

Pre-Qualification Document

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

National

Single Stage-Two Envelope



May 21, 2026

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INVITATION FOR PRE-QUALIFICATION

PROCUREMENT OF CIVIL WORKS

1. The **Chief Commisionerate Afghan Refugees (Chief Commissionerate for Afghan Refugees (CCAR))** has reserved Funds for the procurement planned for FY **2026-27**. The **Chief Commisionerate Afghan Refugees (Chief Commissionerate for Afghan Refugees (CCAR))** intends to apply part of the proceeds of this Fund to cover eligible payments under the contract for the "**MISCELLANEOUS WORKS IN EDUCATION AND WATER SUPPLY SECTORS IN FOUR PROVINCES UNDER HOSTING COMMUNITY SUPPORT PROGRAMME**".

2. The **Chief Commisionerate Afghan Refugees (Chief Commissionerate for Afghan Refugees (CCAR))** intends to pre-qualify contractors for Invitation to Bid(s), and sign the contract agreement(s) with the selected bidder(s) subsequent to the bidding process.

3. The objective of the intended pre-qualification is the execution of "**MISCELLANEOUS WORKS IN EDUCATION AND WATER SUPPLY SECTORS IN FOUR PROVINCES UNDER HOSTING COMMUNITY SUPPORT PROGRAMME**" through subsequent signing of contract with successful bidders, and the purpose of this Pre-qualification Notice is to provide the very basic information to enable potential applicants to decide whether or not to respond to this Pre-qualification Notice.

4. Only the pre-qualified applicants shall be entitled to participate in the procurement proceedings, and it is expected that the Invitation to Bids will be made to the Pre-qualified Applicants in [insert month and year] and Contract Agreement(s) will be signed between the Procuring Agency and the successful bidder(s) in [insert month and year] for the period of [insert year(s) and month(s)].

5. The pre-qualification process is open to all [insert national or international] Applicants subject to fulfilling the eligibility requirements mentioned in the respective Pre-qualification Documents. Interested Applicants may obtain further information from the Chief Commisionerate Afghan Refugees (Chief Commissionerate for Afghan Refugees (CCAR)) through **EPADS v2.0** during

office hours. A complete set of Pre-qualification Documents may be accessed by interested Applicants through **EPADS v2.0**.

6. The application, prepared in accordance with the instructions in the Pre-qualification Documents, must be submitted through **EPADS v2.0** on or before **Monday, June 8, 2026 11:30 AM**. E-bids will be opened using **EPADS v2.0** on the same day at **Monday, June 8, 2026 12:00 PM**. Manual submission of applications shall not be entertained. Those contractors who have not yet registered on the new version of **EPADS v2.0** may register themselves at <https://vendors.epads.gov.pk/>. A tutorial to explain the registration process is available at <https://www.youtube.com/watch?v=MNW6T38v7tc>.

In terms of Rule 48 of Public Procurement Rules, 2004, a Grievance Redressal Committee (GRC) is notified for the subject procurement and the notification copy is available on the procuring agency's website and on the Authority's website at (www.ppra.org.pk).

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Instructions to Applicants

A. General

B. Contents of the Prequalification Documents

Sections of Prequalification Documents

1. **Scope of Application**

1.1. In connection with the “**Invitation for Prequalification**”, the Procuring Agency, as defined in Section II (Prequalification Data Sheet abbreviated as PDS), issues this set of Prequalification Documents (PD) to prospective applicants (also hereinafter referred as Applicants) interested in submitting applications (also hereinafter referred as Applications) to determine the capacity and capability of the Applicant(s) for supply of Goods and Related Services incidental thereto as specified in Section VII (Schedule of Requirements).

2. **Source of Funds**

2.1. Source of funds is same as referred in Invitation for Pre-qualification.

3. **Fraud and Corruption**

3.1. The Procuring Agency requires that the Applicants /Bidders/ Suppliers/Contractors under Government financed contracts, observe the highest standard of ethics during the procurement and execution of such agreements and contracts.

3.2. The Applicants/Bidders shall permit and shall cause their agents (whether declared or not), sub-contractors, sub-consultants, service providers, suppliers, and their personnel, to permit the Procuring Agency to inspect all accounts, records and other documents relating to any, Application/Bid submission, Secondary Procurement process, and to have them audited by auditors appointed by the Procuring Agency.

3.3. Any communications between the Applicant and the Procuring Agency related to matters of alleged corrupt and fraudulent practices must be made in writing or in electronic forms that provide record of the content of

communication.

3.4. Procuring Agency will reject an application or bid or proposal, if it is established that the Applicant or the Bidder or Prosper was engaged in corrupt and fraudulent practices in competing for the contract.

3.5. Procuring Agency will also declare the Applicant as blacklisted in accordance with rules and predefined standard mechanism.

4. Eligible Applicants

4.1. An Applicant may be a private entity, a state-owned enterprise or institution subject to ITB 4.6, or any combination of such entities in the form of a joint venture (JV) under an existing JV agreement or with the intent to enter into such an agreement supported by a letter of intent.

In case of single (private or state-owned entity), it shall be liable for execution of all the provisions of the Contract Agreement.

In the case of a joint venture, all members shall be jointly and severally liable for the execution of all the provisions of the Contract Agreement (if signed b/w the Procuring Agency and the JV), in accordance with the Contract conditions that apply.

The JV shall nominate a Representative who shall have the authority to conduct all business for and on behalf of any and all the members of the JV during the Prequalification process, Bidding process (in the event the prequalified JV submits a Bid) and during the period of contract agreement and contract execution (in the event the JV is awarded the Contract). Unless specified in the PDS, there is no limit on the number of members in a JV.

4.2. An Applicant may apply for Prequalification both individually, and as part of a joint venture, or participate as a subcontractor. If prequalified as a JV only, it will not be permitted to bid for the same contract as an individual entity. Bids submitted in violation of this provision will be rejected.

