

Pre-Qualification Document (PQD)

For hiring of Consultants / Firms to prepare the Feasibility Reports of:

- 1 - Establishment of Fish/Shrimp processing plants
- 2 - Establishment of Shrimp Hatcheries
- 3 - Establishment of High Value Fish (Seabass etc.) Hatcheries.

Under the development scheme "Pilot Shrimp Farming Cluster Development Project in Punjab".



February 2022

**DIRECTOR FISHERIES (PM&E)/ PROJECT DIRECTOR
9-A BAHAWALPUR ROAD, CHAUBURJI, LAHORE
Ph. 042-99212374-75 E-mail: pdpiupunjab@gmail.com**

DEPARTMENT OF FISHERIES, PUNJAB

This pre-qualification document includes the following sections:

Section 1: Introduction

Section 2: Instructions to Interested Applicants

Section 3: Project Background and Description of Works

Section 4: Technical Evaluation Criteria

Section 5: Application Form

Section 1: INTRODUCTION

The Department of Fisheries, Government of Punjab hereby, invites applications from suitably experienced and established consultants/firms, to pre-qualify the firms for open tender process for preparation of feasibility reports of:

- 1 - Establishment of Fish/Shrimp processing plants
- 2 - Establishment of Shrimp Hatcheries
- 3 - Establishment of High Value Fish (Seabass etc.) Hatcheries;

Under the development scheme **“Pilot Shrimp Farming Cluster Development Project” in Punjab Province**. The consultancy will be in compliance with Punjab Procurement Rules, 2014 (amended up to date).

It is intended to establish a list of pre-qualified firms who wish to participate in competitive bidding for the preparation of the above mentioned feasibility reports. It is expected that the bids will be invited from the prequalified firms tentatively in January, 2022 and the works will commence tentatively in March 2022 to May, 2022.

Interested applicants are requested to submit all documents required in this PQD and submit to the below mentioned address as per instructions and format mentioned in Section 2 and 5. The queries (if any) relating to this pre-qualification process should be addressed to the representative of client mentioned in Section 2: instructions to bidder applicants 3 days before the submission date.



Section 2: Instructions to the Interested Applicants

A. General

1. The applicant may be a firm/company/corporation/ partnership firm either of Pakistan or foreign origin or a consortium/joint venture (JV) of such entities who may individually or jointly commit to implement the project. The term 'applicant' used hereinafter would, therefore, apply to both 'an individual entity' and 'joint venture/consortium'.
2. In the case of a JV, all partners should be jointly and severally liable for implementation and operation of the project in accordance with the terms and conditions specified in the upcoming request for proposal (RFP). The JV shall nominate an authorized representative who shall have the authority to conduct all business for and on behalf of any and all the members of JV during the bidding process (in the event the JV submits a bid) and during the implementation and operation (in the event the JV is awarded the project).

Provide details of JV.

3. An applicant shall submit only one application in the same pre-qualification process, either individually or as a partner of JV. An applicant, who submits or participates in more than one application, will cause all the applications in which the applicant has participated to be disqualified.
4. The ownership structure of each member of the applicant entity must be in accordance with the laws in respect of capital, equity participation in a joint venture, nationality and registration/ licenses.
5. The JV/ consortium must propose the lead member (LM).
6. The number of members of a consortium will be limited to three.
7. A qualified consortium may only bid with the same initial members and no substitutes shall be allowed in the bidding stage.
8. Unnecessarily elaborated brochures or other presentations beyond those sufficient to present a complete and effective application in response to this PQD are not desired.
9. Provide history of non-performance, if any. Upon the evaluation of reasons for non-performance, the applicant may be considered for qualification.
10. Provide history of litigation. Chronic or any contentious cases which may endanger the applicant's ability as a going concern.



