

# Sukkur IBA University



**PRE-QUALIFICATION OF ENGINEERING DESIGN/ ARCHITECTUAL CONSULTANCY SERVICES for  
THE CONSTRUCTION OF SUKKUR IBA UNIVERSITY CAMPUS AT MIRPURKHAS.**

## **SCOPE**

- A Detailed Contouring & Topographic Survey & Master Planning
- To Recommend All Site Investigation Surveys, Lab/Site Tests & Prepare Detailed Feasibility Reports, Recommendations Accordingly With All Respects.
- Engineering / Architectural & Structural Design of Separate Buildings with Purpose Built Properties (Facilities) including Elec, Plumbing, HVAC design.
- (Approx. covered area is 139137 SFT, Total land is 15 ACRE)
- Design of a Complete Water System (Purification, Storage, Supply, Treatment plant, Sewerage/Drainage/Disposal)
- Design of Building External Development, Boundary Wall with Gate Security Area
- Landscaping & Horticulture on building infrastructure & other works mentioned & approved in PC-1
- Preparing of Detail Tender/Bidding Documents & Evaluation Report, R.As, Pre-qualification of Contractors i/c Tender Drawings, BOQs, Estimates as per PPRA Rules
- Top Supervision & Monitoring & So on As Per Construction Activity Requirement

## **Client:**

Sukkur IBA University Airport Road Sukkur

Phone # 071-564400

Fax # 071-5632465

E-mail: [pd@iba-suk.edu.pk](mailto:pd@iba-suk.edu.pk)

[www.iba-suk.edu.pk](http://www.iba-suk.edu.pk)

## BRIEF

The client “Sukkur IBA University (SIBAU)” is public Sector university imparting Quality Education in Business Administration, Information Technology, Engineering and Education. In order to implement development project under HEC funded PSDP project titled **ESTABLISHMENT of SUKKUR IBA UNIVERSITY CAMPUS AT MIRPURKHAS** sponsored by higher education commission, Islamabad; the reputable and well-established firms/companies are invited to apply for participation in the pre-qualification process and submit the prequalification document. Sukkur IBA University intends to hire services of engineering design/ architectural consultancy firm for the topographic survey, master planning & construction of Sukkur IBA university campus at Mirpurkhas (Joint Ventures / Consortia, as the case may be) having required qualification and relevant plus general experience in designing and top supervision. Firms must have valid registration with Pakistan Engineering Council &/or PCATP.

Required scope from the consultants’ will be as under:

### **Required works:**

- A Detailed Contouring & Topographic Survey & Master Planning
- To Recommend All Site Investigation Surveys, Lab/Site Tests & Prepare Detailed Feasibility Reports, Recommendations Accordingly With All Respects.
- Engineering / Architectural & Structural Design of Separate Buildings with Purpose Built Properties (Facilities) including Elec, Plumbing, HVAC design (Approx. covered area is 139137 SFT, Total land is 15 ACRE)
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- Preparing of Detail Tender/Bidding Documents & Evaluation Report, R.As, Pre-qualification of Contractors i/c Tender Drawings, BOQs, Estimates as per PPRRA Rules
- Top Supervision & Monitoring & So on As Per Construction Activity Requirement
- Design of campus will be carried out with international standards considering factors (i.e: seismic, safety, especially abled persons, Sukkur IBA theme, HEC standards)

The Consultants, who so desire to participate, may contact Project Coordinator, Sukkur IBA University Campus, Village Mohammad Bux Panhwar, Khipro Road, Mirpurkhas **&/or** Sukkur IBA University, Sukkur – 071 5644 025

Project Director, SIBAU, Sukkur

[m.aasim@iba-suk.edu.pk](mailto:m.aasim@iba-suk.edu.pk)

0333 7271 392

Project Coordinator, SIBAU, Mirpurkhas

[bahzad@iba-suk.edu.pk](mailto:bahzad@iba-suk.edu.pk)

0300 3061649

## **INVITATION FOR PRE-QUALIFICATION**

Sukkur IBA University (SIBAU) hereinafter the Employer intends to prequalify consultants for the following Works under PSDP project sponsored by higher education commission, Islamabad titled “**Establishment of Sukkur IBA University Campus at Mirpurkhas**”.

