

## **E-TENDER NOTICE / REQUEST FOR PRE-QUALIFICATION OF CONTRACTOR'S / FIRM'S**

The University of Veterinary & Animal Sciences, Lahore, intends to invite applications for Pre-qualification from the reputed and experienced Contractors / Firm's duly registered in Category C-3 or above with the Pakistan Engineering Council for the current financial year 2025–26 and must also be registered with the Income Tax and Sales Tax Departments and be listed on the Active Taxpayers List of the Federal Board of Revenue to hire the services of Contractor's / Firm's for the project titled "Supply, Installation, Testing, and Commissioning of Heating, Ventilation, and Air Conditioning (HVAC) Works for the Auditorium at KBCMA, College of Veterinary & Animal Sciences, Narowal", in accordance with the PPRA E-Tendering System.

Pre-qualification documents containing the detail criteria, procedure for submission of pre-qualification documents will be immediately available from the office of undersigned after publication in Newspapers as well as PPRA [Punjab] EPADS Web portal ([www.punjab.eprocure.gov.pk](http://www.punjab.eprocure.gov.pk)) / University Web Site. Interested Contractor's / Firm's may download the bidding documents from the following websites: PPRA [Punjab] EPADS Web portal ([www.punjab.eprocure.gov.pk](http://www.punjab.eprocure.gov.pk)) and [www.uvas.edu.pk](http://www.uvas.edu.pk). Their profile must include following information and documents:

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2. The bid documents, accompanied with attested copies of proof of latest Registration with Pakistan Engineering Council, Council, Federal Bureau of Revenue (FBR) and Punjab Revenue Authority (PRA) etc. for the current financial year 2025-26.
3. The Firm's are invited to submit a Comprehensive Bid Documents completed, signed and stamped, must be uploaded on the E-PADS portal for the services required under instructions provided in the Pre-qualification documents latest by 27<sup>th</sup> April, 2026 till 11:00AM.
4. The URL of the website of the PPRA is <https://eproc.punjab.gov.pk/ViewTenders.aspx> and response time shall be calculated exclusively from the date of publication of the advertisement on the website of the PPRA.
5. A certificate / affidavit that the firm is not defaulter / blacklisted and have not indulged in litigation with any Government Department or Authority / Autonomous Body.
6. In case of non-compliance of any of the mandatory requirements, the bid shall be deemed non responsive as per PPRA rules and will be rejected.
7. In case, the last date for submission of documents is declared a public holiday, the submission and opening of bid shall automatically be rescheduled to the next working day, at the same time and venue.
8. The uploaded Sealed Pre-qualification Documents duly completed, signed and addressed to the Project Director, Building & Works Department, University of Veterinary & Animal Sciences, Outfall Road, Lahore will be received on 27<sup>th</sup> April, 2026 uptill 11:00 AM. The Pre-qualification Bids will be opened at 11:30 AM on same day at Syndicate Hall, Vice Chancellor's Secretariat, UVAS, Lahore.

Note:- The Bidding Process will be governed under the Punjab Procurement Rules, 2014. The Contractor's / Firm's are requested to read the instructions provided in the prequalification documents carefully.

**Project Director (B&W)**  
UVAS, Lahore

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**Project Director (B&W)**  
UVAS, Lahore



**UNIVERSITY OF VETERINARY AND ANIMAL  
SCIENCES**

**SUPPLY, INSTALLATION, TESTING & COMMISSIONING OF HEATING,  
VENTILATION AND AIR CONDITIONING (HVAC) WORKS FOR AUDITORIUM AT  
UNIVERSITY OF VETERINARY AND ANIMAL SCIENCES, NAROWAL CAMPUS**



**PRE-QUALIFICATION DOCUMENT**

**April 2026**

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## 1.0 INTRODUCTION

### 1.1 Advantages of Pre-qualification

Pre-qualification is an assessment made by the Employer, of the appropriate level of experience and capacity of firms expressing interest in undertaking a particular contract, before inviting them to bid.

