



Provincial Disaster Management Authority, Punjab
Government of Punjab
PDMA, Punjab, 5th floor, Cricket House, 20-A, Shadman-II, Lahore

Procurement Reference Number: PQ-Winter/2024

PREQUALIFICATION DOCUMENT
For
WINTERIZED RESCUE & RELIEF ITEMS

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(FINANCIAL YEAR 2024-25)



ASSISTANT DIRECTOR (PROCUREMENT)
PROVINCIAL DISASTER MANAGEMENT AUTHORITY

PROVINCIAL DISASTER MANAGEMENT
AUTHORITY PUNJAB

5th floor, Cricket House, 20-A, Shadman-II, Lahore
Contact No. 042-99204408-09



Acronyms & Abbreviations

IFP	Invitation for Prequalification
ITA	Instructions to Applicants
JV	Joint Venture
NCB	National Competitive Bidding
PDS	Prequalification Data Sheet
PQ	Prequalification
PQD	Prequalification Document
SBD	Standard Bidding Documents



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DISCLAIMER

1. The information contained in this document or subsequently provided to applicants, whether verbally or in written form by or on behalf of PDMA shall be subject to the terms and conditions set out in this PQD and any other terms and conditions subject to which such information is provided. The interpretation of all contents of this PQD is as per PDMA understanding.
2. The procurement process will be governed under the Punjab Procurement Rules, 2014 as amended from time to time.
3. This PQD does not purport to contain all the information each applicant may require. This PQD may not be appropriate for all persons, and it is not possible for PDMA to consider the investment objectives, financial situation and particular needs of each applicant who reads or uses this PQD. Certain applicants may have better knowledge of the proposed Projects than others. Each applicant should conduct its own investigations and analysis and should check the accuracy, reliability and completeness of the information in this PQD and obtain independent advice from appropriate sources. PDMA makes no representation or warranty and shall incur no liability under any law, statute, rules or regulations as to the accuracy, reliability or completeness of the PQD.
4. PDMA may, in their absolute discretion, but without being under any obligation to do so, update, amend, add to any or all of the provisions or supplement the information of this PQD or cancel the present invitation and call for fresh invitations. Such changes would be intimated to all applicants using this PQD.
5. PDMA reserves the right to reject all Expression of Interests (EOI) submitted in response to this PQD Invitation prior to the acceptance of an PQD according Punjab Procurement Rules (PPR) 2014. PDMA also reserves the right to hold or withdraw from or cancel the process at any stage up to the final pre-qualification / shortlisting.
6. PDMA will have no liability in case of non-receipt of any correspondence from them to the applicant due to the postal delays.
7. Mere submission of this PQDs or Pre-qualification or issue of RFT does not guarantee that the applicant will be selected for the project.



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Invitation for Prequalification

Prequalification of Vendors for Supply of winterized Rescue & Relief Items

Provincial Disaster Management Authority, (PDMA) Punjab, intends to prequalify well reputed, Sales Tax/Income Tax registered Authorized Dealers/ Distributors/ wholesalers/ /General Order Suppliers/ vendors for procurement of following *Standardized winterized Rescue & Relief* items on need basis during Financial Year 2024-2025 (w.e.f. 01.07.2024 to 30.06.2025).

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Lot No.	Particulars
1	Sleeping Bag
2	Shoes Kit (Water Proof)
3	Winter Gloves
4	Folding Shovel (Manual)
5	Winter Search & Rescue Suit
6	Winterized Tent
7	Chain Saw
8	Snow Chain

Prequalification will be governed under the Punjab Procurement Rules 2014(amended). A complete set of Prequalification Document can be downloaded at www.ppra.punjab.gov.pk & www.pdma.punjab.gov.pk **OR** may be purchased on the submission of a written application to the Director General, PDMA, Punjab at the address given below and upon payment of a non-refundable fee of PKR 2,000/- (Rupees Two thousand only). The last date for purchase of Pre-qualification Document is **18th July 2024**, during office hours.

Applications for prequalification should be submitted along with necessary documents and samples of quoted items in sealed envelopes, delivered to the address given below by 18-07-2024 till 02:00 hours, and be clearly marked "Application for Prequalification of firms for Procurement of winterized Rescue & Relief Equipment & Lot Number".

The Procurement process will be completed as per National Competitive bidding method. The Last date/time for submission of documents for pre-qualification is **18th July 2024, at 02:00 pm**. The opening of the Applications shall be at **02:30 pm** on **18th July 2024**, in the Committee Room of **PDMA, Punjab, 5th floor, Cricket House, 20-A, Shadman-II, Lahore**. Firms/Companies applying under a joint venture/consortium should submit their documents clearly indicating the lead firm and role of each partner in JV/Consortium. The Request for Tender (RFT) will be issued only to Prequalified bidders. Provision of false, fabricated or materially incorrect information, if found at any stage will lead to disqualification.

