

Pre-Qualification Document (PQD)

For

Hiring of Consultant Firm for

**DEVELOPMENT SCHEME ENTITLED "ESTABLISHMENT OF HATCHERY
FACILITIES FOR PANGASIUS AND OTHER HIGH VALUE FISH SPECIES"**

Government of Punjab



Punjab Fisheries Department

November 2024


Deputy Director Fisheries (P.B.)
Fish Hatchery, Chhosen,
Lahore.

Assignment

**FOR THE BREEDING AND REARING OF PANGASIU FISH SPECIES UNDER
DEVELOPMENT SCHEME ENTITLED "ESTABLISHMENT OF HATCHERY FACILITIES
FOR PANGASIU AND OTHER HIGH VALUE FISH SPECIES"**



**Deputy Director Fisheries (P.B)
Fish Hatchery, Ghaseen,
Lahore.**

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1. Introduction

Presently, carp culture is the major practice of fish farming in Punjab. Though, it is a good source of protein for the local people, but is not feasible for processing and export purposes due to presence of skeletal bones in its meat. Introduction of new species and modern technologies in aquaculture is a global trend and also a dire need of Pakistan.

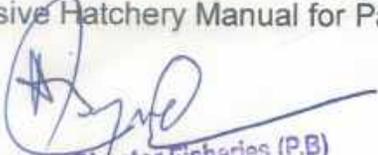
2. Objective of the Assignment:

Availability of fish seed of high value fish species i.e., Pangasius (cat fish). Skill development & capacity building of public and private sector in breeding and rearing of Pangasius & others high value species. Promoting provision of processed fish round the year to the masses, Increase of per capita fish consumption by ensuring the availability of local processed high-quality fish round the year to replace the imported fish products.

3. Scope of Work

During the assignment, the Consultant will provide online guidance on infrastructure up-gradation and/ or designing of new facilities for successful artificial breeding and rearing of Pangasius prior to visiting Pakistan and will undertake various responsibilities of hands on training of departmental personnel on Pangasius including but not limited to the following:

- i. Feed and feeding of broodstock and all other age groups of Pangasius fish.
- ii. Development of mass scale production of live feed organisms such as chlorella rotifers artemia, moina for fry of Pangasius their maintenance and harvesting for use as feed.
- iii. Conduct hands-on training of departmental personnel as master trainers for Pangasius artificial breeding, larval rearing and hatchery management including water quality management.
- iv. Maintenance and training on water quality management and optimal environmental conditions for live feed cultures.
- v. Feeding and rearing of fry and control of cannibalism in cemented and earthen ponds.
- vi. Production pond management for Pangasius fish.
- vii. Develop protocols for optimal survival and growth rates through feeding vis-à-vis optimizing nutritional requirements and disease management.
- viii. Preparation of a comprehensive Hatchery Manual for Pangasius

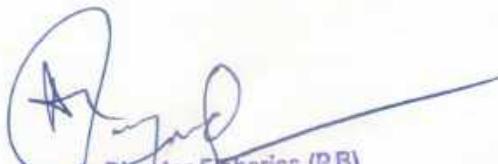

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4. Eligibility Criteria

Only applicant who achieves the minimum 65% shall be invited for up-coming RFP.

A) Mandatory Requirement

1.	Applicant have local firm with a foreign expert.
2.	Certificate of Company's/Firm's Registration/Incorporation under the laws of Pakistan.
3.	Proof of registration with professional bodies if any
4.	Valid Income Tax Registration and Active Status
5.	Valid Sales Tax Registration and Active Status Audited financial reports of last three years.
6.	Undertaking regarding no litigation & blacklisting with any public sector organization in Pakistan on judicial stamp paper
7.	At least one project of foreign of similar nature and complexity to be supported with Completion Certificate.
8.	Letter of consent by the foreign expert.


