

PREQUALIFICATION DOCUMENTS

Provision of 24/7 Diagnostic Pathology Services for DHQ and THQ Hospital of the Punjab



Financial Year 2019-21

**Project Management Unit (PMU), P&SHD
Government of the Punjab
31-E1, Shahrah e Imam Hussain, Gulberg III, Lahore**



Primary & Secondary Healthcare Department

INVITATION FOR PREQUALIFICATION

Provision of 24/7 Diagnostic Pathology Services for DHQ (non-teaching) and THQ Hospitals of the Punjab

PREQUALIFICATION REFERENCE NO: PMU/PQD/PATH/19-20

1. Project Management Unit (PMU), Primary & Secondary Healthcare Department (P&SHD) invites applications for prequalification from credible Firms/Companies/Joint Ventures with adequate technical/managerial and financial capabilities for the **Provision of 24/7 Diagnostic Pathology Services for DHQ (non-teaching) and THQ Hospitals of the Punjab under the administrative control of P&SHD.**
2. The Prequalification Documents containing Scope of Services, Terms & Conditions and Prequalification Criteria is readily available which can be downloaded from the websites; **www.ppra.punjab.gov.pk**, **www.pshealth.punjab.gov.pk** & **www.pmuhealth.gop.pk**. The same may be obtained from Project Management Unit, P&SH department free of cost.
3. The interested applicants are required to submit the applications for prequalification on or before **29th October 2019 till 11:00 AM** in the office of Project Management Unit (PMU), 31/E-1, Shahra e Imam Hussain, Gulberg III, Lahore. The applications received till the stipulated date and time will be opened on same day at **11:30 AM** in the presence of the applicants or their representatives who choose to attend. Late applications shall not be entertained.
4. A pre-application discussion session for dissemination of information and reply of queries (if any) of prospective applicants will be held on **08th October 2019 at 11:00 AM** at the address mentioned below. Any modification/ amendment in the Prequalification Documents shall be uploaded on **www.pshealth.punjab.gov.pk** & **www.pmuhealth.gop.pk** by **11th October 2019** which shall be considered as part of pre-qualification document.

Note: The prequalification shall be conducted as per Punjab Procurement Rules 2014. Only pre-qualified bidders shall be eligible to participate in the subsequent bidding process.

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Project Management Unit
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Section I

SCOPE OF SERVICES

Introduction: Primary and Secondary Healthcare Department (P&SHD) delivers quality healthcare services to the community through an efficient and effective healthcare service delivery system that is accessible, equitable, culturally acceptable, affordable and sustainable. P&SHD aims to improve the health and quality of life of all, particularly women and children, through access to essential healthcare services. The Primary and Secondary Healthcare Department strives to reform and strengthen the critical aspects of the healthcare systems and enable it to:

- Provide and deliver a basic package of quality essential health care services
- Develop and manage competent and committed health care providers
- Generate reliable health related information to manage and evaluate healthcare services
- Adopt appropriate healthcare technology to deliver quality services
- Finance the costs of providing basic health care to all
- Reform the healthcare administration to make it accountable to the public

Primary and Secondary Healthcare Department (P&SHD) is the key department entrusted by the people of Punjab with the fundamental responsibility for the health of communities and the entire population. P&SHD delivers primitive, preventive as well as curative health care services at Primary HealthCare level to Secondary HealthCare level.

Under the revamping program of DHQ (Non-Teaching) & THQ hospitals of Punjab, a series of qualitative interventions have been introduced to uplift the ongoing healthcare service delivery of which outsourcing of Pathology Lab services is the most significant one. Before the inception of aforementioned intervention, the pathology Lab service was in a dilapidated state due to unreliable results, uncertain uptime and critical workforce deficiency in diagnostic services. Hence P&SH Department decided to outsource pathology labs of DHQ hospitals to competent market leaders in the field of Diagnostic Pathology Services. Outsourcing of Pathology Lab services has raised the quality of healthcare by keeping all the Laboratory tests/equipment standardized. The human resource in District level laboratories are also being continuously trained by highly professional staff and the accuracy of the Laboratory Tests are checked periodically to decrease the chances of laboratory errors.

