



Solid Waste Lifting and Transport in Municipal Corporation Gujrat



# **Solid Waste Lifting and Transportation in Municipal Corporation Gujrat, Pakistan**

**PRE QUALIFICATION**

*For*

**LIFTING AND TRANSPORTATION OF MUNICIPAL SOLID  
WASTE ON CONTRACT BASIS IN MUNICIPAL  
CORPORATION OF GUJRAT**

**November, 2017**

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## 1. INTRODUCTION

### 1.1 Project Background

Rapid urbanization coupled with increasing economic activity in the Punjab Province has resulted in generation of high volumes of solid waste, which brings solid waste management at the forefront of environmental concerns. Worsening conditions of our cities and insufficient and obsolete SWM infrastructure underline a greater than ever need for effective measures to be taken in this regard.

Municipal Corporation Gujrat intends to improve the services delivery and management practices within its limits in Gujrat.

### 1.2 Project Location

The Services will be rendered in Municipal Corporation Gujrat's limits.

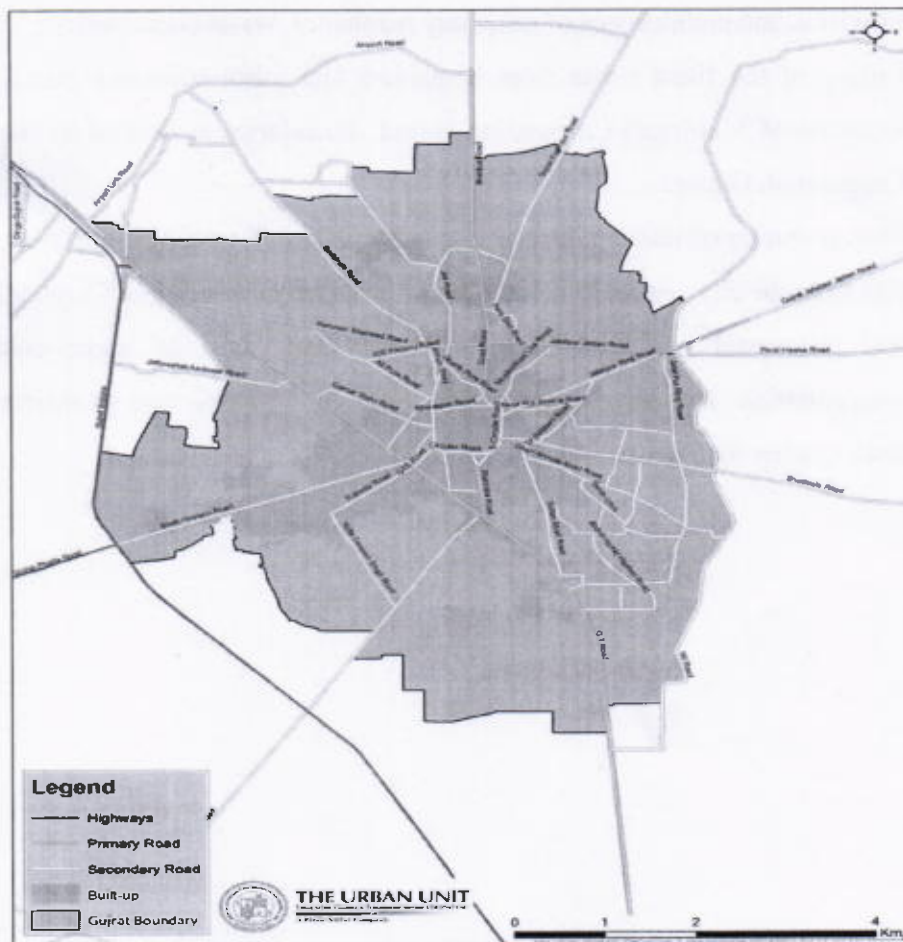


Figure 1-1: Map of the Project Area (Municipal Corporation Gujrat)



### 1.3 Contract

The Pre Qualifications invited are for areas within limits of Municipal Corporation Gujrat. The tender shall be issued to the prequalified bidders. The Contract shall be signed with the Municipal Corporation Gujrat.