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B) Technical Evaluation Criteria

	Salient Features	Scoring Criteria	Marks
1	Company's Profile		10
1.1	Provide company profile and location of regional and international offices.	1. Quality Management System (QMS)	3
		2. Firm Organogram	3
		3. List of Permanent Staff	4
2	Experience		40
2.1	Similar project/assignment of local consultant firm	20 marks will be awarded to the local consultant firm having at least 2 similar assignments/ projects in last five years supported with contract agreement and completion certificate. (Proportionately 10 marks per assignment/ projects)	20
2.2	Similar Project of foreign expert	20 marks will be awarded on the basis of foreign consultant having at least 2 similar assignments in last five years supported with contract agreement and completion certificate. (Proportionately 10 marks per assignment/ projects)	20
3	Team Required		40
3.1	Team Leader	Having Master Degree in Project Management or MBA or equivalent Degree with minimum 7 years of experience in Project Management as a Team Leader.	8
3.2	Foreign Fisheries Expert	Foreign Expert having Master's Degree in Fisheries or Aquaculture or Zoology or equivalent with minimum 7 years of international experience in Pangasius breeding	16


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		and rearing.	
3.3	Local Fisheries Expert	Having Master's Degree in Zoology or Fisheries or equivalent or Fisheries and aquaculture or equivalent with minimum 5 years hatchery experience i.e. fish breeding and rearing	8
3.4	Data Analyst/ Computer Operator	Having Bachelor degree in Computer Sciences or in a related field with minimum 3 years of experience as data analyst/ Computer Operator.	8
4	Financial		10
4.1	Financial Capability	Maximum 10 marks will be awarded to the firm for average turnover of last 03 years at least Rs. 20 million (to provide last 03 years revenues/ audited statements)	10
Total Marks=			100


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Human Resource Capacity

List of key personnel having expertise in the relevant profession as per **Annex – A**.
CVs of key personnel shall be presented as per **Annex – B**.

Sr. No.	Proposed Position	Required Qualification	Experience

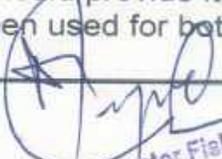
Financial capacity should be supported by Authenticated Audit Financial Statement. In case of a Consortium, financial capability of only the Lead Member will be considered. Annual turnover shall be calculated from the Average annual turnover of last 03 years as per **Annex – C**.

Note:

1. For a consortium, pre-requisites must be fulfilled by the lead as well as partner firms separately. However, in case of a firm outside Pakistan, registration with relevant professional body and exchange commission will be required of their country of origin.

2. Firm Detail

Firm should provide its detail as per **Annex – D**. In this PQD the word Firm has been used for both Firm and Company.


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3. Client Details

Punjab Fisheries Department
Government of Punjab.
Address: 9-A Bahawalpur Road Chouburji, Lahore
Contact No. 042-99212375

4. EOI Deadline

Online submission on E-pak acquisition and disposal system (EPADS)
Last date of submission of online proposal is 27.12.2024 (Friday) till 02.30pm
online proposal shall be opened on the same day 27.12.2024 (Friday) at
03.00pm

Focal Person for Clarification / Coordination:

Name: Saima Sadiq Mir
Designation: Director Fisheries (HM)
Punjab Fisheries Department
Government of Punjab.
Address: 9-A Bahawalpur Road Chouburji, Lahore
Contact No. 042-99213943


DDF(Pb)

5. INSTRUCTIONS FOR SUBMISSION OF EOI APPLICATION

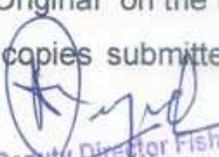
a. Format and Signing of the EOI Application

- b. Each Applicant shall prepare and submit one printed original, two printed copies and one electronic copy (on DVD, CD or USB drive) of its EOI Application, clearly marking each one as "Original", "Copy No. 1", "Copy No. 2", etc., as appropriate. In the event of any discrepancy between the copies and the original, the original shall govern.
- c. The original and all printed copies of the EOI application shall be typed or written in indelible ink. The person or persons duly authorized shall sign the EOI application by:

- EOI application shall be hardbound. Loose paper/ring binding or paper in file will not be acceptable and shall be liable to ineligible.
- Chain marking / numbering of pages of complete EOI.
- Signing/initialing and stamp the all pages of original EOI Application along with appendices.
- The relevant EOI application shall contain no alterations, omissions or additions, unless such corrections are signed by the person or persons duly authorized.
- The information to be provided within the DVD/CD/USB shall contain non-compressed and un-protected files in printable formats. Furthermore, the DVD/CD/USB must be free from virus.

d. Sealing and Marking of EOI Applications

- The Applicant shall seal the original EOI Application and each copy in separate envelopes, each containing the documents specified in the EOI application. The envelope bearing original documents shall mark "EOI Application – Original" on the front.
- Likewise, the copies submitted must mark "EOI Application – Copies" (all duly


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marked as required herein). All the copies and original EOI Application sealed individually should be submitted to the Client Representative enclosed in a single envelop bearing the words "HIRING OF TRANSACTION ADVISER".

- The inner envelope shall each indicate the name and address of the Applicant (in case of a Consortium, the name and address of the Lead Member) to enable the relevant EOI Application to be returned unopened if it is declared "late".
- The DVD/CD/USB requested shall be submitted with the printed EOI Application. For the avoidance of doubt, it is expressly specified that the Prospective Bidders shall not be allowed to submit their EOI Applications by e- mail or fax.

e. Application Submission and Opening of Proposals Date and Time:

Online submission on E-pak acquisition and disposal system (EPADS)
Last date of submission of online proposal is 27.12.2024 (Friday) till 02.30pm online proposal shall be opened on the same day 27.12.2024 (Friday) at 03.00pm

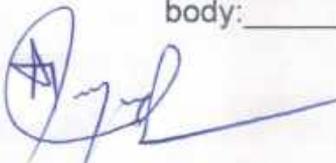
Firm's information

BASIC INFORMATION OF APPLICANT

Prospective Applicant

- (a) Name: _____
- (b) Country of Incorporation: _____
- (c) Address of the corporate headquarters and its branch office (s), Pakistan:

- (d) Date of incorporation and / or commencement of business: _____
- (e) Type (corporation, partnership, etc): _____
- (f) Telephone No: _____
- (g) Cell No: _____
- (h) Fax: _____
- (i) Email: _____
- (j) NTN Registration No. _____ and STN _____
- (k) Registration with professional body: _____



CONSORTIUM MEMBER'S INFORMATION

- (a) Name: _____
- (b) Designation: _____
- (c) Bidder's Company: _____
- (d) Address: _____

- (e) Telephone No: _____
- (f) Cell No: _____
- (g) Fax No: _____
- (h) E-mail Address: _____
- (i) Primary area of business: _____
- (j) NTN Registration No. _____ and STN _____
- (k) Registration with professional body: _____

Details of individual (s) who will serve as the point of contact / communication for the Bidder's company:

- (a) Name: _____
- (b) Designation: _____
- (c) Address: _____

- (d) Telephone No. _____
- (e) Cell No. _____
- (f) E-mail address: _____
- (g) Fax No. _____

Signature & Seal of Authorize Representative


Deputy Director Fisheries (P.B)
Fish Hatchery, Bhaseen,
Lahore.

Index of Key Personnel

S. No.	Name	Qualification	Total Experience in Years	Position Proposed	Current Responsibilities

Note: The firm/company should submit above information through hard copies of the same duly signed along with required supporting documents as prescribed hereunder must be submitted to the office of Director General Fisheries for further evaluation. Above table (template) is just for reference / guidance.

1. The list of key personnel should be in accordance with proposed positions mentioned in Human Resource Capacity.
2. Only one human resource can apply in one sector / sub-sector with single firm against each post. Similarly, one human resource can be quoted/entered by single firm and no other firm can quote/enter that human resource in any sector/sub-sector.
3. It is mandatory for each proposed resource to fulfill minimum eligibility criteria mentioned in this PQD to be qualified for score assignment.


