

CONSTRUCTION & RENOVATION OF BOK BRANCHES / OFFICES
FRAME WORK CONTRACT

FOR THE YEAR 2019

(To be filled by the Contractor / Firm)

Name of the Firm: _____

Contact Person: _____

Current Office Address: _____

Office Telephone: _____

Cell No: _____

Mandatory Requirements:

1. PEC Registration (Yes/No): _____

2. PEC Registration Renewed: _____

3. Overall Construction Experience: _____

4. Registration with KPRA (Yes/No): _____

5. Affidavit on Stamp paper
For registration with KPRA: _____

6. NTN No: _____

7. Sales Tax No: _____

Note: The above requirements are mandatory and firm will be considered as disqualify on non-availability of the same and will not be entertained in further bid competitive process. Any missing documents will not be accepted after bid opening. If the firm applied for renewal of PEC registration then “Applied for Registration” documents shall be attached.

Sign & Official Stamp

**CONSTRUCTION & RENOVATION WORKS
FRAME WORK CONTRACT (KPPRA Rule 31A)
SINGLE STAGE-TWO ENVELOPE BIDDING (KPPRA Rule-14 2b)
FOR THE YEAR 2019**

The Bank of Khyber intends to construct and renovate new & existing branches and offices (all over Pakistan) in the year 2019. For the said purpose, The Bank of Khyber invites applications along with complete profile for PROJECT LOTS (From Lot-1 To Lot-5) as per Single Stage – Two Envelop Bidding Procedures.

The applications must reach on the below mentioned address on or before **31 December 2018 (12:30 PM)-Bid opening time 01:00 PM** along with complete profile and details including the following.

- Full name, address with contact numbers of person (s) duly authorized by firm to whom future correspondence be made, CNIC photocopy of CEO/Attorney holder, Status of Firm, date of registration.
- Legal status along with proof of registration with PEC and enlistment with the concerned provincial Government PE.
- Proof of valid/renewed relevant registration
- Proof of being a taxpayer.
- Registration with KPRA. Affidavit on Stamp paper for registration with KPRA.
- Organizational profile, relevant experience, past performance, list of clients and references
- Proof of staff employed by the firm.
- Existing capabilities with respect to technical personnel, computing and engineering equipment, machinery and plant as may be the case
- Financial position for the last three years including bank statements and audited reports by an external auditor
- List of contracts in hand and completed during the past three years along with its cost and user satisfaction certificates. Work orders of different PEs of different projects.
- Undertaking on the judicial paper that the firm was never blacklisted by any of the Govt. dept./ organization in the past.
- Applicants with joint ventures would be accepted/entertained with necessary joint venture documents.
- Any other factor that a procuring entity may deem relevant, and is duly included in the bid solicitation documents, depending on the nature and complexity of the contract but not inconsistent with the Act and these rules.

Rules & Regulations:

- Any concealment about the information / detail mentioned above will result in disqualification of the firm / contractor. Missing documents will not be accepted / entertained from any firm after bid opening
- Applicants / firms are required to give guarantee / under taking on stamp paper that they have carefully studied the tender notice and they will abide the rules and regulations.
- All KPPRA rules are applicable.
- Registration with KPRA is mandatory. The firm shall provide under taking on judicial paper that the firm will register with KPRA if qualified and before award of contract.
- Fixed **Rs.250,000/-** as a bid security must be attached with the financial bid envelope.
- The winner firm will submit Fixed **Rs.500,000/-** as performance bank guarantee.
- All relevant documents are available at BOK website:www.bok.com.pk and also can be obtained from under sign on worth of **Rs.1500/-**.