### 1.4 Duration of the Contract

The duration of the contract for will be Seven (07) years.

### 1.5 Brief Scope of Services

The brief scope of services under is as follows :

- Provison and operation of required number of appropriate vehicles including drivers, helpers, fuel and maintenance of the vehicles.
- Provision and maintenance of necessary number of waste containers.
- Lifting of the filled waste from containers and other collection points at various locations of Municipal Corporation Gujrat boundaries as desired by the Municipal Corporation Gujrat.
- Transportation of waste collected to a waste disposal/ treatment site located at 10-12 Km from the city centre; as identified and provided by Municipal Corporation Gujrat.
- The succesful bidder shall be paid per tons cost of waste collection and transportation including amortization cost of vehicles and containers (straight amortization for 7 years).



## 2. INVITATION FOR PRE QUALIFICATION

### FOR LIFTING AND TRANSPORTATION OF MUNICIPAL SOLID WASTE ON CONTRACT BASIS IN MUNICIPAL CORPORATION OF GUJRAT

- 2.1.2. The Municipal Corporation Gujrat, hereinafter called the Employer invites for Pre Qualifications of prospective investors/ transporters for the provision of Arm Roll vehicles and 10 m<sup>3</sup> Waste Containers for lifting and transportation of solid waste on contract basis for 7 yrs within limits of Municipal Corporation Gujrat.
- 2.1.3. The procurement process will be Single Stage Two Envelope (SSTE) as per Punjab Procurement Regulatory Authority Rules, 2014.
- 2.1.4. It is expected that Invitation to Bid/RFP will be issued by end of November 2017.
- 2.1.5. Pre Qualification is open to all firms / companies and their joint ventures having required experience.
- 2.1.6. Interested bidders may obtain the Pre Qualification documents from the following office.
- The Urban Unit  
503, Shaheen Complex, Egerton Road, Lahore, Pakistan.  
Ph: +92 -42-99205316-22 Ext# 139  
Email: nasira\_ahsan@hotmail.com
- 2.1.7. The request must clearly state "*Lifting and Transportation of Municipal Solid Waste on Contract Basis In Municipal Corporation of Gujrat*".
- 2.1.8. All documents constituting the application for Pre Qualification must be submitted in English Language.
- 2.1.9. Tender document will be issued to the Applicants who are qualified upon evaluation of Pre Qualification applications.
- 2.1.10. Pre bid meeting is scheduled on 14 November, 2017 in the office of Gujrat Municipal Cooperation.
- 2.1.11. Amendments made by the Client, pursuant to the relevant provisions of these specifications and written statements made upon written request of Applicants shall form binding part of the Pre Qualification document.



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2.1.12. Pre Qualification document must be read and understood by the Applicants carefully. In case Applicants fail to fulfill conditions for filing of application, the entire responsibility lies with the Applicants. Applications which are not in compliance with the criteria and procedure set forth in Pre Qualification document shall be deemed as not received for consideration and declared as non responsive.

## 2.2 Announcements and Notifications

2.2.1 Announcements and notifications shall be made through registered mail or may be delivered by hand against signature. The Client may make announcements through electronic mail or fax, provided that the electronic mail addresses and fax number is given on the form. Announcements with reference to Pre Qualification document and proposal letter made through this electronic address or fax number shall be accepted.

2.2.2 For the notifications made through registered mail, the date of notification shall be seventh day following the deposit of letter to the postal service for local Applicants and fourteenth day for the foreign Applicants. In case Applicants receive the notification before such date, actual notification date shall be taken as basis.

2.2.3 For the announcements made through electronic mail or fax, the date of announcement shall be taken as the notification date. Notification made in such a way must be confirmed by the Client on the same day. Notifications which are not confirmed on the same day shall be considered as not realized. In order to ensure the confirmation as realized, it will be enough to make the notification through registered mail. Notifications made through electronic mail or fax will be documented in such a way to contain the date of notification and its content.