Pre-qualification of constructors is very useful for the Employer (also to the constructors) to carry out selection of firms for award of contracts. The basic aim of the pre-qualification is intended to eliminate, early in procurement proceedings, Constructors that are not suitably qualified to perform the Contract. Also sometimes Constructors are reluctant to participate in procurement proceedings for high value Contracts, if the competitive field is too large and where they run the risk of having to compete with unrealistic tenders submitted by unqualified or disreputable Constructors. Furthermore, the Prequalification is the basic tool to:

- i) Encourage realistic bids by the Bidders because they know that they are competing against qualified bidders who have cleared the minimum competence criteria;
- ii) Assess the interest of the prospective bidders in the bidding process;
- iii) Make any adjustments/modifications in the bidding documents if a pointer is available from the lack of interest by the prospective bidders applying for pre-qualification;
- iv) Reduce the effort and so the time in evaluation of bids from un-qualified bidders;
- v) Help the bidders to evaluate and take stock of their capability and consequently to form joint ventures with other firms;
- vi) Reduce the problems associated with low priced bids from bidders of doubtful capability and;
- vii) Help the bidders who are insufficiently qualified to avoid the expense of bidding.

### 1.2 Recapitulation

To recapitulate the afore-given, the pre-qualification specifically means selection of competent bidders prior to issuance of the invitations to bid. It is required for large or complex works, in certain cases for custom designed equipment and specialized services. Pre-qualification is also helpful for providing a chance for selection of smaller constructors under "Slice and Package" system of tendering. Pre-qualification is also useful in saving the employers from numerous un-necessary problems.

## 2.0 INVITATION FOR PRE-QUALIFICATION

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**Project Director (B & W)**  
University of Veterinary & Animal Sciences (UVAS)  
Ph.: +92 (42) 399211449-50 (Ext. 166)  
Email: [pd.bw@uvas.edu.pk](mailto:pd.bw@uvas.edu.pk)

### 3.0 INSTRUCTIONS TO APPLICANTS

#### 3.1 Submission of Applications

- 3.1.1 Each Bidder shall prepare one (1) Original Bid in hard form of the comprising of the documents mentioned in the para 3.2, scan the same and submit electronically through EPADS web portal ([www.punjab.eprocure.gov.pk](http://www.punjab.eprocure.gov.pk)).
- 3.1.2 The applications shall be prepared in the English language.
- 3.1.3 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 disqualification of the Applicant.
- 3.1.4 The clarification meeting will not be held. Clarification if required, may be asked through EPADS.

#### 3.2 Qualification Criteria

##### 3.2.1 General

Pre-qualification will be based on the criteria given in succeeding paras 3.2.3 to 3.2.7 regarding the Applicant's Financial Soundness, Experience, Personnel Capabilities, and Equipment Capabilities as demonstrated by the Applicant's responses in the forms attached to this letter.

However, prior to detailed evaluation, applicant(s) shall, as a minimum, be required to meet the eligibility criteria described under 3.2.2. 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-contractor's 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.

Keeping in view the complexity of the Project, the criteria for determining qualification of Contractor for said Works is given in detail below;

Sr. No.	Category	Weightage/Marks
3.2.3	Financial Soundness	30
3.2.4	Experience	35
3.2.5	Personnel Capabilities	20
3.2.6	Equipment Capabilities	10
3.2.7	OEM Authorization	05
<b>Total</b>		<b>100</b>

The applicant has to meet the minimum requirement of 50% marks in each Category (in Case of JV, 50% marks in Category 3.2.3 by the Lead member only and 50% marks in Category 3.2.4, 3.2.5 and 3.2.7 jointly by Members of JV) and an overall minimum of 65% marks are required to pre-qualify in the aforesaid qualification criteria.

