



# **PREQUALIFICATION** **DOCUMENT**

**November - 2018**

- 1. Supply, Installation, Configuration and Testing of Complete High-Quality IP Based CCTV Surveillance System**
- 2. Prequalification Of Textile Units /Vendors For Supply of Uniforms for Staff**



## **Invitation for Prequalification (IFP)**



The Punjab Safe Cities Authority, Government of Punjab invites sealed applications for prequalification of potential firms/companies for supplies of

- (i)** Supply, Installation, Configuration and Testing of Complete High-Quality IP Based CCTV Surveillance System
- (ii)** Uniforms for staff

Prequalification will be conducted through prequalification procedures specified in the Prequalification Documents (PQDs).

Interested applicants may obtain documents from PPRA website [www.ppra.punjab.gov.pk](http://www.ppra.punjab.gov.pk) and PSCA website [www.pzca.gop.pk](http://www.pzca.gop.pk). Prequalification document fee is PKR. 1,000/ for each category. The pay order shall be made in favor of "Establishment of IC3 Funds" - Account # PK31BPUN-6010-0457-6650-0010 having NTN: 7129125-0 and attach with document at the time of submission.

Applications for prequalification should be submitted in sealed envelopes, delivered to the above address by November 29, 2018 at 1500 hours and be clearly marked and same will be opened by November 29, 2018 at 1530 hours.


**Punjab Safe Cities Authority**  
**PSCA Headquarters , Qurban Lines, Lahore, Pakistan**  
**Ph: 042-99051605-8 Web: [www.pzca.gop.pk](http://www.pzca.gop.pk)**



The logo of the Punjab Safe Cities Authority is a shield-shaped emblem. It is divided into four quadrants: top-left (blue background with a white CCTV camera), top-right (white background with a black bell), bottom-left (white background with a black telephone handset), and bottom-right (blue background with a white eye). The shield is flanked by green laurel branches. Below the shield is a red banner with the text "Punjab Safe Cities Authority" in white.

# **PREQUALIFICATION** **DOCUMENT**

**November - 2018**

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- A larger, faded version of the Punjab Safe Cities Authority logo is visible in the background, centered behind the main text.
- 1. Supply, Installation, Configuration and Testing of Complete High-Quality IP Based CCTV Surveillance System**

**BRIEF INTRODUCTION OF THE BIDDER/ORGANIZATION**

<b>Ser.</b>	<b>Factors</b>	<b>Description</b>
1	Name of the Bidder/Organization	
2	Corporate Status (Proprietor/ Partnership / Pvt. Ltd. / Ltd.)	
3	Date of Establishment (NTN/SECP/relevant registration authority date)	
4	NTN & GST Registration Number	
5	Professional Tax and PRA (If Applicable) Registration Number	
6	Owner / Proprietor / MD / CEO / Director Name	
7	CNIC No	
8	Area of Business	
9	Mailing Address	
10	E-MAIL	
11	Contact / Cell No(s).	
12	Joint Venture (if Any)	

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Company's Stamp

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Signature

### **EVALUATION CRITERIA**

Sr. No	Criteria	Max. Marks	Comment/description	Documents Required
1	Number of Years of Existence of Firm	25	5 Years or more = 25 Points 4 Years = 15 Points 3 Years = 10 Points Less Than 02 Years = 0 Point	Document Required
2	Cumulative value of similar contracts/award successfully completed in last Five (05) years	20	PKRs 6 Million or More = 20 Point >=PKRs 5 million and < PKRs 6 Million = 15 Point >=PKRs. 3 million and < PKRs 5 Million = 10 Point >=PKRs. 0 million and < PKRs 3 Million = 05 Point	PO/WO/ Contract Copy Required
3	Workshop Repair & Maintenance Facility	20	a) Own Workshop in Lahore with direct imported Spares stock [20 Marks] b) Own Workshop in Lahore [15 Marks] c) Own Workshop in other City with direct imported Spares stock [12 Marks] d) Own Workshop in Other Cities [10 Marks] e) Outsourced [8 Marks]	Please attach all evidences
4	Financial Strength (Credit Line)	20	5 Million or above = 20 Marks 2 to 5 Million = 15 Marks 0.5 to 2 Million = 10 Marks	Please attach all evidences (Verifiable from Bank Statement)
5	Organization Profile	15	a) Above 15 Employees [15 Marks] b) 10 to 15 Employees [10 Marks]	Please attach all List & evidences

			c) 7 Employees [8 Marks] d) 4 Employees [5 Marks] ) 3 Employees [3 Marks] e) 2 Employees [2 Marks] Note: 0.5 Mark per Technician & 1 Mark per Engineer	
<b>Total Marks = 100</b>			<b>Minimum Passing Marks= 75</b>	




