creek Industrial Park, Korangi Creek Road Karachi, Pakistan
Ph: (92-21) 35120501 & 35120499 – 500 & 35121890 | Website: www.ktdmc.com

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PART 1 - PREQUALIFICATION PROCESS

Section I - Instructions to Applicants (ITA)

A. General

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| 1. Scope of Application | 1.1 In connection with the “Invitation for Prequalification”, the Karachi Tools, Dies and Moulds Centre (hereinafter called “ 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 thereto as specified in Section VII (Schedule of Requirements). |
| 2. Source of Funds | 2.1 Source of funds is same as referred in Invitation for Prequalification. |
| 3. Fraud and Corruption | <p>3.1 The Procuring Agency requires that the Applicants /Bidders/ Suppliers/Contractors, 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 Order/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> |
| 4. Eligible Applicants | 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 Orders/Contract(s). In addition, Applicants |

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| | <p>may 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> <p>(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</p> <p>(b) would be involved in the implementation or supervision of such Framework Agreement or Call-off Orders/Contract(s), 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 Orders/Contract(s).</p> <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 Orders/Contract(s) 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 individuals is available at PPRA’s website.</p> <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.</p> |
| 5. Eligibility (in terms of Nationality) | 5.1 Applicants may be ineligible if they are nationals of ineligible countries as indicated in Section V. |

B. Contents of the Prequalification Documents

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| 6. Sections of Prequalification Documents | <p>6.1 This set of Prequalification Documents consists of Parts 1 and 2 which comprise all the sections indicated below, and which should be read in conjunction with any Addendum issued in accordance with ITA 8.</p> <p>PART 1 Prequalification Procedures</p> <ul style="list-style-type: none"> • 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 - Fraud and Corruption |
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| | <p>PART 2 Supply Requirements</p> <ul style="list-style-type: none"> • Section VII - Schedule of Requirements <p>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 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.</p> <p>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.</p> |
| <p>7. Clarification of Prequalification Documents and Pre-Application Meeting</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</p> |

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| | <p>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>8. Amendment of Prequalification Documents</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> |

C. Preparation of Applications

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| <p>9. Cost of Applications</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>10. Language of Application</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> |

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| <p>11. Documents Comprising the Application</p> | <p>11.1 The Application shall comprise the following:</p> <ul style="list-style-type: none"> (a) Application Submission Letter, in accordance with ITA 12.1; (b) Eligibility: documentary evidence establishing the Applicant’s eligibility, in accordance with ITA 13.1; (c) Qualifications: documentary evidence establishing the Applicant’s qualifications, in accordance with ITA 14; and (d) any other document required as specified in the PDS. |
| <p>12. Application Submission Letter</p> | <p>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.</p> |
| <p>13. Documents Establishing the Eligibility of the Applicant</p> | <p>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).</p> |
| <p>14. Documents Establishing the Qualifications of the Applicant</p> | <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"> (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). (b) value of single contract - Exchange rate prevailing on the date of the contract. <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 Order/Contract(s) if awarded, shall establish to the Procuring Agency’s satisfaction:</p> <ul style="list-style-type: none"> (a) that, if required in the BDS, an Applicant that does not manufacture or produce the Goods or direct source and it offers to |

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| | <p>supply/provide service 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/Service to supply these Goods in the Procuring Agency's Country;</p> <p>(b) that, if required in the BDS, in case of an Applicant not doing business within Islamic Republic of Pakistan (or the country where the procurement is being made), the Applicant is, or will be, (if awarded the call off order/contract) represented by an Agent in the country, equipped and able to carry out the Supplier's maintenance, repair, and spare parts stocking obligations in respect of the Goods.</p> |
| <p>15. Signing of the Application and Number of Copies</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" (if mandatory requirements). 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> |

