

PREQUALIFICATION DOCUMENT (PQD) ***(Revised)***

***FOR PREQUALIFICATION OF COMPANIES / FIRMS/CONTRACTORS /
MANUFACTURERS / JVs FOR THE WORK***

“Reconciliation Cell intends to prequalify eligible reputed Companies / Firms / Manufacturers/ Contractors/ Joint Ventures for the work which includes designing, procurement, supply, installation, testing, commissioning, sealing & securing of 770 No. GSM/GPRS enabled LT type CT Operated TOU 3-Phase 4-wire (4CTs) 3-element AMI energy meters for load range from 20KW to 500KW against the selected Punjab Government’s electricity connections in LESCO. The work includes communication of data from AMI meters to Meter Data Collection (MDC) to be supplied & installed by the successful bidder at Reconciliation Cell, Energy Department and its further integration with the provided Meter Data Management (MDM) Hardware/Software for customized periodic reports generation. The work also includes training of the professionals / staff / operators and post installation services viz-a-viz operation & maintenance of the complete AMI system during the warranty period of five (05) years.”

UNDER THE PROJECT

“Installation of AMI meters at MDI public connections in LESCO”



SEPTEMBER, 2025

**Director Technical (Reconciliation) / Project Director,
Reconciliation Cell, Energy Department,**

Government of the Punjab, Lahore

House# 27, Jahangir Park, LOS Road, New Mozang, Lahore.

(Ph: 042-99332729-30, Fax: 042-99332730)

(email : cep.ddpr@energy.punjab.gov.pk)

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INVITATION

FOR PRE-QUALIFICATION OF COMPANIES / FIRMS / MANUFACTURERS / CONTRACTORS/JVs FOR INSTALLATION OF MDI AMI CHECK METERS IN LESCO

The Government of Punjab through Reconciliation Cell of Energy Department has decided to install 770 Nos. MDI CT Operated AMI energy meters in series with LESCO (Lahore Electric Supply Company) billing meters, as check meters against Govt. of Punjab electricity connections under the project “Installation of AMI meters at MDI public connections in LESCO”.

2. Reconciliation Cell intends to prequalify eligible reputed Companies / Firms / Manufacturers/ Contractors/ Joint Ventures for the work which includes designing, procurement, supply, installation, testing, commissioning, sealing & securing of 770 No. GSM/GPRS enabled LT CT Operated TOU 3-Phase 4-wire (4CTs) AMI energy meters for load range from 20KW to 500KW against the selected Punjab Government’s electricity connections. The work includes communication of data from AMI meters to Meter Data Collection (MDC) server, along with UDIL compliance, to be supplied & installed by the successful bidder at Reconciliation Cell, Energy Department and its further integration with the provided Meter Data Management (MDM) Hardware/Software for customized periodic reports generation. The work also includes training of the professionals / staff / operators and post installation services viz-a-viz operation & maintenance of the complete AMI system during the warranty period of five (05) years.

3. Prequalification is open for the said work for the Companies/Firms/Contractors Manufacturers/JV who are registered with Pakistan Engineering Council (PEC) in relevant category i.e. C-3 or above **and registered under category M-5 from DISCO/NTDC**. Foreign companies can apply in a joint venture (JV) with the local firm having PEC registration in C-3 category or above and shall also adhere to relevant PEC rules/byelaws/registration policy.

4. Procurement procedure is strictly adopted in accordance with PPRa Rules 2014 (as amended). Interested Parties having relevant experience can participate in E-Tendering and may apply along with all the documents as required in Prequalification Document (PQD) after getting themselves registered on www.punjab.eprocure.gov.pk website by submitting the requisite information.

5. A complete set of PQD (In English) is available on the website of the PPRa (www.ppra.punjab.gov.pk), Energy Department (www.energy.punjab.gov.pk) and e-PADs (<https://punjab.eprocure.gov.pk>). Interested applicant may download the Prequalification document (PQD) from the above-mentioned websites free of cost and participate in the prequalification process.

6. The complete EOI application, in accordance with the instructions provided in the document, shall be submitted online via E-Pak Acquisition and Disposal System (EPADS) portal at <https://punjab.eprocure.gov.pk> by **November 20, 2025**, at **03:00 PM**. The PQDs will be opened on the same day at **03:30 PM** in the presence of bidders or their authorized representatives who wish to attend, at the address mentioned below.

