

# **Pre-Qualification Document (PQD)**

**For**

**Pre-qualification / Shortlisting of Consulting Firms/Companies having  
expertise in Thermal Power, Energy & Renewable Energy**

**(Thermal Energy Power Plant Projects)**

**Under the Concept of**

**“Capacity Building of Government Departments”**

**GOVERNMENT OF PUNJAB**



**PLANNING & DEVELOPMENT DEPARTMENT**



**August, 2017**

# Table of Contents

<b>1. Introduction</b> .....	1
<b>2. Objective</b> .....	2
<b>3. Scope of Work</b> .....	2
<b>4. Eligibility Criteria</b> .....	3
<b>i. Pre-Requisite</b> .....	3
<b>ii. Firm Experience</b> .....	4
<b>iii. Human Resource Capacity</b> .....	4
<b>iv. Financial Capabilities</b> .....	5
<b>5. Firm Detail</b> .....	6
<b>6. Client Detail</b> .....	6
<b>7. EOI Deadline</b> .....	7
<b>Annex-A Firm Experience (General)</b> .....	8
<b>Annex-B Firm Experience (Relevant)</b> .....	9
<b>Annex-C (List of Key Personnel)</b> .....	10
<b>Annex-D (CVs of Key Personnel)</b> .....	11
<b>Annex-E (Financial Capabilities)</b> .....	12
<b>Annex-F (Firm Detail)</b> .....	13

## 1. Introduction

According to the vision of Chief Minister Punjab, Government Departments need Capacity Building by engaging various Consulting Firms/Companies in emerging areas to achieve development targets in an efficient and effective manner at a faster pace. Necessary amendments have been made in Punjab PPRA rules 2014 which enable Planning and Development Department (P&DD) to short-list/pre-qualify Consulting Firms/Companies on yearly basis. In accordance to the instant amendments in PPRA rules, 2014, all departments of Government Punjab may issue Request for Proposal (RFP) directly (without advertisement) to the Consulting Firms/Companies shortlisted by P&D Department to hire services under certain terms and conditions mentioned in Sub-rules 6-10 of Rule No. 16 of PPRA 2014.

- i. **Power, Energy & Renewable Energy (Solar, Bio, and Wind etc.)**
  - a. *Hydro Energy*
  - b. *Solar Energy*
  - c. *Bio Mass*
  - d. *Wind Energy*
  - e. **Thermal Energy**
- ii. Ground water, Hydrology and Integrated Water Management
- iii. Transportation Planning and Management
- iv. Legal, Techno-legal & Contract Management
  - a. *Legal*
  - b. *Techno-Legal and Contract Management*
- v. Public Private Partnership
- vi. Financial & Economic Analysis
- vii. Information Technology
- viii. Agriculture, Livestock and Forestry, Wildlife and Fisheries
  - a. *Agriculture*
  - b. *Livestock*
  - c. *Forestry, Wildlife and Fisheries*
- ix. Infrastructure and Structural Engineering
  - a. *Canals & Barrages*
  - b. *Small & Mini Dams*
  - c. *Roads & Bridges*
  - d. *Buildings*
- x. Water supply, Sanitation and Public Health Engineering
- xi. Urban Planning & Development
- xii. Environment Sector
- xiii. Monitoring and Evaluation

- a. Monitoring, IT / Web based Monitoring System of Projects*
  - b. Output, Outcome and Impact Evaluation and M&E Frameworks*
- xiv. Health Sector
  - a. Planning, designing and operations of hospitals and other public sector health facilities*
  - b. Planning, need assessment, designing, specification of medical equipment used for public sector hospitals and other public sector health facilities*
  - c. Planning, designing and operationalization of hospital waste management system.*
  - d. TPV of planning, designing of medical equipment and operations of hospitals and other public sector health facilities.*
- xv. Services Sector.
  - a. Testing Services.*

## **2. Objective**

To support the Thermal Power projects through providing services of design, feasibility studies, surveys, geotechnical, geological and land investigations, third party analysis, appraisal and vetting of project concept /third party validation.

## **3. Scope of Work**

The scope of work entails the following tasks that may be assigned for Thermal Power based projects:

- To review the topographical geophysical and geological survey maps and update the same if required;
- Feasibility of potential coal resources and capability to execute relevant work is taken into account;
- Evaluate current mine support methods and practices (as part of extended Marketing team), and possible mine support technologies;
- To ensure all safety regulations, such as the Mine Health and Safety Act and SMS HSE Policy, adhered to at all times;
- Meet all legal and regulatory requirements and protect the health and safety of persons in the course of complex engineering activities;
- Design of storage system for fuel;
- Mine visits and tests for design requirements;

- Designing of thermal power plants and preparation of construction drawings and resident supervision of thermal power projects and plants;
- Having expertise in supply chain of thermal power projects.
- Technical coal development teams, including conducting preliminary surveys and studies of coal mines to assess the feasibility of potentially new products;
- Develop the standard quality assurance procedures to be observed and followed to conduct different tests, during construction and on the completed works of the schemes following the international standards practices;
- The presentation as, as and when required during the whole period of assignments by the consultants on multimedia to the satisfaction of the client;
- To ensure the environmental issues with respect to project implementation are properly addressed and proper mitigation are being taken;
- Able to draft final reports describing research results, including illustrations, appendices, maps, and other attachments;
- Evaluate the performance of supervisory staff and project construction supervision team at execution stage and after the completion of the project;
- Any other related task assigned by the procuring/executing agency.