4.3. An Applicant and any of its affiliates (that directly or indirectly control, are controlled by or are under common control with that entity) may submit its Application for Prequalification either individually, as joint venture or as a sub-contractor among them for the same contract. However, if prequalified only one prequalified Applicant will be allowed to bid for the same contract.

All Bids submitted in violation of this provision will be rejected.

4.4. Applicants shall be considered to have a conflict of interest, if they participated as a consultant in the preparation of the design or technical specifications or have been hired or proposed to be hired by the Procuring Agency for execution of subsequent Contract Agreement. In addition, Applicants may be considered to have a conflict of interest if they have a close business or family relationship with such professional staff of the Procuring Agency (or a recipient of a part of the funds) who:

4.4.1. are directly or indirectly involved in the preparation of the Prequalification Documents or Bidding Documents or specifications of Contract and/or the Prequalification or Bid evaluation process of such Contract; or

4.4.2. would be involved in the implementation or supervision of such Agreement t, unless the conflict stemming from such relationship has been resolved throughout the Procurement Process, Bidding.

4.5. An Applicant that has been declared debarred or blacklisted shall be ineligible to be prequalified to bid for such period of time and for such type of procurement for which he has been declared debarred or blacklisted. The list of debarred firms and individuals is available at PPRA's website.

4.6. An Applicant shall provide such documentary evidence for determining the eligibility of the Applicant to the reasonable satisfaction of the Procuring Agency.

5. Eligibility (in terms of Nationality)

5.1. Applicants may be ineligible if they are nationals of ineligible countries as indicated in Section V.

B. Contents of the Prequalification Documents

1. Sections of Prequalification Documents

1.1. This set of Prequalification Documents consists of Parts 1 and 2 which comprise all the sections indicated below, and which should be read in conjunction with any Addendum issued in accordance with ITA 8.

PART 1 Prequalification Procedures PART 2 Supply Requirements

1.2. Section I - Instructions to Applicants (ITA)

1.3. Section II - Prequalification Data Sheet (PDS)

1.4. Section III - Qualification Criteria and Requirements

1.5. Section IV - Application Forms

1.6. Section V - Eligible Countries

1.7. Section VI - Fraud and Corruption

1.8. Section VII – Schedule of Requirements

1.9. The Procuring Agency accepts no responsibility for the completeness of the Prequalification documents, responses to requests for clarification, the minutes of the pre-Application meeting (if any), or Addenda to the Prequalification documents in accordance with ITA 8. In case of any discrepancies, documents issued directly through ePADS shall prevail.

1.10. The Applicant is expected to examine all instructions, forms, and terms in the Prequalification Documents and to furnish with its Application all information or documentation as is required by the Prequalification Documents.

2. Clarification of Pre-qualification Documents and Pre-Application Meeting

2.1. An Applicant requiring any clarification of the Pre-qualification Documents shall contact the Procuring Agency in writing through ePADS as. The Procuring Agency will respond in writing through ePADS to any request for clarification provided that such request is received no later than three (03) days prior to the deadline for submission of the Applications. The Procuring Agency shall forward a copy of its response to all prospective

Applicants through ePADS who have obtained the Prequalification Documents from ePADS, including a description of the inquiry but without identifying its source. If so indicated in the PDS, the Procuring Agency shall also promptly publish its response through ePADS. Should the Procuring Agency deem it necessary to amend the Prequalification Documents as a result of a clarification, it shall do so in accordance with the provisions of ITA 16.2.

2.2. If indicated in the PDS, the Applicant's designated representative is invited at the Applicant's cost to attend a pre-Application meeting through online platform / **EPADS v2.0** as per date and time mentioned in the PDS. During this Pre-Application meeting, prospective Applicants may request clarification of the schedule of requirement, the qualification criteria or any other aspects of the Pre-qualification Documents.

2.3. Minutes of the Pre-Application meeting, if applicable, including the text of the questions asked by Applicants, including those during the meeting (without identifying the source) and the responses given, together with any responses prepared after the meeting will be transmitted promptly through ePADS to all prospective Applicants who have obtained the Pre-qualification Documents. Any modification to the Pre-qualification Documents that may become necessary as a result of the pre-Application meeting shall be made by the Procuring Agency exclusively through the use of an Addendum pursuant to ITA 8 and through **EPADS v2.0**. Non-attendance at the pre-Application meeting will not be a cause for disqualification of an Applicant.

3. Amendment of Prequalification Documents

3.1. At any time prior to the deadline for submission of Applications, the Procuring Agency may amend the Prequalification Documents by issuing an Addendum through **EPADS v2.0**

3.2. Any Addendum issued shall be part of the Prequalification Document and shall be communicated in writing through ePADS to all Applicants who have obtained the Prequalification Documents from the Procuring Agency. The Procuring Agency shall promptly publish the Addendum at the Procuring Agency's web page and **EPADS v2.0**.

Provided that an Applicant who had already submitted their Applications

prior to the issuance of any such addendum shall have the right to withdraw his already submitted Application and submit the revised Application prior to the original or extended Application submission deadline through **EPADS v2.0**.

3.3. To give Applicants reasonable time to take an Addendum into account in preparing their Applications, the Procuring Agency may at its discretion, extend the deadline for the submission of Applications in accordance with ITA 16.2:

Provided that the Procuring Agency shall extend the deadline for submission of Applications, if such an addendum is issued within last three (03) days of the Application submission deadline.

C. Preparation of Applications

1. Cost of Applications

1.1. The Applicant shall bear all costs associated with the preparation and submission of its Application. The Procuring Agency will in no case be responsible or liable for those costs, regardless of the conduct or outcome of the Pre-qualification process.

2. Language of Application

2.1. The Application as well as all correspondence and documents relating to the Pre-qualification 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.