Director Technical (Reconciliation) / Project Director
Reconciliation Cell, Energy Department, Govt. of the Punjab, Lahore,
House #. 27, Jahangir Park, LOS Road, New Mozang, Lahore.
(Office Phone: 042-99332729; Mobile: 0321-5105310)
(email: cep.ddpr@energy.punjab.gov.pk)

SECTION – B

INSTRUCTIONS TO APPLICANTS

B.1 GUIDELINES FOR APPLICATIONS

This Expression of Interest (EOI) serves the purpose of establishing a list of Pre-qualified Contractors / Companies /firms / JV partners that are capable of designing, procurement, supply, installation, testing, sealing & securing of 770 Nos. GSM/GPRS enabled LT type CT Operated TOU, 3-Phase, 4-wire (4CTs) 3-element AMI energy meters for load range from 20 KW to 500 KW against the selected Punjab Government’s electricity connections in series with the LESCO billing meters as “check meters”. The work includes communication of data from AMI meters to Meter Data Collection (MDC) Server, along with UDIL compliance, to be supplied & installed by the successful bidder at Reconciliation Cell, Energy Department and its further integration with the provided Meter Data Management (MDM) Hardware/Software for customized periodic reports generation. The work also includes training of the professionals / staff / operators and post installation services viz-a-viz operation & maintenance of the complete AMI system during the warranty period of five (05) years. These AMI meters would be procured & installed as a single package on National Competitive Bidding (NCB) process under Punjab PPRA Rules, 2014 (Amended to date) and PEC Bye-laws.

The selected Contractor shall establish its two regional offices, one for the region covering the area of jurisdiction of Electric Inspector Lahore Region-1 (i.e. LESCO Circle 1, 3, 6 & 8), and 2nd for region covering the areas of jurisdiction of Electric Inspector Lahore Region-2 (i.e. LESCO Circle 2, 4, 5 & 7). The regional offices will be helpful in rectification of any fault in AMI meters & its allied accessories within 72 hours during the O&M/warranty period of five (05) years from the date of installation of such AMI meters.

B.2 ELIGIBLE APPLICANTS:

- i. All Companies / firms including their joint venture partners should certify that they have not having any conflict of interest in the project activities with the Client or any other agency in Pakistan.
- ii. All Companies / firms including their joint venture partners shall submit affidavits separately that they are not involved in any litigation with any public sector organization in or outside Pakistan.
- iii. *All Companies / firms including their joint venture partners shall submit an Undertaking that no Blacklisting was declared by Energy Department, Govt of Punjab (the Employer) or by Punjab Procurement Regulatory Authority (PPRA)*
- iv. An Applicant shall be an entity (a firm, company or sole proprietorship) or any combination of maximum three entities in the form of a JV (with a formal intent to enter into an agreement for the purposes of the Project or under an existing

- agreement) who submits the Application for the Project.
- v. An Applicant, and all partners constituting the Applicant, shall have the nationality of Pakistan or an eligible country, in accordance with sub-Clause B-2 (viii) (Eligible Countries). An Applicant shall be deemed to have the nationality of a country if the Applicant is a national of that country; or is constituted, incorporated, or registered and operates in conformity with the provisions of the laws of that country.
 - vi. The above requirement shall apply to the determination of the nationality of Applicant as a single entity as well as all JV partners.
 - vii. *A firm that is under a declaration of ineligibility/blacklisting by Energy Department, Govt of Punjab (the Employer) or by Punjab Procurement Regulatory Authority (PPRA), at the date of submission of the Application or thereafter, shall not be considered.*
 - viii. Eligible countries shall be all the countries of the world with whom Islamic Republic of Pakistan has commercial/trade relations and those who are not subject to sanctions imposed by the United Nations Security Council.
 - ix. The applicants should take into account the evaluation criteria laid down in **Section-C**.