Consultation, diagnostic facilities and medicines are provided to the patients particularly focusing on the poor and marginalized segments of the society. Healthcare services are also provide by different programs working under P&SH Department like

- Aids Control Program
- Expanded Program for Immunization
- TB Control Program
- Hepatitis Control Program
- IRMNCH
- Malaria Control Program
- Infection Control Program

Besides measures to prevent, treat and control other communicable diseases and Epidemics / Disasters, these vaccines are provided through Expanded Program on Immunization (EPI) for children of age under 2 years and pregnant ladies. P&SH Department is producing its own trained and qualified Human Resource keeping the HR development needs and requirements of Health Care Infrastructure in mind.

Invitation for Prequalification Issuing Authority:

Project Management Unit (PMU), Primary & Secondary Healthcare Department (PSHD), Government of the Punjab invites applications for Prequalification from potential Pathology Lab services providing agencies.

- Service provider shall operate and maintain existing Premises of Pathological Laboratory situated in respective DHQs (Non-Teaching) /THQ Hospitals along with existing Machinery, Equipment, glassware etc. (on AS-IS basis).
- In addition, the service provider, in order to enhance efficiency may like to place additional equipment under its own arrangements.
- Utilities will be provided by the PMU, P&SHD but arrangements of backup power generator to run the 24/7 operations will be made sure by Service provider.
- Service Provider will be allowed to place their own logo in the provided premises along with the logo of Govt. of the Punjab or prescribed by the procuring agency.
- Service provider will ensure that the 24/7 operations in all the setups of the lab services are being acquired.
- Service provider shall ensure the high quality of testing.
- Repair & Maintenance of Equipment will be the responsibility of Service provider.
- The uptime of maintenance of equipment shall be 98.8%
- Variety of Pathological tests as per requirements of DHQ (Non-Teaching)/THQ Hospitals shall be performed by service provider.
- Service provider shall also be required to arrange necessary human resource like Pathologist, Lab technologist, laboratory technician, Phlebotomist / and other support staff ensuring 24/7 operations of these facilities.
- Service provider would be required to manage operations including EMR (Electronic Medical Record), Cash Collection, consumables (reagents, gloves, syringes, vials etc.)
- Maintenance of bio medical equipment, janitorial and other support services of laboratory area, seating arrangements for patients waiting for sample collections etc. and any other allied services will be the responsibility of Service provider.
- Service provider shall also be required to manage collection of samples from OPD, indoor & emergency patients and timely reporting.
- Service provider will also be required to ensure high quality of testing, and enforcement of standards set by P&SH Department & Punjab Health Commission.
- The Procuring Agency has the right to monitor by itself or by Third Party Monitoring/sample testing to ensure accuracy/efficiency.

Monitoring

- Monitoring itself by Procuring agency or by Third Party through a Monitoring System to check the accuracy and efficiency of the test performed.
- Performance level will be set by the Procuring Agency mutually with successful bidder at the time of signing of contract.
- The Procuring Agency has the right to monitor by itself, its allied staff in the hospitals or by Third Party Monitoring at any time to ensure performance in terms of accuracy/efficiency of the test performed.
- Repair & Maintenance of Equipment will be the responsibility of Service provider, any equipment provided by the procuring agency shall be functional at any given period of the contract.
The uptime of maintenance of equipment shall be 98.8%

Prequalification Period:

Firms will be pre-qualified initially for a term of 2 years from the date of notification of prequalification.

Facilities to be provided by Project Management Unit (PMU), P&SHD

- Premises & Utilities.
- Existing Lab Equipment.

