



**CHIEF COMMISSIONERATE FOR AFGHAN REFUGEES
MINISTRY OF KA, GB & SAFRON
GOVERNMENT OF PAKISTAN**

HOSTING COMMUNITY SUPPORT PROGRAMME (HCSP)

**MISCELLANEOUS WORKS
IN EDUCATION AND WATER SUPPLY SECTORS
IN FOUR PROVINCES
UNDER HOSTING COMMUNITY SUPPORT PROGRAMME**

PRE-QUALIFICATION DOCUMENT

MAY 2026

**NES NATIONAL ENGINEERING SERVICES PAKISTAN (PVT.) LTD.
NESPAC HOUSE, SECTOR G-5/2, ISLAMABAD**

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PRE-QUALIFICATION DOCUMENT FOR BIDDERS

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IN FOUR PROVINCES UNDER HOSTING COMMUNITY SUPPORT PROGRAMME (HCSP)**

NOTICE FOR PRE-QUALIFICATION OF BIDDERS

1. Chief Commissionerate for Afghan Refugees (CCAR), Ministry of Kashmir Affairs, Gilgit-Baltistan, State and Frontier Regions, Government of Pakistan, has planned the Hosting Community Support Programme (HCSP) under the PSDP.
2. CCAR through Project Management Unit (HCSP) intends to execute Miscellaneous Works in Education and Water Supply Sectors in four provinces under the programme.
3. Project Director (HCSP) invites Pre-Qualification applications from the Contractors / Firms for Miscellaneous Works involving construction of buildings and water supply schemes etc.
4. Pre-qualification of Contractors / Firms will be done in two (02) categories i.e. Category-A & B, keeping in view the capability of the Constructor to handle projects of specific magnitude (category wise) in order to execute the works to be launched in various packages.
5. Pre-Qualification Document which contains detailed terms and conditions, procedure for submission of applications and evaluation criteria etc. can be downloaded from the official website of E-Pak Acquisition and Disposal System (EPADS of PPRA) at (<https://eprocure.gov.pk/>) from **May 21st, 2026** till **June 8th, 2026**.
6. Pre-application submission meeting will be held on **June 2nd, 2026** at **1130** hours in the Office of Project Director (HCSP), PMU, CCAR, Emigration Tower, 5th Floor, Sector G-8/1, Islamabad.
7. Applications, prepared in accordance with the instructions in the Pre-Qualification Document, must be submitted physically (hard copy) and electronically (scanned copy) through EPADS. Hard copy of applications must reach in sealed envelopes by hand or through courier at the Office of Project Director (HCSP), PMU, CCAR, Emigration Tower, 5th Floor, Sector G-8/1, Islamabad, not later than **June 8th, 2026** during office time by **11:30** hours.
8. Name and address of the Applicant shall be clearly marked on the envelope and Constructor must clearly mention in its application the category for which they are applying for. Evaluation of the applicant shall be carried out specifically for the category applied. Applicant firm pre-qualified for higher category will be automatically pre-qualified for the lower categories.
9. Applications received after lapse of the aforementioned date and time shall not be considered.
10. Only Constructors pre-qualified under this procedure will be invited to Bid.
11. Project Director (HCSP), PMU, CCAR reserves the right to reject or accept any or all applications and cancel the pre-qualification process.
12. This advertisement is also available on PPRA website at www.ppra.org.pk and Ministry of Kashmir Affairs, Gilgit Baltistan and SAFRON's website www.kana.gov.pk.

Project Director

(Hosting Community Support Programme)
Chief Commissionerate for Afghan Refugees (CCAR)
Emigration Tower, 5th Floor, Sector G-8/1, Islamabad
Telephone No.: (051) 9106663

1.0 INTRODUCTION AND BACKGROUND

Pakistan has hosted Afghan refugees for over four decades, placing sustained pressure on social services, infrastructure, natural resources, and local economies particularly in high-poverty, flood-affected, and refugee-hosting districts.

Chief Commissionerate for Afghan Refugees (CCAR), Ministry of KA, GB & SAFRON proposed the Hosting Community Support Programme (HCSP) initiative to support host communities in Pakistan affected by resource depletion due to the presence of 2.2 million Afghan refugees, poverty, flood hit and the districts neglected in RAHA projects implementation. These initiatives aim to improve education, healthcare, water, sanitation, and livelihoods. The program will enhance infrastructure, reduce resource competition, and promote social cohesion and long-term stability in affected regions across the country.