B.3 SUBMISSION OF APPLICATIONS

- B.3.1 Applications in accordance with the instructions provided in the document, shall only be submitted online via the E-Pak Acquisition and Disposal System (EPADS) portal at <https://punjab.eprocure.gov.pk> No hard copies are permitted.
- B.3.2 The requisite proformas for submission of application must be filled in properly as provided at **Appendix-A**.
- B.3.3 The Applicant shall upload the original Application via EPADs portal which shall:
 - a) bear the name and address of the Applicant;
 - b) be addressed to the Employer as stated above (in Section-A); and
 - c) bear the specific identification of this pre-qualification process indicated in the PQD.
 - d) Same shall be uploaded before the closing date & time on EPADs portal of PPRA.
- B.3.4 If the prequalification proposal is not uploaded on the EPADs as required, the Employer will assume no responsibility for the Application, or any documents forming a part thereof.
- B.3.5 The name and mailing address of the Applicant shall be clearly marked on the proposals and the submitted proposals must be in a readable format. Non-compliance of the above requirement may result in the rejection of the Application.
- B.3.6 The Applications shall be prepared in the English language. The Applications shall be in the form specified herein, including the forms attached in the

Appendices. Information in any other language shall be accompanied by its translation in English. Non-compliance of the above requirement may result in the rejection of the Application.

- B.3.7 The Employer shall only consider the prequalification applications that are submitted via EPADs portal.
- B.3.8 Applicants may request the office of the Employer for any clarification only via EPADs about the Project or the PQD before not later than seven (7) days before the deadline for submission of Application. The clarifications will be submitted and addressed via EPADS only.
- B.3.9 Applicants must have complete knowledge about the climate & working conditions and the local applicable laws in Pakistan to undertake the project.
- B.3.10 A pre-qualified Company / firm or a member of a pre-qualified JV shall participate in one bid only at the time of submission of bids after the prequalification process. If any prequalified bidder submits more than one bid, singly or as a JV partner, all bids submitted by him, shall be considered as rejected. This condition will not apply in respect of bids which include specialist sub-contractors who are hired for specific services by more than one bidder.

B.4 Joint Venture (JV)

B.4.1 Joint Venture must comply with the following requirements:-

- a. Following are minimum qualification requirements:-
 - (i) The members of the joint venture shall not be more than three (3).
 - (ii) The JV is considered as **one applicant**. The lead partner of the JV shall secure at least fifty (50) percent of the maximum points against qualification / evaluation criteria.
 - (iii) **If scope of work is divided among** JV partners then each of the partners shall secure at least Twenty five (25) percent of the maximum points, against qualification / evaluation criteria, else point (ii) is applicable.
 - (iv) The JV must **collectively** satisfy the qualifying / evaluation criteria for which purpose the relevant figures for each of the partners shall be added together to arrive at the JV's total capacity.
- b. Change in Joint Venture shall be discouraged. If any such situation arises the applicant's qualification shall be re-assessed and any change in a prequalified JV after prequalification, shall be subject to the written approval of the Project Director prior to the deadline for submission of bids. Such approval may be denied if:-
 - (i) Partner(s) withdraw from a JV and remaining partners do not meet the qualifying requirements;
 - (ii) The new partners to a JV are not qualified individually or as another JV.
- c. Bid shall be signed by all members in the JV so as to legally bind all partners, jointly and severally, and any bid shall be submitted with a copy of the JV agreement providing the joint and several liabilities with respect to the completion of contract.

B.4.2 The prequalification of a JV does not necessarily prequalify any of its partners individually or as a partner in any other JV. In case of dissolution of a JV, each one of the constituent firms may prequalify if they meet all the prequalification requirements and any partner of J.V has requested/shall request for the same and then his prequalification shall be subject to the written approval after evaluation from Client (Project Director).

B.5 CONFLICT OF INTEREST:

B.5.1 The Employer considers a conflict of interest as a situation in which a party's interests could improperly influence their performance of official duties, contractual obligations, or compliance with laws and regulations.

B.5.2 The Employer shall take appropriate step(s) to manage such conflicts of interest. This may include rejecting a proposal for award of the Project if it determines that a conflict has compromised the integrity of the procurement process. Additionally, the Employer may require disclosure of conflict(s) or implement mitigation strategies as deemed necessary.

B.6 Updating Prequalification Information

B.6.1 At the bidding stage the prequalified applicants shall be required to update the financial, personnel and equipment information used for prequalification, to confirm their continued compliance with the qualification criteria and verification of the information provided at the time of prequalification. A bid shall be rejected if the Applicant's qualification thresholds are no longer met at the time of bidding.

B.7 Other Factors

B.7.1 Only firms and JV that have been prequalified under this procedure shall be invited to bid via EPADs. A qualified firm or a member of a qualified JV may participate only in one bid for the contract. If a firm submits more than one bid, singly or as a JV, all bids including that bidder will be rejected. This rule will not apply in respect of bids which include specialist sub-contractors who are used by more than one bidder provided that there is no conflict of interest.