3. Documents Comprising the Application

3.1. The Application shall comprise the following:

3.1.1. **Application Submission Letter**, in accordance with ITA 12.1;

3.1.2. **Eligibility**: documentary evidence establishing the Applicant's eligibility, in accordance with ITA 13.1;

3.1.3. **Qualifications**: documentary evidence establishing the Applicant's qualifications, in accordance with ITA 14; and

3.1.4. any other document required as specified in the PDS.

3.2. **Application Submission Letter**

3.2.1. The Applicant shall complete an Application Submission Letter as provided in Section IV (Application Forms). This Form must be completed without any alteration to its format.

3.3. **Documents Establishing the Eligibility of the Applicant**

3.3.1. To establish its eligibility in accordance with ITA 4, the Applicant shall complete the eligibility declarations in the Application Submission Letter and Form ELI-1.1 (eligibility), included in Section IV (Application Forms).

3.4. **Documents Establishing the Qualifications of the Applicant**

3.4.1. To establish its qualifications to perform the contract(s) in accordance with Section III (**Qualification Criteria and Requirements**), the Applicant shall provide the information requested in the corresponding Information Sheets included in **Section IV (Application Forms)**.

3.4.2. Wherever an Application Form requires an Applicant to state a monetary amount, Applicants should indicate the Pak Rupee equivalent using the rate of exchange determined as follows:

3.4.2.1. for turnover or financial data required for each year - Exchange rate prevailing on the last day of the respective calendar year (in which the amounts for that year is to be converted).

3.4.2.2. value of single contract - Exchange rate prevailing on the date of the contract.

3.4.3. Exchange rates shall be taken from the publicly available source identified in the PDS. Any error in determining the exchange rates in the Application may be corrected by the Procuring Agency.

3.4.4. The documentary evidence of the Applicant's qualifications to conclude a contract Agreement, shall establish to the Procuring Agency's satisfaction:

3.4.4.1. that, if required in the BDS, an Applicant that does not manufacture or produce the Goods it offers to supply shall submit the Manufacturer's Authorization using the form included in Section IV A (Bidding Forms) to demonstrate that it has been duly authorized by the manufacturer or producer of the Goods to supply these Goods in the Procuring Agency's Country;

3.4.4.2. that, if required in the BDS, in case of an Applicant not doing business within Islamic Republic of Pakistan (or the country where the procurement is being made), the Applicant is, or will be, (if awarded the call off contract) represented by an Agent in the country, equipped and able to carry out the Supplier's maintenance, repair, and spare parts stocking obligations in respect of the Goods.

D. Submission of Applications

1. Submission of the Applications through EPADS v2.0

1.1. The Bidder shall prepare and submit Bid with due diligence after carefully reading all the terms and condition before submission through ePADS in accordance with the procedures specified in the PDS.

1.2. In case the Applicant is a JV, the Application shall submit an authorized representative of the JV on behalf of the JV and so as to be legally binding on all the members as evidenced by a power of attorney signed by their legally

authorized signatories.

2. **Deadline for Submission of Applications**

2.1. Applicants shall be submitted through ePADS no later than the deadline indicated in the PDS.

2.2. If required in accordance with the provisions of ITA 8.3, the Procuring Agency will extend the deadline for the submission of Applications, in which case all rights and obligations of the Procuring Agency and the Applicants subject to the previous deadline shall thereafter be subject to the deadline as extended.

2.3. The deadline will be extended in the same manner as that of original Invitation for Prequalification (or the advertisement) through **EPADS v2.0**.

3. **Opening of Applications**

3.1. The Procuring Agency shall open all Applications on the date and time specified in the PDS through **EPADS v2.0**. Late Applications shall be treated in accordance with ITA 16.1.

E. Procedures for Evaluation of Applications

1. **Confidentiality**

1.1. Information relating to the Applications, their evaluation and results of the Prequalification shall not be disclosed to Applicants or any other persons not officially concerned with the Prequalification process until the notification of Prequalification results is made to all Applicants in accordance with ITA 26 through **EPADS v2.0**.

1.2. From the deadline for submission of Applications to the time of notification of the results of the Prequalification in accordance with ITA 26, any Applicant that wishes to contact the Procuring Agency on any matter related to the Prequalification process may do so only in writing through **EPADS v2.0**

2. **Clarification of Applications**

2.1. To assist in the evaluation of Applications, the Procuring Agency may, ask an Applicant for a clarification (including missing documents) of its Application, to be submitted within a stated reasonable period of time. Any request for clarification from the Procuring Agency and all clarifications from the Applicant shall be in writing through **EPADS v2.0**

2.2. If an Applicant does not provide clarifications and/or documents requested by the date and time set in the Procuring Agency's request for clarification, its Application shall be evaluated based on the information and documents available at the time of evaluation of the Application.

3. Responsiveness of Applications

3.1. The Procuring Agency may reject any Application which is not responsive to the requirements of the Prequalification Documents. In case the information furnished by the Applicant is incomplete or otherwise requires clarification as per ITA 19.1, and the Applicant fails to provide satisfactory clarification and/or missing information within prescribed time, it may result in disqualification of the Applicant.

4. Margin of Preference

4.1. Unless otherwise specified in the PDS, a margin of preference shall not apply in the Bidding process resulting from this Pre-qualification.

5. Sub-contractors

5.1. Subcontractors' qualification and experience will not be considered for evaluation of the Applicant. The Applicant on its own (without taking into account the qualification and experience of the Subcontractor) should meet the qualification criteria.

F. Evaluation of Applications and Prequalification of Applicants

1. Evaluation of Applications

1.1. The Procuring Agency shall use the factors, methods, criteria, and requirements defined in Section III, Qualification Criteria and Requirements, to evaluate the qualifications of the Applicants, and no other methods, criteria, or requirements shall be used. The Procuring Agency reserves the right to waive minor deviations from the qualification criteria if they do not materially affect the technical capability and financial resources of an Applicant to perform the contract, however subject to the provisions of ITA 25.