11. Applications must be received at the place designated and by the date and time specified.
12. Applicants should not be under a declaration of ineligibility for corrupt and fraudulent practices issued by government of the Islamic Republic of Pakistan or any provincial government or any of the agencies of the Islamic Republic of Pakistan. If they are registered in any such list, they will be disqualified.
13. Confidentiality
- a- Information relating to the evaluation of Applications, and recommendation for pre-qualification, shall not be disclosed to Applicants or any other persons not officially concerned with such process until the notification of prequalification is made to all Applicants.
 - b- From the deadline for submission of Applications to the time of notification of the results of the prequalification in accordance with relevant provision, if any Applicant wishes to contact the Procuring Agency on any matter related to the prequalification process, it may do so in writing.

No. of copies of bid that must be submitted	One original copy.
Deadline of proposal submission	<p>Date and Time:</p> <p>11:00 am on 02-03-2022</p> <p>Applications received after the deadline shall not be entertained and shall be returned unopened to the applicant. Bids shall be opened on the same day i.e. 11:30 am on 02-03-2022.</p>
Bid submission address	<p>Within the due date to employer at the following address:</p> <p>The Purchase cell, Department of Fisheries, Punjab 9-A Bahawalpur Road, Chauburji, Lahore.</p> <p>042-99212374-5</p>
Allowable manner of submitting proposals	<p>By courier or by hand delivery</p> <div style="text-align: right;">   </div>

Contact details for submitting clarifications/questions	Focal person: Director Fisheries (PM&E)/ Project Director Address: 9-A Bahawalpur Road, Chauburji, Lahore
Mandatory Documents required for Qualification	<ol style="list-style-type: none"> 1. Copy of Registration with FBR(NTN). 2. Proof of GST Registration, PRA (PST). 3. Registration with SECP/ Registrar of firm. 4. Registration with relevant professional body, if any. 5. Undertaking regarding no litigation & blacklisting with any public sector organization in Pakistan on judicial stamp paper. 6. Letter of association and JV agreement in case of a JV/consortium of partners.

Section 3:

Project Background and Description of Works

1- Background

The government of Punjab has identified aquaculture as one of the key economic sectors for growth and development. Several initiatives and development programs are being executed to promote aquaculture in the province. The initiatives such as the provision of subsidy/matching grants to encourage the farmer and private investors in the aquaculture sector and the development of human skills and capabilities are being undertaken. A goal is to increase the quality and supply of fish and other aquaculture products from local sources to substitute imports in short to mid-term and eventually to increase production to a point where it can contribute to exports from the province. Another goal is to create new jobs in the sector, especially for the rural youth in farming, trading and value-added sectors in the aquaculture value-chains.

Aquaculture is one of the fastest-growing food sectors in the world, yet in Pakistan, the sector has remained small and underdeveloped despite the high growth potential offered by the sector. The key challenges faced by the sector include: i) poor access to suitable production areas; ii) low skills with poor access to training, information and advisory services; iii) poor access to key inputs such as finance and lending, tools and technology, feed, seed and



nutrients, etc.; iv) poorly organized markets and lack of investments in value-added sectors.

In recent years, the government of Punjab is putting their efforts to improve access for aquaculture technology; increase in research, development and innovation in aquaculture sector; and development of private sector in farming, inputs, and food processing industries. The government of Punjab has launched a mega project for creation of facilities and provision of matching grants for development of Value chain up to 50% to harness the potential of untapped aquatic resources of Pakistan under the initiative of Prime Minister of Pakistan on his narrative “National Agriculture Emergencies”. Millions of acres of land in Punjab are lying abandoned due to high salinity and water logging which can be developed for fish and shrimp culture. Absence of fish and shrimp hatcheries for the species suitable for these areas are the major hurdles to develop these resources for fish and shrimp production. Department of Fisheries Punjab has planned to conduct the feasibility study for development of value chain through qualified consultant firms. The DOF has hired the services of a Head hunting consultant firm for assistance to hire the qualified firms for the feasibility study of the following components:

- i. Establishment of Shrimp Hatcheries (2 No.)
- ii. Establishment of High Value Fish Hatcheries (2 No.)
- iii. Establishment of Fish/Shrimp processing plants (2 No.)