The HCSP aims to strengthen host communities through targeted, multi-sectoral development interventions across education, health, water supply, irrigation, and renewable energy, implemented nationwide in refugee-hosting districts. Sector-Specific Interventions are outlined in following:

S-1 Education Sector (Primary to Middle Level Schools):

- (a) Construction of Additional Class Rooms in Schools.
- (b) Rehabilitation Works in Schools.
- (c) Construction of Group Latrines and Sanitary Works in Schools.
- (d) Provision of Water Supply Facilities in Schools.
- (e) Construction of Boundary Wall & Main Gate of Schools.
- (f) Solarization of Schools.

S-2 Health Sector:

- (a) Solarization of Basic Health Units (BHUs).
- (b) Solarization of Rural Health Centres (RHCs).
- (c) Solarization of Tehsil & District Headquarter (THQs & DHQs) Hospitals.

S-3 Water Supply Sector:

- (a) Solarization of existing tube wells to provide clean drinking water.
- (b) Gravity water supply schemes and development of sources.
- (c) Dug Wells.

S-4 Irrigation Sector:

- (a) Solarization of existing tube wells.
- (b) Installation of solarized tube wells.

S-5 Renewable Energy Sector:

- (a) Solarization of Mosques.
- (b) Solarization of Madrassas.

In response, the Government of Pakistan has approved the Hosting Community Support Programme (HCSP) under the PSDP. Chief Commissionerate for Afghan Refugees (CCAR) is the Executing Agency whereas Ministry of Kashmir Affairs, Gilgit-Baltistan & SAFRON (M/o KA, GB & SAFRON), is the Sponsoring Agency.

The programme covers all the four (04) provinces with sites in following districts:

Khyber Pakhtunkhwa:

Peshawar, Nowshera, Swabi, Swat, Shangla, Malakand, Haripur, Mardan, Lower Dir, Upper Dir, Mansehra, Bannu, Kohat, D.I. Khan, Chitral, Lakki Marwat, Charsadda, Buner

Balochistan:

Quetta, Pishin, Killa Abdullah, Loralai, Chagai, Killa Saifullah

Punjab:

Mianwali, Lahore, Attock and Rawalpindi

Sindh:

Karachi Central, Karachi East, Karachi South, Karachi West

2.0 INSTRUCTIONS TO APPLICANTS

2.1 Scope

- 2.1.1 CCAR through Project Management Unit (HCSP) intends to execute the Miscellaneous Works in Education and Water Supply Sectors in four provinces under the programme.
- 2.1.2 Project Director, Hosting Community Support Programme (HCSP), PMU, CCAR, hereinafter called “the Employer” intends to pre-qualify the Contractors / Firms having expertise and experience in Works involving construction of buildings and water supply schemes etc.
- 2.1.3 Pre-qualification of Constructors will be done in two categories i.e. Category-A & B keeping in view the capability of the Constructor to handle the Projects of specific magnitude (category wise) in order to execute the developmental works at University of Buner, to be launched in various packages.

2.2 Submission of Applications

- 2.2.1 Applications, prepared in accordance with the instructions in the Pre-Qualification Document, must be submitted physically (hard copy) and electronically (scanned copy) through EPADS.
- 2.2.2 Hard copy of applications must reach in sealed envelopes by hand or through courier at the following address, not later than as mentioned in the Notice for Pre-Qualification:

Project Director

(Hosting Community Support Programme)
 Chief Commissionerate for Afghan Refugees (CCAR)
 Emigration Tower, 5th Floor, Sector G-8/1, Islamabad
 Telephone No.: (051) 9106663

- 2.2.3 Envelope shall be clearly marked “Application for Pre-qualification” for Miscellaneous Works under Hosting Community Support Programme (HCSP).
- 2.2.4 Name and address of the Applicant shall be clearly marked on the envelope.
- 2.2.5 The applications shall be prepared in English language. Information in any other language shall be accompanied by its translation in English language. Employer reserves the rights for pre-qualification in case of non-compliance of the above requirement.
- 2.2.6 The applicant must respond to all questions and provide complete information as advised in this document. Any lapses to provide essential information may result in dis-qualification of the applicant.
- 2.2.7 Each page of the Pre-qualification Application must be signed and stamped by the authorized representative of the applicant firm.