Required qualification and experience is as follows;

- **General experience** by providing the list of total number of projects/assignments performed so far as per **Annex - A**
- **Relevant experience** in the subject field by submitting the detail of (5 Nos.) relevant projects undertaken in the past (10 years) as per **Annex -B**.
- Detailed description of firm profile by providing its organizational structure, list of permanent staff and quality management system.
- **Human Resource Capacity** List of key personnel proposed having expertise in the area Laboratory Analysis/Testing/Sampling as per **Annex C**.
- CV's of key personal proposed as **Annex D**.
- However the required qualification and experience is as follows

Sr. No.	Proposed Position	Required Qualification	Required Experience
1	Pathologist	MBBS & DCP/FSCP/MCPS or any other equivalent qualification recognized by PMDC	3-5 Years
2.	Lab Technologist	BS hons Medical Lab Technology/Biochemistry, Microbiology, Biotechnology, Molecular Biology equivalent qualification recognized by HEC/PMF	3-5 Years
3	Lab Technician	FSc + Two year diploma in MLT from recognized institution i.e Punjab Medical Faculty, NIH or PIMS	3-5 Years
4.	Phlebotomist	Matric with science subjects (Preferably FSc.) + Diploma in Lab or medical Technology or 1 year diploma in nursing.	3-5 Years

- **Financial Turn Over of Past Three Years.** Detail of financial capabilities to be provided as per **Annex E**.
- Firm should provide its detail as per **Annex F** for both Firm and Company.

Section II:

A. Instructions to Applicants

1. **Scope of Applications**
 - 1.1 In connection with the *Invitation for Prequalification*, the Procuring Agency, issues this Prequalification documents to applicants interested to be prequalified and participate in the subsequent bidding process for the Provision of 24/7 Diagnostic Pathology Services for DHQ (Non-Teaching) and THQ Hospital of the Punjab.
2. **Corrupt Practice**
 - 2.1 (a) In pursuance of this policy, the following terms are defined:
 - (i) “Corrupt practice” is the offering, giving, receiving or soliciting, directly or indirectly, of anything of value to influence improperly the actions of another party;
 - (ii) “Fraudulent practice” is any act or omission, including a misrepresentation, that knowingly or recklessly misleads, or attempts to mislead, a party to obtain a financial or other benefit or to avoid an obligation;
 - (iii) “Collusive practice” is an arrangement between two or more parties designed to achieve an improper purpose, including influencing improperly the actions of another party;
 - (iv) “Coercive practice” is impairing or harming, or threatening to impair or harm, directly or indirectly, any party or the property of the party to influence improperly the actions of a party;
 - (v) “obstructive practice” is deliberately destroying, falsifying, altering or concealing of evidence material to the investigation or making false statements to investigators in order to materially impede a Bank investigation into allegations of a corrupt, fraudulent, coercive or collusive practice; and/or threatening, harassing or intimidating any party to prevent it from disclosing its knowledge of matters relevant to the investigation or from pursuing the investigation; or
 - (b) the Procuring Agency will reject an application for prequalification or a proposal for award if it determines that the applicant recommended for award has, directly or through an agent, engaged in corrupt, fraudulent, collusive, coercive or obstructive practices in competing for the contract in question;
 - (c) the Procuring Agency will sanction a firm or individual, including declaring ineligible, either indefinitely or for a stated period of time, to be awarded a contract if it, at any time, determines that Service provider has, directly or through an agent, engaged in corrupt, fraudulent, collusive, coercive or obstructive practices in competing for, or in
 - (d) Procuring Agency will have the right to require the applicants, suppliers and manufacturers and their agents to permit the Procuring Agency to inspect their accounts and