The Applicant is expected to examine all instructions, forms, and terms in the Prequalification Document and to furnish all information or documentation required by the Prequalification Document. Prequalification applications shall be prepared in accordance with prequalification document/templates given in the document. Bidders not fulfilling the minimum requirements as mentioned in PQ document shall be declared as non-responsive.

In case the date of opening or last date of submission is declared as a public holiday or non-working day due to any reason, the next official working day shall be deemed to be the date of submission and opening of Applications accordingly. The time and venue shall remain same.

ASSISTANT DIRECTOR (PROCUREMENT)
PROVINCIAL DISASTER MANAGEMENT AUTHORITY
5th floor, Cricket House, 20-A, Shadman-II, Lahore
042-99204408-09



Introduction

The Provincial Disaster Management Authority (PDMA) is a comprehensive endeavor towards combating natural or man-induced disasters at the provincial and local level for securing lives and livelihoods of the affected people. Constituted under the NDM Act (National Disaster Management Act) in 2010, PDMA specializes in mitigation, preparedness and an organized response to a disaster. Page | 6

PDMA also acts as the coordinating authority, which articulates the coordination mechanism between key provincial departments including Rescue 1122, Civil Defense, District Governments and Police for immediate rescue and rehabilitation operations. In case of a disaster, PDMA not only oversees search, rescue and evacuation of the affected people, but also takes concrete measures to provide immediate relief, early recovery and long-term rehabilitation to them. In case of emergencies, the PDMA works closely with District Governments to organize initial and subsequent assessment of disaster affected areas and determine the course of action to ensure long-term rehabilitation of the affected population.

Objective of Procurement Process:

The primary objective of the procurement process for the Prequalification Document for Rescue & Relief Equipment within the Provincial Disaster Management Authority (PDMA) is to establish a list of prequalified vendors/bidders. This initiative aims to fortify the preparedness of PDMA in Punjab, Pakistan, enabling efficient disaster management operations across the region. Following are some key-objectives of this procurement process:

1. **Enhanced Preparedness:** By prequalifying vendors/bidders, PDMA aims to enhance its preparedness for potential disasters by ensuring the availability of necessary rescue and relief equipment. This proactive approach ensures that essential resources are readily accessible during times of crisis.
2. **Streamlined Procurement:** Establishing a list of prequalified vendors/bidders streamlines the procurement process for rescue and relief equipment. It reduces the time and resources required for identifying suitable suppliers during emergency situations, thereby expediting the acquisition of vital resources.
3. **Quality Assurance:** The prequalification process enables PDMA to assess and verify the credentials, capabilities, and quality standards of vendors/bidders. This ensures that only reputable and reliable suppliers are included in the list, thereby maintaining the quality and reliability of rescue and relief equipment procured by PDMA.
4. **Risk Mitigation:** By prequalifying vendors/bidders, PDMA mitigates the risks associated with procurement, such as delays, substandard products, or unreliable suppliers. This proactive approach minimizes the likelihood of disruptions in disaster management operations and ensures timely and effective response to emergencies.
5. **Transparency and Fairness:** The procurement process adheres to principles of transparency and fairness, ensuring equal opportunities for all potential vendors/bidders to participate in bidding process. By maintaining transparency in the prequalification process, PDMA upholds integrity and accountability in its procurement practices.



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Section of Prequalification Document

- Section I: Instructions to Applicants
- Section II: Special Instructions to Applicants
- Section III: Prequalification Evaluation Criteria (Lot Wise)
- Section IV: Specification of Goods (Lot Wise)
- Section V: Applications Forms



Section I: Instructions to Applicants



Section I: Instructions to Applicants (ITA)