### **Duties of Engineering/ Architectural Design Consultant Include As Under**

- A Detailed Contouring & Topographic Survey & Master Planning
- To Recommend All Site Investigation Surveys, Lab/Site Tests & Prepare Detailed Feasibility Reports, & Recommendations Accordingly With All Respects.
- Engineering / Architectural & Structural Design of Separate Buildings with Purpose Built Properties (Facilities) including Elec, Plumbing, HVAC design
- (Approx. covered area is 139137 SFT, Total land is 15 ACRE)
- Design of a Complete Water System (Purification, Storage, Supply, Treatment plant, Sewerage/Drainage/Disposal)
- Design of Building External Development, Boundary Wall with Gate Security Area
- Landscaping & Horticulture on building infrastructure & other works mentioned & approved in PC-1
- Preparing of Detail Tender/Bidding Documents & Evaluation Report, R.As, Pre-qualification of Contractors i/c Tender Drawings, BOQs, Engineers Estimates as per PPRA Rules
- Top Supervision & Monitoring & So on As Per Construction Activity Requirement

Pre-qualification is open to consultants / joint ventures / consortia who are registered with PEC and PCATP may apply for pre-qualification for the above Project.

Enlistment with the PEC registered consultants may obtain the prequalification documents from the office of the Employer, i.e. Sukkur IBA University campus, Mirpurkhas from 10<sup>th</sup> December 2021 to 28<sup>st</sup> December 2021 COB from Project Coordinator, engineering wing, SIBAU, **Mirpurkhas.**

### **A minimum requirement for pre-qualification will be as follows:**

- Consultants registered with Pakistan Engineering Council and/or PCATP.
- Detail of organization with office address and experience record.
- List of Key Personnel/Staff available and capabilities.
- Complete details of similar projects executed during the last 10 years.  
Projects of similar nature in hand & detail of general projects.
- Enlistment certificate with the government departments.
- Certificate to the effect that the applicant is not involved in litigation with any department nor has ever been black listed by any department.

- Applications for Pre-qualification must be delivered in sealed envelopes by hand or through registered mail, to **Engineering Wing, office of Project Director, Sukkur IBA University, Nisar Ahmed Siddiqui road, Sukkur.**
- Last date for submission of document is 29<sup>st</sup> December 2021 upto 1:30 P.M.
- Sukkur IBA University reserves the right to reject late applications.
- Applicants will be informed, in due course, of the result of the evaluation of applications. Only the firms of consultants and joint ventures prequalified under this process will be invited to bid.
- Only the firms of consultants and joint ventures/ consortia prequalified under this process will be invited to bid
- Sealed pre-qualification documents shall be opened on December 29, 2021 at 2:00 PM, **Main Campus-SUKKUR IBA UNIVERSITY, NISAR AHMED SIDIQUE ROAD, SUKKUR.**

## **INSTRUCTION TO APPLICANTS**

### **SUBMISSION OF APPLICATIONS**

Applications for pre-qualification must be received in sealed envelopes to be delivered by hand or through registered mail to:

**1. Engineering Wing, Project Director, Sukkur IBA University, Nisar Ahmed Siddiqui Road, Sukkur.**

The name and mailing address of the Applicant shall be clearly marked left hand on the envelope.

The applications shall be prepared in the English language. Information in any other language shall be accomplished by its translation in English. Employer reserves the rights for dis-qualification in case of non-compliance of the above requirement.

The Applicants 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.

The clarification may be obtained from office working hours (9:00 AM to 5:00 PM) by written or oral at the following address;

Project Director

Sukkur IBA University  
Nisar Ahmed Siddiqui Road, Sukkur

Phone # 071-5644025,

Fax # 071-5632465

Email: [pd@iba-suk.edu.pk](mailto:pd@iba-suk.edu.pk)

Project Coordinator

Sukkur IBA University Campus  
Mirpurkhas.

0300 30616 49

0333 114 0612

[bahzad@iba-suk.edu.pk](mailto:bahzad@iba-suk.edu.pk)

Director P&D

Sukkur IBA University

[m.aasim@iba-suk.edu.pk](mailto:m.aasim@iba-suk.edu.pk)