#### **4. Eligibility Criteria**

Following are the details on the basis of which Firm will be shortlisted:

##### **i. Pre-Requisite**

- a. Registration with the professional body (PEC, PCATP etc.)
- b. Registration with SECP, Registrar of Firms, etc.
- c. National Tax Registration Number (NTN)
- d. Minimum Rs.100 million and 10.0 million USD annual turnover for National and International Firms / Companies respectively

- e. Undertaking by the firm on a legal format, that it has not been blacklisted by any Government Agency/Authority nor is under any litigation.

**ii. Firm Experience**

Firms should provide information regarding;

- a. General experience by providing the list of total number of projects/assignments performed so far as per **Annex - A**
- b. Relevant experience in the subject field by submitting the detail of (5 Nos.) most relevant projects undertaken in the past (10 years) as per **Annex - B.**
- c. Detailed description of the Firm Profile by providing its organizational structure, list of permanent staff, quality management system and list of testing equipment/machinery.

**iii. Human Resource Capacity**

- a. List of key personnel proposed having expertise in **Thermal Power Projects** as per **Annex - C.**
- b. CVs of key personnel proposed as per **Annex - D.**

However, the required qualification and experience is as follows;

S. No	Proposed Position	Required Qualification	Experience
1	Team Leader	Master Degree in Mining/Chemical/Electrical/Mechanical Engineering / MSc in Coal Technology.	Minimum 10 years of relevant experience in the field of mining especially in coal technology or in coal related projects.
2	Geologist	Master Degree in Geology / BSc in Geological Engineering.	Minimum 10 years of relevant experience in the field of mining especially in coal technology or in coal related projects.
3	Socio Economic Specialist	Master degree in Social Science or Agricultural Economics.	Minimum 5 years of relevant experience in water sector for agriculture production/improvement.
4	Environment Specialist	Master degree in Environmental Engineering/Environmental Sciences.	Minimum 5 years of relevant experience in the Environmental

			Impact Assessment of mining and coal power plants sector Projects/Studies.
5	Design Engineer	Master or BSc Degree in Mining/Electrical/Mechanical Engineering / MSc in Coal Technology / BSc Geological Engineering.	Minimum 08 years of relevant experience in relevant field of design
6	Mechanical Engineer	MSc/BSc Mechanical Engineering.	Minimum 5 years of relevant experience in usage of mining equipment and coal power plants Projects.
7	Manager operations	MSc in Chemical/Electrical/Mechanical Engineering.	5 years of relevant experience.
8	Manager Technical	MSc in Chemical/Electrical/Mechanical Engineering.	5 years of relevant experience.

#### iv. Financial Capabilities

Detail of financial capabilities to be provided as per **Annex- E**.

***\*All documents should be in English.***

***\*\*Any misinformation, false and forged statement will lead to disqualification from being shortlisted/pre-qualified and any other action as per applicable laws.***

***\*\*\*Firms/Companies which may be applying under a joint venture/consortium should submit their documents under a single login.***

Criteria, sub-criteria, and point system for the evaluation of Expression of Interest (EOIs) is as follows:

<b>A1</b>	<b>Firm Experience</b>	<b>Points</b>
a)	Number of Assignments (General)	<b>10</b>
b)	Number of Assignments (Relevant)*	<b>70</b>
	i. Number of Similar Assignments	40
	ii. Value of Similar Assignment	30
c)	Firm Profile	<b>20</b>
	i. Organizational Structure	5

	ii. List of Permanent Staff	5
	iii. Quality Management System	5
	iv. List of Testing Equipment/Machinery	5
<b>Total A1</b>		<b>100</b>
<b>A2</b>	<b>Human Resource Capacity</b>	<b>Points</b>
a)	Team Leader	20
b)	Geologist	20
c)	Socio Economic Specialist	10
d)	Environment Specialist	10
e)	Design Engineer	10
f)	Mechanical Engineer	10
g)	Manager Operations	10
h)	Manager Technical	10
<b>Total A2</b>		<b>100</b>
<b>A3</b>	<b>Financial Capacity</b>	<b>Points</b>
a)	Annual Turn Over	35
b)	Current Ratio	35
c)	Net Worth	30
<b>Total A3</b>		<b>100</b>

**Score = A1[40%] + A2[30%] + A3[30%]**

The minimum score required to be shortlisted is: **75 Points**

\* Maximum number of 5 most relevant assignments to be provided.  
Assignments provided beyond the limit of 5 will be given no weightage.

### 5. Firm Detail

Firm should provide its detail as per **Annex-F**. In this PQD the word Firm has been used for both Firm and Company.