- A single firm can be applied for all project lots.
- Contract can be awarded to a single firm for a single project lot or more project lots.
- Each bid shall comprise a single package containing two separate envelopes. Each envelope shall contain separately the technical proposal and the financial proposal.
- The envelopes shall be marked as technical proposal and financial proposal in bold and legible letters to avoid confusion.
- The financial proposal shall contain the price quoted by the bidders and be retained in the custody of the procuring entity without being opened.
- The procuring entity will evaluate the technical proposal on the basis of specified criteria available at BOK website without reference to the price and reject any proposal which does not confirm to the specified requirements. During the technical evaluation, no amendments in the technical proposal shall be permitted. A list of technically qualified bidders will be finalized in this manner. The firms obtained 70 marks and above out of 100 will be considered technically responsive.
- After the evaluation and approval of the technical proposals the procuring entity, will at a time within the bid validity period, publicly open the financial proposals of the technically accepted bids only. The financial proposals found technically non-responsive shall be returned un-opened to the respective bidders.
- The lowest responsive bid will be accepted.
- The contract will be awarded to winner firm of each or all project lots for a year 2019 and winner firm will be responsible to complete the projects when and as required.
- LOT-1, LOT-2 & LOT-3 contracts will be awarded on square ft basis and for the same take guidance from the new developed TYPICAL BOQ. The winner firm of the respective lot will renovate all the branches during year 2019 without further calling quotation. The per square ft rate will be fixed for the year 2019.
- LOT-4 is for full branch and partial branch renovation on ITEM RATE basis. The winner firm will renovate the branches on ITEM RATE BASIS throughout Pakistan without calling quotation. The rate will be fixed for the year 2019.
- LOT-5 is only for repair & maintenance works and the contractor will be responsible for repair works of branches & offices throughout Pakistan.

Head General Administration Division

The Bank of Khyber

29-A, The Mall, Peshawar Cantt

Ph: 091-5273116

**ELEGIBILITY CRITERIA (MANDATORY REQUIREMENTS)
CONSTRUCTION & RENOVATION OF BOK BRANCHES / OFFICES
FRAME WORK CONTRACT**

FOR THE YEAR 2019

(To be filled by the Procuring Entity, The Bank of Khyber)

S.N	Mandatory Requirements	Points Criteria / Marks Distribution			Remarks
		Yes	No		
1	PEC Registration (Copy shall be attached)	Yes	No		
2	Renewed PEC Certificate (Copy shall be attached)	Yes	No	Applied for registration	
3	Registration with KPRA (Copy shall be attached)	Yes	No	Undertaking Attached	
Final Recommendations / Remarks:				Eligible	
				Not Eligible	

Terms & Conditions (Eligibility Criteria):

1. All points of eligibility criteria (S.N 1,2 &3) shall be yes.
2. Any of the above points (S.N1, 2, & 3) marked as No, the firm will be considered as disqualified.
3. The not eligible firms' applications will be rejected and will not be considered in further bidding process.

EVALUATION CRITERIA (MARKS SHEET)
CONSTRUCTION & RENOVATION OF BOK BRANCHES / OFFICES
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Name of the Firm / Contractor: _____

S.N	Description	Points Criteria / Marks Distribution				Marks Obtained
		Yes	No			
1	Full Branch Renovation Experience with BOK	15	0			
2	Renovation Experience with Other Banks	5 Banks	3-4 Bank	1-2 Bank	Nil	
		15	7	3	0	
3	Experience with Others (Except Bank)	Multinationals	Nationals	Private	Nil	
		10	7	3	0	
4	Overall Experience in Construction / Renovation	10 Years & Above	5-8 Years	1-4 Years	Nil	
		10	7	3		
5	Repair Maintenance Experience with BOK & Others (Like Frame Work Contract)	All over Pakistan	2-3 Province	1-2 Province	Nil	
		15	10	5	0	
6	Branches Constructed & Renovated	7-10 Branches	4-6 Branches	1-3 Branches	Nil	
		10	7	4	0	
7	Well established Office	Yes	No			
		5	0			
8	Financial Position (Last three years Bank statement)	10 M & above	5-8 Million	1-4 Million	Below 1 Million	
		10	7	4	0	
9	Undertaking on Judicial paper that the Firm never blacklisted by any of the Govt. department in Past	Yes	No			
		10	0			
Total Marks Obtained:						

Terms & Conditions (Evaluation Criteria):

- The minimum qualifying marks are 70 out of 100.
- Refer to above points, the relevant documents shall be provided before bid submission / opening.
- The contractor will arrange a visit for checking the firm office, completed projects, workshops on his own cost and will not be claimed.
- Pre bid meeting will be arranged by BOK 7 days prior before bid submission. The date, time and venue will be finalized by PE.
- The contract will be awarded to lowest responsive bid. The qualifying marks are just for screening the technically responsive bidders.