A. General	
1. Scope of Application	2. In connection with the Invitation for Prequalification indicated in Section II, Prequalification Data Sheet (PDS), the Procuring Agency, as defined in the PDS, issues this Prequalification Document (PQD) to applicants interested in Pre-qualification for the supply of Rescue & Relief Equipment as decided in Section V. Government of the Punjab, Pakistan
2. Source of Funds	Government of the Punjab, Pakistan
3. Fraud and Corruption	<p>3.1 It is the Government of the Punjab's policy to require that Firms/applicants, suppliers and manufacturers and their agents observe the highest standard of ethics during the procurement and execution of such contracts.</p> <p>(a) In pursuance of this policy, the following terms are defined:</p> <ul style="list-style-type: none"> (i) “corrupt practice” is the offering, giving, receiving or soliciting, directly or indirectly, of anything of value to influence improperly the actions of another party; (ii) “fraudulent practice” is any act or omission, including a misrepresentation, that knowingly or recklessly misleads, or attempts to mislead, a party to obtain a financial or other benefit or to avoid an obligation; (iii) “collusive practice” is an arrangement between two or more parties designed to achieve an improper purpose, including to influence improperly the actions of another party; (iv) “coercive practice” is impairing or harming, or threatening to impair or harm, directly or indirectly, any party or the property of the party to influence improperly the actions of a party; (v) “obstructive practice” is deliberately destroying, falsifying, altering or concealing of evidence material to the investigation or making false statements to investigators in order to materially impede a Bank investigation into allegations of a corrupt, fraudulent, coercive or collusive practice; and/or threatening, harassing or intimidating any party to prevent it from disclosing its knowledge of matters relevant to the investigation or from pursuing the investigation; or <p>(b) the Procuring Agency will reject a proposal for award if it determines that the Firm/applicant recommended for award has directly or through an agent, engaged in corrupt, fraudulent, collusive, coercive or obstructive practices in competing for the contract in question;</p> <p>(c) the Procuring Agency will sanction a firm or individual,</p>



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	<p>including declaring ineligible, either indefinitely or for a stated period of time, to be awarded a contract if it, at any time, determines that the firm has, directly or through an agent, engaged in corrupt, fraudulent, collusive, coercive or obstructive practices in competing for, or in executing the contract.</p> <p>(d) the Procuring Agency will have the right to require that a provision be included in Pre-qualification documents requiring Firms/applicants, suppliers and manufacturers and their agents to permit the Procuring Agency to inspect their accounts and records and other documents relating to the bid/RFP submission and contract performance and to have them audited by auditors appointed by the Purchaser.</p>
<p>4. Eligible Applicant</p>	<p>4.1 An Applicant can be an Authorized Dealers/ Distributers/ wholesalers/ General Order Suppliers/ vendors registered with FBR/ PRA having valid NTN and STRN certificate, to enter into an agreement or under an existing agreement, as per eligibility criteria mentioned in this document.</p> <p>4.2 A firm declared disqualified/ blacklisted by any of the public sector organization in Pakistan shall be ineligible to bid/RFP for a contract during the period of embargo.</p> <p>4.3 Applicants and all parties constituting the Applicant shall not have a conflict of interest. Applicants shall be considered to</p>



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	<p>have a conflict of interest, if they participated as a consultant in the preparation of the technical specifications of the goods that are the subject of this prequalification. Where a firm, or a firm from the same economic or financial group, in addition to consulting, also has the capability to manufacture or supply goods or to construct works, that firm, or a firm from the same economic or financial group, cannot normally be a supplier of goods or works, if it provided consulting services for the contract corresponding to this prequalification, unless it can be demonstrated that there is not a significant degree of common ownership, influence or control.</p> <p>4.4 Applicants shall not be under execution of a Bid/RFP–Securing Declaration in the Procuring Agency’s Country</p>
<p>5. Eligible Goods</p>	<p>5.1 All goods to be supplied under the Contract to be financed by the Government of Punjab shall have as their origin in any country not restricted by the Government of Pakistan (Notified from time to time).</p>
<p>B. Contents of the Prequalification Document</p>	
<p>6. Sections of Prequalification Document</p>	<p>6.1 The document for the prequalification of Applicants (hereinafter - “Prequalification Document”) consists all the sections indicated below, and should be read in conjunction with any Addendum if issued.</p> <ul style="list-style-type: none"> • Section I. Instructions to Applicants (ITA) • Section II. Prequalification Data Sheet (PDS) • Section III Specifications of Products and Pre-qualification Criteria • Section IV. Application and other Forms <p>6.2 The “Invitation for Prequalification Applications” (IPA) issued by the Procuring Agency is not part of the Prequalification Document. A sample form is provided as an attachment to this Prequalification Document for information only.</p> <p>6.3 The Procuring Agency accepts no responsibility for the completeness of the Prequalification Document and its addenda unless they were obtained directly from the Procuring Agency.</p>
<p>7. Clarification of Prequalification Document</p>	<p>7.1 A prospective Applicant requiring any clarification of the Prequalification Document 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 five (05) days prior to the deadline for submission of applications. The Procuring Agency shall forward copies of its response to all</p>



