

PREQUALIFICATION DOCUMENT

OUTSOURCING OF SOLID WASTE MANAGEMENT SERVICES (ALONG WITH AVAILABLE RESOURCES) FOR SHEIKHUPURA DISTRICT

For a Period of 03 Years, Extendable to Another 03 Years



S. No	Description
01	Sheikhupura Tehsil (Rural and Urban Area)
02	Ferozewala Tehsil (Rural and Urban Area)
03	Muridke Tehsil (Rural and Urban Area)
04	Sharaqpur Tehsil (Rural and Urban Area)
05	Safdarabad Tehsil (Rural and Urban Area)

PROCUREMENT REFERENCE NO. LWMC/P&C/PR/2024/-----
LAHORE WASTE MANGEMENT COMPANY

DISCLAIMER

1. This Prequalification Documents is being provided to the prospecting applicant for preparation and submission of applications for prequalification for the procurement of goods detailed in section V to carry out the Assignment as further detailed in this Prequalification Documents. This Prequalification Documents is being issued by **Lahore Waste Management Company (LWMC)**, Government of Punjab for exclusive use by the prospecting applicants for procurement Assignment as enumerated hereunder.

OUTSOURCING OF SOLID WASTE MANAGEMENT SERVICES (ALONG WITH AVAILABLE RESOURCES) FOR SHEIKHUPURA DISTRICT

2. The evaluation criteria have been laid down for the purpose of pre-qualification of the Applicants. Lahore Waste Management Company or its affiliated entities, nor its consultants, advisors, employees, personnel, agents, make any representation (expressed or implied) or warranties as to the accuracy or completeness of the information contained herein, or in any other document made available to a person in connection with the prequalification process for the Assignment and the same shall have no liability for this Prequalification Documents or for any other written or oral communication transmitted to the recipient in the course of the recipient's evaluation of the Assignment. Lahore Waste Management Company nor its employees, personnel, agents, consultants, advisors and applicants etc. will be liable to reimburse or compensate the recipient for any costs, fees, damages or expenses incurred by the recipient in evaluating or acting upon this Prequalification Documents or otherwise in connection with the Assignment as contemplated herein.

3. Certain Applicants may have better knowledge of the proposed project than others. Each applicant should conduct its own investigations and analysis and should check the accuracy, reliability and completeness of the information in these Prequalification Documents and obtain independent advice from appropriate sources.

4. The Application for Prequalification submitted by any of the prospective applicants shall be upon the full understanding and agreement of any and all terms of this Prequalification Documents and such submission shall be deemed as an acceptance to all the terms and conditions stated in this Prequalification Documents.

5. Any Application for Prequalification submitted by any of the prospective applicants shall be construed based on the understanding that the Applicant has done a complete and careful examination of this Prequalification Documents and has independently verified all the information received from the Lahore Waste Management Company (including from its employees, personnel, agents, consultants, advisors and applicants etc.).

6. This Prequalification Documents shall neither constitute a solicitation to invest, or otherwise participate, in the Assignment, nor shall it constitute a guarantee or commitment of any manner on the part of the Government of the Punjab, Lahore Waste Management Company that the Assignment will be awarded. The Lahore Waste Management Company reserves its right, in its full discretion, to modify the Prequalification Documents and/or the Assignment at any time before the submission of deadline of prequalification documents to the fullest extent permitted by law, and shall not be liable to reimburse or compensate the Applicant for any costs, taxes, expenses or damages incurred by the Applicant in such an event. Similarly, the Lahore Waste Management Company reserves the right, in its full discretion, to cancel the Prequalification and/or Assignment at any stage of the prequalification/procurement process and shall not be liable to reimburse or compensate the Applicant for any costs, taxes, expenses or damages incurred by the Applicant in such an event.

7. Mere submission of these Prequalification Documents & Application for Prequalification does not vest any right in the Applicant for being selected for the project.

**INVITATION FOR PREQUALIFICATION
FOR
OUTSOURCING OF SOLID WASTE MANAGEMENT SERVICES (ALONG WITH
AVAILABLE RESOURCES) FOR SHEIKHUPURA DISTRICT**

The Lahore Waste Management Company (LWMC) intends to invite applications from eligible (as per the criteria laid down in Pre-Qualification document) and experienced Individuals/Firms/Companies/Joint Ventures for Pre-qualification of “Establishment of Integrated Solid Waste Management System, which includes but not limited to waste collection, transportation and disposal” as subjected above.

Pre-Qualification Document (PQD) is being made immediately available on and after advertisement publication date. Interested firms/companies/individual may view and download the PQD from the LWMC website (www.lwmc.com.pk) & PPRA website or may acquire it from LWMC office from the address as given below on payment of Rs. 10,000/- (non-refundable) which should be deposited in the BOP Branch in LWMC bank account # 3531-1 (6580003820300018). PQD downloaded shall accompany the deposit receipt of aforementioned amount at the time of their submission. Bidding will comprise of following tehsils:

S. No	Description
01	Sheikhupura Tehsil (Rural and Urban Area)
02	Ferozewala Tehsil (Rural and Urban Area)
03	Muridke Tehsil (Rural and Urban Area)
04	Sharaqpur Tehsil (Rural and Urban Area)
05	Safdarabad Tehsil (Rural and Urban Area)

A pre meeting prior to PQD submission closing date, shall be held on **April 25, 2024 at 1100 hours** in the office of LWMC at the given address mention below.

Applications for Pre-Qualification in original (signed and stamped) must be delivered in sealed envelopes by hand or through registered mail to the address given below up to **May 09, 2024 at 1130 hours** and be clearly marked the subject as given above. Applications will be opened on the same day at **1200 hours** in the presence of the prospective applicants or their representatives who choose to be present.