1.2. Subcontractors proposed by the Applicant shall be fully qualified for their parts of the Scope of Supply of the Goods and Allied Services.

1.3. In case of multiple contracts, Applicants should indicate in their Applications the individual contract or combination of contracts in which they are interested. The Procuring Agency shall prequalify each Applicant for the maximum combination of contracts for which the Applicant has thereby indicated its interest and for which the Applicant meets the appropriate aggregate requirements. The Qualification Criteria and Requirements are mentioned in Section III.

Only the qualifications of the Applicant shall be considered. The qualifications of other related entities such as the Applicant's subsidiaries, parent entities, affiliates, subcontractors or any other firm(s) different from the Applicant shall not be taken into consideration in determining the qualifications of the Applicant.

2. Procuring Agency's Right to Accept or Reject Applications

2.1. The Procuring Agency reserves the right to accept or reject all the Applications, and to annul the Prequalification process at any time, without thereby incurring any liability to the Applicants. However, the procuring agency shall record its reasons and justifications on **EPADS v2.0**, duly approved by the Principal Accounting Officer or Head of Organization.

3. Pre-qualification of Applicants

3.1. All Applicants whose Applications substantially meet or exceed the specified qualification requirements will be prequalified by the Procuring

Agency.

3.2. An Applicant may be “conditionally prequalified,” that is, qualified subject to the Applicant submitting or correcting certain specified nonmaterial documents or deficiencies to the satisfaction of the Procuring Agency.

3.3. Applicants that are conditionally prequalified will be so informed along with the statement of the condition(s) which must be met to the satisfaction of the Procuring Agency before or at the time of submitting their Bids.

4. Notification of Prequalification

4.1. The Procuring Agency shall notify all Applicants in writing through **EPADS v2.0** indicating the names of those Applicants who have been prequalified or conditionally prequalified. In addition, those Applicants who have been disqualified will be informed separately through **EPADS v2.0**.

4.2. The procuring agency shall communicate to those suppliers or contractors who have not been pre-qualified the reasons for not pre-qualifying them through **EPADS v2.0**

5. Request for Bids

5.1. Promptly after the notification of the results of the Prequalification, the Procuring Agency will invite the Bids from all the Applicants that have been prequalified through **EPADS v2.0**.

6. Changes in Qualifications of Applicants

6.1. Any change in the structure or formation of an Applicant after being prequalified in accordance with ITA 25 and invited to bid (including, in the case of a JV, any change in the structure or formation of any member thereto) shall be subject to the written approval of the Procuring Agency prior to the deadline for submission of Bids. Such approval shall be denied if:

6.1.1. a prequalified Applicant proposes to associate with a disqualified Applicant or in case of a disqualified joint venture, any of its members;

6.1.2. as a consequence of the change, the Applicant no longer substantially meets the qualification criteria set forth in Section III, Qualification Criteria and Requirements; or

6.1.3. in the opinion of the Procuring Agency, the change may result in a substantial reduction in competition.

6.2. Any such change should be submitted to the Procuring Agency before the date of "Invitation to Bids".

7. Redressal of Grievances

7.1. Procuring agency shall constitute a Grievance Redressal Committee (GRC) and proceed in accordance with the procedure and mechanism defined under Rule-48 of Public Procurement Rules, 2004.

7.2. The GRC shall not have any of the members of Procurement Evaluation Committee. The committee must have one subject specialist depending on the nature of the procurement.

8. Mechanism of Blacklisting

8.1. The procuring agency shall initiate blacklisting or debarment proceedings against any bidder, supplier or contractor in accordance with the mechanism prescribed under Rule-19 of Public Procurement Rules, 2004 read with "Mechanism for Blacklisting Regulations, 2024".



Pre-qualification Data Sheet

Prequalification Data Sheet (PDS)

The following specific data for the Prequalification of Applicants shall complement, supplement, or amend the provisions in the Instructions to Applicants (ITA). Whenever there is a conflict, the provisions herein shall prevail over those in ITA.

PDS Clause No.	ITA No.	Amendments of, and Supplements to, Clauses in the Instructions to Applicants
A. General		
1.	1.1	<p>Identification Number of the Invitation for Prequalification: P39767</p> <p>The Procuring Agency is: Chief Commissionerate Afghan Refugees (Chief Commissionerate for Afghan Refugees (CCAR))</p> <p>List of Works Contracts: <i>See section items and Lots</i></p>
2.	2.1	<p>The name of Procuring Agency is: Chief Commissionerate Afghan Refugees (Chief Commissionerate for Afghan Refugees (CCAR))</p> <p>The name of Project / Procurement is: MISCELLANEOUS WORKS IN EDUCATION AND WATER SUPPLY SECTORS IN FOUR PROVINCES UNDER HOSTING COMMUNITY SUPPORT PROGRAMME</p>
3.	4.2	<p>Maximum number of members in a Joint Venture (JV): Nil</p>
4.	4.5	<p>A list of debarred firms and individuals is available on PPRA website: https://ppra.gov.pk</p>

B. Contents of the Prequalification Document

5.	7.1	For clarification, the Applicant shall seek clarifications through: EPADS v2.0
6.	7.1 & 8.2	Information related to Prequalification shall be published on: EPADS v2.0
7.	7.2	Pre-Application Meeting: Clarification Date: Monday, June 1, 2026 Pre-Bid Meeting: Monday, June 1, 2026 11:00 AM Venue: Emigration Tower, 5th Floor G-8/1

C. Preparation of Applications

8.	10.1	This Prequalification Document has been issued in the language: English
9.	11.1(d)	Additional documents to be submitted through EPADS v2.0: No
10.	14.2	Source for determining exchange rates: Not Applicable

