

Ministry of Information Technology & Telecommunication
Technology Park Development Project Islamabad
PMU office, 8th Floor, Kouhsar Block
Pakistan Secretariat, Islamabad

TENDER DOCUMENTS

TORs / INSTRUCTIONS TO BIDDERS

GENERAL INFORMATION

Services/Work Description: Geo-Technical Investigation

Project/Program Title: Technology Park Development Project, Islamabad

Type of the Contract: National Consulting Firm

Bid Validity Period 90 days

Expected Start Date: Immediately after concluding the contract agreement

Execution Agency Ministry of IT & Telecom

I. BACKGROUND / RATIONALE

The project site is situated in Chak Shahzad, 8km away from Islamabad. The project site includes the area of 60,000m² which includes construction of G+9 Multi-storeys building with two basements for Parking. The total area of the land is 14.9 acres.

The area is an ideal place to grow as the technology cluster because it hosts National Agricultural Research Centre, Health Services Academy (HSA), and COMSATS University.



The whole area is to be developed as the IT (especially software) focused technology innovation cluster and will be developed gradually

II. OVERALL OBEJECTIVE

Below are expected short-term outputs.

The new IT Park building will provide facilities at a reasonable price to promote innovations. The IT companies will be provided with 1) community facility, 2) IT infrastructure, stable power supply and internet connectivity, 3) accommodations and leisure facilities, and ensured 4) security from terror attacks or other kinds of threats.

III. BROAD PROJECT OBJECTIVES

The broad objectives of the project are:

- Creation of IT technological eco-system around the IT Park
- Technology and business support system for tenant firms
- Increased FDI in IT sector
- Economic value addition and enhanced IT industry competitiveness
- Synergies brought from Pakistan-Korea IT industry cooperation.

IV. SCOPE OF THE SERVICE / WORK

The Soil Investigation companies/ Laboratories shall be responsible for the following:

The primary objective of this investigation is to determine the subsurface stratigraphy of the project site area for ascertaining the geotechnical design parameters required for the design and construction of foundation of the proposed facilities at site. For this purpose, the following aspects have been addressed:

- Determination of subsurface stratigraphy (soil and rock strata) within the influence zone of the proposed foundation.
- Determination of physical and engineering characteristics of the soil and rock formation and the location of ground water table.
- Recommendation of geotechnical design parameters to be used for foundation design of the proposed facility.
- Performance of geotechnical analyses to evaluate allowable bearing capacity for shallow foundation and the allowable pile capacities for various pile diameters and lengths (depth).
- Recommendations about dewatering in case of water table encountered in footing excavation zone.
- Soil liquefaction potential assessment of the proposed site.

- Settlement and lateral earth pressure parameters for investigated sub-soil as guide line for structural design. Also do the Shear Wave Velocity Test.

The scope of work for carrying out subsoil investigations at the project site included:

- Drilling of 06 boreholes down to 30 m depth and 12 boreholes to a depth of 50 m below existing ground surface by percussion method/rotary method as per BOQ attached.
- Performance of standard penetration test (SPT) in the boreholes at depth interval of 1 m up to the investigated depth as per ASTM D1586.
- Bore log analysis at every 1 meter interval for each bore hole
- Collection of undisturbed and disturbed soil samples from each boreholes with appropriate sampling techniques, sample preservation and transportation to the testing laboratory as per ASTM D 4914
- Performance of laboratory tests including sieve analysis, hydrometer analysis, specific gravity, unconfined compression, direct shear, consolidation, chemical analysis and liquid limit and plastic limit as per ASTM D4318 of selected soil and water samples in accordance with the geotechnical investigation program as per BOQ attached.
- Preparation of geotechnical investigation report, which would include, but not limited to, subsurface logs, laboratory test data, evaluation of field and laboratory data and the recommendations for:
 - Classification of soil for seismic assessment
 - Assessment for liquefaction potential of the site
 - Evaluation of geotechnical design parameters for shallow and deep foundations
 - Recommendations for allowable bearing capacity and allowable pile load capacities of different diameter piles.
 - Recommended value of modules of sub grade reaction
 - Recommendations for construction activities

The BOQ for soil investigation is attached at Annexure-II.