General Manager (P &C)

Office No. 4&5, 4thFloor, Shaheen Complex, Egerton Road, Lahore
Ph.: 092-42-99205153-55, Fax: +92-42-99205156
Email: procurement@lwmc.com.pk

DEFINITIONS

APPLICANT	Means any corporation, company, partnership, joint venture, association, firm, public or private entity or a Consortium, that is eligible, has the expertise and ability to undertake the Assignment as per the requirements of this Prequalification Documents.
ASSIGNMENT	Means the works to be undertaken and services to be provided by the Applicant for “Outsourcing of Solid Waste Management Services (Along with Available Resources) For Sheikhpura District” specified upon being selected as the successful applicant after the bidding process to be conducted post prequalification.
CONSORTIUM/JOINT VENTURE	Where the Applicant is comprised of a group of firms/companies/service providers who have submitted an application for prequalification as per the requirements of this Prequalification Documents; all members, if awarded the contract, shall individually sign and be jointly and severally liable for the entire Assignment and such an association may be known as a Consortium/Joint Venture for submission of the application for prequalification.
DUE DATE	The application for prequalification shall be submitted by the Applicant on or before May 09, 2024 at 1130 Hours
APPLICATION FOR PREQUALIFICATION	Application for Prequalification to be submitted by the Applicant containing the information as set out and required under this Prequalification Document.
LEAD MEMBER	If the Applicant is a Consortium, then one of the entities of such Consortium shall be designated as the Lead Member in the Application for Prequalification to perform a lead role who has been duly appointed by all Consortium to submit and sign on their behalf all documents required hereunder to bind the entire Consortium to the contents thereof.
POWER OF ATTORNEY	The Power of Attorney to be provided by the Applicant in the form appended as Schedule 5 to this Prequalification Documents.
RELEVANT PROCURING AGENCY	Lahore Waste Management Company

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PART 1 – PREQUALIFICATION PROCEDURES

- Section I. Instructions to Applicants
- Section II. Prequalification Data Sheet
- Section III. Qualification Criteria & Requirement
- Section IV. Application Forms

PART 2 – SERVICE REQUIREMENTS

- Section V. Scope of Services

PART 1 – PREQUALIFICATION PROCEDURES

SECTION I. INSTRUCTIONS TO APPLICANTS

A. General

1. Scope of Application
2. Fraud and Corruption
3. Eligible Applicants
4. Changes in Consortium Composition

B. Contents of the Prequalification Document

5. Sections of Prequalification Documents
6. Clarification of Prequalification Documents
7. Amendment of Pre-qualification Documents

C. Preparation of Applications

8. Cost of Application
9. Language of Application
10. Documents Comprising the Application
11. Application Submission Form
12. Documents Establishing the Eligibility of the Applicant
13. Documents Establishing the Qualifications of the Applicant
14. Signing of the Application and Number of Copies

D. Submission of Application

15. Sealing and Identification of Application
16. Deadline for Submission of Application
17. Late Application
18. Opening of Application

E. Procedures for Evaluation of Applications

19. Confidentiality
20. Clarification of Applications
21. Responsiveness of Applications

F. Evaluation of Applications and Prequalification of Applicants

22. Evaluation of Applications
23. Client's Right to Accept or Reject Applications
24. Prequalification of Applicants
25. Notification of Prequalification
26. Bid Security
27. Redressal of Grievances
28. Arbitration
29. Governing Law

SECTION I. INSTRUCTIONS TO APPLICANTS

A.GENERAL

1. **Scope of Application**
 - 1.1 In connection with the Invitation for Prequalification, the LWMC herein after called client, issues these Prequalification Documents to applicants interested for their prequalification for supplies precisely provided in scope of services.
2. **Fraud and Corruption**
 - 2.1 State Laws of Pakistan requires that Client (LWMC) as well as Applicants, Suppliers and Applicants must observe the highest standard of ethics during the procurement and execution of such contracts. In pursuit of this, the Client defines the terms and provisions explicitly in the following paras.
3. **Eligible Applicants**
 - 3.1 An Applicant shall be a private, public or government owned legal entity or any combination of them in the form of association(s) including with the formal intent (as evidenced by a letter of intent) to enter into an agreement or under an existing agreement. In the case of a consortium/Joint Venture, unless otherwise specified in the **PDS** (i) all parties shall be jointly and severally liable, and (ii) the consortium shall nominate a Lead Party/Member appointed through a Power of Attorney (Template is appended as **Schedule 5** to this Prequalification Documents) executed by all Consortium/Joint Venture Members who shall have the authority to conduct all business for and on behalf of any and all the partners of the consortium/Joint Venture during the prequalification and bidding process and, in the event the consortium/Joint Venture is awarded the Contract, during contract execution.

If the Applicants are a Consortium/Joint Venture each firm of the Consortium (including the Lead Member) shall furnish a Power of Attorney authorizing an authorized representative of the Lead Member on their behalf. Power of Attorney to be printed on stamp paper (Rs. 100) signed.

 - i. Correspondence shall only be routed through the Lead Member.
 - ii. One Member of the Consortium/Joint Venture in terms of rule 36-A of rules ibid shall submit only one Application for Prequalification and if one member submits more than one Application, client shall have the authority to reject all such Applications summarily.
 - 3.2 The eligibility criteria shall apply to all the Applicants, including the parties constituting the Applicant i.e., its proposed partners for any part of the Contract including related Services/Supplies.
 - 3.3 Applicants shall not have a conflict of interest. Applicants shall be required to disclose any situation of actual or potential conflict that impact their capacity to serve the best interest of the Client, or that may reasonably be perceived having such effect. Failure to disclose said situations may lead to disqualification of the applicants, Bid, or eventual termination of the Contract.
 - 3.4 The application should contain the information required for each member (percentage share in consortium, role, etc) of the Consortium/Joint Venture.
 - 3.5 Members of the Consortium/Joint Venture shall enter into a Memorandum of Understanding (MOU) and duly notarize for the purpose of making the Qualification for Application and submitting a PQ application.
 - 3.6 Applicant may be disqualified if it is determined by the Client, at any stage of the Pre-Qualification/Procurement process, that

the Applicant will be unable to fulfill the requirements of the Project or has failed to continue to satisfy the Eligibility Criteria. **Clarifications** in term of Rule 33 of *ibid* Rules may be sought from Applicants at any time and must so be provided within the timeframe as stipulated by the Client.

- 3.7 An applicant who has been barred or disqualified by any Government/Department/Agency/Authority in Pakistan shall not be eligible to participate in the Pre-Qualification and subsequent procurement process, either individually or Jointly as member of a Consortium/Joint Venture. Applicant will submit an affidavit to this effect. (Template Attached)
- 3.8 If the Government of Pakistan prohibits commercial relations with any country, any Applicants of such countries/dealing with such countries are ineligible to apply.
4. **Changes in Consortium / JV Composition**
- 4.1 Once an applicant has been prequalified, change in JV/Consortium shall not be allowed and in case of departure of any member of the JV/Consortium from the JV/Consortium shall made the entire JV/Consortium disqualified.