B.7.2 The procuring agency reserves the right to:-

- a. Amend the scope and value of any contract(s) to be bid, in which event Bid shall be floated to all the pre-qualified bidders in the manner it was originally floated.
- b. Cancel the prequalification process and reject all applications. The Client shall neither be liable for any such actions nor be under any obligation to inform the Applicant of the grounds for rejection, however, may be apprised if deemed appropriate. (The procuring agency shall upon request communicate to any bidder the grounds for its rejection of all bids or proposals, but shall not be required to justify those grounds.)

- B.7.3 Each form shall be duly signed by the Applicant or by the duly authorized representative of the Applicant. Such authorization shall be supported/indicated by a written power of attorney which shall be attached with the Application.
- B.7.4 The power of attorney shall be duly notarized and attested (in case of foreign entity: notarized from Notary Public and attested from Ministry of Foreign Affairs and Pakistani Embassy), stamped, and signed by all partners, indicating that the person(s) signing the Application has(ve) the authority to sign the Application for prequalification.
- B.7.5 To assist in the evaluation of Applications, the Employer may, at any stage during the course of the pre-qualification process, ask any Applicant for additional information or supporting documentation in respect of any matter associated with the documentation submitted by the Applicant in its application. If an Applicant does not provide additional information or clarifications of the information requested by the date and time set in the Employer's request for clarification, its application may be rejected.
- B.7.6 At any time no later than 7 days prior to the deadline for submission of applications, the Employer may, for any reason, whether at its own initiative or in response to a clarification requested by a prospective Applicant, modify the PQD by issuing addendum via EPADs.
- B.7.7 Any addendum issued through EPADs shall form an integral part of the PQD. It shall be the responsibility of prospective Applicants to remain updated regarding the subject assignment by regularly visiting the EPADs portal.
- B.7.8 The result of the evaluation of applications will be communicated to all Applicants via EPADs, in due course of time.

B.8 MANDATORY REQUIREMENTS:

The applicants who do not meet following mandatory requirements will be considered as non-responsive and shall not be eligible for further marking evaluation (relevant documents must be attached):

- i) For all local bidders, the applicant should be duly enlisted / licensed by the Pakistan Engineering Council (PEC) in the C-3 category and registered under category M-5 from DISCO/NTDC. In case of having no license from PEC and DISCO/NTDC, then the Company/firm/JV shall be disqualified in the prequalification. In case an international party is desirous of getting prequalified, then proof of their affiliation / registration from their respective country's legal and professional body shall have to be provided. However, the international party shall

- submit a JV agreement with local partner(s) having PEC license of C-3 category (copy of the certificates must be attached).
- ii) The applicant should be duly enlisted in his country with the concerned registering bodies – for International Partner Company only. They have to provide registration/affiliation with any such international agency(cies) located in their relevant country of origin. Applicants business license, should be duly Notarized as per International practices. In case of having no registration or enlistment from relevant authorities of their country of origin, then the Company/firm/JV shall be disqualified in the prequalification.
 - iii) A foreign Company applicant is entitled to apply for prequalification only in a JV with Pakistani Company, in accordance with the provisions of relevant PEC-By laws. A copy of JV agreement shall be attached with this EOI (In case of JV Partners only). Non- compliance of this clause by the Company/firm/JV shall be disqualified in the prequalification.
 - iv) The Applicant must have Active Registration with FBR (NTN & STRN).
 - v) The Applicant must have Active Registration with Punjab Revenue Authority /relevant authority.
 - vi) Registration with SECP / Registrar of Firms.
 - vii) The Applicant shall not involved in any litigation with any public sector organization in or outside Pakistan. (Affidavit required)
 - viii) *The Companies / Firms / JV including their subsidiaries and subcontractors who are black listed by Energy Department, Govt of Punjab (the Employer) or by Punjab Procurement Regulatory Authority (PPRA), shall not be eligible for participation in this prequalification. (Affidavit Required).*

B.9 Redressal of Grievances

Client in accordance with the provisions of Punjab Procurement Regulatory Authority (PPRA) Rules, 2014 (Amended) shall constitute a Grievance Redressal Committee comprising of odd no. of persons with proper powers and authorization to address the complaint if any with the following mandate;

- i. Any Applicant feeling aggrieved by any act of the procuring agency after the submission of bid may lodge a written complaint concerning his grievances not later than ten (10) days after the announcement of the applicant evaluation report.
- ii. The Committee shall investigate and decide upon the complaint within fifteen (15) days of the receipt of the complaint.
- iii. Mere fact of lodging of a complaint shall not warrant suspension of the procurement process.