V. EXPECTED OUTPUTS / DELIVERABLES

No.	Deliverables / Outputs	Estimated Duration to Complete
1.	Time for completion of Field Investigation	03 weeks
2.	Time for completion of Laboratory Investigation	02 Weeks
3.	Total Time for completion of Field and Laboratory work including mobilization	05 Weeks

VI. PAYMENT MILESTONES AND AUTHORITY:

Installment of Payment/ Period	Deliverables or Documents to be Delivered	Approval should be obtained from:	Percentage of Payment
1 st Installment	Advance against bank gurantee after signing of agreement	MolTT	20%
2 nd Installment	Upon Completion of Field Work	MolTT	40%
3 rd Installment	Upon Submission of Complete Geo-Technical Investigation report	MolTT	40%

VII. MINIMUM REQUIREMENTS

- The bidder should have Technical Staff and up to date latest equipment to complete this assignment as mentioned in Annexure-I
- The bidder should fulfill the staff and equipment requirement of qualification criteria.
- The bidder should have a sound experience of having worked on similar assignments.. The bidders are advised to visit the site and satisfy themselves of the ground conditions.
- The bidders must satisfy themselves that the resources being proposed by them are sufficient to perform the task to international standards.

VIII. BID SECURITY

Bid Security is @ 2% of the quoted price in the shape of CDR. Bid Security less than 2% shall not be acceptable.

IX. BID Validity

a) Bids shall remain valid for a period of ninety (90) days after opening of Bid on the date prescribed by the Procuring Agency. A bid valid for a shorter period shall be rejected by the Procuring Agency as non-responsive.

b) The Tendering Agency shall ordinarily be under an obligation to process and evaluate the bid within the stipulated bid validity. However, under exceptional circumstances and for reasons to be recorded in writing, if an extension is considered necessary, all those who have submitted their bids shall be asked to extend their respective bid validity period. Such extension shall be for not more than the period equal to the period of the original bid validity.

c) Bidders who,

i. agree to the Procuring Agency's request for extension of bid validity period shall not be permitted to change the substance of their bids; and

- ii. Do not agree to an extension of the bid validity period shall be allowed to withdraw their bids, if any.

X. BID WILL BE REJECTED IF;

- It is received after the time and date fixed for its receipt
- The tender is unsigned
- The offer is ambiguous
- The bid is incomplete not covering the whole scope
- The offer is conditional
- The offer is from a firm black-listed or suspended by any Govt./semi Govt./ autonomous organization.
- The offer is received by telegram / fax / email.
- Offer received with shorter validity than required in tender enquiry
- The CDR received with the bid is less than 2% of the Quoted price for which bid has been submitted.

XI. QUALIFICATION CRITERIA

1. General

Qualification will be based on the criteria given in succeeding Paras 1.1 to 1.7 regarding the Applicant's general and particular experience, personnel and equipment capabilities, financial position, litigation history and application of HSE Standards, as demonstrated by the Applicant's responses in the Forms attached to this Document. The Employer reserves the right to waive minor deviations, if these do not materially affect the capability of an Applicant to perform the contract by the Applicant.

Experience and resources of the Company intended to be employed as sub-contractor shall not be taken into account in determining the Applicant's compliance with the qualifying criteria. However, for joint venture, collective experience, resources and financial soundness of all partners shall be considered.

1.1 General Information

The applicant will provide general information about the firm as per the format specified in the application form A-1 attached at Annex-A

1.2 General Experience

The Applicant shall meet the following minimum criteria:

Successful experience as contractor/ soil investigation company/ soil investigation laboratory in the execution of at least three (05) projects of similar nature and complexity comparable to the proposed works within the last five (05)

years. This experience should specifically be of geotechnical investigations. The applicants will supply information as per the format specified in the application form A-2 attached at Annex-A

1.3 Personnel Capabilities

The Applicant must have in his employment, suitably qualified personnel to fulfill the following key management and specialist permanent positions. The applicants will supply information as per the format specified in the application form A-3 attached at Annex-A

Sr. No.	Position	Qualification*	No.	Minimum Experience (Years)
1	Technical Manager	B.Sc. Civil Engg.	1	10
2	Site Geologist/ Engineer	M. Sc. Geology/ B.Sc. Civil Engg.	2	5
3	Site Supervisor	M. Sc. Geology/ B.Sc. Geological Engg.	2	5
4	Driller	Literate	4	5
5	HSE Supervisor	Diploma in Civil Engineering /HSE Certification course	1	1
6	Skilled Labour		As Required	

1.4 Equipment Capabilities

The Applicant should own, or have assured access to the following key items of equipment in full working order, and must demonstrate that, based on known commitments; these will be available for deployment on the proposed works.