B.CONTENTS OF THE PREQUALIFICATION DOCUMENTS

5. **Sections of Prequalification Document**
- 5.1 The documents for the prequalification of Applicants (hereinafter referred to as "*Prequalification Documents*") consists of Parts 1 and 2 which comprise all the Sections indicated below, and should be read in conjunction with any Addendum/corrigendum issued.
- ⇒ PART 1 PREQUALIFICATION PROCEDURES
- Section I. Instructions to Applicants (ITA)
 - Section II. Prequalification Data Sheet (PDS)
 - Section III. Qualification Criteria and Requirements
 - Section IV. Application Forms
- ⇒ PART 2 SERVICE REQUIREMENTS
- Section V. Scope of Supplies
- 5.2 The Client accepts no responsibility for the completeness of the Prequalification Documents and its addenda unless they were obtained directly from the Client.
- 5.3 The Applicant is required to go through all Instructions, Forms, and Terms & Conditions mentioned in the Prequalification Documents and to furnish all information or documentation required their in.
6. **Clarification of Prequalification Document**
- 6.1 Any clarification required either by the client or applicant can be sought during the Pre-Qualification process prior to its finalization as per PPRA rules 2014 as amended from time to time.
7. **Amendment of Prequalification Document**
- 7.1 Amendment through addendum/corrigendum can be affected in the Pre-Qualification document as deem appropriate by the Client prior to completion of the Pre-Qualification process.

C.PREPARATION OF APPLICATIONS

8. **Cost of Applications**
- 8.1 The Applicant shall bear all costs associated with the preparation and submission of its application. The Client will in no case be responsible or liable for those costs, regardless of the conduct or outcome of the prequalification process.

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|-----------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 9. Language of Application | 9.1 The application as well as all correspondence and documents relating to the prequalification must be in English. |
| 10. Documents Comprising the Application | 10.1 The application shall comprise of the following: <ul style="list-style-type: none"> a) Application Submission Form, in accordance with ITA 11; b) Documentary evidence establishing the Applicant's eligibility, in accordance with ITA 12; c) Documentary evidence establishing the Applicant's qualifications, in accordance with ITA 13; and d) Any other document required as specified in the PDS. |
| 11. Application Submission Form | 11.1 The Applicant shall prepare an Application Submission Sheet using the form provided in Section IV, Application Forms. This form must be completed without any alteration/change in the format. |
| 12. Documents Establishing the Eligibility of the Applicant | 12.1 To establish its eligibility in accordance with ITA 3, the Applicant shall complete the eligibility declarations in the Application Submission Form and Schedules, included in Section IV, Application Forms. |
| 13. Documents Establishing the Qualifications of the Applicant | 13.1 To establish its qualifications to perform the contract(s) effectively and efficiently in accordance with the subsequent contract requirements, the Applicant shall provide the information requested in the corresponding Information Sheets included in Section IV, Application Forms . |
| 14. Signing of the Application and Number of Copies | 14.1 The Applicant shall prepare the documents comprising the application as prescribed in ITA 10 and clearly mark it " <i>Application for OUTSOURCING OF SOLID WASTE MANAGEMENT SERVICES (ALONG WITH AVAILABLE RESOURCES) FOR SHEIKHUPURA DISTRICT</i> ". The application shall be typed or written in indelible ink and shall be signed by a person duly authorized to sign on behalf of the Applicant. |

D. SUBMISSION OF APPLICATIONS

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|------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 15. Sealing and Identification of Application | 15.1 The Application shall be sealed in an envelope that shall: <ul style="list-style-type: none"> a) Bear the name and address of the Applicant; b) Be addressed to the Client, in accordance with ITA 16.1; and c) Bear the Name of the Service applied for & specific identification(Case & Service No.) of this prequalification process indicated in the Invitation for Prequalification in accordance with ITA 1.1; |
| | 15.2 The Client will accept no responsibility for non-processing of any envelope that was not identified as required. |
| 16. Deadline for Submission of Application | 16.1 Applicants may submit their applications by hand when so specified in the PDS . |
| | 16.2 Applications submitted by either facsimile transmission, telex or e-mail will not be considered for evaluation and short listing. |
| | 16.3 The applicant cannot modify, substitute its application after submission. Withdrawal of application/request is allowed on submission of written verifiable application received by the |

Client before the **Due Date** and **Time of the opening** of Applications for Prequalification. After due date no such request shall be entertain or considered.

- 16.4 No application shall be modified or substituted or withdrawn by the applicant after the **Due Date** and **Time of the opening** of Applications for Prequalification.
17. **Late Application** 17.1 Any application sent after the deadline for submission of applications as prescribed in PDS will not be entertained by the Client.
18. **Opening of Application** 18.1 The Client would open the applications for prequalification on the **given date & time of opening** as indicated as mention in the PDS, for the purpose of evaluation
- 18.2 The Client shall prepare a record of the opening of applications that shall include, as minimum, the name and contact information of the Applicants.

E. Procedures for Evaluation of Applications

19. **Confidentiality** 19.1 Information relating to the result of application and status of applicants for prequalification in terms of Rule 17 of Rules ibid, shall not be disclosed to Applicants or any other persons not officially concerned with such process.
- 19.2 From the deadline for submission of applications to the time of notification the results of the prequalification in accordance with ITA 25, any Applicant that wishes to contact the Client on any matter related to the prequalification process, may do so but only in writing.
20. **Clarification of Applications** 20.1 To assist in the evaluation of applications, the Client may, at its discretion, ask any Applicant for a clarification of its application as per Punjab Procurement Rules, 2014 as amended from time to time which shall be submitted within a stated reasonable period of time. Any request for clarification and all clarifications shall be in writing.
- 20.2 If an Applicant does not provide clarifications of the information requested by the given **date** and **time** set in the Client's request for clarification, its application may be rejected.
21. **Responsiveness of Applications** 21.1 The Client may reject any application, which is not responsive to the requirements of the prequalification document.