D. Submission of Applications

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| <p>16. Sealing and Identification of Applications</p> | <p>16.1 The Applicant shall enclose the original and the copies of the Application (if mandatory requirement) in a sealed envelope that shall:</p> <p>(a) bear the name and address of the Applicant;</p> <p>(b) be addressed to the Procuring Agency, in accordance with ITA 17.1; and</p> <p>(c) bear the specific identification of this Prequalification process indicated in the PDS reference ITA 1.1.</p> <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</p> |
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| | <p>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> |
| 17. Deadline for Submission of Applications | <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 not have the option of submitting their Applications electronically, and follow 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> |
| 18. Late Applications | <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> |
| 19. Opening of Applications | <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> |

E. Procedures for Evaluation of Applications

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| 20. Confidentiality | <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</p> |
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| | 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. |
| 21. Clarification of Applications | <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> |
| 22. Responsiveness of Applications | 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. |
| 23. Margin of Preference | 23.1 Unless otherwise specified in the PDS , a margin of preference shall not apply in the Bidding process resulting from this Prequalification. |
| 24. Sub-contractors | 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. |

F. Evaluation of Applications and Prequalification of Applicants

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| 25. Evaluation of Applications | <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</p> |
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| | <p>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> |
| 26. Procuring Agency’s Right to Accept or Reject Applications | <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> |
| 27. Prequalification of Applicants | <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> |
| 28. Notification of Prequalification | <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> |
| 29. Request for Bids | <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> |

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| <p>30. Changes in Qualifications of Applicants</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"> (a) A prequalified Applicant proposes to associate with a disqualified Applicant or in case of a disqualified joint venture, any of its members; (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 (c) In the opinion of the Procuring Agency, the change may result in a substantial reduction in competition. <p>30.2 Any such change should be submitted to the Procuring Agency before the date of “Invitation to Bids”.</p> |
| <p>31. Constitution of Grievance Redressal</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 days 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:</p> |

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| | <p>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 Authority 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>32. Mechanism of Blacklisting</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"> i. Involved in corrupt and fraudulent practices as defined in Rule-2 of Public Procurement Rules; ii. Fails to perform his contractual obligations; and iii. Fails to abide by the id securing declaration; <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 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> |
|--|---|

Section II - Prequalification Data Sheet (PDS)

A. General

| | |
|----------------|---|
| ITA 1.1 | <p>The identification number of the Invitation for Prequalification is: 100/KTDMC/2022-25</p> <p>The Procuring Agency is: Karachi Tools, Dies & Moulds Centre, Procurement Department, Sector No 38, NC No24 Adjacent to Pakistan Refinery Limited, Korangi Creek Industrial Park, Korangi Creek Road Karachi, Pakistan.</p> <p>The list of contracts is: Supply of Mould Base & Hydraulic Cylinders</p> |
| ITA 2.1 | <p>The name of the Procuring Agency is: Karachi Tools, Dies & Moulds Centre</p> <p>The name of the Project or Procurement is: Supply of Mould Base & Hydraulic Cylinders (various types).</p> |
| ITA 4.2 | Maximum number of members in the JV shall be: Not more than Two |
| ITA 4.6 | A list of debarred firms and individuals is available on the PPRA's website: http://www.ppra.org.pk |

B. Contents of the Prequalification Document

| | |
|--------------------------|--|
| ITA 7.1 | <p>For clarification purposes, the Procuring Agency's address is:</p> <p>Sector No 38, NC No24 Adjacent to Pakistan Refinery Limited, Korangi Creek Industrial Park, Korangi Creek Road Karachi, Pakistan.</p> <p>Attention: Head of Procurement</p> <p>Address: Sector No 38, NC No24, Adjacent to Pakistan Refinery Limited (PRL), Korangi Creek Industrial Park</p> <p>City: Korangi, Karachi</p> <p>ZIP Code: 75190</p> <p>Country: Pakistan</p> <p>Telephone: (92-21) 35120501, 35120499-500 & 35121890</p> <p>Fax number: (92-21) 35121890</p> <p>Electronic mail address: ghulam.haider@ktdmc.com</p> |
| ITA 7.1 & 8.2 | Web page: www.ktdmc.com |
| ITA 7.2 | Pre-Application Meeting will be held: In case of any query, The applicant may contact Procurement Department before three days of tender opening during office hours from Monday to Friday between 9:00 a.m. to 5:00 p.m. |