2- Objectives of the consultancy

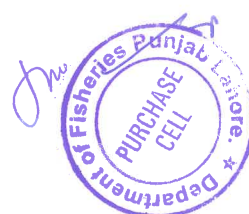
Services of a consultant firm will be taken to develop the aquaculture sector on the competitive and sustainable basis through development of value chain after a comprehensive feasibility study. In the light of this feasibility study further areas of specific public sector investments will be identified and a coherent framework and reforms required for the development of the aquaculture sector with an implementation strategy and timeframe will be developed accordingly. On the basis of feasibility studies, business plans will be developed to encourage private investments in fish and shrimp culture of high value species to bridge the knowledge and information gap hampering private investments and growth.

The objectives of the assignment are as follows:

- a. Introduction of Shrimp and high value fish species in aquaculture system of Punjab and strategic development framework with business enabling reforms leading to a market-based, quality-oriented and competitive aquaculture value-chains in Punjab.
- b. A proactive role of government in the facilitation of private investments and encourage entrepreneurship through bridging the resource gaps.
- c. Increase in commercial activities in the aquaculture value-chains of Punjab, resulting in sustainable growth and employment generation.

3- Areas of studies

- i. Data collection and potential assessment for viable establishment of shrimp hatchery, high value fish hatchery and fish / shrimp processing units.
- ii. Appraisal of the current situation of fish farming & potential of untapped natural water resources and un-attended saline, water logged, brackish & barren lands and thereof, to develop a road map to convert them into productive land for fish & shrimp culture.
- iii. Current status of fish processing, value addition and export trends and future requirements.
- iv. Preparation of comprehensive feasibility report and plan for suitable areas, Production capacity, size and required fiscal resources to develop the Fish & Shrimp hatcheries and Fish/Shrimp processing plants (2 numbers of each component), future requirements of research & development plan of



hatcheries in Punjab including in depth profitability and risk analysis and economic evaluation at sectorial level.

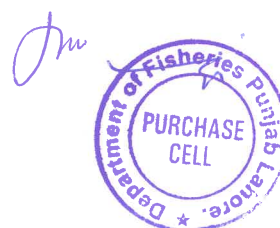
4- Tasks of consultant firm

The following section identifies the principal activities that need to be carried out, but not limited to:

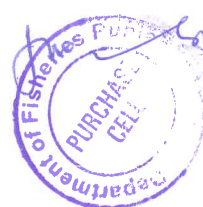
A- Establishment of shrimp hatcheries (2No)

Tasks and activities assigned to the consultant under this component are following but not limited to:

Sr. No.	Task	Activities
i.	Site/area selection for installation of shrimp hatcheries (2No).	<ul style="list-style-type: none"> • Interviews of the persons; interested in and dealing with the Shrimp Culture activities. • Survey and analysis of water & soil in different areas of Punjab to determine the most suitable site/area for construction of shrimp hatchery. • Visit of the existing shrimp farms units (if any) to know any deficiency or drawbacks therein. • Survey and visits in field to identify the areas suitable as future cluster for shrimp farming in Punjab. • Survey and resource analysis (Rock salt, high saline water available in Punjab and Sea salts/sea water) to be used for preparation of artificial salinity (Above 30 ppt) required for shrimp breeding. • Assessment of cost effects by using different salt sources for preparation of artificial salinity of water to be used in shrimp hatchery process. • Assessment of cost and benefits ratio with respect to carriage of input resources (salt and water) when hatchery may be established in cluster area against the carriage/transportation of shrimp seed when shrimp hatchery may be established nearest to the recommended inputs (source of salt and water) • Recommendations for suitability of shrimp hatchery with site selection.
ii.	Preparation of the suitable design for the hatchery, laboratory, office, and allied buildings and ponds of the	Survey and research to assess the most suitable/feasible type, rough cost estimates and capacity of the Shrimp Hatchery to propose for the establishment according to the