0333 7271 392

## GENERAL

- Pre-qualification will be based on all the criteria given below regarding the Applicant's, experience record, personnel capabilities, equipment capabilities , financial soundness , projects designed of similar nature completed and in hand as demonstrated by the Applicant's responses in the forms attached to this letter. The Employer reserves the right to waive minor deviations, if these don't materially affect the capability of an applicant to perform the contract. Sub-consultants experience and resources shall not be taken into account in determining the Applicant's compliance with the qualifying criteria. However, Joint Venture experience & resources shall be considered. Consortium or Association of firms will be considered for similar treatment as in case of Joint Venture.
- The Consulting companies/ firms shall Furnish all details including their experience in the Application Format, (only and if the space provided is not sufficient, particulars shall be furnished in Annexure and such details shall be mentioned in the respective columns of the Application Format.
- The authorized person of the companies/Firms shall sign in all the pages of the application with seal of the company/ firm.
- The Consulting Companies / firms should submit Application Format along with company profile/ Brochure as mentioned in Advertisement.
- No costs incurred by the applicant in applying, in providing necessary clarifications or attending discussions or site visits will be reimbursed.
- The Consulting companies/ firms shall furnish documentary proof with respect to the prequalification criteria along with the application form.
- Incomplete application without proper proofs for establishing their credentials will be liable for rejection and no correspondence will be entertained in this regard.
- The evaluation shall be based mainly on the eligibility criteria, other factors like timely completion, resources of the applicant, pre-qualification with other institutions/ works etc, manpower & logistical support of the applicant, their financial capabilities, quality consciousness, works of similar nature completed or in hand etc.. If found necessary,
- The Consulting companies shall make arrangements to inspect any of the works undertaken by them.
- Applications received after the due date and time shall be rejected.

As the pre-qualification process is completed, it would be informed to all the participants about the status of evaluation and afterwards financial proposal will be invited from pre-qualified firms / companies

The enlistment/ Prequalification fee would be Rs: 3000/- (Three thousand) in shape of Demand draft/ Pay order in favor of Sukkur IBA University.

For any query, please contact with Engineering Wing, Project Director, SIBAU, Sukkur

Project Director

Sukkur IBA University  
Nisar Ahmed Sidiquie Road, Sukkur

Phone # 071-5644025,

Fax # 071-5632465

Email: [pd@iba-suk.edu.pk](mailto:pd@iba-suk.edu.pk)

Project Coordinator

Sukkur IBA University Campus  
Mirpurkhas.

0300 30616 49

0333 114 0612

[bahzad@iba-suk.edu.pk](mailto:bahzad@iba-suk.edu.pk)

Director P&D

Sukkur IBA University

[m.aasim@iba-suk.edu.pk](mailto:m.aasim@iba-suk.edu.pk)

0333 7271 392

**Required Mandatory Registration/Certificates/Documents are as below:**

PEC/PCATP, Income Tax Registration & Clearance Certificate, financial stability certificate issues from govt.  
Recognized banks &/or relevant agencies (wherever applicable)

The weightage/points for different categories will be followed as per table given below:

**SELECTION PROCESS**

Committee shall evaluate the pre - qualification applications based on the eligibility criteria set forth and shall short list from the qualified applications.

<b>S.No</b>	<b>Eligibility Criteria</b>	<b>MAX Score (Points)</b>
1	Company Profile or Age of the firm	10
2	Office Establishment	05
3	List of Projects of Similar nature completed/ongoing during last 10 years	25
4	List of general Projects completed/ in Hands	20
5	List of Technical Staff and their Qualification & Experience	20
6	List of Machinery & Equipment / software /Facilities' owned	05
7	Financial status of the Firm	05
8	Satisfactory reports from the organizations where earlier works are Completed.	05
9	Registration with other organizations/ Departments	05
	<b>TOTAL</b>	<b>100</b>

Note: The cut off level is 70 points

**EVALUATION CRITERIA**

TOTALPOINTS = 100

QULIFYING POINTS = 70

**11. COMPANY PROFILE AND AGE OF THE FIRM      Total Points = 10**

- Name, address, telephone, fax numbers and email address of firm
- Ownership and Organizational Structure of the firm
- Year of establishment

**Company Age- Less than 05 Years:    Ineligible**

**Age 05 Years & Above: 06 Points**

- For every year beyond 10 years: 0.5 Points
- Up to a maximum of 10 Points
  
- Please submit the Certificate of Incorporation (for Private Limited Firms). Partnership Deed (for Partnerships) and Company Registration (for Sole Proprietorship)

**2. OFFICE ESTABLISHMENT:** Total Points: 05

Submit the locations and size of the offices available in the following format:

- a. Location of office
- b. Address of the office
- c. Telephone No. and fax No. of the office
- d. Size of office (sft)

Permanent office establishment in any city Of Pakistan with area greater than 3000 sft: 2 Points

Availability of office in other cities: 3 Points

**(Offices may be visited by SIBAU representatives)**

### 3. EXPERIENCE ON SIMILAR PROJECTS (On Going/Completed) (25 Points)

Ten (10) Academic/Educational buildings ongoing/completed during last 10 years (Development Works in HEIs/Universities only). The project cost must be more than Rs. 500 million to get the points. The projects which are not academic/ educational buildings and / or less than Rs.500 million will not be considered for points in this category.