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Company's Stamp

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Signature



## **TECHNICAL EVALUATION DOCUMENTATION REQUIREMNT**

<b>List of Knock out /Necessary Documents</b>	<b>Attached</b>
Document Fee	
Covering Letter	
Company Incorporation / NTN / Partnership /Registration Certificate Copy ( from any govt Institution)	
GST Registration and Professional Tax Certificate Copy	
Income tax and Sales tax returns for last 2 years	
Audited Financial sheets (2 years) or Bank statement (2 years) -	
Affidavit (on Stamp paper worth Rs.50/-) declaring that the Bidder is not blacklisted by any Government Department/Authority/Agency/Company and the Bidder is not engaged in any sort of litigation against any Government Department/Authority/Agency/Company	
PEC registration Certificate along with Categories defined	
Power of Attorney for Authorized Representative (on Stamp paper worth Rs.50/-)	
List of Clients / Projects Completed with supported documents and financial effects	

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Company's Stamp

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Signature

## Terms & Conditions

### **A. Pre-Tender Terms & Conditions (for Participant)**

1. The Suppliers and Contractors as Manufacturer / Partnership / Dealership /Traders/ Distributor with Principal only be preferred.
2. Pre-qualification documents should be submitted on PSCA prescribed format with signature & stamp of the organization on each page.
3. The participants must submit valid CNIC, NTN & GST and Professional certificate, Income & Sale Tax return and Bank Statement or annual Audit report, list of clients with contact person (regular and occasional), the selected / short-listed organizations will be informed in due course of time.
4. The financial / Technical bids will be invited from pre-qualified / selected / enlisted / short-listed organizations / Firms as and when desired.
5. PSCA reserves the rights to reject all organizations / firms applied for pre-qualification on the basis of technical grounds or any other reason; on a request, PSCA communicate to the Supplier or Contractor who has not been prequalified the reasons for not prequalifying the contractor or supplier.
6. The Pre-qualification documents may be obtained from the PPRA website or may be downloaded from the PSCA's website. ([www.pscagop.pk](http://www.pscagop.pk)).
7. The sealed documents should be submitted not later by 29 Nov, 2018 at 15:00 pm on PSCA mentioned address which will be opened on the same day at 15:30 pm.
8. In case of any query please contact through Email – [saad.bashir@pscagop.pk](mailto:saad.bashir@pscagop.pk) (Primary) [muhammad.atif@pscagop.pk](mailto:muhammad.atif@pscagop.pk) (Secondary).Any Changes/Amendment will be updated on PSCA Website.
9. Pre-qualification Document fee is **PKR. 1,000/-** for single proposal and submit separate processing fee for each category / prequalification. The pay order shall be made in favor off "Establishment of IC3 Funds", Account # PK31BPUN-6010-0457-6650-0010 having NTN: 7129125-0 and must be attached while submission of document. Without Document fee **PKR. 1,000/-** participation shall not be considered.

Company's Stamp

Signature

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## 10. OEM Relationship and Warranties

The Bidder should be Authorized/Informal Partner of Principle / Manufacturer / Importer /Distributor/Trader, if not a Manufacturer for equipment quoted and their allied peripherals.

a) All the equipment should have minimum twelve (12) months Warranty. All Software loaded / installed on active equipment should have Warranties for twelve (12) months against all the defects / bugs.

b) The End-User's Licenses, Warranties and Contracting Support Services will be in the name of Procuring Agency for all the Equipment and relevant Software delivered during the course of the Project.

c) No Refurbished, End of Life or Used Equipment will be supplied during the course of project.

d) The Manufacturer / Importer / traders supplies Sub-Standard, Misbranded or Contaminated Equipment, those will be replaced by the Contractor at his risk and cost. The Contractor shall be responsible to provide the fresh stock of standard quality within thirty (30) days against the rejected one. Otherwise, the amount equivalent to the supplied quantity of defective goods shall be deducted from their Bills / Bid Security and the Contractor may be blacklisted by the Competent Authority accordance with the offence; and hence their Performance Guarantee will be forfeited.

e) If goods are declared Sub-Standard, the Manufacturer(s) and their Distributor(s) are equally responsible and are bound to supply fresh quantity Free of Cost.

f) PSCA may take action against the defaulter under PPRA rules.