F. Evaluation of Applications and Prequalification of Applicants

22. **Evaluation of Applications** 22.1 The Client shall only use the factors, methods, criteria, and requirements defined in Section III, Qualification Criteria and Requirements to evaluate the qualifications of the Applicants. The use of other proposed methods, criteria, or requirements shall not be permitted.
23. **Client's Right to Accept or Reject Applications** 23.1 The Client reserves the right to accept or reject all applications and to annul the prequalification process at any time, without incurring any liability to the Applicants as per Punjab Procurement Rules, 2014 as amended from time to time.
24. **Prequalification of Applicants** 24.1 All Applicants and their applications which have fully met the requirements of the specified threshold will, to the exclusion of all others, shall stand prequalified by the Client.
25. **Notification of Prequalification** 25.1 Once the Client has completed the evaluation of the applications it shall promptly inform the applicants who has applied for the Pre-Qualification about the status of their Pre-Qualification Application.

26. **Bid Security**
- 26.1 All the Pre-Qualified applicants shall be required to submit bid security and performance guarantee when so asked and required while participating in the subsequent bidding process as per the required threshold, and the applicants shall be bound to provide the demanded bid security and subsequent performance guarantee in the form and amount specified in the Bidding Documents.
27. **Redressal of Grievances**
- 27.1 As per rule 67 of PPRA rules 2014 (as amended time to time)
28. **Arbitration**
- 28.1 Resolution of any dispute will be made as per the Arbitration Act 1940 or any other local law as referred and agreed by the both the parties to the contract.
29. **Governing Law**
- 29.1 The process will be governed under the Punjab Procurement Rules, 2014 as amended from time to time and instructions issued by PPRA.
30. **Correctness of Information**
- 30.1 The applicant on prescribed form provided in schedule 5 shall furnish the certificate that Information furnished in the proposal/application by the applicant is true & correct and nothing has been concealed or tampered. In case of furnishing false information / documents by any applicant and maneuvering the Pre-Qualification will result into rejection of the application and disqualification of the applicant/firm. The Client in terms of Rule 19&20 of rules ibid reserve the right to disqualify and declare him/it in illegible.

SECTION II. PREQUALIFICATION DATA SHEET (PDS)

A. GENERAL

The Client is: LWMC, Government of the Punjab,
Project Title: OUTSOURCING OF SOLID WASTE
MANAGEMENT SERVICES (ALONG WITH AVAILABLE
RESOURCES) FOR SHEIKHUPURA DISTRICT

ITA 3.1 (i) Joint Venture/Consortium is allowed.

B. CONTENTS OF THE PREQUALIFICATION DOCUMENT

ITA 6.1 For clarification purposes, the Client's address is:

General Manager (P & C)
Office No. 4&5, 4th Floor, Shaheen Complex, Egerton Road, Lahore
Ph.: 092-42- 99205153-55, Fax: +92-42-99205156 Email:
procurement@lwmc.com.pk

C. PREPARATION OF APPLICATIONS

ITA 9.1 The Application for Prequalification and all related correspondence and documents should be written in the English language.

ITA 10.1 (d) The Applicant shall submit with its application, the following documents required in the Evaluation Criteria and other Terms & Conditions of these Prequalification Documents. Documentary proofs for the Eligibility requirements / Pre-requisites and the Evaluation Criteria must be submitted by the applicants along with 01 copies signed in original.

Documents Check List

Serial #	Description / Document Name	Yes / NO
Eligibility Requirements / Pre-Requisites/ Evaluation Criteria		
01	Registration Certificate with relevant authority	
02	NTN Certificate	
03	Registration with Sales Tax Authorities (If Applicable)	
04	Undertaking of Correctness of Information(Schedule 5)	
05	Undertaking of Not blacklisted (Schedule 6)	
06	Audited Accounts for last 03 Years	
07	Financial Capability (Schedule 7)	
08	Experience (Schedule 01)	
09	Personnel (HR) Capability (Schedule 03)	

D. SUBMISSION OF APPLICATIONS

ITA 16.1 Applicants shall not have the option of submitting their applications electronically.
For **application submission purposes only**, the Client's address is:

General Manager (P & C)
Office No. 4&5, 4th Floor, Shaheen Complex, Egerton Road, Lahore

The deadline for submission of Pre-Qualification application is on or before **May 9, 2024** by **1130 HRS** at the address mentioned above. The applications received till the stipulated date & time shall be opened publicly on the same day at **1200 HRS** in the presence of the applicants or their authorized representatives who choose to attend.

ITA 17.1 Late applications will not be entertained.
Pre-Bid meeting will be held on **April 25, 2024** at **1100 Hours** in the Conference Room of LWMC at 7th Floor.

**SECTION III.
QUALIFICATION CRITERIA &
REQUIREMENT**

CONTENTS

1. Eligibility Requirements / Pre-Requisite

2. Evaluation Criteria

ELIGIBILITY REQUIREMENTS / PRE-REQUISITE

(KNOCK DOWN CLAUSES)

Availability of following documents in the Application for Prequalification shall be checked on knockdown basis to shortlist the Applicants:

I	Legal status of the Applicant with registration certificate
II	Registration with Income Tax Authorities
III	Registration with Punjab Revenue Authority (PRA)
IV	Active Tax payer Status of last 03 Years
V	Applicant(s) having any dispute with LWMC or have refused LWMC to offer their services during the past one year are not eligible to apply. Subsequently any service provider whose services have been discontinued due to poor performance will also not be eligible to participate in the bidding process.
VI	Undertaking/Affidavit (on Stamp paper in a denomination of Rs. 100): <ul style="list-style-type: none"> • For blacklisting as per template attached • For POWER OF ATTORNEY as per template attached • For UNDERTAKING FOR CORRECTNESS OF INFORMATION as per template attached • Joint Venture will submit the copy of Joint venture agreement (where applicable)
VII	Audited Financial Statements for last 03 Years
VIII	Bank Statements for last 03 Years