SECTION-C**EVALUATION CRITERIA FOR PRE-QUALIFICATION****C.1 EVALUATION CRITERIA**

The EOIs shall be evaluated on the basis of following criteria and production of relevant record.

S. #	Salient Feature	Maximum Marks
1	General Experience (Total Marks =35) a) Projects of similar nature completed over last ten (10) years b) Projects of similar nature in hand c) Experience of works related to project but not basic part. d) Status of enlistment with Government Organizations and other agencies	10 10 10 05
2	Technical Approach for the project (Total Marks =10)	10
3	Personnel Capabilities (Total Marks 20) i) Qualified Engineers a. No. of Engineers b. Experience of Engineers in no. of years ii) I.T Experts a. No. of I.T Experts b. Experience of IT Experts in no. of years iii) Diploma Engineers/Technicians a. No. of Diploma Engineers / Technicians b. Experience of Diploma Engineers / Technicians in no. of years	05 03 03 03 03
4	Equipment Capabilities (Total Marks 10)	10
5	Financial Position (Total Marks 25) a) Available Average available Working Capital: b) Average Annual Turnover:	15 10
Total		100

Prequalification status shall be decided on a Pass/Fail basis. The minimum score required to get prequalified is **60 marks** with minimum 20 marks in Sr#1 of C-1 (General Experience). The firms obtaining less than **60 marks** in Evaluation of EOIs shall be declared as Not- Prequalified.

C.2 EXPLANATION FOR MARKS DISTRIBUTION

1. General Experience (Total Marks 35)

Sr. No.	Description	Marks Assigned	Explanation for Marks distribution
a)	Projects of similar nature completed during last ten (10) years <i>Note: Installation of at least 200 AMI/AMR meters and its communication with MDC and integration with MDM etc. shall be considered as ONE complete similar nature project for evaluation purpose.</i>	10	<ul style="list-style-type: none"> Full marks will be given in case of 04 projects or more in last ten (10) years For less than 04 projects completed, following weightage will be applied. $10 \times (A/4)$ A = No. of projects of similar nature completed in last ten years
b)	Projects of similar nature In-hand <i>Note: Installation of at least 200 AMI/AMR meters and its communication with MDC and integration with MDM etc. shall be considered as ONE complete similar nature project for evaluation purpose.</i>	10	<ul style="list-style-type: none"> Full marks will be given in case of 04 or more projects in hand For less than 04 projects in-hand, following weightage will be applied $10 \times (A/4)$ A = No. of projects of similar nature in-hand
c)	Experience of Works related to project but not basic part	10	<ul style="list-style-type: none"> Full marks will be given in case of 04 or more projects of almost similar nature but not basic part in last five (05) years. For less than 04 projects, following weightage will be applied. $10 \times (A/4)$ A = No. of projects of similar nature Completed in last five years
d)	Enlistment record with Government Organizations & other agencies	05	01 mark for each enlistment up to maximum of five enlistments.
Total Marks Allocated =		35	

2. TECHNICAL APPROACH (Total Marks =10)

Sr. No.	Description	Marks Assigned
(a)	Proposal of Designing and manufacturing of AMI energy meters	02
(b)	Proposal of installation of AMI energy meters	02
(c)	Proposal of installation of MDC and its handling software and integration with MDM for end user.	03
(d)	Proposal of WEB/GSM enabled connectivity from AMI meter to Server / AMI System	01
(e)	Proposal of post installation operation & maintenance of the system	02
Total Marks allocated		10