3. Eligible Applicants

- records and other documents relating to the application submission and contract performance and to have them audited by auditors appointed by the Purchaser;
- 3.1 An Applicant shall be a private, public or government owned legal registered entity (Single Firm/JV) with the formal intent (as evidenced by a letter of intent) to enter into an agreement or under an existing agreement.
 - 3.2 The Applicant must be an active tax payer. National Tax Number (NTN) and General Sales Tax Number with documentary proof shall have to be provided by applicant(s).
 - 3.3 An Applicant who has been barred/blacklisted or disqualified either by any Government/ Department/ Agency/ Authority would not be eligible to submit the Application. The applicant will submit an affidavit to this effect.
 - 3.4 If the Government of Pakistan prohibits commercial relations with any country, any bidder/goods of such countries/dealing with such countries are ineligible to apply.
 - 3.5 The Applicant shall provide all information required in the Prequalification Documents.
 - 3.6 Applicants and all parties constituting the Applicant shall not have a conflict of interest. Applicants shall be considered to have a conflict of interest, if they participated as a consultant in the preparation of the technical specifications/terms of references of the services that are the subject of this prequalification. Where a firm, or a firm from the same economic or financial group, in addition to consulting, also has the capability to manufacture/ supply goods/construct works or provide services, that firm, or a firm from the same economic or financial group, cannot normally be a supplier/provider of goods or works/services, if it provided consulting services for the contract corresponding to this prequalification, unless it can be demonstrated that there is not a significant degree of common ownership, influence or control.

B. Contents of the Prequalification documents

4. Sections of Prequalification documents

- 4.1 The documents for prequalification of Applicants (hereinafter "Prequalification documents") consists all the sections indicated below, and should be read in conjunction with any of addendum if issued.
 - Section I Scope of Services
 - Section II Instructions to Applicants
 - Section III Evaluation Criteria
 - Section IV Prequalification Form
 - Section V Company's Declaration
- 4.2 The "Invitation for Prequalification Applications" issued by the Procuring Agency is the part of the Prequalification documents. In case of discrepancies between the Invitation for application and the Prequalification Documents listed in 4.1 said Prequalification Documents shall take precedence.
- 4.3 The Applicant is expected to examine all instructions, forms,

and terms in the Prequalification documents and to furnish all information or documentation required by the Prequalification documents.

5. Clarification of Prequalification documents

- 5.1 A prospective Applicant requiring any clarification of the Prequalification documents shall contact the Procuring Agency in writing. The Procuring Agency will respond in writing to any request for clarification provided that such request is received no later than **ten (10) days** prior to the deadline for submission of applications. The Procuring Agency shall forward copies of its response to all applicants who have acquired the Prequalification documents directly from the Procuring Agency including a description of the inquiry but without identifying its source. Should the Procuring Agency deem it necessary to amend the Prequalification documents as a result of a clarification it shall do under intimation to all the applicants who have obtained the Prequalification documents.

6. Amendment of Prequalification documents

- 6.1 At any time prior to the deadline for submission of applications, the Procuring Agency may amend the Prequalification documents by issuing an addendum.
- 6.2 Any addendum issued shall be part of the Prequalification documents and shall be communicated in writing to all who have obtained the Prequalification documents from the Procuring Agency.
- 6.3 The Procuring Agency, at its discretion, may extend the deadline for the submission of applications. Amendment notice to that effect shall be communicated in the same manner as the original invitation to prequalification.

C. Preparation of Application

7. Cost of Applications

- 7.1 The Applicant shall bear all costs associated with the preparation and submission of its application. The Procuring Agency will in no case be responsible or liable for those costs, regardless of the conduct or outcome of the prequalification process.

8. Language of Application

- 8.1 The application as well as all correspondence and documents relating to the prequalification exchanged by the Applicant and the Procuring Agency, shall be written in **English** language. Supporting documents and printed literature that are part of the application may be in another language, provided they are accompanied by an accurate translation of the relevant passages in the English language, in which case, for purposes of interpretation of the application, the translation shall govern. All such documents should be signed and stamped by the applicant.