EVALUATION CRITERIA

Sr.	Criteria	Requirement	Total Marks
1 Financial Capability			
1.1	Current Ratio (Current Assets/Current Liabilities)	03 Years Average Current Ratio: For less than 1 (0 Mark) Greater than or equal to 1 (2.5 marks) Greater than or equal to 2 (5 marks)	5
1.2	Net Worth	03 Years Average Net Worth as follows: Rs. 500 million up to Rs. 700 million (4 Marks) From Rs. 701 million up to Rs. 1000 million (8 Marks) From Rs. 1001 million and above (12 Marks)	12
1.3	Annual Turnover	Average annual turnover of last three (03) Years as follows: Rs. 500 million up to Rs. 1000 million (3 Marks) From Rs. 1001 million up to Rs. 2000 million (6 Marks) From Rs. 2001 million and above (10 Marks)	10
1.4	Financial Resources	Average annual inflows for last three (03) Years should be as follows: or Available financial resources in the amount of equivalent to meet cash flow requirements, which is a combination of undrawn credit facility and un-encumbered cash / bank balances: Rs. 500 million up to Rs. 1000 million (5 Marks) Rs. 1001 million up to Rs. 2000 million (8 Marks) From Rs. 2001 million and above (13 Marks)	13
2. Experience			
2.1	Similar Nature Projects Experience	Experience of relevant projects / contracts in last 05 Years, accumulative cost of which is as follows: at least Two (02) projects during the last 05 (five) years': a. Accumulated cost of Rs. 500 million (10 marks) b. Accumulated cost of Rs. 501 million to 1000 million (20 marks) c. Accumulated cost of Rs. 1001 million to 2000 million or above (30 marks) For the purposes of this requirement the definition of "relevant" means: (i) Collection of solid waste or environmental goods / services (ii) Transport of solid waste or environmental goods / services or goods transport (iii) Safe disposal / treatment of solid waste or environmental goods / services (iv) Construction and management of waste / any other environmental facilities (v) Waste Processing (vi) Waste to energy	30

		(vii) Large scale HR Management Contract (at-least 500 personnel) (viii) large scale Contract Management							
2.2	Key equipment / resources	Availability of Machinery (Owned/Rental) Availability of the following Machinery:	15						
		<table border="1"> <thead> <tr> <th>DUMPERS</th> <th>EXCAVATORS</th> <th>Waste Related Other Machinery (Mini Dumper, Tractor Loader, Tractor Trolley, Loader Rikshaw, Compactor, Chain arm roll & etc.)</th> </tr> </thead> <tbody> <tr> <td>10</td> <td>01</td> <td>100</td> </tr> </tbody> </table>		DUMPERS	EXCAVATORS	Waste Related Other Machinery (Mini Dumper, Tractor Loader, Tractor Trolley, Loader Rikshaw, Compactor, Chain arm roll & etc.)	10	01	100
		DUMPERS		EXCAVATORS	Waste Related Other Machinery (Mini Dumper, Tractor Loader, Tractor Trolley, Loader Rikshaw, Compactor, Chain arm roll & etc.)				
10	01	100							
<p>Submission of Ownership/ Rental deed documents to support and justify the claim would be a mandatory requirement at PQD stage. Availability of machinery within 15 days of contract award is mandatory, in absence of which will lead to ineligibility.</p> <p>The applicant shall be required to substantiate his claim by providing the registration number of each equipment so claimed along with the ownership documentation or rental agreements with equipment supplier.</p>									
3. Personnel (HR) Capabilities									
3.1	The applicant must have on its payroll with relevant experience of three (3) to ten (10) years, At-least two (02) qualified graduates (2.5 Marks each) as defined below: For the purposes of this requirement the definition of “qualified graduate” (16 Years) means: i) Environmental Science/ Engineering / Urban Planning ii) Project Management iii) Mechanical Engineer iv) Any other relevant field		05						
3.2	20 HTV Drivers having valid Licence, minimum 03 Years old (0.25 mark for each driver)		05						
4. Managerial Capabilities									
4.1	The applicant shall provide the following detail: i) Company Profile which will include the following a. Company Organogram (01 Marks) b. Clientele up to 05 Govt. & 05 others (02 Marks) c. Having office in same District (02 Marks) Vendor intended to apply for.		05						
Total			100						

Note:

- Qualifying marks for evaluation criteria are 65%.
- A bidder can bid as many tehsils as he like in different districts however, will only be awarded contract not in more than 02 tehsils in one district.

- For Joint Ventures (J.V) all partners must meet the eligibility requirements individually and before contract signing JV must be registered with the relevant authority.
- Evaluation criteria may be collectively met by all partners in a JV/Consortium.
- In case of disputes within JV Companies, penalties will be charged and the contract may be terminated or contract will be put on hold till resolution.
- Payment will be made to the joint venture account only.
- Sole proprietors, firms, or companies must meet the eligibility requirements along with other evaluation requirement.
- Evaluation criteria assessment will be based on compliance with eligibility requirements.
- Documentary proof of eligibility requirements and evaluation criteria must be submitted along with the application.
- Claims of experience must be substantiated with documentary evidence; otherwise, zero marks will be awarded, with LWMC reserving the right to verify submitted experiences.
- Experience submitted as part of a joint venture will only be considered if valid proof of partnership/Joint Venture percentage is provided, with marks awarded accordingly.
- Prequalification documents issued by LWMC must be signed and stamped by an Authorized Representative on each page.
- Following contract award, 30% of the machinery should be owned (within 01 Year) by the applicant, with the remaining 70% potentially being rented.

SECTION IV. APPLICATION FORMS

TABLE OF FORMS

- 1. APPLICATION SUBMISSION FORM**
- 2. SCHEDULE 1 (SUMMARY LIST OF ASSIGNMENTS HANDLED BY THE APPLICANT)**
- 3. SCHEDULE 2 (INFORMATION FORM)**
- 4. SCHEDULE 3 (EXPERIENCE OF THE APPLICANT (GENERAL WORK))**
- 5. SCHEDULE 4 (FORMAT OF CURRICULUM VITAE OF EXPERTS)**
- 6. SCHEDULE 5 (FORMAT OF OWNERSHIP OF VEHICLES DETAIL)**
- 7. SCHEDULE 6 (POWER OF ATTORNEY)**
- 8. SCHEDULE 7 (UNDERTAKING FOR CORRECTNESS OF INFORMATION)**
- 9. SCHEDULE 8 (UNDERTAKING FOR NOT BLACKLISTED)**
- 10. SCHEDULE 9 (INTEGRITY PACT)**
- 11. SCHEDULE 10 (FINANCIAL CAPABILITY)**

APPLICATION SUBMISSION FORM

Date: [insert day, month, year]

Title of Assignment (.....)