2.3 Pre-Qualification Criteria

2.3.1 General

Pre-Qualification evaluation shall be based on the criteria given in the succeeding sections / paras regarding Bidder's Experience Record, Personnel Capabilities, Equipment Capabilities and Financial Soundness, as demonstrated in the qualification documents submitted by the Bidder.

Sub-Contractor's experience and resources shall not be taken into account in determining the Applicant's compliance with the qualifying criteria.

The Bidders securing at least fifty percent (50%) marks in each category (i.e., Experience Record, Personnel Capabilities, Equipment Capabilities and Financial Soundness), in addition to the fulfillment of mandatory requirements, shall be considered qualified. Qualification of Bidders shall be determined on Pass / Fail basis.

The Employer reserves the right to waive minor deviations, if they do not materially affect the capability of the Bidder to perform the Contract.

2.3.2 Mandatory Requirements and Detailed Requirements

A. Mandatory Requirements

- (a) Valid registration with Pakistan Engineering Council (PEC) in following categories with mentioned codes of specialization, duly renewed for the year 2025-26:

S. No.	Category Applied for	Relevant Category of PEC
(a)	Category-A (Eligible for works up to Rs. 500 million)	Category C-3 or above, having CE-09, CE-10 & EE04 as codes of specialization
(b)	Category-B (Eligible for works up to Rs. 200 million)	Category C-4 or above, having CE-09, CE-10 & EE04 as codes of specialization

- (b) Valid Registration with Federal Board of Revenue and / or Provincial Revenue Authorities for Income Tax and Sales Tax.
- (c) On Active Tax Payer's List of Federal Board of Revenue (FBR) and / or Provincial Revenue Authorities.
- (d) Affidavit of "No-blacklisting" by authorized signatory on stamp paper prepared within the current month of submission of prequalification document to the effect that the firm has never been blacklisted.

B. Detailed Requirements

All the applications will be further evaluated as per following criteria, if mandatory requirements are fulfilled:

S. No.	Criteria	Weightage / Marks	Passing Marks
B.1	Experience Record	50	25
B.2	Personnel Capabilities	15	7.5
B.3	Equipment Capabilities	10	5
B.4	Financial Soundness	25	12.5
Total		100	50

The applications for pre-qualifications shall be further evaluated as per following sub-criteria, if mandatory requirements are fulfilled:

B.1 Experience Record

Marks for work experience will be given on the basis of the following criteria:

S. No.	Description	Max. Marks	Marks Allocation	
			Category-A	Category-B
Completed Projects				
(a)	Experience in execution of Buildings and Water Supply Schemes – completed during last ten (10) years.	30	<ul style="list-style-type: none"> ▪ 15 marks will be awarded for each completed project having cost more than Rs. 400 Mn. up to maximum of 30 marks. ▪ 10 marks will be awarded for each completed project having cost from Rs. 300 Mn. to Rs. 399.9 Mn. up to maximum of 30 marks. ▪ 7.5 marks will be awarded for each completed project having cost from Rs. 200 Mn. to Rs. 299.9 Mn. up to maximum of 30 marks. ▪ 06 marks will be awarded for each completed project having cost from Rs. 100 Mn. to Rs. 199.9 Mn. up to maximum of 30 marks. ▪ No marks will be awarded for completed projects having cost less than Rs. 100 Mn. 	<ul style="list-style-type: none"> ▪ 15 marks will be awarded for each completed project having cost more than Rs. 200 Mn. up to maximum of 30 marks. ▪ 10 marks will be awarded for each completed project having cost from Rs. 150 Mn. to Rs. 199.9 Mn. up to maximum of 30 marks. ▪ 7.5 marks will be awarded for each completed project having cost from Rs. 100 Mn. to Rs. 149.9 Mn. up to maximum of 30 marks. ▪ 06 marks will be awarded for each completed project having cost from Rs. 50 Mn. to Rs. 99.9 Mn. up to maximum of 30 marks. ▪ No marks will be awarded for completed projects having cost less than Rs. 50 Mn.