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	<p>applicants who have acquired the Prequalification Document directly from the Procuring Agency including a description of the inquiry but without identifying its source. Should the Procuring Agency deem it necessary to amend the prequalification document as a result of a clarification it shall dounder intimation to all the applicants who have obtained the prequalification documents.</p>
8. Amendment of Prequalification Document	<p>8.1 At any time prior to the deadline for submission of applications, the Procuring Agency may amend the Prequalification Document by issuing addenda.</p> <p>8.2 Any addendum issued shall be part of the Prequalification Document and shall be communicated in writing to all who have obtained the Prequalification Document from the Procuring Agency.</p> <p>8.3 To give prospective 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.</p>
C. Preparation of Applications	
9. Cost of Application	<p>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>
10. Language of Application	<p>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>
11. Documents Comprising the Application	<p>11.1 The application shall comprise the following:</p> <ul style="list-style-type: none"> (a) Application Submission Form, in accordance with ITA 12; (b) documentary evidence establishing the Applicant's eligibility to prequalify, in accordance with ITA13; (c) documentary evidence establishing the Applicant's qualifications, in accordance with ITA 14; and (d) Any other document required as specified in the PDS.
12. Application Submission Form	<p>The applicant shall prepare an Application Submission Sheet using the form provided in Section IV, Application Forms. This Form must be completed without any alteration to its format.</p>
13. Documents Establishing the	<p>To establish its eligibility in accordance with ITA 4, the Applicant shall complete the eligibility declarations in the Application Submission Form</p>



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Eligibility of the Applicant	and Forms ELI (eligibility) 1.1 and 1.2, included in Section IV, Application Forms.
13. Documents Establishing the Qualifications of the Applicant	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.
14. Signing of the Application and Number of Copies	The Applicant shall prepare one original of the documents comprising the application as described in ITA 11 and clearly mark it "ORIGINAL". The original 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.
D. Submission of Applications and Samples	
15.	<p>15.1. The Applicant shall enclose the original application in a sealed envelope that shall:</p> <ul style="list-style-type: none"> (a) bear the name and address of the Applicant. (b) be addressed to the Procuring Agency, in accordance with ITA 17.1; and (c) bear the specific identification of this prequalification process indicated in the PDS 1.1 (d) samples/brushers/Technical Data Sheet with authorization letter/ Certificate of Original Equipment Manufacturer as applicable of concerned relief item. <p>15.2. The Procuring Agency will accept no responsibility for not processing any envelope that was not identified as required.</p>
16. Deadline for Submission of Applications	<p>16.1 Applications shall be received by the Procuring Agency at the address and no later than the deadline indicated in the PDS. A receipt will be given for all applications submitted.</p> <p>16.2 The Procuring Agency may, at its discretion, extend the deadline for the submission of applications by amending the Prequalification Document 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>
17. Late Applications	Any application received by the Procuring Agency after the deadline for submission of applications will not be entertained and stands non-responsive.
18. Opening of Applications	<p>19.1 The Procuring Agency shall open all applications at the date, time and place specified in the PDS. Late Application shall be treated in accordance with ITA 18.1.</p> <p>19.2. Procuring Agency shall prepare a record of the opening of applications that shall include the name and other details of the Applicant.</p>
E. Procedures for Evaluation of Applications	



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<p>19. Confidentiality</p>	<p>20.1 Information relating to the evaluation of applications, and Recommendation for prequalification, shall not be disclosed to Applicants or any other persons not officially concerned with such process until the notification of prequalification is made to all Applicants.</p> <p>20.2 From the deadline for submission of applications to the time of notification of the results of the prequalification, any Applicant that wishes to contact the Procuring Agency on any matter related to the prequalification process, may do so but only in writing.</p>
<p>20. Clarification of Applications</p>	<p>20.1. To assist in the evaluation of applications, the Procuring Agency may, at its discretion, ask any Applicant for a clarification of its application which shall be submitted within a stated reasonable period of time. Any request for clarification and all clarifications shall be in writing.</p> <p>20.2. If an Applicant does not provide clarifications of the information requested by the deadline, the application shall be evaluated based on the information and documents available at the time of evaluation of the application.</p>
<p>21. Responsiveness of Applications</p>	<p>22.1 All applications not responsive to the requirements of the prequalification document shall be rejected.</p>
<p>F. Evaluation of Applications and Prequalification of Applicants</p>	
<p>22. Evaluation of Applications</p>	<p>22.1. The Procuring Agency shall evaluate the applications in light of evaluation criteria mentioned against each Lot in respective section of this document.</p> <p>22.2. In case of more than one item, the Procuring Agency shall prequalify each Applicant for the maximum number and types of items for which the Applicant meets the appropriate aggregate requirements of such items, as specified in Section III, Qualification Criteria and Requirements.</p>
<p>23. Procuring Agency's Right to Accept or Reject Applications</p>	<p>24.1 The Procuring Agency reserves the right to accept or reject all the applications, and to annul the prequalification process, without thereby incurring any liability to Applicants.</p>
<p>24. Prequalification of Applicants</p>	<p>25.1 All Applicants whose applications have met the specified requirements will, to the exclusion of all others, be prequalified by the Procuring Agency.</p>
<p>25. Notification of Prequalification</p>	<p>26.1 Once the Procuring Agency has completed the evaluation of the applications it shall notify all Applicants in writing indicating their status as to qualified or ineligible.</p>
<p>26. Invitation to Bid</p>	<p>27.1 After the notification of the results of the prequalification the Procuring Agency shall initiate the procurement process which shall only be participated by the prequalified applicants.</p>