##### 3.2.2 Eligibility Criteria

Eligibility described here below must be met by the legal entity(ies) comprising the Bidder, and not the Bidder's/JV partner's sister or parent companies, subsidiaries or affiliates;

Eligibility Criteria			Compliance Requirements				Documentation
No.	Subject	Requirement	Single Entity	Joint Venture			Submission Requirements
				All Partners Combined	Each Member	Lead Member	
i)	<b>PEC Licensing</b>	Licensing by Pakistan Engineering Council (PEC) in Category "C-3 or above" having PEC Specialized Code ME01 & EE04	must meet requirement	must meet requirement	must be PEC Licensee	N/A	Provisional/ Standard PEC Licence. Foreign Constructor must submit JV Agreement with Pakistani Constructor.
ii)	<b>Firm Legal Status</b>	Valid legal entity of the firm e.g. Certificate of registration from SECP (along with latest the certified copy of Form 29 and Form "A") or Registrar of firms (along with a Certified copy of Partnership Deed) for NTN Certificate in case of Sole Proprietor.	must meet requirement	N/A	must meet requirement	N/A	Copies of documents as mentioned.
iii)	<b>Tax Registration</b>	Certificate of registration with Income Tax & Sales Tax under the relevant Authority. Foreign firms must attach a similar certificate of registration from the Tax Authority of their home country.	must meet requirement	N/A	must meet requirement	N/A	Extracts of ATL
iv)	<b>Previous Non-Performance</b>	Non-performance of a contract has not occurred within the last ten (10) years.	must meet requirement	N/A	must meet requirement	N/A	Affidavit on non-judicial stamp paper (of value PKR 100/-) that non-performance

		<i>The Employer may in case of poor performance of any Bidder as reported by the employers of the previously awarded contracts, interalia, reject his proposal and/or refer the case to the concerned forum(s). Upon such reference, the concerned forum(s) in accordance with its rules, procedures and relevant laws of the land take such action as may be deemed appropriate under the circumstances of the case including black listing of such Bidder and debarring him from participation in future bidding for similar works.</i>					of a contract has not occurred within the last ten (10) years.
v)	<b>Current Debarment / Blacklisting</b>	Applicant/Company is currently not blacklisted/defaulted by the Employer and/or Punjab Procurement Regulatory Authority (PPRA) for all procuring agencies (as per Rule 21 of Punjab Procurement Rules 2014)	must meet requirement	N/A	must meet requirement	N/A	Affidavit on non-judicial stamp paper (of value PKR100/-)
vi)	<b>Correctness of information</b>	The information supplied by the firm is correct.	must meet requirement	N/A	must meet requirement	N/A	Provide separate affidavit on non-judicial stamp paper (of value PKR 100/-)

### 3.2.3 Financial Soundness

Credit Marks will be awarded on the basis of the following criteria:

*In case of Joint Venture, member in charge or lead member must meet 50% marks of required in this category.*

Sr. No.	Description	Maximum Points	Criteria for Marks
a)	<p>Average Annual Turnover of the Applicant for the last three financial years. (In case of Joint Venture the above information is required for Lead Member only)</p> <p>A= Average Annual Turnover of the Applicant for the last three financial years.</p>	20	<ul style="list-style-type: none"> <li>Full Marks will be given if "A" is PKR 200 Million or above</li> <li>For "A" less than PKR 200 Million, marks will be awarded as: <math>\{A/200\} \times 20</math></li> <li>No Marks will be given if "A" is less than PKR 50 Million.</li> </ul> <p>No mark shall be allotted if audited financial statements (having UDIN) of the Applicants for last three financial years are not attached.</p>
b)	<p>Credit Limit and available Bank Balance</p> <p>B= Bank Credit Limit and available Bank Balance</p>	10	<ul style="list-style-type: none"> <li>Full Marks will be given if "B" is PKR 100 Million or above</li> <li>For "B" less than PKR 100 Million, marks will be awarded as: <math>\{A/100\} \times 10</math></li> <li>No Marks will be given if "B" is less than PKR 50 Million.</li> </ul> <p>Bank credit limit certificate and bank statement must be attached.</p>
<b>Sub-Total:</b>		<b>30</b>	

### 3.2.4 Experience Record

Marks shall be awarded on the basis of the following criteria for evaluation of the experience of bidder/Joint Venture collectively must meet 50% Marks:

Sr. No.	Description	Maximum Points	Criteria for Marks
a)	<p>Experience of supply, installation, testing and commissioning of HVAC Works of capacity of 80 TR or above for DX-AHUs/VRF/Central system. Completed in the last 10 years in Pakistan.</p>	25	<ul style="list-style-type: none"> <li>01 mark will be given for each project maximum upto 25 marks.</li> </ul> <p>To substantiate the above, Bidder shall submit authenticated, Taking-Over</p>

			Certificates/ Defects Liability Certificates and Project Cost or any other relevant documents.
b)	Successful experience of Operation and maintenance of HVAC Works (DX-AHUs/VRF/Central system) during last 10 years in Pakistan.	10	<ul style="list-style-type: none"> <li>10 marks will be given if applicant has four (04) Service Reports / Service Agreements / Preventive Maintenance Reports / Operational Satisfaction Reports.</li> <li>For less than four (04) Service Reports / Service Agreements / Preventive Maintenance Reports / Operational Satisfaction Reports, Marks shall be awarded as:  <math>\{(No. \text{ of Reports})/04\} * 10</math></li> </ul> <p>No mark will be given if Service Reports / Service Agreements / Preventive Maintenance Reports / Operational Satisfaction Reports of Specific Equipment is not attached.</p>
<b>Sub-Total:</b>		<b>35</b>	

### 3.2.5 Personnel Capabilities

Marks shall be awarded on the basis of the following criteria for evaluation of the experience of bidder/Joint Venture collectively must meet 50% Marks:

Sr. No.	Description	Maximum Points	Criteria for Marks
a)	Project Manager (PEC Registered)	05	Full marks for 01 no. B.Sc. in Mechanical with 07 years relevant HVAC Works Experience.
b)	Testing, Commissioning and Maintenance Engineer (PEC Registered)	05	Full marks for 01 no. B.Sc. in Mechanical with 05 years of HVAC Testing, Commissioning and Maintenance Engineer.
c)	Site Engineer/Inspectors (Mechanical Engineer, PEC Registered /Mechanical Inspector MECH DAE)	10	<ul style="list-style-type: none"> <li>Full marks for 02 no. B.Sc. Engineer with 05 years HVAC Works Experience/ Mech. DAE with relevant work experience of 07 years.</li> <li>05 Marks for 01 no. Site Engineer having similar credential as mentioned above.</li> </ul>
<b>Sub-Total:</b>		<b>20</b>	

The Bidder shall provide details of the above mentioned personnel that the Bidder considers

appropriate to perform the Contract together with their academic qualifications, six months salary slips and experience. The Bidder shall also complete the Forms PER-1 and PER-2.

### 3.2.6 Equipment Capabilities

The Bidder must demonstrate that it has owned the following key equipment:

*The bidder/Joint Venture collectively must meet 50% Marks.*

Sr. No.	Equipment Type	Maximum Points	Criteria for Marks
1	Sheet Bending Machines	10	01 Mark for each equipment.
2	Sheet Roller Machines		
3	Lock Former Machines		
4	Sheet Cutting Machines Heavy Gauge		
5	Sheet Presses		
6	Roller Cutter Machines		
7	Portable Hand Grinding Machines and Hand Drill Machines with all Size Drill Bits		
8	Pressure Testing Equipment		
9	Welding Transformers		
10	Generator		
<b>Sub-Total:</b>		<b>10</b>	

### 3.2.7 OEM Authroization

Marks shall be awarded on the basis of the following criteria for evaluation. The bidder/Joint Venture collectively must meet 50% Marks:

Sr. No.	Description	Maximum Points	Criteria for Marks
a)	Proof of OEM's Authorization in Pakistan for HVAC Equipment.  Proof of OEM's Authorization in Pakistan against Equipment as per List provided in Specifications.	05	<ul style="list-style-type: none"> <li>Marks will be given if applicant has at least one verifiable valid. OEM's authorization Certification minimum for last 5 Year valid upto 30 June, 2027.</li> </ul>
<b>Sub-Total:</b>		<b>05</b>	

### 3.3 Joint Venture

3.3.1 Joint Venture must comply with the following requirements:

- a) The JV must the meet qualification criteria as mentioned in the para 3.2.1.