- The application shall comprise the following;
9. **Documents Comprising the Application**
 - 9.1
 - (a) Prequalification Form;
 - (b) Documentary evidence establishing the Applicant's eligibility to prequalify as per eligibility clause 3 & prequalification evaluation criteria;
 - (c) documentary evidence establishing the Applicant's qualifications; and
 - (d) any other document required as specified in the documents;
 - (e) Company's Declaration;
 10. **Application Submission Form**
 - 10.1 The Applicant shall prepare an Application using the form provided in the documents. This Form must be completed without any alteration to its format
 11. **Documents Establishing the Eligibility of the Applicant**
 - 11.1 To establish its eligibility, the Applicant shall complete the Company's Declaration along with other documents mentioned in the Pre-Qualification Form.
 12. **Documents Establishing the Qualifications of the Applicant**
 - 12.1 To establish its qualifications to perform the contract in accordance with concerned Sections, Qualification Criteria and Requirements, the Applicant shall provide the information requested as evidence to comply with the criteria.
 13. **Signing of the Application**
 - 13.1 The application shall be typed or written in indelible ink and shall be signed by a person duly authorized to sign on behalf of the Applicant.
- D. Submission of Application**
- The Applicant shall enclose the original application in a sealed envelope that shall:
14. **Sealing and Identification of Applications**
 - 14.1
 - (a) bear the name and address of the Applicant;
 - (b) be addressed to the Procuring Agency; and
 - (c) bear the specific identification of this prequalification process indicated in the documents.
 15. **Deadline for Submission of Applications**
 - 15.1 The applicant shall be typed and shall be signed by the applicant or a person or persons duly authorized to bind the application to the Contract. The person or persons signing the application shall initial all pages of the bid. Applicants shall submit their applications by hand. Applications shall be received by the Department at the address and deadline indicated in the **Invitation for Prequalification**.
 - 15.2 Any interlineations, erasures, or overwriting shall be valid only if they are initialed by the person or persons signing the application.
 - 15.3 All Prequalification Documents to be duly attested (signed and stamped) by the authorized person of applicant.

- 15.4 The Procuring Agency may, at its discretion, extend the deadline for the submission of applications by amending the Prequalification documents in which case all rights and obligations of the Procuring Agency and the Applicants subject to the previous deadline shall thereafter be subject to the deadline as extended.

16. Late Applications

- 16.1 Any application received by the Procuring Agency after the deadline for submission of applications will not be entertained.

17. Opening of Applications

- 17.1 The Procuring Agency shall open all Applications at the date, time and place as specified. Late Applications shall not be accepted.
- 17.2 Procuring Agency shall prepare a record of the opening of applications that shall include the name and other details of the Applicant

E. Procedures for Evaluation of Applications

- 18.1 Information relating to the evaluation of applications, and recommendation for prequalification, 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.

18. Confidentiality

- 18.2 From the deadline for submission of applications to the time of notification of the results of the prequalification, any Applicant that wishes to contact the Procuring Agency on any matter related to the prequalification process, may do so but only in writing.

19. Clarification of Applications

- 19.1 To assist in the evaluation of applications, the Procuring Agency may, at its discretion, ask any Applicant for a clarification of its application which shall be submitted within a stated reasonable period of time. Any request for clarification and all clarifications shall be in writing.
- 19.2 If an Applicant does not provide clarifications of the information requested by the deadline, the application shall be evaluated based on the information and documents available at the time of evaluation of the application.

20. Responsiveness of Applications

- 20.1 All applications not responsive to the requirements of the Prequalification documents shall be rejected

F. Evaluation of Applications and Prequalification of Applicants

21. Evaluation

- 21.1 The Procuring Agency may evaluate the Laboratory set up having quality machinery with all facilities required for Laboratory Testing. Service provider should have its own transportation facility for transport of the Laboratory samples from sampling site to testing site in prescribed conditions as per SOPs. Compliance with all protocols for the collection/transport/testing of samples is required for testing of samples. The complete technical staff as per protocol should be available with Service provider.

- 21.2 Physical Verification of data contained in the application may be conducted by an Inspection Team. Service provider will not be considered, if found variation between submitted data and on grounds reality or having poor setup.

22. Procuring Agency's Right to Reject Applications.

- 22.1 The Procuring Agency reserves the right to reject all the applications, and to annul the prequalification process, without thereby incurring any liability to Applicants as per Punjab Procurement Rules (PPR) 2014.

- 22.2 After pre-qualification, the Department may review the pre-qualification of any firm on some serious complaints and terminate the status, if proved.

23. Prequalification of Applicants

- 23.1 The Applicants whose applications have met the specified requirements will, to the exclusion of all others, be prequalified by the Procuring Agency.