C. Preparation of Applications

| | |
|---------------------|---|
| ITA 10.1 | This Prequalification document has been issued in the “ English ” language. |
| ITA 11.1 (d) | The Applicant shall submit with its Application, the following additional documents: <i>[insert list of additional documents]</i> |
| ITA 14.2 | The source for determining exchange rates is https://www.sbp.org.pk |
| ITA 15.2 | In addition to the original, the number of copies to be submitted with the Application is: If necessary requirement, provide only one set of copies. |

D. Submission of Applications

| | |
|-----------------|--|
| ITA 17.1 | <p>The deadline for Application submission is:</p> <p>Date: October 07, 2022</p> <p>Time: 10:30 A.M.</p> <p>For Application submission purposes only, the Procuring Agency’s address is: Karachi Tools, Dies & Moulds Centre, Procurement Department, Sector No 38, NC No24 Adjacent to Pakistan Refinery Limited, Korangi Creek Industrial Park, Korangi Creek Road Karachi, Pakistan.</p> <p>Attention: Procurement Department</p> <p>Address: Sector No 38, NC No24, Adjacent to Pakistan Refinery Limited (PRL), Korangi Creek Industrial Park</p> <p>City: Korangi, Karachi</p> <p>ZIP Code: 75190</p> <p>Country: Pakistan</p> <p>Telephone: (92-21) 35120501, 35120499-500 & 35121890</p> <p>Fax number: (92-21) 35121890</p> <p>Electronic mail address: ghulam.haider@ktdmc.com</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 KTDMC office address on dated October 07, 2022 at 11:00 A.M. |
| ITA 19.2 | The electronic Application opening procedures “ shall not ” apply. |

E. Procedures for Evaluation of Applications

| | |
|-----------------|--|
| 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 by hand), to:</p> <p>For the attention: Mansoor Ahmed (Chair of GRC) Title/position: Chief Executive Officer Procuring Agency: Procurement Department - KTDMC Email address: info@ktdmc.com</p> <p>In summary, at this stage, a Prequalification related Complaint may challenge any of the following:</p> <ul style="list-style-type: none">• the terms of the Prequalification Documents; and• the Procuring Agency’s decision not to prequalify an Applicant. |



Section III - Qualification 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.

Specific Experience Requirements

The Specific Experience Requirements under 4.2 (b) are as follows:

| Eligibility and Qualification Criteria | | | Compliance Requirements | | | | Documentation |
|---|----------------------------------|---|-------------------------|--------------------------------------|------------------------------------|------------|----------------------------------|
| No. | Subject | Requirement | Single Entity | Joint Venture (existing or intended) | | | Submission Requirements |
| | | | | All Members Combined | Each Member | One Member | |
| 1. Eligibility | | | | | | | |
| 1.1 | Nationality | Nationality in accordance with ITA 5.1 | Must meet requirement | Must meet requirement | Must meet requirement | N/A | Forms ELI – 1.1 with attachments |
| 1.2 | Conflict of Interest | No conflicts of interest in accordance with ITA 4.4 | Must meet requirement | Must meet requirement | Must meet requirement | N/A | Application Submission Letter |
| 1.3 | Eligibility | Not having been declared ineligible as described in ITA 4.5 and 5.1 | Must meet requirement | Must meet requirement | Must meet requirement | N/A | Application Submission Letter |
| 1.4 | State-owned Enterprise of | Meet conditions of ITA | Must meet requirement | Must meet requirement | Must meet requirement | N/A | Forms ELI – 1.1 with attachments |
| 2. Historical Contract Non-Performance | | | | | | | |
| 2.1 | History of Non-Performing | Not debarred due to any Non-performance of | Must meet requirement | Must meet requirements | Must meet requirement ¹ | N/A | Form PER-1 |

¹ This requirement also applies to contracts executed by the Applicant as JV member.