	recommended shrimp hatchery with rough cost estimates of each component.	site and required seed production of the recommended species of shrimp.
iii.	Recommendation for the suitable shrimp species to culture and sustainable production under local environmental conditions.	Survey and search for the most suitable aquaculture shrimp species which are of high value and can be cultured under the local environmental conditions.
iv.	Recommendation for procurement of quality shrimp brood stock for successful breeding under local environmental conditions.	Survey and search for production and scope of its demand in local and international markets. Production of value added items of locally produced shrimp. Detail of the items proposed for production to fetch high price in the international market.
v.	Search for most suitable / economical machinery & equipment with rough cost estimates for shrimp hatchery system.	Survey and search for the most economical and feasible machinery and equipment with rough cost estimates for the functioning of the unit under the local environmental conditions.
vi.	Preparation of the feasibility report on the basis of detailed survey and study.	Perform calculations, arrange and analyse the collected information. Studies on different models and preparation of the feasibility study report.
vii.	Framing of methodology with terms and conditions for disbursement of financial assistance to the private sector for construction of shrimp hatchery under support program	<ul style="list-style-type: none"> • Preparation of design specifications of shrimp hatchery. • Framing of TORs for investor/farmer for establishment of shrimp hatchery under government financial support program. • Advertisement for invitation of interested investor/farmers. • Selection of applicant. • Draft of agreement between selected investor/farmers and DoF. • Preparation of operational manual. • Monitoring of installation and operation of shrimp hatcheries • Sustainability of shrimp hatchery operation after completion of project.



B - High value fish (Sea bass, Gropers etc.) hatcheries (2No.)

Tasks and activities assigned to the consultant under this component are following but not limited to:

Sr. No.	Tasks	Activities
i.	Site/area selection for installation of High Value Fish hatcheries (2No.) in Punjab.	<ul style="list-style-type: none">• Interviews of the persons; interested in and dealing with the High Value Fish Culture activities.• Survey and analysis of water & soil in different areas of Punjab to determine the most suitable site/area for construction of High Value Fish hatchery.• Visit of the existing High Value Fish farming units (if any) to know any deficiency or drawbacks therein.• Survey and visits in field to identify the areas suitable as future cluster for High Value Fish farming in Punjab.• Survey and resource analysis (Rock salt, high saline water available in Punjab and Sea salts/sea water) to be used for preparation of artificial salinity (Above 30 ppt) require as well as freshwater to be used for mixing during High Value Fish breeding.• Assessment of cost effects by using different salt and water sources for preparation of artificial salinity of water to be used in High Value Fish hatchery process.• Assessment of cost and benefits ratio with respect to carriage of input resources (salt and water) when hatchery may establish in cluster area against the carriage/transportation of high value fish seed when high value fish hatchery may establish nearest to the recommended inputs (source of salt and water)• Recommendations for suitability of high value fish hatchery with site selection.
ii.	Preparation of the suitable design, rough cost estimates for the hatchery, laboratory, office, and allied buildings and ponds of the recommended High Value Fish hatchery.	Survey and research to assess the most suitable/feasible type, rough cost estimates and capacity of the High Value Fish Hatchery to propose for the establishment according to the site and required seed production of the recommended species of High Value Fish



iii.	Recommendation for the suitable High Value Fish species to culture and sustainable production under local environmental conditions.	Survey and search for the most suitable aquaculture High Value Fish species which can be cultured under the local environmental conditions.
iv.	Recommendation for procurement of quality High Value Fish brood stock for successful breeding under local environmental conditions.	Survey and search for production and scope of its demand in local and international markets. Production of value added items of locally produced High Value Fish. Detail of the items proposed for production to fetch high price in the international market.
v.	Search for most suitable / economical machinery & equipment with rough cost estimates for High Value Fish hatchery system.	Survey and search for the most economical and feasible machinery and equipment with rough cost estimates for the functioning of the unit under the local environmental conditions.
vi.	Preparation of the feasibility report on the basis of detailed survey and study.	Perform Calculations, arrange and analyse the collected information. Studies on different models and preparation of the feasibility study report.
vii.	Framing of methodology with terms and conditions for disbursement of financial assistance to the private sector for construction of High Value Fish hatchery under support program	<ul style="list-style-type: none"> • Preparation of design specifications of High Value Fish hatchery • Framing of TORs for investor/farmer for establishment of High Value Fish hatchery under government financial support program. • Advertisement for invitation of interested investor/farmers. • Selection of applicant • Draft of agreement between selected investor/farmers and DoF. • Preparation of operational manual. • Monitoring of installation and operation of high value fish hatcheries. • Sustainability of high value fish hatchery operation after completion of project.