Similar Projects	
Number of Projects	Weightage
Min: 2	25%
3-5	60%
6-7	85%
8-9	95%
10	100%

### 4. EXPERIENCE ON GENERAL PROJECTS (On Going/Completed) (20 Points)

Ten (10) General completed / ongoing projects of buildings in Government Sector, other than HEIs / Universities completed during last 10 years. The project cost must be more than Rs. 500 million to get the points.

General Projects	
Number of Projects	Weightage
Min: 2	25%
3-5	60%
6-7	85%
8-9	95%
10	100%

**5. PROFESSIONAL STAFF ON FULL TIME PAYROLL  
WITH THE APPLICANT PROPOSED FOR THE  
PROJECT**

**Total Points = 20**

**i Evaluation of Quality of Staff: 20 Points**

**a) Design Consultancy:**

- 1. Senior Architect: 05 Points**
  - i. Senior Architect - Qualified M. Arch or B. Arch, member of PCATP in good standing.
  - ii. Having 20 years or above of total experience for B.Arch and 15 years or above total experience for M.Arch of working on similar building projects of which 5 years must be as a team leader.
  - iii. Having 05 years or above of experience of working with existing firm on similar building projects of which 03 years must be as a team leader.
- 2. Senior Structural Engineer: 05 Points**
  - i. Senior Structure Engr. – Qualified master’s degree in Structure Engineering
  - ii. Having minimum 20 years of experience on design of multistory buildings, culverts, retaining and protective structures especially in High Seismic Areas (as per building code of Pakistan).
  - iii. Having 05 years or above of experience of working with existing firm on similar building projects of which 03 years must be as a team leader.
- 3. Senior Civil Engineer: 03 Points**
  - i. Senior Civil Engr. – Qualified BSc. degree in civil Engineering
  - ii. Having minimum 20 years of experience on execution of multistory buildings, culverts, sewerage, storm drainage & water system, roads, earth work and so on.
  - iii. Having 05 years or above of experience of working with existing firm on similar building projects of which 03 years must be as a team leader.
- 4. Architect: (Junior) 02 Points**
  - i. Junior Architect - Qualified B. Arch, member of PCATP in good standing.
  - ii. Having 10 years or above of total experience of working on similar building projects.
  - iii. Having 05 years or above of experience of working with existing firm on similar building projects.
- 5. Senior Quantity Surveyor: 02 Points**
  - i. Quantity Surveyor - Qualified DAE (Civil), in good standing.
  - ii. Having 15 years or above of total experience of working on similar

building projects.

- iii. Having 05 years or above of experience of working with existing firm on similar building projects.

**6. Electrical Engineer & Mechanical Engineer: (1.5+1.5) 03 Points**

- i. Electrical & MEP/HVAC Engineers - Qualified B.Sc. (Electrical & Mechanical) member of PEC in good standing.
- ii. Having 10 years or above of total experience of working on similar building projects.
- iii. Mechanical engineer with HVAC experience, is highly desirable
- iv. Having 05 years or above of experience of working with existing firm on similar building projects.

**The Evaluation of Technical Staff will be made as per following weightage:-**

i. Education of Qualification	25%
ii. Relevant Background	50%
iii. Time with Firm	25%

- Applicants are advised to submit the names of staff that are permanent employment of the applicant firm. Associates shall not be considered for the evaluation.
- Documentary proof of permanent employment in the applicant firm for each proposed staff shall be submitted with the application, proof of employment for last two years to be attached in shape of salary slips & appointment letter.
- CV for each proposed staff shall be submitted

**6. EQUIPMENTS / FACILITIES** Total Points = 05

Please submit the details of facilities & equipment on the format in the document. The list should include the Survey Equipment, Computer Hardware & Software, and Production Equipment like Printers, Copiers and Large Size Plotters etc.

**7. FINANCIAL STRENGTH OF THE APPLICANT** Total Points = 05

- a) Financial Soundness Certificate from the Bank issued in Last one year 03 Points
- b) Audited Report of the firm for 03 years 02 Point

Please submit the Audited Reports for the Last 3 years, Bank's Letter issued in the last one year.

**8. SATISFACTORILY COMPLETION REPORTS** Total Points = 05

- a) Completion report for each project 01 Point

Please submit the certificate by client where the work is designed and completed.