2.2.4 Notifications through electronic mail will be made by using the official electronic mail address of the Client.

2.2.5 Notifications and announcements to the Joint ventures or Partnership will be made to the Lead Partner or Pilot Partner or Coordinator associate.

**Applications for Pre Qualification in original must be delivered in sealed envelope by hand or through registered mail / courier, to:-**

The Urban Unit

503, Shaheen Complex, Egerton Road, Lahore, Pakistan.

Ph: +92 -42-99205316-22 Ext# 139

Email: nasira\_ahsan@hotmail.com

not later than **November 23<sup>rd</sup>, 2016, 11:00 AM (PST)** and be clearly marked "*Lifting and Transportation of Municipal Solid on Contract Basis In Municipal Corporation of Gujrat*".

2.2.6 The Employer reserves the right to reject the late applications.



### 3. INSTRUCTIONS TO APPLICANTS

#### 3.1 Submission of Applications

- 3.1.1 Applications for pre qualification in original must be received in sealed envelope to be delivered by hand or through registered mail to:-  
The Urban Unit  
503, Shaheen Complex, Egerton Road, Lahore, Pakistan.  
Ph: +92 -42-99205316-22 Ext# 139  
Email: nasira\_ahsan@hotmail.com

not later than **November 23rd, 2017, 11:00 AM (PST)** and be clearly marked "*Lifting and Transportation of Municipal Solid Waste on Contract Basis In Municipal Corporation of Gujrat*".

The Employer reserves the right to reject the late applications.

- 3.1.2 Applicants will be informed, in due course of time, about the outcome of the evaluation of applications. Only the firms of bidders and joint ventures prequalified under this process will be invited to bid.
- 3.1.3 The name and mailing address of the Applicant should be clearly marked on the top left hand side of the envelope.
- 3.1.4 The applications shall be prepared in the English language only.
- 3.1.5 The Applicants must respond to all questions and provide complete information thereof as advised in this document. Any lapses to provide essential information may result in dis-qualification of the Applicant.
- 3.1.6 The clarifications can be requested from the Employer by writing an email/ letter to the employer before one week of the submission of the Pre Qualification application.
- 3.1.7 In case Pre Qualification application time is extended with an addendum, all rights and obligations of the Client and Applicants depending on the last application date and time shall be extended till the new last date and time as determined.
- 3.1.8 Applicants are required to submit the following documents within the scope of Pre Qualification applications:
- For companies Documents proving the incorporation of the company as per the laws they are subject to,
  - Registration document in case of registered institution,

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- c) Details of authorized or registered capital and supporting documents,
- d) Documents showing the continuation of the activity,
- e) Name, title and signature of authorized representatives of the Company and Joint Venture as the case may be. Documents for such representation or their certified copies by the relevant authorities,
- f) Documentations regarding the qualification specified in article 3.2 of these specifications,
- g) Entering the pre qualification by proxy, the power of attorney duly certified by the notary issued in favor of the proxy and notary certified statement of signature of the proxy,
- h) In case of Joint Venture; the Joint Venture statement conforming to the Standard Form these specifications.

All the documents mentioned in article 'a' to 'e' shall be submitted separately for each partner of Joint Venture.

### 3.2 Qualification Criteria

#### 3.2.1 General

Pre Qualification will be based on the criteria given in succeeding paras 3.2.2 and 3.2.3 regarding the Applicant's Equipment Capabilities and Financial Soundness 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-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 similarly treated. The criteria for Pre Qualification for the contract are provided below:

Table 3-1: Breakup of Shortlisting Criteria

Sr. No.	Category	Weightage/Marks
1.	Experience	25
2.	HR Capability	10
3.	Equipment Capabilities	15
4.	Financial Soundness	50
	<b>Total</b>	<b>100</b>

*Note: The applicant must secure 65% score in total with at least 50% in each category.*

#### 3.2.2 Experience

The Applicant is expected to have general experience in transport and specific experience in solid waste collection and transport. For the purpose of assessment the details about required experience should be provided as per Table 3.2 below.



