

Application for Pre-Qualification in Bidding for “Construction of Non-Strategy Schools in District Mansehra” for Friends Welfare Association Pakistan

Date:.....

To: Construction Committee
 Friends Welfare Association
 D-58 Ghazikot Township
 Mansehra, NWFP Pakistan

Sirs,

1. Being duly authorized to represent and act on behalf of(Hereinafter “the Applicant”), and having reviewed and fully understood all the information provided, the undersigned hereby apply for Pre-qualification process as a bidder for the reconstruction of schools under the “*Reconstruction of Schools in District Mansehra*” project.

2. 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.

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

General and Managerial Inquiries

Contact 1	Telephone 1
Contact 2	Telephone 2

Personnel Inquiries

Contact 1	Telephone 1
Contact 2	Telephone 2

Technical Inquiries

Contact 1	Telephone 1
Contact 2	Telephone 2

Financial Inquiries

Contact 1	Telephone 1
Contact 2	Telephone 2

4. This application is made with the full understanding that:

- Bids by applicants will be subject to verification of all information submitted for BoQ at the time of bidding;
- 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 any application, cancel the prequalification process, and reject applications; and
- Your Agency shall not be liable for any such action, consequences and shall be under no obligation to inform the Applicant of the grounds for any kind of actions.

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 (name of Applicant or lead partner of a joint venture)	Signed: Name: For and on behalf of (name of Applicant or lead partner of a joint venture)
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Note: in case of lead partner, the partner must provide its bank statement and experience to ensure he/she have the capacity to carry out project activities

(Note: This application form should reach the office of Friends Pakistan D-58 Ghazikot Township Mansehra before Thursday, November 25, 2010 (04:00pm). The applications received after the mentioned time shall not be entertained).

Application Form A-1
General Information

All individual firms and each partner of a joint venture applying for BoQ are requested to complete the information in this form.

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

Application Form A-2
General Experience Record

Name of Applicant or partner of a joint venture:

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 (or each member of a joint venture), in terms of the amounts billed to clients for each year for work in progress or completed over the past five years.

Use a separate sheet for each partner of a joint venture.

Annual Turnover (Construction only)		
Year	Turnover (in actual currency)	Equivalent Rupees in Millions.
1.		
2.		
3.		
4.		
5.		
6.		

Application Form A-3
Joint Venture Summary

Names of all Partners of a Joint Venture	
1. Lead Partner	
2. Partner	
3. Partner	
4. Partner	
5. Partner	
6. Partner	

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

Annual Turnover Data						
(Construction only; Equivalent in Pak Rupees, Millions)						
Partner	Form A-2 Page No.	Year 1	Year 2	Year 3	Year 4	Year 5
1. Lead Partner						
2. Partner						
3. Partner						
4. Partner						
5. Partner						
6. Partner						
Total:						

Name of Applicant or partner of a joint venture

To pre-qualify, the Applicant shall be required to pass the specified requirements applicable to this form.

*On a separate page, using the format of Application Form A-5, each applicant is required to list all contracts of a value equivalent to Pak Rs. **50 million**, of a similar nature and complexity to the contract for which the Applicant wishes to qualify, undertaken during the last five years. The information is to be summarized, using Application Form A-5, for each contract completed or under execution by the Applicant. 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 A-5
Details of Contracts of Similar Nature and Complexity

Name of Applicant or partner of a joint venture

Use a separate sheet for each contract.

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)

- Sole Contractor
- Sub- Contractor
- 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. Date of Award

9. Date of Completion

10. Contract Duration (Years and Months)

____Years ____Months

11. Specified Requirements

Name of Applicant

Applicants should provide information on their current commitments on all schools 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)	Estimated Completion Date	Client / Employer
1.			
2.			
3.			
4.			
5.			
6.			

Note: Applicant can add more Contracts to the above list if required.

Application Form A-7
Personnel Capabilities

<i>Name of Applicant</i>

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 A-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

Application Form A-9
Financial Capability

Name of Applicant or Partner of a Joint Venture

*Applicants, including each partner of a joint venture, 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 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	

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.

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

Attach audited financial statements for the last three 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.

Application Form A-10

Litigation History

Name of Applicant or Partner of a Joint Venture

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. 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)

Annexure

- Firms Profile
- Current Attested Bank Statement
- Last Year Financial Report

(Note: This application form should reach the office of Friends Pakistan D-58 Ghazikot Township Mansehra before Thursday, November 22, 2010 (04:00pm). The applications received after the mentioned time shall not be entertained).