To: __ [insert full name of Procuring Agency] __

I/We, the undersigned, apply to be prequalified for the referenced NCB and declare that:

- I am authorized to represent the Firm specified in this prequalification application as the "Firm" for the purposes of prequalification of firms for provision of **OUTSOURCING OF SOLID WASTE MANAGEMENT SERVICES (ALONG WITH AVAILABLE RESOURCES) FOR SHEIKHUPURA DISTRICT.**
- The firm has no reservations with this document.
- All the information provided in this application is current and correct
- This application contains all the information as is prescribed in the *Prequalification Documents*.
- The Firm will abide by all the rules and regulations, formulated by the Government of Punjab, Lahore Waste Management Company.
- The firm will notify you of all changes and variations to the Management / Service delivery status.
- The firm has not been declared ineligible/blacklisted by any Government/ Semi Government Department or Private Organization.
- If the Firm does not abide by the above stated Declaration, then the Government of Punjab has every right to permanently or temporarily Blacklist the Firm, Managing Directors and Owners.

Name of the Firm: _____

Name of the Authorized Contact Person for the Firm: _____

Capacity of the Authorized Contact Person for the Firm: _____

Signature of the Authorized Contact Person for the Firm: _____

Date: _____ Stamp of the Firm: _____

SCHEDULE 1

SUMMARY LIST OF ASSIGNMENTS HANDLED BY THE APPLICANT

Sr. No.	Name of the Assignment	Location Province/ Country	Client	Cost of the Assignment	Implementation Start: Completion:	Handled as: • Single Entity: • Lead-Advisor: • Consortium Partner:	Total Cost of Services	Cost of Services provided by the Applicant	Scope of Services • Detail of relevant projects	Scope of Assignment Components / Volume of Work etc.

SCHEDULE 2

INFORMATION FORM

(If the Applicant is a Consortium, the details for each of the Consortium Members has to be provided)

1. Name of Applicant
 - Address:
 - Telephone No(s): Applicants fax Number:
 - E-mail Address:
- 2. Registration No. with relevant body along with Registered Office Address:
3. Experience (Number of Years)
 - Local/national
 - International
4. Name(s) and Address(es) of Associates/Joint Venture Partner (s):
5. Experience of the Associates/Joint Venture Partner (on appended forms) during the past 3 years with magnitude and complexity of project:
6. Organization chart showing Associates/Joint Venture Partner’s structure
7. For JV following information must be submitted.

Sr. No.	Name of Member / Partner	Lead Member / Associate Member	Short description of Role of Member
1			
n			

8. Capital of Associates/Joint Venture Partner’s (Audited Financial Statements for the latest three years).
9. Professional staff available for the assignment on the appended format.
9. Additional information if any.

Signature of the authorized representative of the Applicant:

SCHEDULE 3

EXPERIENCE OF THE APPLICANT (GENERAL)

Relevant services carried out in the Last 10 years which best illustrate qualification.

[NAME OF THE APPLICANT]

1. Name of Assignment :
2. Country :
3. Name of Client :
4. Address :
5. Start Date : Month/Year
6. Completion Date : Month/Year
7. Professional Staff Provided
8. No. of Staff
9. No. of Staff Months
10. Value of Services :
11. Name of Consortium Firms :
(If any)
12. No. of Staff/Staff Months
Provided by the Consortium partner(s) :
13. Name/Position of Key Staff :
14. Description of Assignment :
15. Description of Services
Provided by the Firm :

SCHEDULE 4

FORMAT OF CURRICULUM VITAE OF EXPERTS

1. The Discipline/ Expertise :
2. Name of the Applicant :
3. Name of Expert :
4. Date of Birth :
5. Years with the Applicant :
6. Nationality :
7. Registration with relevant professional body if any:
8. Membership No. (if any):
9. Key Qualifications : (Provide an outline of the expert experience)
10. Academic Qualification:
11. Employment Record :
12. Languages and Degree of Proficiency : (In speaking, reading and writing as Excellent-Good--Poor)
13. Detail of relevant Project handled (including the exact tin on each relevant Project)
14. Certification I, the undersigned, certify that, to the best of my knowledge and belief, these bio-data correctly describes myself, my qualifications and my experience.
Signature:
Dated: day/month/year

SCHEDULE 5

FORMAT OF OWNERSHIP/RENTAL VEHICLES DETAIL

S. No	Type of Vehicle	Year of Registration with Supporting Documents

SCHEDULE 6
POWER OF ATTORNEY

KNOW ALL MEN BY THESE PRESENTS THAT by this Power of Attorney (“**Power of Attorney**”), _____ [*Insert name of Consortium firm*] having its registered office at [□], does hereby nominate, appoint and authorize Mr. _____ of [insert the Lead partner/Advisor] having its registered Head Office at [□] hereinafter referred to as the “**Attorney**”, to do in our name and on our behalf the following:

- i. sign and submit to Lahore Waste Management Company, of the Government of Punjab, or its authorized nominee the for prequalification in response to the prequalification documents dated [] issued by LWMC and all other documents and instruments required to submit the Application for prequalification.
- ii. execute all such deeds, documents and instruments as may be considered necessary and expedient in relation to the foregoing; and
- iii. do and carry out all other actions as may be required by LWMC in connection with the pre-qualification process as a whole;
- iv. to immediately notify LWMC in writing of any impending or actual revocation as well as any change in the terms of this Power of Attorney.

We, [*Insert name of Consortium Firm*], do hereby ratify and confirm whatsoever the Attorney shall do by virtue of these presents and further agree that whatever the Attorney shall do or cause to be done pursuant to this Power of Attorney shall be binding on [*Insert name of Consortium Firm*].

Furthermore, each provision of this Power of Attorney is severable and distinct from the others. The invalidity, illegality or unenforceability of any one or more provisions of this Power of Attorney at any time shall not in any way affect or impair the validity, legality and enforceability of the remaining provisions hereof.

IN WITNESS WHEREOF, we have executed this **POWER OF ATTORNEY** as of _____ 2024.

[INSERT NAME OF CONSORTIUM FIRM]

.....

By:
Designation:
NIC No.