**9. REGISTRATION WITH OTHER ORGANIZATION / DEPARTEMENTS** Total Points = 05

- a) Registration with other department 0.5 Points (For each) Maximum 10 organization/departments

Please submit the certificate







**Turnover of the Company/firm (Please attach copy of audited balance Sheet, profit and loss account for five years).**

S.No	Year	Turn-Over
1	2014-15	
2	2015-16	
3	2016-17	
4	2017-18	
5	2018-19	
6	2019-20	

**Registration / Enlistment with Government, Public Sector /Private Organization for Similar work.**

S.No	Name of the organization	Nature of Works	Value of Works	Date of Registration/Enlistment

What are your fields of core competence? Mention the fields on preference Basis

- i)
- ii)
- iii)

Furnish the names of three clients / persons (minimum) to whom the major works carried out in the last Five to ten year by the applicant with address and telephone number who will be in a position to certify about the quality as well as past performance of your organization.

S.No	Name of the Official	Organizational & Address	Contact

## **JOINT VENTURE (JV)**

In joint venture firms, each member must obtain the minimum qualifying score, than average of all members should be considered final.

Bid shall be signed by all members in the JV so as to legally bind all partners, jointly and severally, and any bid shall be submitted with a copy of the JV agreement providing the joint and several liability with respect to the contract.

### **OTHER FACTORS**

- Only firms and JVs that have been prequalified under this procedure shall be invited for their financial proposal for said project.

The Employer reserves the right to:-

- Amend the scope of work but all relevant to the subject work
- Reject or accept any application; and
- Cancel the prequalification process and reject all applications.
- The Employer shall neither be liable for any such actions, however applicants, may be debriefed.

# LETTER OF APPLICATION

Date: ..... ..

Contract No: .....

To:

Project Director Sukkur IBA.

Sir,

Being duly authorized to represent and act on behalf of.....  
("the Applicant"), and having reviewed and fully understood all the prequalification information provided, the undersigned hereby apply to be prequalified as **ENGINEERING DESIGN/ ARCHITECTURAL CONSULTANT** for the following contract under the Project "**ESTABLISHMENT OF SUKKUR IBA UNIVERSITY CAMPUS AT MIRPURKHAS**".

Attached to this letter are copies of original documents defining: the Applicant's legal status;

The principal place of business; and

The place of incorporation (for applicants who are corporations); or the place of registration and the nationality of the owners (for applicants who are partnerships or individually-owned firms).

The Client 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

Client is not bound to accept any single or all proposal, as he deems fit. Client or its representative are entitled / authorized to verify statements and information provided in this application, or with regard to the resources, experience, and competence of the Applicant.

The Client and its authorized representatives may contact the following persons for further information, if needed.

## Technical Queries

Contact-1	Telephone-1
Contact-2	Telephone-2

## Financial Queries

Contact-1	Telephone-1
Contact-2	Telephone-2

This application is made with the full understanding that:

Proposals by prequalified applicants will be subject to verification of all information submitted for prequalification at the time of submission;

The Client reserves the right to change the scope value of any item under this project. The Client shall not be liable for any such actions and shall be under no obligation to inform the Applicant of the grounds for actions.

In case of JV: We confirm that in the event that we bid, that bid as well as any resulting contract will be.

- Signed so as to legally bind all partners, jointly and severally; and
- Submitted with a Joint Venture agreement providing the joint and several liability of all partners in the event the contract is awarded to us.

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:

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Name:

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For and on behalf of

(Name of applicant or lead partner  
Of the joint venture)

Signed:

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Name:

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for and on behalf of

(Name of the applicant or lead partner  
of the joint venture)

TOTAL NO OF PAGES ENCLOSED: (PLEASE NUMBER ALL THE PAGES):

Checklist (To be filled by Applicants)

1.	Have you signed in all the sheets?	Yes / No
2.	Whether copy I.T &/or other tax is enclosed?	Yes / No
3.	Whether enclosed proof for year of establishment?	Yes / No
4.	Whether proof for average annual financial turnover enclosed?	Yes / No
5.	Whether documentary proof for having undertaken the qualifying works is enclosed?	Yes / No
6.	Whether enclosed proof for valid PEC/PCATP & other relevant/required registration certificate?	Yes / No
7.	Whether documentary proof for having completed the works of similar nature is enclosed?	Yes / No
8.	If yes, Number of certificates enclosed	
<b>Please bring Authority Letter to participate prequalification/ bidding process to represent company</b>		

Thank You