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Company's Stamp

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Signature

## **B. Terms & Conditions for Selected / Short-listed Supplier**

1. The pre-qualification / registration status of vendors / service-providers will remain as per choice of Procuring Agency.
2. The pre-qualified Firms / organizations / Individuals will be preferred for inviting sealed financial / Technical bids subsequently.
3. The rates should be inclusive of all applicable taxes whenever financial bid will be quoted.
4. As and when desired depending on the products / services/works, Performance security in shape of CDR may be required from successful bidder.
5. The invoice will be processed after completion of work and its satisfaction certificate by concerned department / officer.
6. The payment will be made within thirty (30) days after submission of invoice and deduction will be made as per Punjab govt rules and regulations.
7. The delivery challan should also be submitted for all part deliveries.
8. The task will be undertaken on the receipt of Purchase / Work Order /Contract according to the specification provided or finally agreed.
9. Incomplete proposal or those received after deadline date and time will not be entertained.
10. In case of Tax exemption, tax exemption certificate will be required along with Invoice.
11. Terms and condition of bidding document shall be shared with qualified bidders.
12. Stamp duty will be charged as per stamp Act 1899.
13. Supplier hereby concludes an agreement with the Purchaser to execute and complete the Supply, Installation, Configuration and Testing of Complete High-Quality IP Based CCTV Surveillance System.
14. Prequalified firms/organization/individuals shall be intimated in accordance with PPRA rules and required their bids accordingly through request of proposal/Tenders.

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Company's Stamp

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Signature



# **PREQUALIFICATION** **DOCUMENT**

**November - 2018**

**Punjab Safe Cities Authority**

## **2. Prequalification Of Textile** **Units / Vendors For Supply of Uniforms** **for Staff**

**BRIEF INTRODUCTION OF THE BIDDER/ORGANIZATION**

<b>Ser.</b>	<b>Factors</b>	<b>Description</b>
1	Name of the Bidder/Organization	
2	Corporate Status (Proprietor/ Partnership / Pvt. Ltd. / Ltd.)	
3	Date of Establishment (NTN/SECP/relevant registration authority date)	
4	NTN Registration Number	
5	GST Registration & Professional Tax Number	
6	Owner / Proprietor / MD / CEO / Director Name	
7	CNIC No	
8	Area of Business	
9	Mailing Address	
10	E-MAIL	
11	Contact / Cell No(s).	
12	Joint Venture (if Any)	

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Company's Stamp

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**EVALUATION CRITERIA**

Sr. No	Criteria	Max. Marks	Comment/description	Documents Required
1	Number of Years Of Existence/Experience of Firm/Company	20	4 or more Years = 20 Points 3 Years = 15 Points 2 Years = 10 Points 1 Years = 05 Points Less Than 01 Years = 0 Point	Document Required
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3	Lab Testing Facility	25	Product Quality Testing Unit	Evidence Required
4	Own Textile Unit	10	Third party unit is not acceptable	Evidence Required
5	Member of APTMA	5	Registration Certificate	Document Required
6	ISO Certification	15	QMS, EMS and others relevant Certifications.	Certification Document Required
7	Organization Profile	5	No of Skilled Labor 25 = 5 No of Skilled Labor 15 or below = 03	List Required
<b>Total Marks = 100</b>			<b>Minimum Passing Marks= 80</b>	

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GST Registration and Professional Tax Certificate Copy	
Income tax and Sales tax returns for last 2 years	
Audited Financial sheets (2 years) or Bank statement (2 years)	
Affidavit (on Stamp paper worth Rs.50/-) declaring that the Bidder is not blacklisted by any Government Department/Authority/Agency/Company and the Bidder is not engaged in any sort of litigation against any Government Department/Authority/Agency/Company	
Power of Attorney for Authorized Representative (on Stamp paper worth Rs.50/-)	
Details of warranty/service on Firm Letter head	
ISO Certification (EMS , QMS ,others)	
List of Clients / Projects Completed with supported documents and financial effects	

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## Terms & Conditions

### **A. Pre-Tender Terms & Conditions (for Participant)**

1. The Suppliers and Contractors with nationwide supplies and contracts with own manufacturing Unit will only be considered.
2. Pre-qualification documents should be submitted on PSCA prescribed format with signature & stamp of the organization or on behalf of the organization by authorized person.
3. The participants must submit valid CNIC, NTN & GST and Professional certificate, Income & Sale Tax return and Bank Statement or annual Audit report, list of clients with contact person (regular and occasional), the selected / short-listed organizations will be informed in due course of time.
4. The financial / Technical bids will be invited from pre-qualified / selected / enlisted / short-listed organizations / Firms as and when desired.
5. PSCA reserves the rights to reject all organizations / firms applied for pre-qualification on the basis of technical grounds or any other reason.
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8. In case of any query please contact through Email – [saad.bashir@pscagop.pk](mailto:saad.bashir@pscagop.pk) (Primary) [muhammad.atif@pscagop.pk](mailto:muhammad.atif@pscagop.pk) (Secondary). Any Changes/Amendment will be updated on PSCA Website.
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