24. Notification of Prequalification

- 24.1 Once the Procuring Agency has completed the evaluation of the applications, it shall notify all Applicants in writing indicating their status as to qualify or ineligible.
- 24.2 The pre-qualification so awarded shall remain valid for two years from the date of notification of prequalification.

- 25. Invitation to Bid** 25.1 After notification of the result of the prequalification, the Procuring Agency shall initiate the bidding process and issue the Bidding Documents to the pre-qualified firms for further procurement process.
- 26. Arbitration** 26.1 The Arbitrator shall be appointed mutually with the consent of Service provider and Procuring Agency. The decision of the Arbitrator will be final and binding on the applicant applying for prequalification
- G.Important Dates**
- 27. Date of Pre-application discussion session** 27.1 08th October 2019 at 11:00 AM
- 28. Date & Time of submission of Applications** 28.1 29th October 2019 till 11:00 AM
- 29. Date of Publication of Prequalification Evaluation Report** 29.1 Will be informed later.

Section III

Knock Down Clauses

In case of failure to comply with any below Knock Down mentioned parameter, the Applicant will be declared as “Non Prequalified”:

Sr #	DESCRIPTION	REMARKS	YES/NO
1.	Covering Letter/Prequalification application form which should contain the detail of power of attorney for signing the PQD.		
2.	Name, address and firm registration details (including the year of incorporation and the number of years of relevant experience). Please also attach copy of certificate of registration/ incorporation /commencement.	Signed and stamped.	
3.	Valid Registration with SECP, Registrar of Firms, PHC/PMDC/PMC/PMF/ etc. (as required under law).	Copy of registration certificate being issued from the professional body.	
4.	National Tax Number (NTN)	Signed and stamped.	
5.	Sales Tax Registration Number (STRN)	Signed and stamped.	
6.	Detailed description of Service provider Profile by providing its organizational structure, list of permanent staff and quality management system.	Signed and stamped.	
7.	Affidavit on the stamp paper that Service provider has neither been Blacklisted from any Government (Federal, Provincial, District and / or any other Government owned Authority).		

** Any misinformation, false and forged statement will lead to disqualification from being shortlisted/pre-qualified and any other action as per applicable laws.*

Evaluation Criteria

Criteria, sub-criteria, points system and Documents required for the evaluation of Prequalification are as follows. However, minimum score required to be shortlisted is **65 Marks**.

Sr. No.	Parameters		Marks	
(i)	Experience of the Firm		40	
	Sr No.	PARAMETER		MAXIMUM SCORE
	a.	General Experience in Health Sector. Submit the detail of (5 Nos.) projects undertaken in the past 10 years with minimum volume of Rs. 05.00 million for each such project other than submitted for (sr. b) below.* 01 Marks for each Project		5
	b.	Relevant Experience Submit the detail of (5 Nos.) projects undertaken in the past 10 years with minimum volume of 24000 tests conducted in a year for each such project.* 03 Marks for each project		15
	c.	Pathology Labs Network in Pakistan 10 - 15 Collection Centers (08 Marks) 16 - 20 Collection Centers (10 Marks) >20 Collection Centers (12 Marks)		12
	d.	Management System Methodology (Standard Operating Procedures of Testing, Sampling, and Transportation of samples and reporting formats.) (02 Marks) Quality Assurance procedures to ensure quality, accuracy of tests and overall laboratory operations. (Details of Quality Management System and QA system) (02 Marks) Organization and Staffing (Departmental Bifurcation and their roles) (02 Marks) Work plan (Detailed working steps with timelines of collection, transportation, testing (for various tests). (02 Marks)		8
	<i>Date of registration of Firm (s) along with supporting document. Projects/assignments to be submitted by Service provider /Company must be supported with the copies of PO/AAT & completion certificates issued by the procuring/executing agencies. In case of its own business, firm should provide requisite documents to substantiate its claim. For ongoing projects, Satisfactory Performance certificates must be attached. In case of JV Experiences of both the companies shall be counted for evaluation.</i>			
	Human Resource			20
Sr No.	PARAMETER	MAXIMUM SCORE		
(ii)	a.	Pathologist 2 mark for each pathologist	8	