| | | | | | | | |
|---|-------------------------------|--|-----------------------|-----------|-----------------------|-----|--------------|
| | Contracts | 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. | | | | | |
| 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 | N/A | Must meet requirement | N/A | Form PER-1 |
| 3. Financial Situation and Performance | | | | | | | |
| 3.1 | Financial Capabilities | The audited balance sheets or other financial statements acceptable to the Procuring Agency, for the last 3 years shall be submitted and must demonstrate the current soundness of the Applicant's financial position and indicate its prospective long-term profitability. | Must meet requirement | N/A | Must meet requirement | N/A | Form FIN – 1 |
| 3.2 | Average Annual | Average annual turnover (Average Annual Sales | Must meet | Must meet | N/A | N/A | Form FIN – 2 |



| | | | | | | | |
|----------------------|--|---|-----------------------|-----------------------|-----------------------|-----------------------|-------------|
| | Turnover | Revenue) from supply of Goods of PKR 10 Millions , calculated as total certified payments received for contracts in progress and/or completed during the last three years. | requirement | requirement | | | |
| 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. | Must meet requirement | Must meet requirement | N/A | N/A | Form CON -1 |
| 4. Experience | | | | | | | |
| 4.1 | General Experience | Experience in supply of Goods or Services for at least the last 5-years | Must meet requirement | N/A | Must meet requirement | N/A | Form EXP –1 |
| 4.2 (a) | Specific Experience | (i) Documentary evidence of the Applicant’s qualifications to perform the Contract in accordance with 4.2 (b)(i) below | Must meet requirement | Must meet requirement | N/A | Must meet requirement | |
| | | (ii) Technical and | Must meet | Must meet | | Must meet | |



| | | | | | | | |
|---------|-----------------------|--|-----------------------|-----------------------|-----------------------|-----------------------|--|
| | | Production Capability in accordance with 4.2(b)(ii) as below. | requirement | requirement | N/A | requirement | |
| | | (iii) Experience on Packaging, Delivery/Distribution in accordance with 4.2(b)(iii) below. | Must meet requirement | Must meet requirement | N/A | Must meet requirement | |
| | | (iv) Registration Requirement in accordance with 4.2(b)(iv) below. | Must meet requirement | Must meet requirement | Must meet requirement | Must meet requirement | |
| 4.2 (b) | See below for details | | | | | | |

4.2 (b)(i) Documentary Evidence

The following documents must be included with the Application:

Documentary Evidence of the Applicant’s qualifications to perform the Contract if it’s application is accepted:

- (i) That, in the case of an Applicant offering to supply Goods or provide Services under the Contract that the –Applicant is Authorized Service provider or manufactures or otherwise produces (using ingredients supplied by primary manufacturers) that the Applicant:
 - (a) is incorporated in the country of manufacture of the Goods;
 - (b) has been licensed by the regulatory authority in the country of manufacture to supply the Goods;



- (c) has manufactured and marketed the specific Goods covered by this Prequalification Document, for at least three (3) years, and for similar Goods for at least five (5) years;
 - (d) has received a satisfactory certificates from clients or issued by relevant regulatory authorities in Pakistan.
- (ii) That, in the case of an Applicant offering to supply Goods under the Contract that the Applicant does not provide services directly or manufacture or otherwise produce,
- (a) that the Applicant has been duly authorized by a manufacturer of the Goods that meets the criteria under (i) above to supply the Goods in the Procuring Agency's Country using the Manufacturer Authorization Form; and
- (iii) The Applicant shall also submit the following additional information:
- (a) a statement of installed manufacturing capacity;
 - (b) details of on-site quality control laboratory facilities and services and range of tests conducted;
 - (c) list of major supply/service contracts conducted within the last three (3) years.

4.2(b)(ii) Technical and Production Capability

The Applicant shall provide evidence that it has the technical, and production capability necessary to perform the Contract:

- (i) That it has successfully completed or substantially completed at least four (4) similar contracts for supply of the Goods and within the last years. Similar contracts are those of approximately the same size or scope of supply and that includes comparable products of Supply of Mould Base & Hydraulic Cylinders.

The Goods may have been supplied/provided by the Applicant as a manufacturer/service provider or by its agent, with references being submitted to confirm satisfactory performance,

4.2 (b)(iii) Experience on Packaging, Delivery/Distribution and Transportation

The Applicant should provide proof of experience with and knowledge of modes of packing, delivery/distribution, and transportation of Mould Base & Hydraulic Cylinders similar to those subject to bidding under logistical and climatic conditions similar to the ones in the Procuring Agency's country.