S. No.	Description	Max. Marks	Marks Allocation	
			Category-A	Category-B
In-hand Projects				
(b)	Experience in execution of Buildings and Water Supply Schemes – currently in-hand .	20	<ul style="list-style-type: none"> ▪ 10 marks will be awarded for each in-hand project having cost more than Rs. 400 Mn. up to maximum of 20 marks. ▪ 07 marks will be awarded for each in-hand project having cost from Rs. 300 Mn. to Rs. 399.9 Mn. up to maximum of 20 marks. ▪ 05 marks will be awarded for each in-hand project having cost from Rs. 200 Mn. to Rs. 299.9 Mn. up to maximum of 20 marks. ▪ 04 marks will be awarded for each in-hand project having cost from Rs. 100 Mn. to Rs. 199.9 Mn. up to maximum of 20 marks. ▪ No marks will be awarded for in-hand projects having cost less than Rs. 100 Mn. 	<ul style="list-style-type: none"> ▪ 10 marks will be awarded for each in-hand project having cost more than Rs. 200 Mn. up to maximum of 20 marks. ▪ 07 marks will be awarded for each in-hand project having cost from Rs. 150 Mn. to Rs. 199.9 Mn. up to maximum of 20 marks. ▪ 05 marks will be awarded for each in-hand project having cost from Rs. 100 Mn. to Rs. 149.9 Mn. up to maximum of 20 marks. ▪ 04 marks will be awarded for each in-hand project having cost from Rs. 50 Mn. to Rs. 99.9 Mn. up to maximum of 20 marks. ▪ No marks will be awarded for in-hand projects having cost less than Rs. 50 Mn.
Total Marks Allocated		50		

Notes:

- i. The applicants must provide “Letter of Award” of in-hand projects and Taking Over/Completion Certificate of completed projects. No marks will be given to the projects for which above letter/certificate is not provided.
- ii. Applicant shall provide complete information of the projects including scope, cost and covered area etc.
- iii. Proportionate marks on the basis of share in JV agreement will be awarded to each partner, for project completed / in-hand as Joint Venture (JV).

B.2 Personnel Capabilities

Marks for personnel capabilities will be given on the basis of following criteria:

S. No.	Description	Max. Marks	Marks Allocation	
			Category-A	Category-B
(a)	Project Manager (B.Sc. Civil Engineer registered with Pakistan Engineering Council)	04	04 marks will be awarded for B.Sc. Civil Engineer having at least 10 years relevant experience.	04 marks will be awarded for B.Sc. Civil Engineer having at least 07 years relevant experience.
(b)	Planning / Site Engineer (B.Sc. Civil Engineer registered with Pakistan Engineering Council)	03	03 marks will be awarded for B.Sc. Civil Engineer having at least 07 years relevant experience.	03 marks will be awarded for B.Sc. Civil Engineer having at least 05 years relevant experience.
(c)	Associate Engineer having DAE (Civil) Certificate	02	01 mark will be awarded for each Associate Engineer DAE (Civil) having at least 05 years relevant experience.	02 marks will be awarded for Associate Engineer DAE (Civil) having at least 05 years relevant experience.
(d)	Associate Engineer having DAE (Electrical) Certificate	02	01 mark will be awarded for each Associate Engineer DAE (Electrical) having at least 05 years relevant experience.	02 marks will be awarded for Associate Engineer DAE (Electrical) having at least 05 years relevant experience.
(e)	Quantity Surveyor having DAE (Civil / Electrical) Certificate	02	01 mark will be awarded for each Quantity Surveyor DAE (Civil & Electrical) at least 07 years relevant experience.	02 marks will be awarded for Quantity Surveyor DAE (Civil & Electrical) at least 07 years relevant experience.
(f)	Foreman (Civil) having Certificate	01	0.5 mark will be awarded for each Foreman (Civil) having certificate and at least 07 years relevant experience.	01 mark will be awarded for Foreman (Civil) having certificate and at least 07 years relevant experience.
(g)	Surveyor having Certificate	01	0.5 mark will be awarded for each Surveyor having Certificate and at least 07 years relevant experience.	01 mark will be awarded for Surveyor having Certificate and at least 07 years relevant experience.
Total Marks Allocated		15		

Notes:

- The applicant must provide verifiable proof of employment of the staff and attach detailed CVs & valid PEC Registration Certificates / Diploma / Certificates of the Engineer, DAEs staff along with appointment letters/pay slips.