	<table><tr><td>b.</td><td>Lab Technologist 05 - 08 Personnel (2 Marks) 09 - 12 Personnel (3 Marks) >12 Personnel (4 Marks)</td><td>4</td></tr><tr><td>c.</td><td>Lab Technician 05 - 08 Personnel (2 Marks) 09 - 12 Personnel (3 Marks) >12 Personnel (4 Marks)</td><td>4</td></tr><tr><td>d.</td><td>Phlebotomist 16 – 20 Personnel (2 Marks) 21 – 25 Personnel (3 Marks) >25 s Personnel (4 Marks)</td><td>4</td></tr><tr><td colspan="3">Note: Detailed CVs mentioning the Names, Qualifications, Experience & contact number of the current employees shall be enclosed to qualify for the marks.</td></tr></table>	b.	Lab Technologist 05 - 08 Personnel (2 Marks) 09 - 12 Personnel (3 Marks) >12 Personnel (4 Marks)	4	c.	Lab Technician 05 - 08 Personnel (2 Marks) 09 - 12 Personnel (3 Marks) >12 Personnel (4 Marks)	4	d.	Phlebotomist 16 – 20 Personnel (2 Marks) 21 – 25 Personnel (3 Marks) >25 s Personnel (4 Marks)	4	Note: Detailed CVs mentioning the Names, Qualifications, Experience & contact number of the current employees shall be enclosed to qualify for the marks.															
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(iii)	<table><tr><td colspan="3">Technical Capacity</td></tr><tr><td>Sr No.</td><td>PARAMETER</td><td>MAXIMUM SCORE</td></tr><tr><td>a.</td><td>Complete Record of Laboratory Information Management System with online reporting (LIS)</td><td>4</td></tr><tr><td>b.</td><td>In house automated special chemistry parameters</td><td>8</td></tr><tr><td>c.</td><td>In house histopathology Routine</td><td>4</td></tr><tr><td>d.</td><td>Real Time PCR</td><td>2</td></tr><tr><td>e.</td><td>More than 90% in-house testing</td><td>2</td></tr><tr><td colspan="3">Note: For parameter b, c, d & e all software based testing detail to be provided as supporting document along with Kit Purchase record of last six months.</td></tr></table>	Technical Capacity			Sr No.	PARAMETER	MAXIMUM SCORE	a.	Complete Record of Laboratory Information Management System with online reporting (LIS)	4	b.	In house automated special chemistry parameters	8	c.	In house histopathology Routine	4	d.	Real Time PCR	2	e.	More than 90% in-house testing	2	Note: For parameter b, c, d & e all software based testing detail to be provided as supporting document along with Kit Purchase record of last six months.			20
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e.	More than 90% in-house testing	2																								
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(iv)	<table><tr><td colspan="3">Financial Strength</td></tr><tr><td>Sr No.</td><td>PARAMETER</td><td>MAXIMUM SCORE</td></tr><tr><td>a.</td><td>Average Annual Turnover for last 03 Years (duly supported by Audited Financial Statements from ICAP registered firms) >30 – 40 Million (10 Marks) >40 – 50 Million (15 Marks) >50 Million (20 Marks)</td><td>20</td></tr><tr><td colspan="3">Note: (In case of JV, composite financial turnover of both Service providers shall be considered and to meet 75% of the stipulated Lead member requirement & each member of joint venture to independently meet 25% of the stipulated requirement.</td></tr></table>	Financial Strength			Sr No.	PARAMETER	MAXIMUM SCORE	a.	Average Annual Turnover for last 03 Years (duly supported by Audited Financial Statements from ICAP registered firms) >30 – 40 Million (10 Marks) >40 – 50 Million (15 Marks) >50 Million (20 Marks)	20	Note: (In case of JV, composite financial turnover of both Service providers shall be considered and to meet 75% of the stipulated Lead member requirement & each member of joint venture to independently meet 25% of the stipulated requirement.			20												
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Section IV PREQUALIFICATION FORM

Name of the Applicant _____

Address _____

Phone _____ Fax _____

E-mail _____ URL <http://www.> _____

Type of firm: ☐ Sole Proprietor ☐ Partner Ship ☐ Limited

Other _____ Date of establishment _____

List of Board of Directors, Partners, Key Management Personnel (both Technical, Sales & Management - include position, professional qualification, experience).