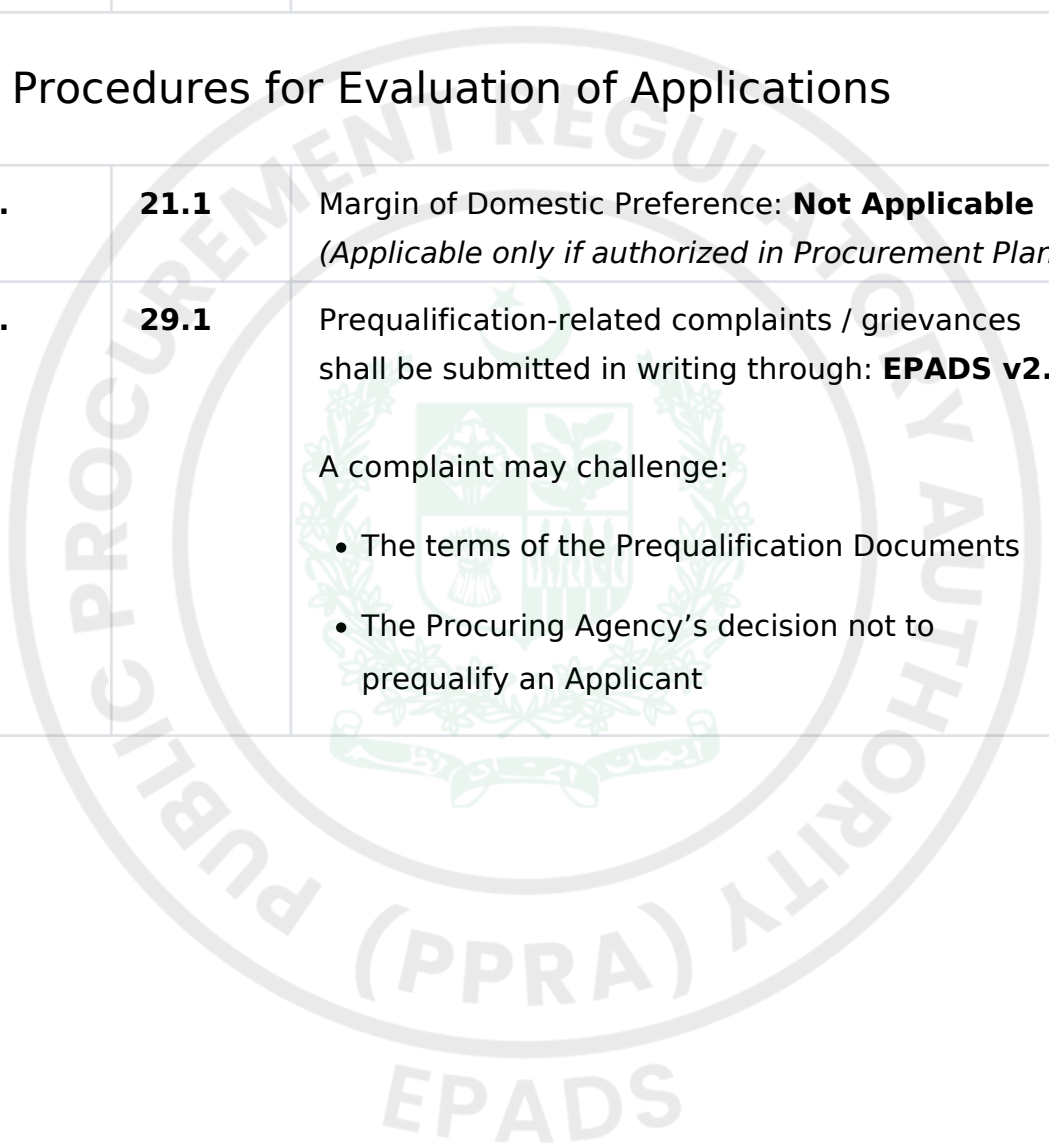
D. Submission of Applications

11.	16.1	Deadline for Application Submission: Day: Monday Date: Monday, June 8, 2026 Time: 11:30 AM
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12.	17.1	<p>Opening of Applications shall be conducted through: EPADS v2.0</p> <p>Day: Monday Date: Monday, June 8, 2026 Time: 12:00 PM</p> <p>Virtual participation link: https://vendors.epads.gov.pk/</p>
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E. Procedures for Evaluation of Applications

13.	21.1	<p>Margin of Domestic Preference: Not Applicable <i>(Applicable only if authorized in Procurement Plan)</i></p>
14.	29.1	<p>Prequalification-related complaints / grievances shall be submitted in writing through: EPADS v2.0</p> <p>A complaint may challenge:</p> <ul style="list-style-type: none"> • The terms of the Prequalification Documents • The Procuring Agency's decision not to prequalify an Applicant



Eligibility & Qualification Criteria

Bidder's Type	Required Registration
Partnership Firm	FBR (NTN)
Company (Private Limited)	FBR (GSTN)
	SECP
	PEC

Eligibility Criteria	Document
Valid registration with Pakistan Engineering Council (PEC) in following categories with mentioned codes of specialization, duly renewed for the year 2025-26: (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	Yes
Valid Registration with Federal Board of Revenue and / or Provincial Revenue Authorities for Income Tax and Sales Tax.	Yes
On Active Tax Payer's List of Federal Board of Revenue (FBR) and / or Provincial Revenue Authorities.	Yes
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.	Yes

Evaluation Criteria

Quality Based Selection (QBS)

Technical Marks	100
Passing Marks	50
Technical Evaluation Criteria	
Experience in execution of Buildings and Water Supply Schemes -completed during last ten (10) years. (Qualitative) (Doc Required)	30
Experience in execution of Buildings and Water Supply Schemes - currently in-hand. (Qualitative)(Doc Required)	20
Personnel Capabilities (Qualitative)(Doc Required)	15
Equipment Capabilities (Qualitative)(Doc Required)	10
Financial Soundness: Annual Turn Over during any of last (03) Years (Qualitative)(Doc Required)	13
Financial Soundness: Liquid Assets (Qualitative)(Doc Required)	12