Section II: Special Instructions to Applicants



Section II: Prequalification Data Sheet (PDS)

A. General

ITA 1.1	Name Of Procuring Agency: -	Page 16
	PROVINCIAL DISASTER MANAGEMENT AUTHORITY, (PDMA) PUNJAB	
ITA 1.2	PQD Name And Number Are: -	
	Pre-Qualification of Firms For Procurement Of Rescue & Relief Equipment, Procurement Reference No: PQ-Winter/2024	
ITA 1.3	Source of Funding: -	
	Government of the Punjab	
ITA 1.4	Contact Information communication:	
	ASSISTANT DIRECTOR (PROCUREMENT) PROVINCIAL DISASTER MANAGEMENT AUTHORITY 5th floor, 20-A, Shadman-II, Lahore, Contact No.042-99204408-09	

B. Contents of the Prequalification Document

ITA 2.1	For clarification purposes, the Procuring Agency's address is: Any inquiries or requests for clarification regarding this bidding document may be directed to the designated official during office hours. ASSISTANT DIRECTOR (PROCUREMENT) PROVINCIAL DISASTER MANAGEMENT AUTHORITY 5th floor, 20-A, Shadman-II, Lahore, Contact No.042-99204408-09
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C. Preparation of Applications

ITA 3.1	The language of the application as well as of all correspondence is: "English"
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D. Submission of Applications

ITA 3.4	Applicants "shall not" have the option of submitting their applications electronically.
ITA 3.5	The deadline for application submission is: Date: 18-07-2024 Time: 02:00PM



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ITA 3.6	Late applications shall not be entertained.
ITA 3.7	<p>The PQ applications will be opened on same date of submission. The opening of the applications shall be at 02:30 PM on 18-07-2024, In Committee Room of PDMA, Punjab, 5th floor, Cricket House, 20-A, Shadman-II, Lahore</p> <p style="text-align: right;">Page 17</p> <p>The bidders who choose to attend the above opening of applications such depute its authorized representative.</p>



Section III: Prequalification Criteria



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PREQUALIFICATION CRITERIA

PQD evaluation shall be based on the following knock-out criteria given in succeeding paras in line with PPRA Rules, 2014 (amended) and level of compliance demonstrated by the Applicant's responses in the forms given in this document.

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- Prequalification Application Responsiveness
- Mandatory Requirements (to establish eligibility)
- Prequalification Evaluation Criteria (Based on Rule 16 of PPRA Rules, 2014) – the bidder securing minimum 65% marks would be declared prequalified.

Prequalification Application Responsiveness: Responsiveness of PQD application will be established based on compliance of all instruction delineated in this document.

Mandatory Requirements. After establishment/confirmation of responsiveness of the applicant/application shall be evaluated based on mandatory requirements.

Mandatory Requirements	Requirement
Legal Status of Firm (Registered with either of the following) <ul style="list-style-type: none">• SECP• Registrar of Firms• Recognized by Govt. of Pakistan• Sole proprietor	Must Meet
Nationality – Pakistani	Must Meet
NTN Registration Certificate	Must Meet
Sales Tax Registration Certificate (for Goods)	Must Meet
Active Taxpayer Status	Must Meet
Financial Statements (Income Tax Return) for the last 3 years.	Must Meet
Minimum years in Business	03 years
Power of Attorney for Representative to sign the document	Must Meet
Affidavit for Eligibility as per template given in this document (Annexure-B)	Must Meet

Note: To establish its Prequalification, the firm shall provide the information requested in the respective annexures and requirements with documentary proof.



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Prequalification Evaluation Criteria