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(CVs of Key Personnel)

Annex-B

CURRICULUM VITAE (CV)

1. **Name of Personnel:** _____
2. **Current Position in the Firm:** _____
3. **Date of Birth:** _____
4. **Nationality** _____
5. **CNIC No (if Pakistani):** _____ **or Passport No:** _____
6. **Education:**

Degree	Major/Minor	Institution	Date (MM/YYYY)

7. **Membership of Professional Associations:** _____
8. **Other Training** [Indicate significant training since degrees under 6 - Education were obtained]:
9. **Languages** [For each language indicate proficiency: good, fair, or poor in speaking, reading, and writing]:
10. **Employment Record** [Starting with present position, list in reverse order every employment held by staff member since graduation, giving for each employment (see format here below):

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

11. Detail of Work Undertaken

Name of assignment or project: _____
 Cost of Project _____ Location: _____
 Date of Start: _____ Date of Completion: _____
 Client: _____ Main project features: _____
 Positions held _____ Activities performed: _____
 Actual time spent on the project: _____ in months.

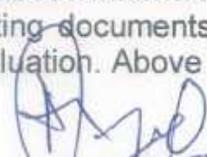
12. Certification:

I, the undersigned, certify that to the best of my knowledge and belief, this CV correctly describes myself, my qualifications, and my experience. I understand that any willful misstatement described herein may lead to my disqualification or dismissal, if engaged.

 [Signature of the proposed staff] Date: _____
 Day/Month/Year

 [Counter Signature of authorized signatory] Date: _____
 Day/Month/Year

Note: The firm/company should submit above information through hard copies of the same duly signed along with required supporting documents must be submitted to the office of Director General Fisheries for further evaluation. Above table (template) is just for reference / guidance.


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Financial Capabilities

Annex-C

Year ¹	Annual turnover
2024-2025	
2025-2026	
2026-2027	

Note: The firm/company should submit above information through hard copies of the same duly signed along with required supporting documents as prescribed hereunder must be submitted to the office of Director General Fisheries for further evaluation. Above table (template) is just for reference / guidance.

1. Data provided under the head of financial capabilities must be supported by the Authenticated Audited Annual Financial Statements.
2. Annual turnover shall be calculated from the Average annual turnover of past 03 years.

Firm Details
Annex-D

Legal Name of Firm	Address	Contact No.	Authorized Personnel Name	Authorized Personnel Contact No.
Lead Firm				
Consortium members				

Note: The firm/company should submit above information through hard copies of the same duly signed along with required supporting documents as prescribed hereunder must be submitted to the office of Director General Fisheries for further evaluation. Above table (template) is just for reference / guidance.

1. In order to assess consortium, pre-requisites must be fulfilled by the lead as well as partner firms separately.
2. In case of a firm outside Pakistan, registration with relevant professional body and exchange commission will be required of their country of origin.


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Annex-E

Check list

I authorized representative of the firm / consortium undertake that the following documents / instructions / information's are mandatory, non-compliance of them will lead to ineligibility and shortlisting applications will be rejected without entering into evaluation process.

- i. Registration with the professional body (e.g. PEC, PCATP, ICAP, ICMA or any professional body etc.)
- ii. Registration with SECP, Registrar of Firms.
- iii. Registered with Federal/Provincial Tax/Revenue Authorities with Active Tax Payer's status.
- iv. Undertaking by the firm on a legal format, that it has not been blacklisted by any Government Agency/Authority nor is under any litigation.
- v. List / CVs of key relevant staff available with the firm.
- vi. The person or persons duly authorized shall sign the EOI application.
- vii. EOI application shall be hard bond. Loose paper or paper in file will not be acceptable and shall be liable to ineligible.
- viii. Chain marking / numbering of pages of complete EOI
- ix. Signing the all pages of original EOI Application; and
- x. Initialing all the pages of the EOI document.
- xi. In case of JV/Consortium, existing agreement / partnership deed or letter of intention to enter into an agreement.
- xii. Undertaking for not having conflict of interest.
- xiii. All Annexes of EOI document.
- xiv. All Affidavits, Power of Attorney and Litigation History.

Signature & Seal of Authorized Representative _____


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Fish Hatchery, Bhasoon,
Lahore.