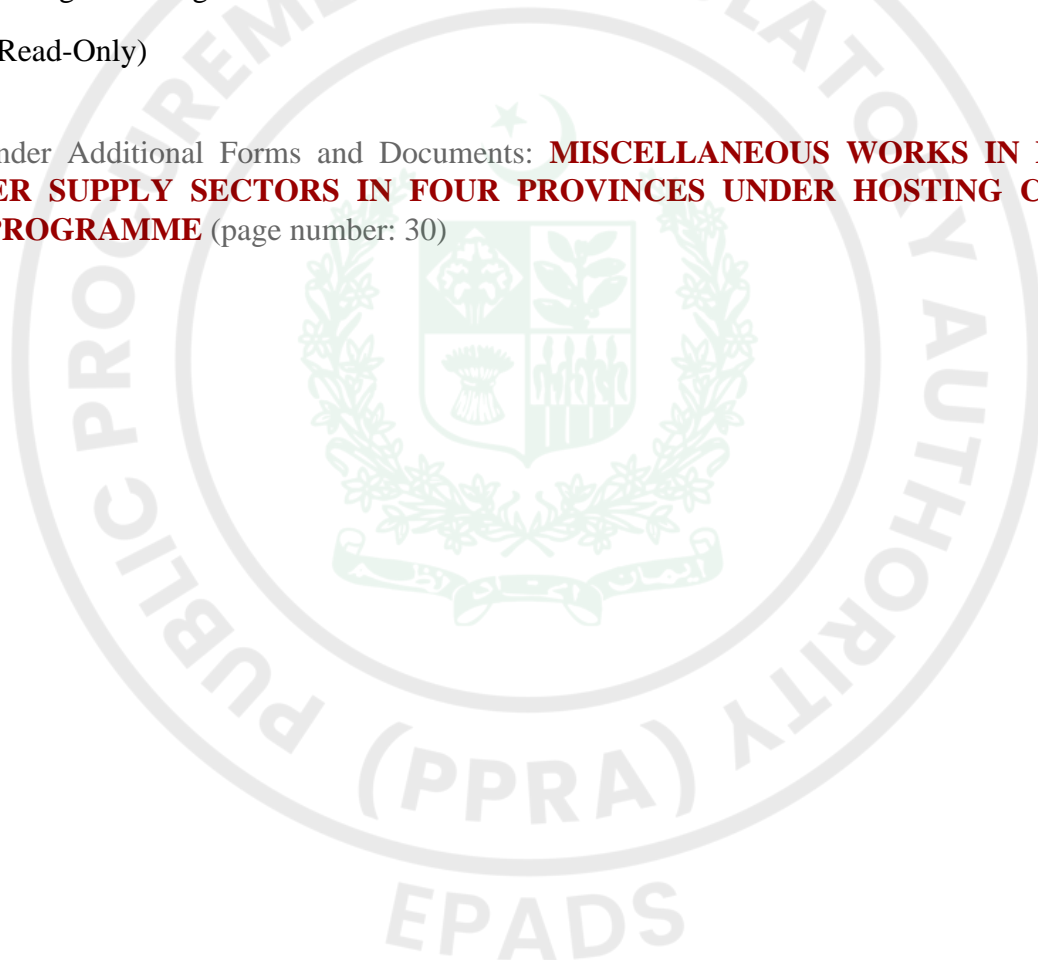
Annexure

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

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.

Information (Read-Only)

See Form Under Additional Forms and Documents: **MISCELLANEOUS WORKS IN EDUCATION AND WATER SUPPLY SECTORS IN FOUR PROVINCES UNDER HOSTING COMMUNITY SUPPORT PROGRAMME** (page number: 30)