WITNESSES:

1.....

2.....

NAME:.....

NAME:.....

ADDRESS:
NIC OR PASSPORT NO.:

ADDRESS:
NIC OR PASSPORT NO.:

AS NOTARIZED BY THE NOTARY PUBLIC

SCHEDULE 7

UNDERTAKING FOR CORRECTNESS OF INFORMATION

(On Stamp Paper of relevant value of 100 Rupees Value)

It is certified that the information furnished here in and as per the document submitted is true and correct and nothing has been concealed or tampered with. We have gone through all the conditions of tender/Pre-Qualification and are liable to any punitive action for furnishing false information / documents.

Dated this _____ day of _____ 20

Signature

(Company Seal)

In the capacity of

Duly authorized to sign bids/ Pre-Qualification for and on behalf of

SCHEDULE 8

UNDERTAKING FOR NOT BLACKLISTED

(On Stamp Paper of relevant value of 100 Rupees Value)

In response to the Pre-Qualification for OUTSOURCING OF SOLID WASTE MANAGEMENT SERVICES (ALONG WITH AVAILABLE RESOURCES) FOR SHEIKHUPURA DISTRICT., I/ We _____ Hereby declare that presently our Company/ firm is having unblemished record and is not declared ineligible for corrupt & fraudulent practices either indefinitely or for a particular period of time by any State/ Central Government/ PSU/Autonomous Body.

We further declare that presently our Company/ firm is not blacklisted during last 10 years and not declared by any State/ Central Government/ PSU/ Autonomous Body/Firm/Agency on the date of Bid/ Pre-Qualification Submission.

We further declare that any of the owner/partner/director/representative of this organization is not part (owner/partner/director/representative) of any other firm which was blacklisted by LWMC or any other competent forum.

If this declaration is found to be incorrect then without prejudice to any other action that may be taken, my/ our security may be forfeited in full and the tender Pre-Qualification / if any to the extent accepted may be cancelled.

Thanking you,

Date..... Place.....

Yours faithfully,

Signature..... Name.....

Seal of the Organization

SCHEDULE 9

INTEGRITY PACT

DECLARATION OF FEES, COMMISSION AND BROKERAGE ETC.
PAYABLE BY THE SUPPLIERS OF GOODS, SERVICES & WORKS IN
CONTRACTS WORTH RS. 10.00 MILLION OR MORE

Contract No. _____

Dated

Contract Value: _____

Contract Title: _____

..... [name of Supplier] hereby declares that it has not obtained or induced the procurement of any contract, right, interest, privilege or other obligation or benefit from Government of Pakistan (GoP) or any administrative subdivision or agency thereof or any other entity owned or controlled by GoP through any corrupt business practice.

Without limiting the generality of the foregoing, [name of Supplier] represents and warrants that it has fully declared the brokerage, commission, fees etc. paid or payable to anyone and not given or agreed to give and shall not give or agree to give to anyone within or outside Pakistan either directly or indirectly through any natural or juridical person, including its affiliate, agent, associate, broker, consultant, director, promoter, shareholder, sponsor or subsidiary, any commission, gratification, bribe, finder's fee or kickback, whether described as consultation fee or otherwise, with the object of obtaining or inducing the procurement of a contract, right, interest, privilege or other obligation or benefit in whatsoever form from GoP, except that which has been expressly declared pursuant hereto.

[name of Supplier] certifies that it has made and will make full disclosure of all agreements and arrangements with all persons in respect of or related to the transaction with GoP and has not taken any action or will not take any action to circumvent the above declaration, representation or warranty.

[name of Supplier] accepts full responsibility and strict liability for making any false declaration, not making full disclosure, misrepresenting facts or taking any action likely to defeat the purpose of this declaration, representation and warranty. It agrees that any contract, right, interest, privilege or other obligation or benefit obtained or procured as aforesaid shall, without prejudice to any other rights and remedies available to GoP under any law, contract or other instrument, be voidable at the option of GoP.

Notwithstanding any rights and remedies exercised by GoP in this regard, [name of Supplier] agrees to indemnify GoP for any loss or damage incurred by it on account of its corrupt business practices and further pay compensation to GoP in an amount equivalent to ten times the sum of any commission, gratification, bribe, finder's fee or kickback given by [name of Supplier] as aforesaid for the purpose of obtaining or inducing the procurement of any contract, right, interest, privilege or other obligation or benefit in whatsoever form from GoP.

Name of Buyer/Client:

Name of Seller/Supplier:

Signature:

Signature:

[Seal]

[Seal]

SCHEDULE 10

FINANCIAL CAPABILITY

Applicant or each JV member if Applicant is a JV must fill in this form collectively

Applicant (or each JV member if Applicant is a JV) Name:

Date:

Zone No.:

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Financial Data for Previous 3 Years [PKR Equivalent]		
[Year 202x](most recent audited accounts year-end)	[Year 202x]	[Year 202x]

Financial Information

	Year 1	Year 2	Year 3
Total Assets in PKR			
Total Liabilities in PKR			
Net Worth in PKR			
Current Assets in PKR			
Current Liabilities in PKR			
Current Ratio			
Total Turnover			

PART 2 – SERVICE REQUIREMENTS

SECTION V. SCOPE OF SERVICES

SCOPE OF SERVICES

INTRODUCTION

Sheikhupura also known as Qila Sheikhupura, is a city and district in the Punjab, Pakistan. Founded by the Mughal Emperor Jahangir in 1607, Sheikhupura is the 16th largest city of Pakistan by population and serves as the headquarters of Sheikhupura District. and includes the following tehsils:

- Sheikhupura Tehsil (Rural and Urban Area)
- Ferozewala Tehsil (Rural and Urban Area)
- Muridke Tehsil (Rural and Urban Area)
- Sharaqpur Tehsil (Rural and Urban Area)
- Safdarabad Tehsil (Rural and Urban Area)

SCOPE OF SERVICES (URBAN)

The scope of work includes waste collection, transportation, road sweeping, road washing, disposal and revenue collection. The scope includes door to door collection, transfer station waste management and landfill disposal. For better Waste Management System, the service provider will be bound to create a mechanism for Door-to-Door collection, Secondary collection, Manual & Mechanical sweeping of roads & streets along with the safe disposal of waste.