C- Establishment of fish / shrimp processing unit (2No)

Tasks and activities assigned to the consultant under this component are following but not limited to

Sr. No.	Tasks	Activities
i.	Site/area selection for installation of fish/shrimp processing units (2No) in Punjab.	<ul style="list-style-type: none"> • Survey and interviews of the existing / concerned persons dealing with the processing activities. • Visit of the existing units to know any deficiency or drawbacks therein. • To trace the improvement possible in establishing new units • Survey of the existing and proposed aquaculture farms to select the most suitable location/cluster area for installation of the processing plant.
ii.	Search for the suitable plant for storage of the processed items.	Survey and research to assess the most suitable/feasible type, rough cost estimates and capacity of the store to propose for establishment according to the expected stock for processing.
iii.	Recommendation for the most suitable fish and shrimp of high value species for processing.	Survey and search for the most suitable aquaculture species which are of high value and can be cultured under the local environmental conditions.
iv.	Recommendations for preparation of value added items of fish & shrimp on economic grounds.	Survey and search for production and market scope of value added items of locally produced fish and shrimp. Detail of the items proposed for production to fetch high price in the international market.
v.	Search for most suitable / economical machinery & equipment with rough cost estimates for processing fish/shrimp.	Survey and search for the most economical and feasible machinery and equipment with rough cost estimates for the processing unit under the local environmental conditions.
vi.	Preparation of the feasibility report for establishment of fish/shrimp processing units (2No) on the basis of survey.	Perform calculations, arrange and analyse the collected information. Studies on different models and preparation of the feasibility study report.
vii.	Framing of methodology with terms and conditions for disbursement of financial assistance to the private sector for construction of	<ul style="list-style-type: none"> • Preparation of design specifications of Fish/Shrimp Processing Units • Framing of TORs for investor/farmer for establishment of Fish/Shrimp Processing



	Fish/Shrimp Processing Units under support program	<p>Units under government financial support program.</p> <ul style="list-style-type: none"> • Advertisement for invitation of interested investor • Selection of applicants • Draft of agreement between selected investor and DoF. • Preparation of operational manual. • Monitoring of installation and operation of Fish/Shrimp Processing Units. • Sustainability of processing plant operation after completion of project.
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5- Duration

Overall duration of the assignment shall be 240 days / up to completion of units from commencement of the signing of contract with the consulting firm.

6- Deliverables

Detail of each deliverable is mentioned in activities of tasks at **Sr. No (4)**

“Tasks of consultant firm”:

Deliverable with time line and payment schedule:

Sr. No.	Deliverable	Time line (Days)	Payment Schedule in %age of contract amount
i.	Site/area selection for installation of shrimp hatcheries (2No) high value fish hatcheries (2No) & processing plant (2No).	25	25%
ii.	<ul style="list-style-type: none"> • Preparation of the suitable design for the hatchery, laboratory, office, and allied buildings and ponds of the recommended shrimp and high value fish hatcheries (2No each) with rough cost estimates. • Search for the suitable plant for storage of the processed items. • Recommendation for the most suitable fish and shrimp of high value species for processing. 	20	25%
iii.	• Recommendation for the suitable shrimp and high value fish species to culture and	15	



	sustainable production under local environmental conditions. • Recommendations for preparation of value added items of fish & shrimp on economic grounds.		
iv.	Recommendation for procurement of quality shrimp and high value fish brood stock for successful breeding under local environmental conditions.	15	
v.	Search for most suitable / economical machinery & equipment with rough cost estimates for shrimp hatchery system, high value fish hatchery system and processing plant.	15	
vi.	Preparation of the feasibility report on the basis of detailed survey and study.	15	12.5%
vii.	Framing of methodology with terms and conditions for disbursement of financial assistance to the private sector for construction of shrimp hatchery, high value fish hatchery and processing plant under support program.	135/ up to completion of units	37.5%

Note:

- The detail of each deliverable is mentioned in task and its activities at Sr.# 4
- Deliverable of Sr. No (vii) are linked with the suitable feasibility report of each component of VCD and payment for deliverable (vii) will be made proportionally.