B.3 Equipment Capabilities

Marks for equipment capabilities will be given on the basis of the following criteria:

s. No.	Description	Max. Marks	Minimum Quantity / Number of Equipment Required	
			Category-A	Category-B
(a)	Concrete Mixer Machine (Single Bag)	2.0	03 Nos.	02 Nos.
(b)	Scaffolding Pipes	1.5	20,000 Rft.	10,000 Rft.
(c)	Shuttering / Formwork	1.5	20,000 Sft.	10,000 Sft.
(d)	Dump Truck	0.75	04 Nos.	02 Nos.
(e)	Excavator	0.75	01 Nos.	01 Nos.
(f)	Tractor Trolley	0.75	03 Nos.	02 Nos.
(g)	Water Bouzer	0.75	03 Nos.	02 Nos.
(h)	Hoist	0.5	02 Nos.	02 Nos.
(i)	Steel Cutting/Bending Machine	0.5	02 Nos.	02 Nos.
(j)	Generator Set	0.5	02 Nos.	01 Nos.
(k)	Total Station	0.5	01 No.	01 No.
Total Marks Allocated		10		

Notes:

- i. Proportionate marks will be awarded if minimum number of corresponding equipment is less than minimum required.
- ii. Applicant must provide an undertaking to the effect that the aforementioned equipment is available with the firm.

B.4 Financial Soundness

- (a) The Applicant firms shall submit copies of annual audited reports for the last three years duly certified by the Chartered Accountants and must indicate the soundness of the Applicants financial position.
- (b) The minimum annual volume of works (Annual Turn Over) for each Category during any of the last three years is given below:

Description	Max. Marks	Marks Allocation	
		Category-A	Category-B
Annual Turn Over during any of last (03) Years	12.5	12.5 Marks will be awarded for Annual Turn Over of more than Rs. 500 Mn.	12.5 Marks will be awarded for Annual Turn Over of more than Rs. 200 Mn.
	6.25	6.25 Marks will be awarded for Annual Turn Over of Rs. 250 Mn. to Rs. 500 Mn.	6.25 Marks will be awarded for Annual Turn Over of Rs. 100 Mn. to Rs. 200 Mn.
Total Marks Allocated	12.5		

- (c) The minimum amount of liquid assets during the year (FY 2025-26) for each category is given below:

Description	Max. Marks	Marks Allocation	
		Category-A	Category-B
Liquid Assets	12.5	12.5 Marks will be awarded for Liquid Assess value of more than Rs. 150 Mn.	12.5 Marks will be awarded for Liquid Assess value of more than Rs. 75 Mn.
	6.25	6.25 Marks will be awarded for Liquid Assess value of Rs. 75 Mn. to Rs. 150 Mn.	6.25 Marks will be awarded for Liquid Assess value of Rs. 30 Mn. to Rs. 75 Mn.
Total Marks Allocated	12.5		

C. Joint Venture

Not Allowed.

D. Litigation History

The Applicant should provide accurate information on any litigation or arbitration resulting from contracts completed or under execution by the firm over the last five years. Details must be provided related to (a) year and matter in dispute, (b) value of award if against the applicant and (c) award as percentage of net worth of applicant.

E. Conflict of Interest

The Applicant must not be associated, nor have been associated in the past, with the consultant or any other entity that has prepared the design, specifications, and other prequalification and bidding documents for the project, or was proposed as Engineer for the contract, over the last five years. Any such association may result in disqualification of the Applicant.

F. Updating Pre-qualification Information

Bidders shall be required to update the financial, personnel and equipment information used for prequalification at the time of submitting their bids, to confirm their continued compliance with the qualification criteria and verification of the information provided at the time of prequalification. A bid shall be rejected if the Applicant's qualification thresholds are no longer met at the time of bidding.

G. Other Factors

- (a) Only firms and JVs that have been prequalified under this procedure shall be invited to bid. A qualified firm or a member of a qualified JV may participate only in one bid for the contract. If a firm submits more than one bid, singly or as a JV, all bids including that bidder will be rejected. This rule will not apply in respect of bids which include specialist sub-contractors who are used by more than one bidder.
- (b) The Employer reserves the right to:
 - (i) Amend the scope and value of any contract(s) to be bid, in which event the bidder(s) will only bid among those pre-qualified bidders who meet the requirements of the contract(s) as amended. However, the Employer may review the disqualified bids who originally do not meet the specified criteria for Pre-qualification;
 - (ii) Ask any applicant for clarification of his application;
 - (iii) Reject or accept any application; and
 - (iv) Cancel the prequalification process and reject all applications.
- (c) As per PPRA Rule 16(3), The procuring agency shall promptly notify each supplier or contractor submitting an application to pre-qualify whether or not it has been pre-qualified and shall make available to any person directly involved in the pre-qualification process, upon request, the names of all suppliers or contractors who have been pre-qualified. Only suppliers or contractors who have been pre-qualified shall be entitled to participate further in the procurement proceedings.