4.2(b)(iv) Registration Requirements

The Goods to be supplied under the Contract shall be registered with the relevant authority in the Procuring Agency's country. An Applicant who has already registered its Goods by the time of Prequalification should submit a copy of the Registration Certificate with its Application (subject to subsequent confirmation at Bid submission). An Applicant who has not registered its goods subject of Bidding and wishes to commence the process of registration, should refer to the agency and contact person identified below:

Head of Procurement - KTDMC

Sector no 38, NC No24 Adjacent to Pakistan Refinery Limited,
Korangi Creek Industrial Park, Korangi Creek Road Karachi, Pakistan.
Tel: (92-21) 35121890, Email: Ghulam.haider@ktdmc.com



If Registration is a requirement in the country of the Procuring Agency, the bidding document for the Procurement of Goods and Related Services stipulates that:

An Applicant/Bidder who has already registered the Goods by the time of Bidding should submit a copy of the Registration Certificate with its Bid.

Otherwise, the successful Applicant/Bidder, by the time of Contract signing, shall submit to the Procuring Agency either:

- (a) a copy of the Registration Certificate of the Goods for use in the Procuring Agency's country, or, if such Registration Certificate has not been obtained the applicant may be disqualified;
- (b) evidence establishing to the Procuring Agency's satisfaction that the Applicant has complied with the following documentary requirements in order to register the Goods to be supplied/provided under the Contract.



Section IV – Bidding / Application Forms



Application Submission Letter

Date: _____ [insert date, dd/mm/yyyy]

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

To: **Karachi Tools, Dies & Moulds Centre**

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 addendum, if any].
- (b) **No conflict of interest:** We have no conflict of interest in accordance with ITA 4.4;
- (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. dd/mm/yyyy]

Note: 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].



Applicant Information Form

Form ELI -1.1

Date: _____ [insert date, dd/mm/yyyy]

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

| |
|---|
| 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 <input type="checkbox"/> 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. <input type="checkbox"/> In case of JV, letter of intent to form JV or JV agreement, in accordance with ITA 4.2. <input type="checkbox"/> 2. Included are the organizational chart, a list of Board of Directors, and the beneficial ownership. |

Note: In case of JV, the Applicant's information shall include information on each JV member and letter of intent to form JV or JV agreement, in accordance with ITA 4.2



Applicant Information Form

Form ELI -1.1 (continued)

Date: _____ [insert date, dd/mm/yyyy]

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

| | | | |
|---|--------------|-------|----------|
| 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 authority's 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(i.es) 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 <i>[If Applicable]</i> : | |
| 22. Mould Base & Hydraulic Cylinders tested prior to use <i>[If Applicable]</i> : | |
| 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/supply/deliver? Yes ___ No ___, If not, why? | |
| 26. List control tests done during production/work completion? If so list. | |
| 27. List tests conducted after production and prior to release of product on market: | |
| 28. Are technical documents available in: " ENGLISH " Yes / No | |

Financial Situation and Performance

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

Form FIN – 3.1

Date: _____ *[insert date, dd/mm/yyyy]*

Applicant's Name: _____ *[insert full name]*

Joint Venture Member Name: _____ *[insert full name]*

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

1. Financial data

| Type of Financial information In PKR | Historic information for previous 5-Years (Five years) (Amount in PKR Currency or exchange rate*, PKR-equivalent) | | | | |
|--|--|--------|--------|--------|--------|
| | Year 1 | Year 2 | Year 3 | Year 4 | Year 5 |
| Statement of Financial Position (Information from Balance Sheet) | | | | | |
| Total Assets (TA) | | | | | |
| Total Liabilities (TL) | | | | | |
| Total Equity/Net Worth (NW) | | | | | |
| Current Assets (CA) | | | | | |
| Current Liabilities (CL) | | | | | |
| Working Capital (WC) | | | | | |
| Information from Income Statement | | | | | |
| Total Revenue (TR) | | | | | |
| Profits Before Taxes (PBT) | | | | | |
| Cash Flow Information | | | | | |
| Cash Flow from Operating Activities | | | | | |