Affidavit for Non-Blacklisting of Firm

[PRINT ON STAMP PAPER]
Non-judicial stamp paper (with a value of Rs. 100)

Date: _____

AFFIDAVIT

It is hereby solemnly confirmed and declared that M/s _____,
is declaring on oath that the Applicant:

- o is not in bankruptcy or liquidation proceedings;
- o has *never* been declared ineligible/blacklisted by Government / Semi-Government / Agency or Authority or any employer till date due to the any reasons
- o is not making any misrepresentations or concealing any material fact and detail;
- o has not been convicted of, fraud, corruption, collusion or money laundering;
- o is not aware of any conflict of interest or potential conflict of interest arising from prior or existing contracts or relationships which could materially affect its capability to comply with its obligations; and
- o does not fall within any of the circumstances for ineligibility or disqualifications

(Stamp of Company)
(Signatures of Authorized Rep)

Company Name

Attestation by Oath Commissioner and/or Notary Public


Deputy Director Fisheries (P.S.)
Fish Hatchery, Shasoon,
Lahora.

Affidavit for Correctness of Information

[PRINT ON STAMP PAPER]

AFFIDAVIT of MR. _____ S/o Mr. _____, CNIC No. _____ Resident of _____, Pakistan and authorized representative of XYZ company name, _____ (address) _____ ("Company").

I, the above named deponent, do hereby solemnly affirm and declare that:

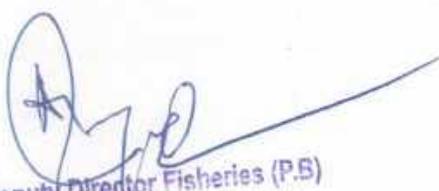
1. I am the [Designation...] of the Company.
2. I am the authorized representative of the Company by virtue of [Board Resolution No., Letter No. etc.....] _____ dated _____.
3. The contents of accompanying [document....] dated along with the supporting documents are true and correct to the best of my knowledge and belief and nothing material or relevant thereto has been concealed or withheld therefrom.
4. I also affirm that all further documentation and information to be provided by me in connection with the aforesaid [document....] shall be true and correct to the best of my knowledge and belief.

DEPONENT

VERIFICATION

It is hereby verified on solemn affirmation at _____, Pakistan on the [date...] that the contents of the above Affidavit are true and correct to the best of my knowledge and belief and that nothing, material or relevant thereto, has been concealed or withheld therefrom.

DEPONENT


Deputy Director Fisheries (P.S)
Fish Haf. Khaseen,
Lahore.

Power of Attorney

[IMPORTANT NOTICE: Power of Attorney to be printed on stamp paper signed and notarized. In the case of a Pakistani Attorney, a copy of his national identity card ("NIC") should be attached with the Power of Attorney. In the case of a non-Pakistani Attorney, a copy of his passport should be attached.]

Instructions for Consultancy Firm/Company

If the Consultation Firms/Companies are a Consortium each firm/company of the Consortium (other than the Lead Consultant) shall furnish a Power of Attorney authorizing the Lead Consultant and on their behalf.

KNOW BY ALL MEN 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 _____ [the Lead Consultant] having its Registered Head Office at []] hereinafter referred to as the "Attorney", to:

- i. sign and submit to the -----, or its authorized nominee the EOI and all other documents and instruments required to submit EOI for Consultancy service for the Assignment of the -----;
- 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 the ----- in connection with the Consultancy service for the Assignment of the ----- ;
- iv. To immediately notify PIEDMC in writing of any impending or actual revocation as well as any change in the terms of this Power of Attorney.

_____ [Insert name of Consortium Firm] does hereby ratify and confirm whatever the Attorney shall do by virtue of these present.

WITNESSES:

[INSERT NAME OF FIRM]

1. _____

For: _____

2. _____

NOTARY PUBLIC


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Litigation History

Name of Applicant or Partner of a Joint Venture

Applicants, including each of the partners of a joint venture, should provide information on any history of litigation or arbitration resulting from contracts executed in the **last five years** or currently under execution. A separate sheet should be used for each partner of joint venture.

Year	Award for Or Against the Applicant	Name of client, cause of litigation, and matter in dispute	Disputed amount (current value PAK Rs. or equivalent)


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