3.0 Evaluation Criteria

Applicants meeting the minimum requirements mentioned in Para 2 above besides other factors shall be considered for pre-qualification. No compromise shall be made on minimum requirements of 50% score in each category.

LETTER OF APPLICATION

[Letterhead paper of the Applicant including full postal address, telephone no., fax no e-mail address etc.]

Date:.....

To:

Project Director

(Hosting Community Support Programme)
Chief Commissionerate for Afghan Refugees (CCAR)
Emigration Tower, 5th Floor, Sector G-8/1, Islamabad
Telephone No.: (051) 910663

Sir,

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 pre-qualified as a bidder for category under the "**Miscellaneous Works in Education and Water Supply Sectors In four provinces under Hosting Community Support Programme (HCSP)**".

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 participants who are partnerships or individually-owned firms).
 - (d) Copy of valid registration certificate with PEC
 - (e) Duly filled-in Application Forms along with required supporting documents.

3. Your Agency and its authorized representatives are hereby authorized to conduct any inquiries or investigations to verify the statements, documents, and information submitted in connection with this application, and to seek clarification from our 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 with regard to the resources, experience, and competence of the Applicant.

4. Your Agency and its authorized representatives may contact the following persons for further information, if needed.

General and Managerial Inquiries	
Contact 1	Tel:
Contact 2	Tel:

Technical Inquiries	
Contact 1	Tel:
Contact 2	Tel:

Financial Inquiries	
Contact 1	Tel:
Contact 2	Tel:

5. This application is made with the full understanding that:
- (a) Bids by pre-qualified applicants will be subject to verification of all information submitted for pre-qualification at the time of bidding;
 - (b) your Agency reserves the right to:
 - amend the scope and value of any Contract under this project; in such event bids will only be called from pre-qualified bidders who meet the revised requirements; and
 - reject or accept all 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) here above.
 - (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) here above.
6. 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:

Name:

(For and on behalf of the Applicant)

APPLICATION FORM (1) - GENERAL INFORMATION

All individual firms and each partner of a joint venture (if applicable) applying for prequalification are requested to complete the information in this form. Nationality information is also to be provided for foreign owners or applicants who are forming part of the Joint Ventures (if applicable) as required under the PEC-by Laws as a Partnership/Joint Venture.

Where the Applicant proposes to use named subcontractors for critical components of the works or for work contents in excess of 10 percent of the value of the whole works, the following information should also be supplied for the specialist subcontractor(s).

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

Nationality of Owners		
	Name	Nationality
1		
2		
3		
4		

APPLICATION FORM (2) - GENERAL EXPERIENCE RECORD

Name of Applicant or Partner of a Joint Venture (if applicable)

All individual firms and all partners of a joint venture are requested to complete the information in this form. The information supplied should be the annual turnover of the Applicant, in terms of the amounts billed to clients for each year for work in progress or completed over the consecutive past three years.

	Year	Annual Turn Over (Construction Works Only)
1	2024-2025	
2	2023-2024	
3	2022-2023	

Figures duly verified by auditing chartered accountant/firm of at least last 3-years.

APPLICATION FORM (3) - JOINT VENTURE SUMMARY

Names of all Partners in a Joint Venture	
1	Lead Partner
2	Partner
3	Partner
4	Partner

Total value of annual construction works in terms of work billed to clients,

Annual Construction Works only (Construction works only)			Partner Data (Amount in Pak Rupees, Millions)		
Partner	Form A-2 Page No.	Year 1	Year 3	Year 4	Year 5
Lead Partner					
Partner					
Partner					
Partner					
Total					

NOT APPLICABLE

APPLICATION FORM (4) - PARTICULAR EXPERIENCE RECORD

Name of Applicant or Partner of a Joint Venture (if applicable)

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

On a separate page, using the format of Application Form A-5, each applicant or partner of a Joint Venture (if applicable) is required to list all contracts with covered area and value of works as per requirements of qualification criteria, of a similar nature and complexity to the contract for which the Applicant wishes to qualify, undertaken during the last ten (10) years. The information is to be summarized, using Application Form A-5, for each contract completed or under execution by the Applicant or by each partner of a Joint Venture (if applicable).