* Refer ITA 14 for the exchange rate



3. Financial documents

The Applicant and in case of JV, members of JV shall provide copies of financial statements for five (5) years pursuant Section III, Qualifications Criteria and Requirements, Sub-clause 3.1. The financial statements shall:

- (a) reflect the financial situation of the Applicant or in case of JV member, and not an affiliated entity (such as parent company or group member).
- (b) be independently audited or certified in accordance with local legislation.
- (c) be complete, including all notes to the financial statements.
- (d) correspond to accounting periods already completed and audited.

Attached are copies of financial statements¹ for the 3 years required above; and complying with the requirements.

¹ If the most recent set of financial statements is for a period earlier than 12 months from the date of Application, the reason for this should be justified.



Average Annual Turnover (Annual Sales Value)

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

Form FIN - 3.2

Date: _____ [insert date, dd/mm/yyyy]

Applicant's Name: _____ [insert full name]

Joint Venture Member Name: _____ [insert full name]

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

| Annual Turnover Data | | | |
|----------------------|---------------|-----------------------------------|----------------|
| Year | Amount in PKR | Exchange rate* (If applicable) | PKR Equivalent |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | Average Annual Turnover ** | |

* Refer ITA 14 for date and source of exchange rate.

** Total PKR equivalent for all years divided by the total number of years. See Section III, Qualification Criteria and Requirements, ITA 3.2.

Current Contract Commitments/Contracts in Progress Form CON-1

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

Form- EXP-1

44. Contracts over _____ [insert amount] during the last three years:

| Procuring Agency | Value | Year | Goods Supplied | Country of Destination |
|------------------|-------|------|----------------|------------------------|
| | | | | |
| | | | | |
| | | | | |
| | | | | |



Historical Contract Non-Performance, Pending Litigation & Litigation History

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

Form- PER 1

Date: _____ *[insert date, dd/mm/yyyy]*

Applicant's Name: _____ *[insert full name]*

Joint Venture Member Name: _____ *[insert full name]*

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

- Not debarred due to deviation from commitment of Bid Securing Declaration
 Not debarred due to non-performance

| Year | Non-performed portion of contract | Contract Identification | Total Contract Amount in PKR |
|---|---------------------------------------|---|------------------------------|
| <i>[insert year]</i> | <i>[insert amount and percentage]</i> | Contract Identification: <i>[indicate complete contract name/ number, and any other identification]</i> <hr/> Name of Procuring Agency: <i>[insert full name]</i> <hr/> Address of Procuring Agency: <i>[insert street/city/country]</i> <hr/> Reason(s) for nonperformance: <i>[indicate main reason(s)]</i> <hr/> | <i>[insert amount]</i> |
| 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 in PKR |
|-----------------|------------------------------|---|------------------------------|
| [insert year] | [insert amount] | Contract Identification: [indicate 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 treated by the Adjudicator, under Arbitration or being dealt with by the Judiciary] | [insert amount] |

- No consistent history of court/arbitral award decisions in accordance with Section III, Qualification Criteria and Requirements, Sub-Factor 2.4.
- Consistent history of court/arbitral award decisions in accordance with Section III, Qualification Criteria and Requirements, Sub-Factor 2.4 as indicated below.

| Year of award | Outcome as percentage of Net Worth | Contract Identification | Total Contract Amount in PKR |
|---------------|------------------------------------|--|------------------------------|
| [insert year] | [insert percentage] | Contract Identification: [indicate 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"] Court/ arbitral award decision: [Indicate if the award decision was against the Applicant or any member of a joint venture.]y] | [insert amount] |



Manufacturer's Authorization/ (Authorization of Direct Source/Services Provider)

[The Applicant shall require the Manufacturer or Direct source of service provider to fill in this Form in accordance with the instructions indicated. This letter of authorization should be on the letterhead of the Manufacturer/Service provider and should be signed by a person with the proper authority to sign documents that are binding on the Manufacturer.]