Procurement Forms







Additional Forms and Documents



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

NEES NATIONAL ENGINEERING SERVICES PAKISTAN (PVT.) LTD.
PAK NESPAK HOUSE, SECTOR G-5/2, ISLAMABAD

Clearance Code	Doc No.	Revision No.
0156/321/M/35(26)	0156-26-01	0

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

HOSTING COMMUNITY SUPPORT PROGRAMME

**MISCELLANEOUS WORKS IN EDUCATION AND WATER SUPPLY SECTORS
IN FOUR PROVINCES**

PRE-QUALIFICATION DOCUMENT FOR BIDDERS

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

**MISCELLANEOUS WORKS IN EDUCATION AND WATER SUPPLY SECTORS
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:

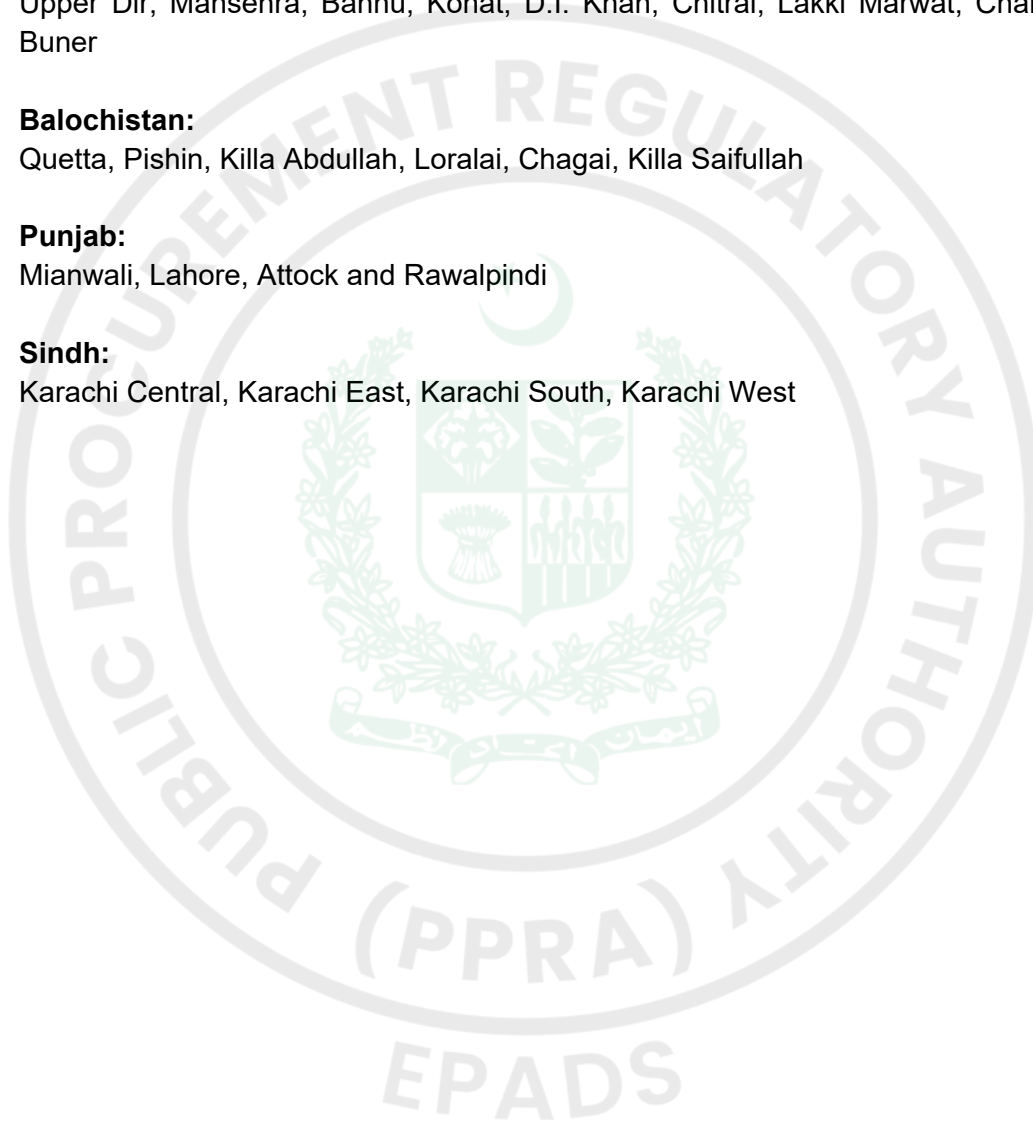
Quetta, Pishin, Killa Abdullah, Loralai, Chagai, Killa Saifullah

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 Data (Construction works only)			Annual Data (Construction works only 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