Sr. No.	Description	Allocated Marks	Total Marks										
1	Qualification & Experience		40										
	<p>Relevant Experience & Past Performance</p> <p>Minimum 02 Similar assignments for supplies of subject lot during last 05 years. (20 Marks)*</p> <p>Additional project completed (20 Marks)*</p> <p>*(10 Marks for each completed project/assignment)</p> <p>Required Supporting Documents:</p> <p>Verifiable Purchase orders / supply orders / completion certificates must be attached, otherwise, no marks shall be awarded.</p>	40											
2	Financial Position		30										
i.	<p>Average Annual Income tax Turnover (last 03 years)</p> <table border="1" style="margin-left: 20px;"> <thead> <tr> <th colspan="2">Financial Position Evaluation Criteria:</th> </tr> <tr> <th>Average Annual Income tax Turnover</th> <th>Maximum Marks-10</th> </tr> </thead> <tbody> <tr> <td>Minimum 50 to 75 Million</td> <td>10 Marks</td> </tr> <tr> <td>More than 76 to 100 Million</td> <td>20 Marks</td> </tr> <tr> <td>More than 101 - 150 Million</td> <td>30 Marks</td> </tr> </tbody> </table>	Financial Position Evaluation Criteria:		Average Annual Income tax Turnover	Maximum Marks-10	Minimum 50 to 75 Million	10 Marks	More than 76 to 100 Million	20 Marks	More than 101 - 150 Million	30 Marks	30	
Financial Position Evaluation Criteria:													
Average Annual Income tax Turnover	Maximum Marks-10												
Minimum 50 to 75 Million	10 Marks												
More than 76 to 100 Million	20 Marks												
More than 101 - 150 Million	30 Marks												
3.	Technical & Managerial Capability		30										
	<p>The applicant shall have adequate technical/managerial capability and relevant professional staff to deliver goods efficiently as per timelines: <i>(Documents Required: List of number of officers/staff along with their education with Demonstrated experience in delivering goods of similar type, volume, and complexity as specified in the tender.</i></p> <p>03 marks for each technical personal. (Maximum 15 marks)</p>	15											
4.	Managerial Capacity												
	<p>List of Offices/Factory/Warehouse across Punjab.</p> <ul style="list-style-type: none"> 03 marks for each Office/Factory/Warehouse, for supply of required goods <p>Required details are as under:-</p> <p>Any supporting documents as proof of establishment of office/warehouse/factory etc.</p>	15											
	Total		100										

*Bidders/Applicants scoring **65% marks** and above shall be eligible to participate in the bidding process. However, a minimum of 50% marks have to be achieved in sections for (Relevant Experience and Financial Position).*

Section IV: Specifications

1. SPECIFICATION OF SLEEPING BAG

Sr. No.	Particular	Specification
General: A sleeping bag should be made of polyester duly zipped, lightweight, durable and water proof for Snowy/ Rainy weather to provide protection to the rescuer during Search & Rescue operations. The sleeping bag should provide better breathability, comfort, moisture protection and thermal protection, easy to wash & easy to dry.		
1	Size	210cm * 75cm (± 5 %)
2	Material	190T (± 5 %) Polyester
3	Filling	Fiber Cotton Sheet
4	Weight	1.8 kg (± 5 %)
5	Comfortable Temperature	-5°C ~ -15°C
6	Accessories	Carrying Bag

2. SPECIFICATION OF SHOES KIT (WATER PROOF)

Sr. NO.	Particular	Specification
1	Type	Light weight, Ankle high shoes with water repellent coating
2	Usage	For Snowy/ Rainy weather
3	Upper Material	Black Water repellent light weight buffalo leather
4	Sole	Black direct injected double density sole made of PU midsole and nitrile rubber outsole which should be Puncture & Slip resistant
5	Toe Cap	Imported composite toe cap, impact resistance of 200 J
6	Lining	Water proof lining made of symptax with sealing tape
7	Collar	Synthetic collar with foam padding
8	Padding	Soft inner padding
9	Shoes Height	Minimum 15 cm from inside without sole
10	Eyelets	Anodized 6mm with washer black
11	Laces	Plain black nylon round minimum 48 inches
12	Color	Black
13	Size	7 to 12 UK size (as per requirement)

3. SPECIFICATION OF WINTER GLOVES

No.	Item	Minimum Requirement
1	Type	Impact Resistant Safety Gloves for Search & Rescue Operations

2	Outer Layer	Lightweight, durable, water proof and anti impact resistant material
3	Inner Thermal Layer	Inner lining made of fleece/ soft fur or equivalent material for insulation and protection from cold weather
4	Features	Naturally curved fingers for an ergonomic fit, Adjustable elastic cuffs, water and wind proof
5	Size	Large
6	Standard	EN 388

4. SPECIFICATIONS OF FOLDING SHOVEL

Sr.	Specifications	Minimum Requirements
1	Type	Foldable shovel for snow removal
2	Material	Stainless Steel or equivalent
3	Features	Foldable, easy to carry, durable, lightweight, easy grip handle
4	Size	Unfolded length: length 3-3.5 ft
5	Storage	Stored in a canvas Carrying bag

5. SPECIFICATIONS FOR WINTER SEARCH & RESCUE SUIT

Sr. No.	Particular	Specification
1	Purpose	To provide protection during Search & Rescue operations which is lightweight, durable and user friendly
2	Design	Two-piece (Trouser & Shirt); The suit should provide better mobility, breathability, comfort, moisture protection and thermal protection. The suit should be durable, easy to wash & easy to dry.
3	Outer Layer	Made of nylon or polyester. This layer should be abrasion resistant and Water Repellant, which encourages water to bead and roll upon contact, instead of soaking in.
4	Inner Layer (Thermal Barrier)	The inner material should provide thermal protection and should act as thermal barrier from low temperature. Should be comfortable and smooth to make it easier to slide in and out of the gear. The material should absorb less moisture, remain dryer, thinner and lighter.