7- Reporting arrangement

The Consulting Firm shall report to Director Fisheries (PM&E)/Project Director, Department of Fisheries, Punjab Lahore.

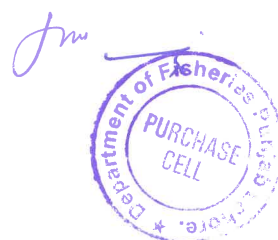
8- Required HR

A- Core team:

The core team of experts for the proposed Consultancy services would be as under but not limited to:

a) Project Manager (Team Leader)

- Must have BS/Ms.c (Zoology/Fisheries & Aquaculture/Biology) /MBA/Statistics/Economics with background in project of feasibility study with respect to its planning, designing and implementation.
- Experienced in appraisal, monitoring, evaluation of similar nature of contract and project management.
- More than 5 years of experience in relevant field.



- Experienced in development/preparation of reports regarding feasibility study
- Must have the ability to review the reports and provide valuable suggestions for the improvement of the sectors.
- Experienced in contract management, contract evaluation, conflict resolution and assessments for contract specifications and variations etc.

b) Data Analyst

- Must have a Master degree in Statistics or Biostatistics.
- Having 3 years' experience of understanding about data analysis.

c) Chemist/Environment Analyst

- Must have a Master degree in Chemistry/Bio chemistry/Environmental sciences.
- Having 3 years' experience of water and soil sampling and analysis

d) Computer Operator

- Must have a Bachelor degree of Computer Science.
- Having 3 years' experience of Data Entry Operator.

B- Technical Teams of Experts

Shrimp breeding and culture Expert

- Must have BS/MSc. (Zoology/Fisheries & Aquaculture/Biology)
- Having expertise in breeding and culture of shrimp species especially Vannamei.
- Having experience of shrimp hatchery operation in foreign country will be preferred.

a) High Value Fish (Sea bass, Grouper etc.) breeding and culture Expert

- Must have BS/MSc. (Zoology/Fisheries & Aquaculture/Biology)
- Having expertise in breeding and culture of High Value Fish species especially Seabass, Grouper or other marine fish species
- Having experience of High Value Fish (especially Seabass, Grouper or other marine fish) species hatchery operation in foreign country will be preferred.

b) Fish/Shrimp processing Expert

- Must have a Bachelor degree in Engineering (Civil/Mechanical/Electrical)
- Having experience of construction or consultancy of meat processing unit
- Having experience of operation of fish/shrimp processing unit will be preferred.

c) Others

- Surveyor, data collectors/field assistants, field men and other staff as per need of each task.

9- Additional Services:

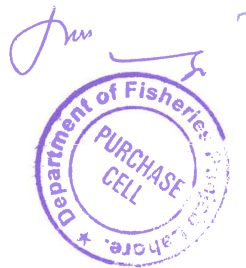
The department will be at liberty to increase or decrease the quantum of the work without assigning any reason.



10- Special Terms and Conditions: -

- i. The Consultant Firm will be responsible for achievement of all technical, and physical targets/objectives within due course of time as per agreement.
- ii. The Consultant Firm will be responsible for all its requirements i.e. members of core team, experts of technical team and their supporting staff, sample analysis, office space, computers, stationary, furniture, conveyance, scientific equipment etc.
- iii. The Consultant Firm will be liable to pay all taxes livable to pay to the Government including IT/PST/GST etc.
- iv. The authenticity of data analysis and feasibility report shall be the sole responsibility of the consultant firm.
- v. Firm will be responsible for:
 - (a) Preparation and presentation of monthly progress report or any review/report requested by the client of the project.
 - (b) Preparation of survey and data collection forms and reports templates.
 - (c) Preparation of design and operating manual of each unit
- vi. With one months' notice from either side, contract may quit.

In case of any dispute, the decision of the Director General Fisheries, Punjab will be the final one.