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

APPLICATION FORM (5) - DETAILS OF CONTRACT OF SIMILAR NATURE AND COMPLEXITY

- *Attach Taking Over Certificate / Completion Certificate*
- *Use separate sheet for each project*

1.	Name of Contract
	Country
2.	Name of Employer
3.	Employer Address
4.	Nature of works and special features relevant to the contract for which the Applicant wishes to prequalify
5.	Contract Role (Tick One) (a) Sole Contractor (b) Sub- Contractor (c) Partner in a Joint Venture
6.	Value of the total contract (in specified currencies) at completion, or at date of award for current contract Currency..... Currency..... Currency.....
7.	Equivalent in Pak/Rs.
8.	Covered Area
9.	Date of Award
10.	Date of Completion
11.	Contract Duration (Years and Months) _____ Years _____ Months
12.	Specified Requirements ¹

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

APPLICATION FORM (6) - ONGOING CONTRACTS / COMMITMENTS / WORK IN PROGRESS

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

Name of Contract	Value of Outstanding work (Equivalent Pak Rs. Millions)	Project Details (Cost, No. of storey, Covered Area)	Estimated Completion Date

APPLICATION FORM (7) - PERSONNEL CAPABILITIES (PROFESSIONALS AND PARA PROFESSIONALS)

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

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

**Use Additional Sheet where required*

APPLICATION FORM (8) - CANDIDATE SUMMARY

Name of Applicant or Partner of a Joint Venture (if applicable)

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

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

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

APPLICATION FORM (9) - EQUIPMENT CAPABILITIES

Name of Applicant or Partner of a Joint Venture (if applicable)

The Applicant shall provide adequate information to demonstrate clearly that he has the capability to meet the requirements for each and all items of equipment listed in the Instructions to Applicants. A separate Form shall be prepared for each item of equipment listed in para B.3 of the Instructions to Applicants, or for alternative equipment proposed by the Applicant.

Item of Equipment		
Equipment information	1. Name of manufacturer	2. Model and power rating
	3. Capacity	4. Year of manufacture
Current status	5. Current location	
	6. Details of current commitments	
Source	7. Indicate source of the equipment <input type="checkbox"/> Owned <input type="checkbox"/> Rented <input type="checkbox"/> Leased	

Omit the following information if it is owned by the Applicant or partner.

Owner	8. Name of owner	
	9. Address of owner	
	Telephone	Contact name and title
	Fax	Telex
Agreement	Details of rental/lease specific to the Project.	

APPLICATION FORM (10) - FINANCIAL CAPABILITY

Name of Applicant or Partner of a Joint Venture (if applicable)

Applicants, including each partner of a joint venture (if applicable), should provide financial information to demonstrate that they meet the requirements stated in the Instructions to Applicants. Each applicant or partner of a joint venture (if applicable) must fill-in this form. If necessary, use separate sheets to provide complete banker information. A copy of the audited balance sheets should be attached.

Banker	Name of banker		
	Address of banker		
	Telephone	Contact name and title	
	Fax	Telex	

Summarize actual assets and liabilities in Pak Rupees (Equivalent at the current rate of exchange at the end of each year) for the previous five years, based upon known commitments, projected assets and liabilities in Pak Rupees equivalent for the next two years.

Financial information in Pak Rs. or equivalent	Actual: previous five year					Projected: next two years	
	1	2	3	4	5	6	7
1. Total assets							
2. Current assets							
3. Total liabilities							
4. Current liabilities							
5. Profits before taxes							
6. Profits after taxes							

Specific proposed sources of financing to meet the cash flow of the Project, net of current commitments (Instructions to Applicants, para B.4).

Source of financing	Amount (Pak Rs. or equivalent)
1.	
2.	
3.	
4.	

Attach audited financial statements for the last five years (for individual applicant or each partner of joint venture).

Firms owned by individuals, and partnerships, may submit their balance sheets certified by a registered accountant, and supported by copies of tax returns, if audits are not required by the laws of their countries of origin in case of foreign firms.