3. PERSONNEL CAPABILITIES (Total Marks =20)

Sr. No.	Description	Marks Assigned	Explanation for Marks Obtained
i)	<p>Qualified Engineers</p> <p>a. Number of Engineers</p> <p>b. Experience of Engineers in no. of years</p>	08	<p>a. <u>Strength of Engineers (05 Marks)</u></p> <ul style="list-style-type: none"> 05 marks will be given if the total No. of Engineers are 05 Nos. or above. For less than 05 no of Engineers, marks will be given as per following formulas: $(A/5) \times 5$ A = No. of Engineers <p>b. <u>Experience (03 Marks)</u></p> <ul style="list-style-type: none"> 03 marks will be given if the Applicant has at least three (03) Engineers having individual experience of at least 05 years or above. For less than 03 No. of Engineers having individual experience of 05 years, marks will be given as per following formulas: $(A/3) \times 3$ A = No. of Engineers having individual experience of 05 years or above.
ii)	<p>I.T Experts in Employment of the Firm</p> <p>a. Number of I.T Experts</p> <p>b. Experience of IT Experts in no. of years</p>	6	<p>a. <u>Strength of IT Experts (03 Marks)</u></p> <ul style="list-style-type: none"> 03 marks will be given if the total No. of IT Experts are 03 Nos. or above. For less than 03 no. of IT Experts, marks will be given as per following formulas: $(A/3) \times 3$ A = No. of IT Experts <p>b. <u>Experience (03 Marks)</u></p> <ul style="list-style-type: none"> 03 marks will be given if the Applicant has at least (03) IT Experts having individual experience of at least 02 years or above. For less than 03 No. of IT Experts having individual experience of 02 years, marks will be given as per following formulas: $(A/3) \times 3$ A = No. of IT Experts having individual experience of 02 years or above.
iii)	<p>Diploma Engineers/ Technicians in Employment of the Firm</p> <p>a. Number of diploma Engineers / Technicians</p> <p>b. Experience of diploma Engineers/ Technicians in number of years</p>	6	<p>a. <u>Strength of Associate Engineer (03 Marks)</u></p> <ul style="list-style-type: none"> 03 marks will be given if the total No. of Diploma of Associate Engineers (DAE)/ Technicians (B.Sc.) are 03 nos. or above. For less than 03 No. of DAE / Technicians (B.Sc), marks will be given as per following formulas: $(A/3) \times 3$ A = No. of DAEs <p>b. <u>Experience (03 Marks) :</u></p> <ul style="list-style-type: none"> 03 marks will be given if the individual experience of at least 03 No. of DAE/ Technicians (B.Sc.) is equal to 02 years or above. For less than 03 No. of DAE/Technicians (B.Sc) having

Sr. No.	Description	Marks Assigned	Explanation for Marks Obtained
			individual experience of 02 years, marks will be given as per following formula: (A/3) x 3 A = No. of individual DAE /Technicians having experience of 02 years or above.
Total Marks Allocated =		20	

4. EQUIPMENT CAPABILITY (Total Marks =10)

Sr. No.	Description	Marks Assigned	Explanation for Marks Obtained
1	Firm / JV having Manufacturing facility of AMI meters	04	04 marks for AMI meter
2	Firm / JV having Manufacturing & development facility of server/MDC hardware/software	04	04 marks for server/ MDC hardware /software
3	Firm / JV having development facility of WEB / GSM interconnectivity	02	02 marks for inter connectivity
Total Marks Allocated =		10	

5. FINANCIAL POSITION (Total Marks =25)

Sr. No.	Salient Feature	Maximum Marks
i)	<p>Available Average Working Capital. This shall be calculated as follows: Working Capital = Current Assets – Current Liabilities <u>or</u> Working Capital = Available Credit Line (Average of Annual Audited Reports of Last 3 years shall be considered)</p>	
	<p>Marks distribution</p> <ul style="list-style-type: none"> 15 marks will be given if the available average working capital for last three years or available bank credit line limit is equal to 250 million PKR or above. For limit, less than 250 million PKR, following weightage will be applied 15 x (A/250) A= Average working capital for last three years OR Available Bank Credit Line Limit 	15

ii)	Average Annual Turnover (Average of Annual Audited Reports of Last 3 years shall be considered)	
	Marks distribution <ul style="list-style-type: none"> • 10 marks are given if the average annual turnover for last three years is equal to 350 million PKR or above. • For the turnover, less than 350 million PKR following weightage will be applied $10 \times (A/350)$ A = Average Annual Turnover in last three (03) years certified from Audited financials. 	10
	Sub-Total	25

Total Marks of Above 05 categories = 100

Passing Marks = 60 with minimum 20 marks in Sr#1 of C-1 (General Experience).

APPENDIX-A

FORMAT OF EOI APPLICATION

Form 1

Letter of Application

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

Date:.....