5	Features	<ul style="list-style-type: none"> • Brass Zip at front for donning and doffing • Rip fast Velcro overlap closing • Radio/ Cell phone pocket • High Collar with Velcro overlap flap • Articulated elbows & knees with puncture resistant coated fabric • Adjustable wrists opening • Detachable Hood • Embroidered Service logo on left shoulder, Printing of “PDMA Punjab” on back on reflective tape and “Rescue” on left side of chest (Reflector). • Elastic Adjustable Braces • Two side pockets on trousers with flaps • Thermo-adhesive labels
6	Color	Black and Orange (As approved by the Department)
7	Sizes	As approved by the Department

6. SPECIFICATION OF WINTERIZED TENT

<p>Winterized Tent 3 Pcs D/Fly with complete Accessories</p>	<p>Winterized Tent (4x4) meter Specification Size 4x4 Meter Make, Double Fly, Four Layered, Centre Height 2.15 Meter Wall Height 0.90 Meter Outer fold water proof cotton canvas 500 gsm (5%+-) Inner fold water proof cotton canvas 400 gsm (5%+-) Polyester wedding sheet 140 gsm (5%+-) for heat insulation Dyed yellow/white\off-white lining Inner fold 130 gsm (5%+-) 2x door and two windows (1 each side) Ground sheet and plastic floor mat size 4*4 meter. Inner most layer shall be fire retardant</p> <p><u>Accessories</u> 3 standing iron poles, one iron ridge pole, weight 11.5 kg Iron poll in 2 pieces of equal size joined together with a 10 inch long socket of larger dia welded to one piece. Welding should be complete and touching welding will not be accepted. 10x good quality ropes of 3 meter on each sides and 2x ropes of 4 meter on front/ back side of tent 8mm undyed cotton ropes with reinforcement of cloth pads along with 12 runners(1 with each rope) Branded rope shall also be accepted. 1x hammer with wood or plastics handle of approx. 1 kg. 18x pegs of large size for outer pitching (MS bar 5/8”x14”) 16x pins for mud flap pitching (MS bar 3/8”x8”) 3x packing bags, one each for the tent canvas, tents poles and accessories. Weight 60 kg to 70 kg. Color Natural White/ Packing and Printing PDMA’s (colored) Logo & Govt of Punjab logo of one meter dia on both sides of the tent. Packing of tent and accessories in one bundle wrapped in high quality canvas bag Permanent Printing of logos PDMA.</p>
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7. SPECIFICATION OF CHAINSAW CUTTER (WOOD)

No.	Description	Minimum Requirements
1	Type	Self-engine operated chain saw used for cutting wood
2	Fuel Type	Petrol
3	Output Power	2.5 kW or higher
4	Guide bar length/ Cutting depth	18" or higher
5	Weight	Less than 7 kg
6	Accessories	All standard accessories should be provided along with hard carrying box.
7	Standard	CE/ EN

8. SPECIFICATION OF SNOW CHAIN

Sr.	Specifications	Minimum Requirements
1	Type	Snow chain for tires to provide better traction in snowy, hilly, muddy and rough terrain
2	Material	Durable Mild Steel with corrosion resistant coating or equivalent
3	Features	Easy mounting and dismounting, durable lock system, suitable for off road use in snowy and hilly terrains
4	Size	Van, Single & Double Cabin tires
5	Storage	Stored in a carrying bag or good quality plastic case



Section IV: Application Forms

Application Forms

Form-1 - 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:

.....
[name and address of the Employer]

Sir,

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)/Lot under the*[name of the Project to be listed by the User/Employer]* project:

Lot No.	Description of Lot
1.	
2.	
3.	
4.	
5.	

{ 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 defining:
 - (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). All other supporting documents required in this PQD or other documents those are necessary for prequalification purposes.
3. Procuring 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 bankers and clients regarding any financial and technical 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



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- with regard to the resources, experience, and competence of the Applicant.
4. Procuring Agency and its authorized representatives may contact the following persons for further information², if needed.