No. & Locations of Offices including collection center across Pakistan (if any): _____

Total no. of Employees: Technical _____ Non – Technical _____

National Tax Number _____ Date _____

General Tax Number _____ Date _____

Registrations / Prequalification with other departments: _____

Monthly Testing Capacity of all Laboratories across Pakistan (Test wise): _____

Annual Sales during last year (Nos.) _____

Annual Income Tax paid, last 3 Financial Years (Rs.) _____

Technical Staff: (Main/ Key staff;)

Detail of Transportation/ delivery vehicles: _____

Detail of Quality certifications & achievements: _____

Arbitration History (if any): _____

Name & Capacity of the Authorized Contact Person: _____

Signature of the Authorized Contact Person: _____

Date: _____ **Stamp of Service provider:** _____

Section V

COMPANY'S DECLARATION

(On letter head of the applicant)

To

Dated:

The Project Director
Government of the Punjab
Project Management Unit (PMU),
P&SHD

I declare that:

- I am authorized to represent Service provider specified in this prequalification application as the "Firm" for the purpose of prequalification of Provision of 24/7 Diagnostic Pathology Services for DHQ and THQ Hospital of the Punjab
- All the information provided in this application is current and correct and Service provider has no reservations with this Pre-Qualification Documents.
- This application contains all the information as is prescribed in the *Prequalification documents*.
- Service provider will abide by all the rules and regulations, formulated by the government of Punjab, Project Management Unit (PMU), Primary & Secondary Healthcare Department with reference to this procurement.
- Service provider will notify you of all changes and variations to the Office Locations/Testing Sites.
- Service provider has not been declared ineligible/blacklisted by any Government/ Semi Government Department or Private Organization.
- If Service provider does not abide by the above stated Declaration then the Government of Punjab has every right to Blacklist Service provider.

Name of Service provider: _____

Name & capacity of the Authorized Contact Person: _____

Signature of the Authorized Contact Person: _____

Date: _____ Stamp of Service provider : _____

Annex A - Firms General Experience

General Experience							
S No.	Name of Project	Location	Client Name	Project Description	Implementation		Total Cost of Project
					Start Date	Completion Date	
1							
2							
3							
4							
5							
6							
7							
8							
9							
10							

Annex B - Relevant Experience

General Experience							
S No.	Name of Project	Location	Client Name	Project Description	Implementation		Total Cost of Project
					Start Date	Completion Date	
1							
2							
3							
4							
5							

- The projects enlisted must be most relevant to the current prequalification process.
- Enlist only 5 number of projects/assignments. No weightage shall be given to more than 5 number of assignments.
- Project completion certificate must be provided with completed projects and satisfactory performance certificate must be provided with the ongoing projects

Annex C - List of Key Personnel

S. No.	Name	Qualification	Total Experience in Years	Affiliation with the Applicant	Position Proposed	Current Responsibilities

Enlist all the employees along with their department in the prescribed format.

Annex D - CVs of Key Personnel

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** [Indicates significant trainings 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 members 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.

Date: _____

[Signature of the proposed staff] Day/Month/Year

Date: _____

[Counter Signature of authorized signatory] Day/Month/Year

Annex E - Financial Capabilities

Financial Year	Annual Turn Over (In Millions)	Net Worth (In Millions)
2016-17		
2017-18		
2018-19		

Data provided under the head of financial capabilities must be supported by the Audited Annual Financial Statements

Annex F - Firm Detail

Name of Firm	Address	Contact No.	Authorized Personnel Name	Authorized Personnel Contact No.
Lead Firm				
Joint Venture Firm(s)				
Associate Firm(s)				