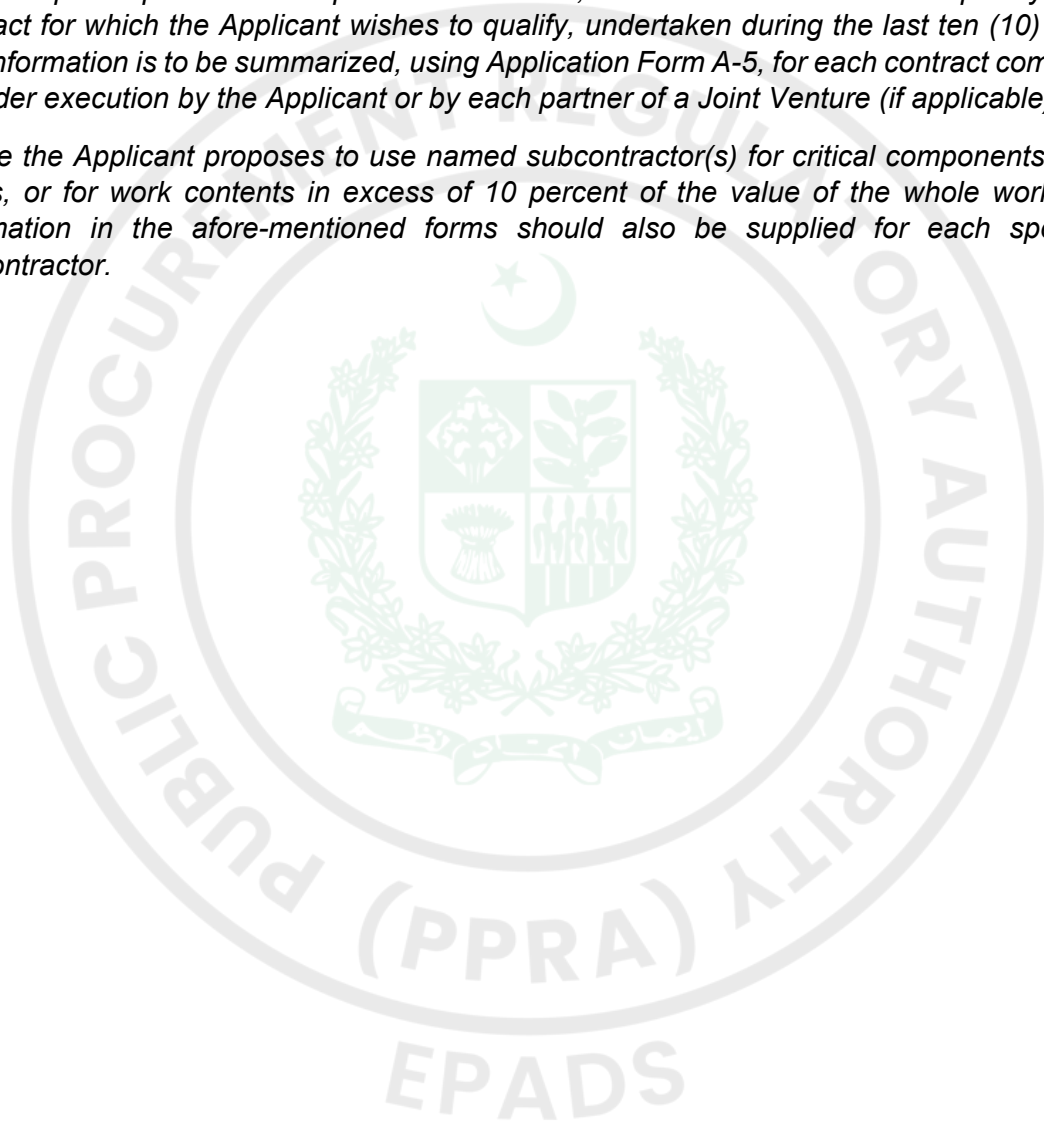
APPLICATION FORM (4) - PARTICULAR EXPERIENCE RECORD

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	<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; padding: 5px;">1. Name of manufacturer</td> <td style="width: 50%; padding: 5px;">2. Model and power rating</td> </tr> <tr> <td style="padding: 5px;">3. Capacity</td> <td style="padding: 5px;">4. Year of manufacture</td> </tr> </table>	1. Name of manufacturer	2. Model and power rating	3. Capacity	4. Year of manufacture
1. Name of manufacturer	2. Model and power rating				
3. Capacity	4. Year of manufacture				
Current status	<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; padding: 5px;">5. Current location</td> <td style="width: 50%;"></td> </tr> <tr> <td colspan="2" style="padding: 5px;">6. Details of current commitments</td> </tr> </table>	5. Current location		6. Details of current commitments	
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				
	<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; padding: 5px;">Telephone</td> <td style="width: 50%; padding: 5px;">Contact name and title</td> </tr> <tr> <td style="padding: 5px;">Fax</td> <td style="padding: 5px;">Telex</td> </tr> </table>	Telephone	Contact name and title	Fax	Telex
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)

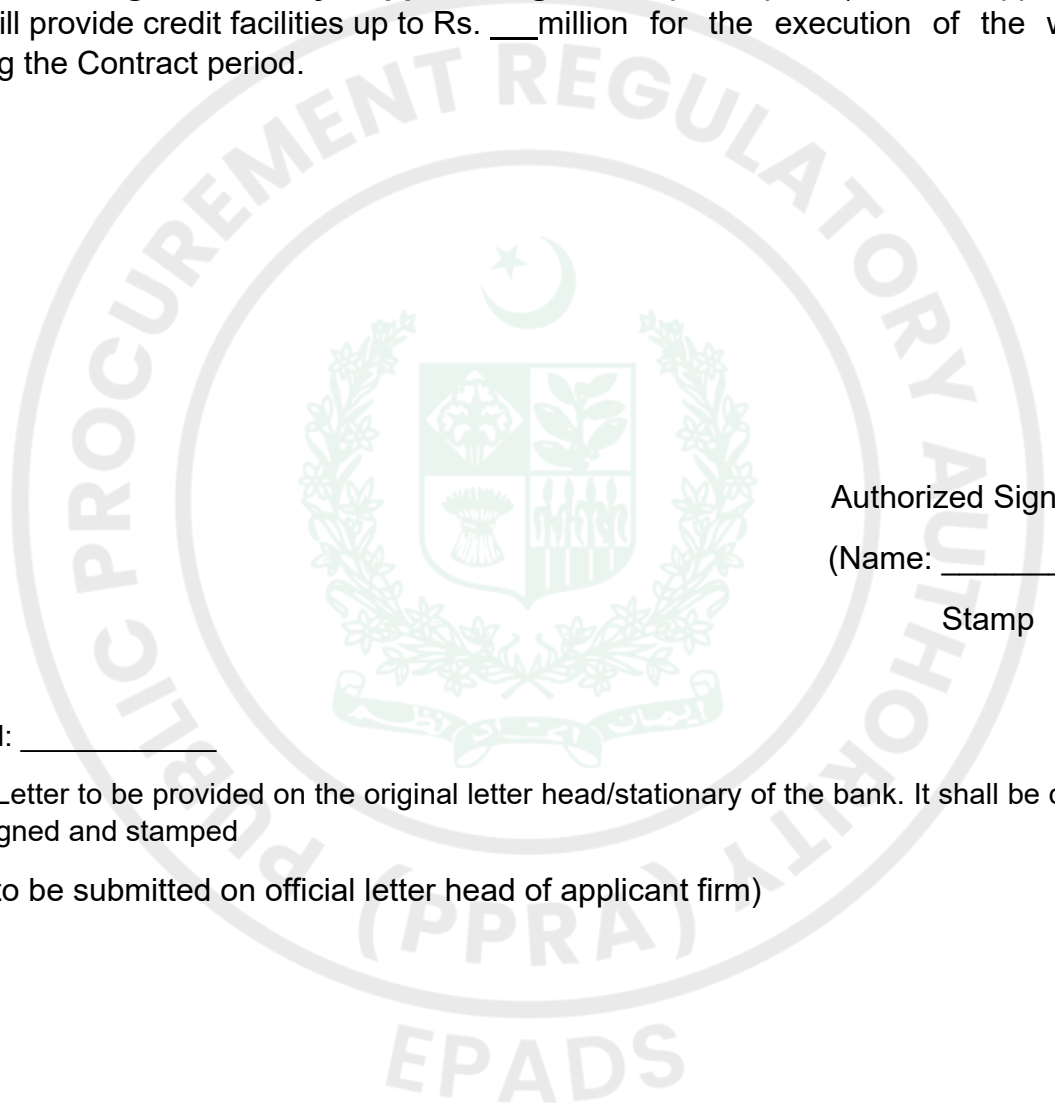
Applicants, including each of the partners of a joint venture, should provide information on any history of litigation or arbitration resulting from contracts executed in the last five years or currently under execution (Instructions to Applicants, para 3.4). A separate sheet should be used for each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