**Table 3.2: Experience**

Sr.No.	Description	Max. Points
1.	At least One (1) year experience in goods/waste transport	20
2.	At least One (1) year experience particularly in solid waste collection & transport.	5
<b>Sub-total:</b>		<b>25</b>

Relevant legally valid document must be submitted to prove the experience and registration as a company.

### 3.2.3 HR Capability

For the purposes of assessment of applicant's Human Resource capacity the Applicants shall specify, as mentioned in Table 3.3.

**Table 3.3: Human Resource Capability**

Sr.No.	Description	Max. Points
1.	At least Five (05) number of HTV Drivers (Copies of valid licenses should be attached)	10
<b>Sub-total:</b>		<b>10</b>

### 3.2.4 Equipment & Machinery Capabilities

For the purposes of assessment of applicant's working capacity the Applicants shall specify whether or not they own/ rent/ leased such number and types of vehicles as mentioned in the Table 3.4.

*Note: All details of vehicles must be provided with copy of registrations/any other document mentioning lease or rental agreement.*

**Table 3.4 : Equipment & Machinery Capabilities**

Sr.No.	Description	Max. Points
1.	At least 3 No. of vehicles with carrying capacity of 5-10 tons (5 Marks for each vehicle)	15
<b>Sub-total:</b>		<b>15</b>

### 3.2.5 Financial Soundness

(i) **Bank Reference Letter/Bank Statement:**



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Minimum Required Line of Credit: **PKR 20 Million** ( Free)

The Bidders shall obtain bank reference letter which confirms and certifies the financial position of the Bidder. Bank reference letter may be obtained from banks which operate in Pakistan or abroad.

**Table 3-5: Financial Soundness**

Sr.No.	Description	Max. Points
1	Bank reference letter/Bank Statement/ Credit Line $\geq$ PKR 20 Million.	30
2	Average annual turnover for last 3 years $\geq$ PKR 5 Million.	20
	<b>Sub-total:</b>	<b>50</b>

Proportionate marks for the financial capabilities less than minimum required and in between the marking slabs.

It is mandatory that such bank reference letter/working capital is issued maximum 3 months before the initial announcement date of issuance of the Bidding Documents by the Client. The Bidder shall submit bank reference letters/ working capital facility letters confirming free/utilized cash balance or working capital credit facility. In case of a JV, the Lead Partner can confirm this qualification criterion on behalf of the JV.

### Required Documents:

- Bank Letter for Line of Credit
- Bank statement reflecting closing balance for last 3 months from bank is mandatory

*Note : All expenses related to preparation and submission of applications for Pre Qualification shall be borne by the Applicants. Applicants are not entitled to claim any such expense from the Client.*

### 3.3 Joint Venture (JV) / Association

3.3.1. In case of Joint Venture, JV partner must comply with the following requirements:

a. Following are minimum shortlisting requirements:

- The JV partner shall meet not less than 65 percent (%) of over all shortlisting criteria given in section 3.2.2, 3.2.3 and 3.2.4 heretofore.
  - The joint venture must collectively satisfy the criteria mentioned above, for which purpose the relevant figures for each of the partners shall be added together to arrive at the JV's total capacity.
- b. Any change in a shortlisted JV after shortlisting, shall be subject to written approval of the Employer prior to the deadline for submission of bids. Such approval may be denied if:-



- ii. The joint venture must collectively satisfy the criteria mentioned above, for which purpose the relevant figures for each of the partners shall be added together to arrive at the JV's total capacity.
- b. Any change in a shortlisted JV after shortlisting, shall be subject to written approval of the Employer prior to the deadline for submission of bids. Such approval may be denied if:-
  - iii. Partner(s) withdraw from a JV and remaining partners do not meet the shortlisting requirements;
  - iv. The new partners to a JV are not qualified individually or as another JV; or
  - v. In the opinion of the Employer, a substantial reduction in capability would result disqualification.
- c. 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 liabilities with respect to the contract.