APPLICATION FORM (11) - LITIGATION HISTORY

Name of Applicant or Partner of a Joint Venture (if applicable)

Applicants, including each of the partners of a joint venture, should provide information on any history of litigation or arbitration resulting from contracts executed in the last five years or currently under execution (Instructions to Applicants, para 3.4). A separate sheet should be used for each partner of joint venture.

Year	Award FOR or AGAINST Applicant	Name of client, cause of litigation, and matter in dispute	Disputed amount (current value Pak Rs. or equivalent)

APPLICATION FORM (12) - BANK LINE OF CREDIT LETTER*

To Whom It May Concern

This is certified that M/S (name and address of Applicant) are maintaining their account with us to our entire satisfaction. Upon award of the Contract for **“Miscellaneous Works in Education and Water Supply Sectors in four provinces under Hosting Community Support Programme (HCSP)”** to (name of Applicant), we will provide credit facilities up to Rs. ___million for the execution of the works during the Contract period.

Authorized Signature

(Name: _____)

Stamp

Dated: _____

* Letter to be provided on the original letter head/stationary of the bank. It shall be dated, signed and stamped

(to be submitted on official letter head of applicant firm)

APPLICATION FOR PRE-QUALIFICATION OF BIDDERS

FOR

**MISCELLANEOUS WORKS IN EDUCATION AND WATER SUPPLY SECTORS IN
FOUR PROVINCES UNDER HOSTING COMMUNITY SUPPORT PROGRAMME
(HCSP)**

CERTIFICATE

(Date:)

It is certified that the data/documents/information submitted in our application for Prequalification for the subject projects is absolutely correct to best of our knowledge and we accept full responsibility for its accuracy.

We understand that any false data/documents/information may result in disqualification of our firm at any stage.

Signature of Authorized Representative: _____

Name/Designation of Authorized Representative: _____

Designation of Authorized Representative: _____

CHECK LIST

Yes	No.	<i>Check list</i>
<input type="checkbox"/>	<input type="checkbox"/>	Valid PEC Registration Certificate(s)
<input type="checkbox"/>	<input type="checkbox"/>	Affidavit that the firm has not been black listed
<input type="checkbox"/>	<input type="checkbox"/>	Registration with income tax department (Valid NTN)
<input type="checkbox"/>	<input type="checkbox"/>	Application Form (1), General Information
<input type="checkbox"/>	<input type="checkbox"/>	Application Form (2), General Experience Record
<input type="checkbox"/>	<input type="checkbox"/>	Application Form (3), Joint Venture Summary (<i>Not Applicable</i>)
<input type="checkbox"/>	<input type="checkbox"/>	Application Form (4), Particular Experience Record
<input type="checkbox"/>	<input type="checkbox"/>	Application Form (5), Details of Contracts of similar nature and complexity
<input type="checkbox"/>	<input type="checkbox"/>	Application Form (6), Ongoing contracts/commitments/work in progress
<input type="checkbox"/>	<input type="checkbox"/>	Application Form (7), Personnel Capabilities
<input type="checkbox"/>	<input type="checkbox"/>	Application Form (8), Candidate summary
<input type="checkbox"/>	<input type="checkbox"/>	Application Form (9), Equipment Capabilities
<input type="checkbox"/>	<input type="checkbox"/>	Undertaking that all equipment listed in the prequalification document will be made available for the subject Project
<input type="checkbox"/>	<input type="checkbox"/>	Application Form (10), Financial capability
<input type="checkbox"/>	<input type="checkbox"/>	Annual Audit reports duly certified by the Chartered Accountants for at least last three years.
<input type="checkbox"/>	<input type="checkbox"/>	Application Form (11), Litigation history or Affidavit that the firm has never involved in Litigation with any Government, Semi Government agency.
<input type="checkbox"/>	<input type="checkbox"/>	Application Form (12), Bank line of credit letter (<i>Not Applicable</i>)
<input type="checkbox"/>	<input type="checkbox"/>	Applicants' Legal Status
<input type="checkbox"/>	<input type="checkbox"/>	Principal Place of Business
<input type="checkbox"/>	<input type="checkbox"/>	Place of incorporation or registration
<input type="checkbox"/>	<input type="checkbox"/>	Other Information