- b) 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.

3.3.2 The pre-qualification of a JV does not necessarily pre-qualify any of its partners individually or as a partner in any other JV or association. In case of dissolution of a JV, each one of the constituent firms may pre-qualify if they meet all the prequalification requirements and any partner of J.V has requested/shall request for the same and then his prequalification shall be subject to the written approval of the Employer.

3.3.3 Bids submitted by a joint venture of two (2) or more firms, shall comply with the following requirements:

- a) the bid, and in case of a successful bid, the Form of Contract Agreement shall be signed by all members so as to be legally binding on all partners;
- b) one of the joint venture partners shall be nominated as being in-charge; and this authorization shall be evidenced by submitting a power of attorney signed by legally authorized signatories of all the joint venture partners;
- c) the partner-in-charge shall always be duly authorized to deal with the Employer regarding all matters related with and/or incidental to the execution of Works as per the terms and Conditions of Contract and in this regard to incur any and all liabilities, receive instructions, give binding undertakings and receive payments on behalf of the joint venture;
- d) all partners of the joint venture shall at all times and under all circumstances be liable jointly and severally for the execution of the Contract in accordance with the Contract terms and a statement to this effect shall be included in the authorization mentioned under Sub- Para(b) above as well as in the Letter of Bid and in the Form of Contract Agreement (in case of a successful bid); and
- e) a copy of the agreement entered into by the joint venture partners shall be submitted with the bid stating the conditions under which it will function, its period of duration, the persons authorized to represent and obligate it and which persons will be directly responsible for due performance of the Contract and can give valid receipts on behalf of the joint venture, the proportionate participation and corresponding duties & responsibilities of the several firms forming the joint venture, and any other information necessary to permit a full appraisal of its functioning. No amendments/ modifications whatsoever in the joint venture agreement shall be agreed to between the joint venture partners without prior written consent of the Employer.

### **3.4 Conflict of Interest**

3.4.1 The Applicant (including all members of a JV) 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 pre-qualification 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.

### **3.5 Updating Pre-qualification Information**

3.5.1 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 pre-qualification. A bid shall be rejected if the Applicant's qualification thresholds are no longer met at the time of bidding.

### **3.6 Other Factors**

3.6.1 Only firms and JVs that have been pre-qualified 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.

3.6.2 The Employer reserves the right to:

- a) 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 has to review the disqualified bids which originally do not meet the specified criteria for Pre-qualification.
- b) Reject or accept any application; and
- c) Cancel the pre-qualification process and reject all applications.

The Employer shall neither be liable for any such actions nor be under any obligation to inform the Applicant of the grounds for rejection, however, may be debriefed if solicited.

3.6.3 Applicants will be informed in writing by fax or mail within **28** days of the date of submission of applications of the result of their applications and may be debriefed if solicited.

#### **4.0 BIDDERS QUALIFICATION FORMS**

To establish its qualifications to perform the contract in accordance with Section 3 the Bidder shall provide the information requested in the corresponding Information Sheets included hereunder.

**Form ELI -1.1**  
**Bidder Information Form**

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

Bid Reference No. (if any) and title: \_\_\_\_\_  
Page \_\_\_\_\_ of \_\_\_\_\_ pages

Bidder's name
In case of Joint Venture (JV), name of each member:
Bidder's country of registration: <i>[indicate country of Constitution]</i>
Bidder's year of incorporation:
Bidder's legal address [in country of registration]:
Bidder's authorized representative information Name: _____ Address: _____ Telephone/Fax numbers: _____ E-mail address: _____
1. Attached are copies of original documents, in case of JV, JV agreement, in accordance relevant provisions of with paras 3.2.