Section 4:

A. Mandatory Documents/Qualifications

1. Copy of Registration with FBR(NTN).
2. Proof of GST Registration, PRA (PST).
3. Registration with SECP/ Registrar of firm.
4. Registration with relevant professional body, if any.
5. Undertaking regarding no litigation & blacklisting with any public sector organization in Pakistan on judicial stamp paper.
6. Letter of association and JV agreement in case of a JV/consortium of partners.

B. Selection method

Only applicant who achieve the minimum 65% of technical score shall be invited for upcoming RFP.

Evaluation Criteria

	Salient Features	Scoring Criteria	Marks
1	Relevant experience and past performance		20
	Details of similar projects	Maximum 20 marks will be awarded for 1 similar nature consultancy related completed project (attached work order and completion report).	20
2	Capability with respect to Personnel, equipment and plant		65
2.1	Project manager with B.sc/M.sc (Zoology / fisheries & Aquaculture/Biology)/MBA /Statistics/Economics with 5 year relevant experience.		10
2.2	Data Analyst with M.sc in Statistics / Biostatistics with 3 year relevant experience.		10
2.3	Chemist with M.sc in Chemistry / Biochemistry / Environmental Sciences with 3 year relevant experience.		10
2.4	Computer Operator with B.Sc. in Computer Science with 3 year relevant experience.		10
2.5	Shrimp Breeding & Culture expert with BS / Ms.c (Zoology / Fisheries & Aquaculture) with 3 year relevant experience (working in foreign hatchery will be preferred).		10
2.6	Fish / Shrimp processing expert with B.Sc. in Engineering (Civil / Mechanical / Electrical) with 3 year relevant experience.		10
2.7	Note: Qualification marks 30% experience marks 70%. Equipment and plant		5
3	Financial Position		10
	The annual turnover of the firm for last 3 years: Rs. 40 Million (Supported with Audit statement).	Maximum 10 marks will be awarded for Rs. 40 Million less than that shall be awarded proportionally.	10
4	Appropriate Managerial capability		5
	Work plan with timeline		5



Section 5:

Application Form

Form 1

Letter of Application

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

Date:

To:.....

[Name and address of the employer]

Sirs,

1. Being duly authorized to represent and act on behalf of.....(herein after "the Applicant"), and having reviewed and fully understood all the prequalified as an applicant for the following contract (s) under the[name of the Project to be listed by the User /Employer] project:
2. Attached to this letter are copies of original documents defining:
 - a. The Applicant's legal status;
 - b. The principal place of Business; and
 - c. The place of incorporation (for applications who are corporations); or the place of registration and the nationality of the owners (for applicants who are partnerships or individually-owned firms).
3. DOF and its authorized representatives are hereby authorized to conduct any inquiry or investigation 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 demand 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. Applicants and its authorized representatives may contact the following persons for further information. If needed.

Malik Muhammad Ramzan Project Director/ Director Fisheries (PM&E), PIU Lahore	Telephone :03006083484 Email:mraheer@gmail.com
Asif Ali Deputy Director Fisheries, PIU, Lahore	Telephone :03324348643 Email:asifali8647@gmail.com

5. This application is made with the full understanding that:
- Bids by prequalified applicants will be subject to verification of all information submitted for prequalification at the time of bidding;
 - DoF reserves the right to:
 - Amend the scope and value of any contract under this project; in such event bids will only be called from pre-qualified applicants who meet the revised requirements; and
 - Reject or accept all application, cancel the pre-qualification process, and reject applications; and
 - DoF 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 / consortium 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 contact will be.

(a) Signed so as to legally bind all partners, jointly and severally; and

(b) Submitted with a joint venture / consortium agreement providing the joint and several liabilities of all partners in the event the contract is awarded to us.

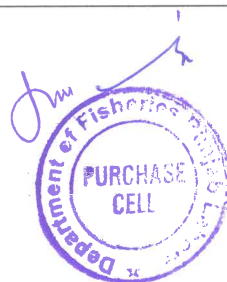
8. The undersigned declare that the statements made the information provided in the duly completed application are complete, true, and correct in every detail.