- a) All types of waste collection, transportation and dumping.
- b) **Door to Door Mechanized Waste Collection (Urban Residential Waste)** on daily basis as per schedule in morning shift in limited areas as decided mutually.
- c) **Door to Door Waste Collection (Commercial Waste)** on daily once a day basis as per schedule in limited areas as decided mutually.
- d) **Open Heaps Collection (daily) / Open Plot Clearance on daily or** as per schedule decided.
- e) **Container Based Collection** waste from the door-to-door collection, residential and commercial areas which will be collected in containers of standard size and will be lifted with the help of machinery (compactors)
- f) **Road Sweeping (Mechanical sweeping** of main roads, medians, lower dividers, underpasses, bridges, markets, bus stands special occasions. Highways, walkways etc
- g) **Manual sweeping** of all Streets, Roads, Avenues, Highways, Footpaths, Medians, Markets / Marakiz, Open / Public Places / Sectorial Parks / Sports Facilities, bus stands, Nullahs, Open Drains (**accessible for manual work**) etc. by using both manual & mechanical means as per schedule and resources agreed between both parties. Also

manual scrapping of all major and minor roads. Lime application is important feature for neatness.

- h) **Establishment of Temporary Point and transfer stations for 100 to 150 tons of waste handling capacity at each facility** (where possible and agreed between both parties) for economizing the transport operations, at optimum locations.
- i) **Washing of Roads** activity includes washing the areas like squares and walkways within, Main Avenues, Highways, Markets, main road, mosques, imam barghas, churches, temples, special occasions as per schedule provided with mechanical vehicles.
- j) **Special Occasions:** Deployment of entire staff & machinery (additional, as per requirement) and as per normal routine on the days of National / Religious importance i.e. Eid(s), Independence Day, Ramadan, Muharram, Christmas, Easter, any vvip / vip movements or as directed / notified by the concerned authorities.
- k) **De-silting / Cleaning of Nallas and Small Open Drains (size to be decided by the Government and the Contractor)** shall clean and collect the silt/waste from nullah and open drains and transport the desilted waste to the Designated Disposal Site. Any waste dumped in nullah either by residents or sanitary workers shall be removed or transported to disposal site by the contractor as per scheduled decided (daily /regular basis). Contractor shall ensure the cleaning of nullah especially before / during monsoon season or during urban flooding, to facilitate smooth flow of storm drainage water/rain. In case of any blockage in nullah, it should be cleared on emergency basis. Also during Eid ul Adha operations.
- l) **Establishment & Operations of Dump Site** the contractor will establish dumpsite(s) of adequate size and capacity. Further he will ensure the proper waste management and disposal.
- m) **Transportation of Waste from TCPs and Transfer Stations to dumpsites** the contractor will transfer / transport the waste collected form designated areas to the dumpsite in a safe and secure manner. Direct haulage may also be required.
- n) **Monitoring & Tracking** of the entire Contractor's Vehicles, supervisory staff etc. in an advanced smart scientific manner
- o) Establishment of a smart **Complaint Management System**, with access to the client.
- p) Waste / Rubbish to be collected from the dustbins installed within the contracted area and disposal of same at designated waste disposal site, as well as cleaning and maintenance of these dustbins in presentable hygienic condition.
- q) The bulk waste is classified as the construction debris, dust, dry sludge, green waste, plot clearing waste and animal clearing waste. This shall be lifted as per scheduled.
- r) **Revenue Collection:** Contractor will be responsible for revenue collection of waste collection / sanitation fee from the Residential, Commercial & Industrial etc. units as per the rates and categories notified by the government from time to time.

SCOPE OF SERVICES (RURAL)

- a) **Open Heaps Collection and Open plots clearance** by mechanized machinery from identified points of rural areas as per schedule
- b) **Door to Door Collection** in limited areas as per schedule by mechanized machinery
- c) **Road Sweeping (Mechanical sweeping** of main roads, medians, lower dividers, underpasses, bridges, Highways, etc.
- d) **Manual sweeping** of all Streets, Roads, Highways, Footpaths, Medians, Markets / Marakiz, Open / Public Places / Sectorial Parks / Sports Facilities, bus stands, Nullahs, Open Drains (**accessible for manual work**) etc. by using both manual & mechanical means as per schedule and resources agreed between both parties. Lime application is important feature for neatness.
- e) **Establishment of Temporary Point and transfer stations for 100 to 150 tons of waste handling capacity at each facility** (where possible and agreed between both parties) for economizing the transport operations, at optimum locations.
- f) **Special Occasions:** Deployment of entire staff & machinery (additional, as per requirement) and as per normal routine on the days of National / Religious importance i.e. Eid(s), Independence Day, Ramadan, Muharram, Christmas, Easter, any vvip / vip movements or as directed / notified by the concerned authorities.
- g) **De-silting / Cleaning of Nallas and Small Open Drains (size to be decided by the Government and the Contractor)** shall clean and collect the silt/waste from nullah and open drains and transport the desilted waste to the Designated Disposal Site. Any waste dumped in nullah either by residents or sanitary workers shall be removed or transported to disposal site by the contractor as per scheduled decided (daily /regular basis). Contractor shall ensure the cleaning of nullah especially before / during monsoon season or during urban flooding, to facilitate smooth flow of storm drainage water/rain. In case of any blockage in nullah, it should be cleared on emergency basis. Also during Eid ul Azha operations.
- h) **Establishment & Operations of Dump Site** the contractor will establish dumpsite(s) of adequate size and capacity. Further he will ensure the proper waste management and disposal.
- i) **Transportation of Waste from TCPs and Transfer Stations to dumpsites** the contractor will transfer / transport the waste collected form designated areas to the dumpsite in a safe and secure manner. Direct haulage may also be required.
- j) **Monitoring & Tracking** of the entire Contractor's Vehicles, supervisory staff etc. in an advanced smart scientific manner
- k) Establishment of a smart **Complaint Management System**, with access to the client
- l) The **bulk waste** is classified as the construction debris, dust, dry sludge, green waste,

plot clearing waste and animal clearing waste. **This shall be lifted as per scheduled.**

- m) **Revenue Collection:** Contractor will be responsible for revenue collection of waste collection / sanitation fee from the Residential, Commercial & Industrial etc. units as per the rates and categories notified by the government from time to time.