Form ELI -1.2

**Bidder's JV Information Form**  
**(to be completed for each member of Bidder's JV)**

Date: \_\_\_\_\_  
Bid Reference No. (if any) and title: \_\_\_\_\_  
Page \_\_\_\_\_ of \_\_\_\_\_ pages

Bidder's JV name:
JV member's name:
JV member's country of registration:
JV member's year of constitution:
JV member's legal address in country of constitution:
JV member's authorized representative information Name: _____ Address: _____ Telephone/Fax numbers: _____ E-mail address: _____

**Form CON – 1**  
**Pending Litigation**

Bidder's Name: \_\_\_\_\_

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

JV Member's Name \_\_\_\_\_

Bid Reference No. (if any) and title: \_\_\_\_\_

Page \_\_\_\_\_ of \_\_\_\_\_ pages

Pending Litigation			
<input type="checkbox"/> No pending litigation in accordance with Para 3.2.2. <input type="checkbox"/> Pending litigation in accordance with Para 3.2.2.			
Year of dispute	Amount in dispute (currency)	Contract Identification	Total Contract Amount (currency), Eq. PKR (exchangerate)
		Contract Identification: _____ Name of Employer: _____ Address of Employer: _____ Matter in dispute: _____ Party who initiated the dispute: Status of dispute: _____	
		Contract Identification: Name of Employer: Address of Employer: Matter in dispute: Party who initiated the dispute: Status of dispute:	

**Form FIN – 3.1:**

**Financial Situation and Performance**

Bidder's Name: \_\_\_\_\_

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

JV Member's Name \_\_\_\_\_

Bid Reference No. (if any) and title: \_\_\_\_\_

Page \_\_\_\_\_ of \_\_\_\_\_ pages

**1. Financial data**

Type of Financial information in (currency)	Historic information for previous three (03) years, (amount in currency, currency exchange rate, equivalent PKR)		
	Year 1	Year 2	Year 3
<b>Statement of Financial Position (Information from Balance Sheet)</b>			
Total Assets (TA)			
Total Liabilities (TL)			
Total Equity/Net Worth (NW)			
Current Assets (CA)			
Current Liabilities (CL)			
Working Capital (WC)			
<b>Information from Income Statement</b>			
Total Revenue (TR)			
Profits Before Taxes (PBT)			
<b>Cash Flow Information</b>			
Cash Flow from Operating Activities			

## 2. Financial documents

The Bidder and its parties shall provide copies of financial statements for last year pursuant to para 3.2.3. The financial statements shall:

- (a) reflect the financial situation of the Bidder or in case of JV member, and not an affiliated entity (such as parent company or group member).
  - (b) be independently audited or certified in accordance with local legislation.
  - (c) be complete, including all notes to the financial statements.
  - (d) correspond to accounting periods already completed and audited.
- Attached are copies of financial statements<sup>1</sup> for the last three (03) years required above; and complying with the requirements

<sup>1</sup> If the most recent set of financial statements is for a period earlier than 12 months from the date of bid, the reason for this should be justified.

**Form FIN – 3.2:**  
**Financial Resources**

Specify proposed sources of financing, such as liquid assets, unencumbered real assets, lines of credit, and other financial means, net of current commitments, available to meet the total construction cash flow demands of the subject contract or contracts as specified in Eligibility and Qualification Criteria.

<b>No.</b>	<b>Source of financing</b>	<b>Amount (Eq. PKR)</b>
1		
2		
3		

**Form EXP – 1: Experience in Contracts of Similar Size and Nature**

Each Bidder or partner of a JV must fill this form.

Fill out one (1) form per contract.

<b>Contract of Similar Size and Nature</b>	
<b>Name of Firm:</b>	
<b>Contract No . . . . .</b>	<b>Contract Identification</b>
<b>Award Date:</b>	<b>Completion Date:</b>
<b>Total Contract Amount</b>	<b>in respective currency _____:</b> <b>in PKR Equivalent*:</b>
<b>If partner in a Joint Venture, specify participation of total contract amount</b>	<b>Percentage share in Total:</b> <b>Corresponding Amount (in PKR):</b>
<b>Employer's name</b> <b>Address</b> <b>Telephone number</b> <b>Fax number</b> <b>E-mail</b>	
<b>Description of the Similarity in Accordance with para 3.2.4</b>	

\* Converted to PKR at the rate of exchange at the date of contract.