General Inquiries	
Contact 1	Telephone 1
Contact 2	Telephone 2

6. 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 revised requirements; and
 - (ii) reject or accept any application, cancel the prequalification process, and reject applications; 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.
 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.*
 2. *Application by joint ventures should provide information on a separate sheet information for each party to the application.*

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 for any lot.
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



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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)
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Form-2 - Affidavit for Eligibility (Template)

The Applicant shall attach original affidavit on non-judicial stamp paper (*with a value of Rs. 100*) and declaring on oath that the Applicant:

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- a) is not in bankruptcy or liquidation proceedings;
- b) has *never* been declared ineligible/blacklisted by Government / Semi-Government / Agency or Authority or any employer till date due to the any reasons;
- c) is not making any misrepresentations or concealing any material fact and detail;
- d) has not been convicted of, fraud, corruption, collusion or money laundering;
- e) is not aware of any conflict of interest or potential conflict of interest arising from prior or existing contracts or relationships which could materially affect its capability to comply with its obligations; and
- f) does not fall within any of the circumstances for ineligibility or disqualifications.

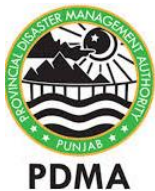
[Name of the Contractor/ Firm/ Supplier] undertakes to treat all information provided as confidential.

Signed by an authorized Officer of the company

Title of Officer: _____

Name of Company: _____

Date: _____



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Form-3 - General Information Form

[To be signed & stamped by the Bidder and reproduced on the letter head. To be attached with Technical Bid]

	Particulars			
Company Name				
Abbreviated Name				
National Tax No.			Sales Tax Registration No	
No. of Employees			Company's Date of Formation	

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*Please attach copies of NTN, GST Registration.

Registered Office		State/Province	
Address			
City/Town		Postal Code	
Phone		Fax	
Email Address		Website Address	

Stamp & Signature of Bidder _____



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Form-4 - Financial Turnover

[The following table shall be filled in for the Applicant]

Applicant's/Joint Venture Partner's Legal Name: *[insert full name]*

Date: *[insert day, month, year]*

Applicant's Party Legal Name: *[insert full name]* PQD No. and title: *[insert PQD number and title]*

Page *[insert page number]* of *[insert total number]* pages

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Annual turnover/sales data		
Year	Amount and Currency	PKR
<i>[indicate year]</i>	<i>[insert amount and indicate currency]</i>	<i>[insert amount in PKR]</i>
Average Annual Turnover *		



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Form-5 - Relevant Experience

[The following table shall be filled in for the Applicant]

Applicant's Legal Name: *[insert full name]* Date: *[insert day, month, year]*

Party Name: *[insert full name]*

PQD No. and title: *[insert PQD number and title]*

Page *[insert page number]* of *[insert total number]* pages

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Similar Contract No. <i>[insert number] of [insert number of similar contracts required]</i>		Information	
Contract Identification		<i>[insert contract name and number, if applicable]</i>	
Award date		<i>[insert day, month, year, i. e., _ _ / - /, 20_]</i>	
Completion date		<i>[insert day, month, year, i.e., / - /, 20_]</i>	
Role in Contract			
Total Contract Amount	<i>[insert total contract amount in local currency]</i>	PKR/US\$ <i>[insert total contract amount in PKR]</i>	
If partner in a JV/Consortium, or subcontractor, specify participation in total contract amount	<i>[insert a percentage amount]</i>	<i>[insert total contract amount in local currency]</i>	<i>[insert total contract amount in PKR]</i>
Procuring Agency's Name:		<i>[insert full name]</i>	
Address:		<i>[indicate street / number / town or city / country]</i>	
Telephone/fax number		<i>[insert telephone/fax numbers, including country and city area codes]</i>	
E-mail:		<i>[insert e-mail address, if available]</i>	



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Information	
Similar Contract No. <i>[insert number] of [insert number of similar contracts required]</i>	
1. Amount	<i>[insert amount in PKR/ in words and in Figures]</i>
2. Products	<i>[insert type and description of product]</i>

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Information	
Similar Contract No. <i>[insert number] of [insert number of similar contracts required]</i>	
1. Amount	<i>[insert amount in PKR/ in words and in Figures]</i>
2. Products	<i>[insert type and description of product]</i>



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Form-6 - Affidavit Of Correctness Of Information (Template)

(on Stamp paper not less than Rs. 100)

We do hereby declare and undertake that all the information, warranties, statements and representations provided within this application are true and correct; and we also understand that in case any of the aforesaid are found to be false and malafied then we are liable to be disqualified, without prejudice to any other rights and actions the Employer may exercise under the applicable laws.

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[Name of the Contractor/ Firm/ Supplier] undertakes to treat all information provided as confidential.

Signed by an authorized Officer of the company

Title of Officer: _____

Name of Company: _____

Date: _____

-----**End of Document**-----