To:

.....
[name and address of the Employer]

Sirs,

1. Being duly authorized to represent and act on behalf of (hereinafter “the Applicant”), and having reviewed and fully understood all the prequalification information provided, the undersigned hereby apply to be prequalified as a bidder for the following contract(s) under the*[name of the Project to be listed by the User]:*

Contract No.	Description of Contract
	<p>“Designing, procurement, supply, installation, testing, commissioning, sealing & securing of 770 No. GSM/GPRS enabled LT type CT Operated TOU 3-Phase 4-wire (4CTs) 3-element AMI energy meters for load range from 20KW to 500KW against the selected Punjab Government’s electricity connections in LESCO. The work includes communication of data from AMI meters to Meter Data Collection (MDC), along with UDIL compliance, to be supplied & installed by the successful bidder at Reconciliation Cell, Energy Department and its further integration with the provided Meter Data Management (MDM) Hardware / Software for customized periodic reports generation. The work also includes training of the professionals / staff / operators and post installation services viz-a-viz operation & maintenance of the complete AMI system during the warranty period of five (05) years.”</p>

{Note: The Applicant is to delete, any contract for which he does not wish to prequalify, and sign & date the deletion. If the prequalification refers to only one contract, delete this note and spaces for additional contract references}.

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 applicants who are corporations); or the place of registration and the nationality of the owners (for applicants who are partnerships or individually-owned firms).
3. Your department & its authorized representatives are hereby authorized to conduct any inquiries or investigations to verify the statements, documents, and information submitted in connection with this application, and to seek clarification from our bankers and clients regarding any financial & technical aspects. This Letter of Application will also serve as authorization to any individual or authorized representative of any institution referred to in the supporting information, to provide such information deemed necessary and requested by yourselves or the authorized representatives to verify the statements and information provided in this application, or with regard to the resources, experience, and competence of the Applicant.
4. Your department & its authorized representatives may contact the following persons for further information, if needed.

General and Managerial Inquiries	
Contact 1	Name Telephone 1 email 1
Contact 2	Telephone 2 email 2

Personnel Inquiries	
Contact 1	Name Telephone 1 email 1
Contact 2	Telephone 2 email 2

Technical Inquiries	
Contact 1	Name Telephone 1 email 1
Contact 2	Telephone 2 email 2

Financial Inquiries	
Contact 1	Name Telephone 1 e.mail 1
Contact 2	Telephone 2 e.mail 2

5. This application is made with the full understanding that:
- (a) bids by prequalified applicants will be subject to verification of all information submitted for prequalification at the time of bidding;
 - (b) your Department reserves the right to:
 - (i) amend the scope and value of any contract under this project; in such event bids will only be called from prequalified bidders who meet the revised requirements; and
 - (ii) reject or accept any application, cancel the prequalification process, and reject applications under Punjab PPRA Rules, 2014 (Amended); and
 - (c) your Department shall not be liable for any such actions and shall be under no obligation to inform the Applicant of the grounds for actions at 5(b) here above.
 - (d) your Department shall not be liable for consequence of, and shall be under no obligation to inform the applicant of the grounds for, actions taken under para 5(b) here above.

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

6. Appended to this application, we give details of the participation of each party, including capital contribution and profit/loss agreements, to the joint venture. We also specify the financial commitment in terms of the percentage of the value of the (each) contract, and the responsibilities for execution of the (each) contract.
7. We confirm that in the event that we bid, that bid as well as any resulting contract will be.
- (a) signed so as to legally bind all partners, jointly and severally; and
 - (b) submitted with a Joint Venture agreement providing the joint and several liability of all partners in the event the contract is awarded to us.
8. The undersigned declare that the statements made and the information provided in the duly completed application are complete, true, and correct in every detail.

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

Form 2

General Information

All individual firms and each partner of a joint venture applying for prequalification are requested to complete the information in this form. Nationality information is also to be provided for foreign owners or applicants who are forming part of the Joint Ventures as required under the PEC Bye-Laws as a Partnership/Joint Venture.

1.	Name of Firm	
2.	Head Office Address	
3.	Telephone	Contact Person: Name: Title:
4.	Fax	Telex Email
5.	Place of Incorporation/Registration	Year of incorporation/registration

<i>NATIONALITY OF OWNERS</i>		
	<i>NAME</i>	<i>NATIONALITY</i>
1.		
2.		
3.		
4.		
5.		