**Form PER - 1: Proposed Personnel**

The Bidder shall provide the names of suitably qualified personnel to meet the specified requirements stated in para 3.2.5. The data on their experience should be supplied using the Form below for each candidate.

<b>1.</b>	<b>Title of Position*</b>
	<b>Name</b>
<b>2.</b>	<b>Title of Position*</b>
	<b>Name</b>
<b>3.</b>	<b>Title of Position*</b>
	<b>Name</b>
<b>4.</b>	<b>Title of Position*</b>
	<b>Name</b>
<b>7.</b>	<b>Title of Position*</b>
	<b>Name</b>

\*As listed in para 3.2.5

**Form PER - 2: Resume of Proposed Personnel**

<b>Position</b>	
<b>Personnel Information</b>	<b>Name</b> <span style="float:right"><b>Date of birth</b></span>
	<b>Professional qualifications along with PEC registration No. (if applicable):</b>
	<b>Total Work Experience [Years]:</b> <span style="float:right"><b>Experience in Similar Work [Years]:</b></span>
<b>Present Employment</b>	<b>Name of Employer</b>
	<b>Address of Employer</b>
	<b>Telephone</b> <span style="float:right"><b>Contact (manager / personnel officer)</b></span>
	<b>Fax</b> <span style="float:right"><b>E-mail</b></span>
	<b>Job title</b> <span style="float:right"><b>Years with present Employer</b></span>

Summarize professional experience in reverse chronological order. Indicate particular technical and managerial experience relevant to the project.

<b>From</b>	<b>To</b>	<b>Company/Project/Position/Relevant Technical and Management Experience</b>

LETTER OF APPLICATION

*[Letterhead paper of the Applicant, or partner responsible for a joint venture, including full postal address, telephone no., fax no., and e-mail address]*

Date:

**Project Director (B & W)**

University of Veterinary & Animal Sciences (UVAS)  
Ph.: +92 (42) 399211449-50 (Ext. 166)  
Email: pd.bw@uvas.edu.pk

Sirs,

1. Being duly authorized to represent and act on behalf of..... (hereinafter "the Applicant"), and having reviewed and fully understood all the pre-qualification information provided, the undersigned hereby apply to be pre-qualified as a bidder for the following Project:

"Supply, Installation, Testing, Commissioning, Operation & Maintenance of HVAC Works for University of Veterinary & Animal Sciences (UVAS)."

2. Attached to this letter are copies of original documents defining<sup>1</sup>:

- (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 applicants who are partnerships or individually-owned firms).

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

---

**1**

For applications by joint ventures, all the information requested in the prequalification documents is to be provided for the joint venture, if it already exists and for each party to the joint venture separately. The lead partner should be clearly identified. Each partner in the joint venture shall sign the letter.

further information<sup>2</sup>, if needed.

<b>General and Managerial Inquiries</b> <b>Project Director (B &amp; W)</b> University of Veterinary & Animal Sciences (UVAS) Email: pd.bw@uvas.edu.pk		Ph.: +92 (42) 399211449-50 (Ext. 166)
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<b>Technical Inquiries</b>	
Contact 1:	
Contact 2:	

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:
    - (i) amend the scope and value of any work under this Project; in such event bids will only be called from pre-qualified bidders who meet the revised requirements; and
    - (ii) reject or accept any application, cancel the pre-qualification 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.

**Applicants who are not joint ventures should delete para 6 & 7 and initial the deletions.**

6. Appended to this application, we give details of the participation of each party, including capital contribution and profit/loss agreements, to the joint venture or association. We also specify the financial commitment in terms of the percentage of the value of the (each) contract, and the responsibilities for execution of the (each) contract.
7. We confirm that in the event that we bid, that bid as well as any resulting contract will be.
- (a) signed so as to legally bind all partners, jointly and severally; and
  - (b) submitted with a Joint Venture agreement providing the joint and several liability

2

Application by joint ventures should provide information on a separate sheet information for each party to the application.

of all partners in the event the contract is awarded to us.

8. 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	Signed
Name	Name
For and on behalf of (name of Applicant or lead partner of a joint venture)	For and on behalf of (name and signature of other partners of the joint venture)