Date: _____ *[insert date, dd/mm/yyyy, of Application Submission]*

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

To: **Karachi Tools, Dies & Moulds Centre**

WHEREAS

We _____ *[insert complete name of Manufacturer]*, who are official manufacturers of _____ *[insert type of goods manufactured/service]*, having factories at _____ *[insert full address of Manufacturer's factories]*, do hereby authorize _____ *[insert complete name of Applicant]* to **submit a Prequalification Application and submit a Bid** the purpose of which is to provide the following Goods, manufactured/provided by us _____ *[insert name and or brief description of the Goods]*, and to subsequently negotiate and sign the Contract.

We hereby extend our full guarantee and warranty in accordance with the **General Conditions of Contract**, with respect to the Goods offered by the above firm.

Signed: _____
[insert signature(s) of authorized representative(s) of the Manufacturer/Service provider]

Name: _____
[insert complete name(s) of authorized representative(s) of the Manufacturer/Service provider]

Title: _____ *[insert title]*

Dated on _____ day of _____, _____ *[insert date of signing]*

Section V - Eligible Countries

Eligibility for the Provision of Goods and Related Services

In reference to ITA 5.1, for the information of the Applicants, at the present time, firms and individuals, supply of Goods and Related Services from the following countries are excluded from this Prequalification process:

- Under ITB 4.8(a) and ITB 5.1: “None”
- Under ITB 4.8(b) and ITB 5.1: “None”

Section VI – Scope of Services & Supply

Supply of Mould Base & Hydraulic Cylinders (Various Types)

SUPPLY OF MOULD BASE & HYDRAULIC CYLINDERS FOR KTDMC

| SR. NO. | ITEM / DESCRIPTION | UOM | ANNUAL EXPECTED QTY. | APPLY FOR ITEMS/GOODS FOR SUPPLY |
|---------|---|-----|----------------------|----------------------------------|
| 1 | Mould Base for Plastic Injection Moulds Machined & Without Machined Material & Drawing (As per RFQ) | No | As per Need | (Yes/No) |
| 2 | Mould Base for Die Casting Moulds Machined & Without Machined Material & Drawing (As per RFQ) | No | As per Need | (Yes/No) |
| 3 | Hydraulic Cylinders for Moulds Standard & Customize (As per Drawing) | No | As per Need | (Yes/No) |

Section VII – Schedule of Requirements

DOCUMENTS ESTABLISHING ELIGIBILITY OF THE BIDDER

Any, failure to provide following information shall be deemed to be or declared ineligible for the bidding process:

Method of evaluation Marks/Points consist on below factors:

| S. No | Evaluation Factors | Criteria | Obtainable Marks |
|----------------------------|---|--|------------------|
| 1 | Manufacturer Traders / Importer/Authorized Distributor Attached Certificate of Registration | Manufacturer | 20 |
| | | Traders / Importer/ Authorized Distributor | 10 |
| | | Non-register Firms | 0 |
| 2 | Relevant Experience (Attached at least two Purchase Orders/ Contracts) | 5 Years and Above | 20 |
| | | Less than 5 upto 1 Year | 10 |
| | | Less than 1 year | 0 |
| 3 | List of Customers | 5 and above | 20 |
| | | Less than 5 upto 2 | 15 |
| | | Less than 2 upto 1 | 10 |
| | | New source | 0 |
| 4 | Annual Business Turnover (Attached Income Tax Return / Audited Financial Statement Last One Years) | 10 Millions and Above | 20 |
| | | Less than 5 upto 3 Millions | 10 |
| | | Less than 3 upto 1 Millions | 5 |
| | | Less than 1 Millions | 0 |
| 5 | Plant Survey (Evaluate & observe machines, personnel, facilities, electricity, generator and working environment) | These marks will be evaluated on plant/facility survey. | 10 |
| 6 | Customer Satisfaction Report (Enclosed CSR in terms of quality and delivery) | Less than 4 upto 2 | 10 |
| | | Less than 2 upto 1 | 5 |
| | | Non-availability of customer reports | 0 |
| Total Marks | | | 100 |
| Qualification Marks | | | 50 |