Form 3

General Experience Record

Name of Applicant or partner of a joint venture

All individual firms and all partners of a joint venture are requested to complete the information in this form. The information supplied should be the annual turnover of the Applicant (or each member of a joint venture), in terms of the amounts billed to clients for each year for work in progress or completed over the past ten (10) years.

Use a separate sheet for each partner of a joint venture.

Annual Turnover		
Year	Turnover (in actual currency)	Equivalent Rupees in Millions.
1.		
2.		
3.		

Joint Venture Summary

(Attach copy of Joint Venture Agreement)

Names of all Partners of a Joint Venture	
1. Lead Partner	
2. Partner	
3. Partner	
4. Partner	

Total value of annual turnover, in terms of work billed to clients,

Annual Turnover Data (Equivalent in Pak Rupees, Millions)						
Partner	Form 3 Page No.	Year 1	Year 2	Year 3		
1. Lead Partner						
2. Partner						
3. Partner						
4. Partner						
Total:						

Particular Experience Record

Name of Applicant or partner of a joint venture

To prequalify, the Applicant shall be required to pass the specified requirements applicable to this form, as set out in the PQD.

On a separate page, using the format of Application Form 6, each applicant or partner of a Joint Venture is required to list all contracts of a value equivalent to Pak Rs.-(User/Employer to provide the amount) million, of similar nature and complexity to the contract for which the Applicant wishes to qualify, undertaken during the last ten (10) years. The information is to be summarized, using Application Form 7, for each contract under execution by the Applicant or by each partner of a Joint Venture.

Form 6

Details of Contracts of Similar Nature Completed

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 prequalify
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.	Date of Award
9.	Date of Completion
10.	Contract Duration (Years and Months) _____ Years _____ Months

Summary Sheet: Current Contract Commitments / Works in Progress

Name of Applicant or partner of a joint venture

Applicants and each partner to an application should provide information on their current commitments on all contracts that have been awarded, or for which a letter of intent or acceptance has been received, or for contracts approaching completion, but for which substantial Completion Certificate has yet to be issued.

Name of Contract	Value of Outstanding work (Equivalent Pak Rs. Millions)	Estimated Completion Date
1.		
2.		
3.		
4.		
5.		
6.		

Form 8

Personnel Capabilities

Name of Applicant

For specific positions essential to contract implementation, Applicants should provide the names of at least five candidates qualified to meet the specified requirements stated for each position. The data on their experience should be supplied on separate sheets using one Form for each candidate (Application Form-8).

1.	Title of Position
	Name of Person
	Relevant Experience
2.	Title of Position
	Name of Person
	Relevant Experience
3.	Title of Position
	Name of Person
	Relevant Experience
4.	Title of Position
	Name of Person
	Relevant Experience

Summary of Personal

<i>Name of Applicant</i>

Position		
Candidate information	1. Name of Candidate	2. Date of Birth
	3. Professional Qualification	
Present employment	4. Name of employer	
	Address of employer	
	Telephone	Contact (manager/personnel officer)
	Fax	Telex
	Job title of candidate	Years with present employer

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

Month/ Dates/Years		Company / Project / Position / Relevant technical and management experience
From	To	

Financial Capability

Name of Applicant or Partner of a Joint Venture

Applicants, including each partner of a joint venture, should provide financial information to demonstrate that they meet the requirements. Each applicant or partner of a joint venture must fill-in this form. If necessary, use separate sheets to provide complete banker information. A copy of the audited balance sheets should be attached.

Banker	Name of banker	
	Address of banker	
	Telephone	Contact name and title
	Fax	Telex

Summarize actual assets and liabilities in Pak Rupees (Equivalent at the current rate of exchange at the end of each year) for the previous three years.

Financial information in Pak Rs. or equivalent	Actual: previous three year				
	1	2	3		
1. Total assets					
2. Current assets					
3. Total liabilities					
4. Current liabilities					
5. Profits before taxes					
6. Profits after taxes					

Source of financing	Amount (Pak Rs. or equivalent)
1.	
2.	
3.	

Attach audited financial statements for the last three years (for individual applicant or each partner of joint venture).

Firms owned by individuals, and partnerships, may submit their balance sheets certified by a registered accountant, and supported by copies of tax returns, if audits are not required by the laws of their countries of origin in case of foreign firms.