Signed	Signed
Name	Name
For and on behalf of (name of Applicant or lead partner of a joint venture / consortium)	For and on behalf of (name of Applicant or lead partner of a joint venture / consortium)



Profile Form 2:

Name of Company			
Address of Company			
		Primary Contact	Secondary Contract
	Name		
	Title		
	Phone Number		
	Email Address / Skype		
Year of Registration	Applicant shall submit valid business license.		
Copy of Trade License of Certificate of Incorporation			
Name of parent Company (if Applicable)			
Country of Registration of parent Company (if applicable)			
Countries of operation			



Form 3:

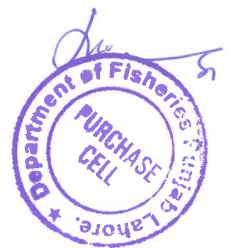
Past experience and list of Referees

Sr. No	Name of Contact Person	Contract Description	Year of Completion	Value of Contract (USD)/PKR	Name of Organization	Email Address	Phone No.

Signature:

Company

Seal:



Name:

Title:

Form 4:**Details of Contracts of Similar Nature with Evidence**

Name of applicant or partner of a joint venture

Use a separate sheet for each contract.

1	Name of Contract
	Country
2	Name of Employer
3	Employer Address -----
4	Nature of works and special features relevant to the contract for which the applicant wishes to pre-qualify ----- -----
5	Contract Role (Tick One) (a) Sole Contractor (b) Sub-contractor (c) Partner in a Joint Venture
6	Value of the total contract (in specified currencies) at completion, or at date of award for current contract Currency..... Currency..... Currency.....
7	Equivalent in Pak/Rs.
8	Capacity of work
9	Date of Award
10	Date of completion
11	Contract duration (years and months) _____ years _____ months
12	Specified Requirements _____ _____ _____

Description of project or other comments

Form 5:

Curriculum Vitae (CV) for proposed professional Staff

1. Proposed position: (within this project) _____
2. Name of Firm: _____

3. Name of Staff: _____
4. Name of Birth: _____
5. Nationality: _____
6. Passport No: _____
7. Education

Degree	Major/Minor	Institution	Date (MM/YYYY)

8. Membership of Professional Associations: _____

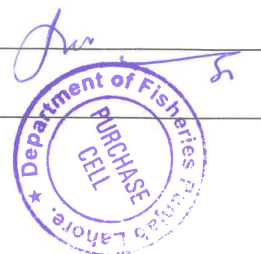
9. Other Training _____

10. Languages: _____
11. Employment record (reverse order):

Employer	Position	From (MM/YYYY)	To (MM/YYYY)

12. Detailed

[List all tasks to be performed under this project.]



13. Work undertaken that best illustrates capability to handle the tasks assigned.

1) Name of assignment or project with cost: _____

Year: _____

Location: _____

Client: _____

Main project features: _____

Positions held: _____

Activities performed: _____

2) Name of assignment or project with cost: _____

Year: _____

Location: _____

Client: _____

Main project features: _____

Positions held: _____

Activities performed: _____

3) Name of assignment or project with cost: _____

Year: _____

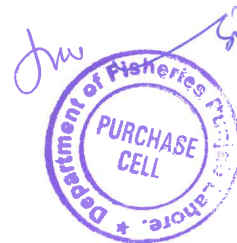
Location: _____

Client: _____

Main project features: _____

Positions held: _____

Activities performed: _____



Form 6:

JOINT VENTURE FORM

[Name and address of the leading Member firm] who for the purpose of this Agreement shall herein after called "Lead Member"

[Name and address of the member firm] Who for the purpose of this agreement shall hereinafter called "Member ". They hereby declare:

1. That they will legalize a joint venture in case that a Contract (for the feasibility reports) _____ is awarded to their group.
2. That they have nominated (name of the Lead member) as the Lead Member of the Joint Venture.
3. That they authorized to act as the Representative on behalf of the Joint Venture) to act as the JV's Repetitive in the name and on the behalf of their Joint Venture.
4. That all members of the Joint Venture shall be liable jointly and severally for the execution of the Contract.
5. That this Joint Venture is constituted for the purpose of the execution of the assignments assigned to them under this contract.
6. That if the Employer accepts the Bid of this Joint Venture it shall not be modified in its composition or constitution until the completion of Contract without the prior consent of the Employer.