### 6. Client Detail

➡ **Directorate General of Monitoring & Evaluation,  
Planning and Development Department  
Government of Punjab.  
72-Garden Block, New Garden Town Lahore.  
Contact No. 042-99233178.**



## **7. EOI Deadline**

The Expression of Interest EOI may be submitted on the Web Based Pre-qualification System (WBPS) developed on the website of Directorate General M&E i.e., <http://www.dgmepunjab.gov.pk>

Deadline for submission of the EOIs is 20<sup>th</sup> September, 2017 till 04:00 pm.

However, for Clarification/Coordination Firm/Company may contact to:



**Research Associate**

**Directorate General (M&E), P&D Department**

**Government of Punjab**

**72-Garden Block, New Garden Town Lahore.**

**Contact No. 042-99233178**

**Annex-A Firm Experience (General)**

<b>General<sup>1</sup></b>									
<b>S. No</b>	<b>Name of Project</b>	<b>Location (Country/Province/Division)</b>	<b>Client</b>	<b>Project Description</b>	<b>Implementation</b>		<b>Total Cost of Project</b>	<b>Cost of Consultancy Services Provided by the Firm</b>	<b>Actual Services Provided by the Consultant</b>
					<b>Start</b>	<b>Completion</b>			
<b>1</b>									
<b>2</b>									
<b>3</b>									
<b>4</b>									
<b>5</b>									
<b>-----</b>									

1. Provide list of total number of projects/assignments performed so far

**Annex-B Firm Experience (Relevant)**

<b>Relevant<sup>1</sup></b>									
<b>S. No<sup>2</sup></b>	<b>Name of Project<sup>3</sup></b>	<b>Location (Country/Province/Division)</b>	<b>Client</b>	<b>Project Description</b>	<b>Implementation</b>		<b>Total Cost of Project</b>	<b>Cost of Consultancy Services Provided by the Firm</b>	<b>Actual Services Provided by the Consultant</b>
					<b>Start</b>	<b>Completion</b>			
<b>1</b>									
<b>2</b>									
<b>3</b>									
<b>4</b>									
<b>5</b>									

1. Maximum number of (5) most relevant assignments to be submitted.
2. Assignments provided beyond the limit of 5 will be given no weightage.
3. Project/Assignment provided must be supported with the completion certificate issued by the procuring agency/executing agency of that particular project.

**Annex-C** (List of Key Personnel)

<b>S. No</b>	<b>Name</b>	<b>Qualification</b>	<b>Total Experience in Years</b>	<b>Position Proposed</b>	<b>Current Responsibilities</b>

**Annex-D (CVs of Key Personnel)****CURRICULUM VITAE (CV)**

1. **Name of Personnel:** \_\_\_\_\_
2. **Current Position in the Firm :** \_\_\_\_\_
3. **Date of Birth:** \_\_\_\_\_
4. **Nationality** \_\_\_\_\_
5. **CNIC No (if Pakistani):** \_\_\_\_\_ **or Passport No:** \_\_\_\_\_
6. **Education :**

Degree	Major/Minor	Institution	Date (MM/YYYY)

7. **Membership of Professional Associations:** \_\_\_\_
8. **Other Training** [*Indicate significant training since degrees under 6 - Education were obtained*]:
9. **Languages** [*For each language indicate proficiency: good, fair, or poor in speaking, reading, and writing*]:
10. **Employment Record** [*Starting with present position, list in reverse order every employment held by staff member since graduation, giving for each employment (see format here below)*]:

Employer	Position	From (MM/YYYY)	To (MM/YYYY)

**11. Detail of Work Undertaken**

Name of assignment or project: \_\_\_\_\_

Cost of Project \_\_\_\_\_ Location: \_\_\_\_\_

Date of Start: \_\_\_\_\_ Date of Completion: \_\_\_\_\_

Client: \_\_\_\_\_ Main project features: \_\_\_\_\_

Positions held: \_\_\_\_\_ Activities performed: \_\_\_\_\_

Actual time spent on the project: \_\_\_\_\_ in months.

**12. Certification:**

I, the undersigned, certify that to the best of my knowledge and belief, this CV correctly describes myself, my qualifications, and my experience. I understand that any willful misstatement described herein may lead to my disqualification or dismissal, if engaged.

\_\_\_\_\_ Date: \_\_\_\_\_

[Signature of the proposed staff] Day/Month/Year

\_\_\_\_\_ Date: \_\_\_\_\_

[Counter Signature of authorized signatory] Day/Month/Year

**Annex-E (Financial Capabilities)**

<b>Year<sup>1</sup></b>	<b>Annual turnover</b>	<b>Current Ratio</b>	<b>Net Worth</b>
<b>2014-2015</b>			
<b>2015-2016</b>			
<b>2016-2017</b>			

1. Data provided under the head of financial capabilities must be supported by the Audited Annual Financial Statements

**Annex-F (Firm Detail)**

<b>Name of Firm</b>	<b>Address</b>	<b>Contact No.</b>	<b>Authorized Personnel Name</b>	<b>Authorized Personnel Contact No.</b>
Lead Firm				
Joint Venture Firm(s)				
Associate Firm(s)				