Sr. No.	Equipment Type & Characteristics	Minimum Number Required
1	Straight Rotary Drilling rigs complete in all respects including rods, bits, mud pumps etc.	4
2	Light percussion boring sets (100 -150 mm diameter) complete in all respects including tripod, chiesel/bit etc.	3
3	Percussion boring sets (>150 mm diameter) complete in all respects including tripod, chisel/bit etc.	2

4	Casing sets having various diameters for all types of boring at least 50 m in length with casing bits.	3
5	Hand augers complete in all respects	3
6	Standard penetration test equipment complete in all respects including all rods, split spoon sampler, hammer and containers etc.	6
7	Denison/Pitcher/Shelby/Piston samplers	3 each
8	Core barrels (Single Tube and Double Tube), coring bits and casing bits.	3
9	Hydraulic jacks with all accessories for the extraction of casings	2
10	Electrically operated sounder for groundwater level measurement	2
11	Plate Load Test equipments complete in all respects	2
12	Field density test apparatus (6 and 12 inches dia. cone) complete in all respect	3 each
13	Wooden box for the preservation of Block soil samples	As required
14	Wooden box for the preservation of Rock Core samples	As required
15	Transport (4 wheel drive) at site along with temporary site office with all accessories.	2
16	Applicant should provide details of any additional capability to above if any equipment (CPT, Water pressure test, Survey equipment, Piezometers etc.)	

The applicants will supply information as per the format specified in the application form A-4 attached at Annex-A

1.5 Financial Position

- 1.5.1 An Average annual turnover, which is also termed as Income from contracting for procurement of geotechnical investigations and is defined as billing for works in progress and completed over the last five (05) years of at least Rs. 8 million or the said figure has been achieved in any year during the last five (05) years. The Applicant should demonstrate that he has access to, or has available liquid assets, un-encumbered real assets, lines of credit and other financial means sufficient to meet the execution cash flow for the execution of Works as required in Item 1.2. Applicant's commitments for other ongoing contracts shall also be provided.

1.5.2 The audited balance sheets or alternative evidence of financial health such as bank account statements, available line of credits, etc., for the last three (03) years should demonstrate the soundness of the Applicant's financial position for procurement of geotechnical investigations work, showing long term profitability. The applicants will supply information as per the format specified in the application form A-5 attached at Annex-A

1.6 Litigation History

The Applicant should provide accurate information on any litigation or arbitration resulting from Contracts completed or under execution over the last five (05) years. A consistent/overwhelming history of award against the Applicant may result in rejection of the application. In case an Applicant claims Nil litigation, he shall submit the same statement of affidavit on stamp paper duly attested by Oath Commissioner. The applicants will supply information as per the format specified in the application form A-6 attached at Annex-A

1.7 Application of Health, Safety and Environmental Standards

The Applicant should provide the HSE Policies and supporting documentary evidence for the following:

- i) First Aid Box;
- ii) Personnel Protective Equipments (PPEs);
- iii) Standard Operating Procedures (SOPs)
- iv) Health, Safety and Environmental (HSE) Policies
- v) HSE staff

The applicants will supply information as per the format specified in the application form A-7 attached at Annex-A

Upon the advertisement of the Procurement Notice, qualified Firms are expected to submit their Technical & financial proposals;

- The Bidding Firm (Soil Investigation companies/ Laboratories) must be registered with Securities and Exchange Commission of Pakistan (SECP) or Registrar of Firms whichever is applicable. In-corporation/ registration certificate from the concerned body must be attached.
- The bidding firm must not be black-listed. The bidding firm must provide an undertaking on a legal paper that it is not blacklisted.
- The firm must be registered with concerned Tax Authorities (Income tax and sales tax) and Registration certificates must be attached.
- Responsive/compliant/acceptable as per the Instruction to Bidders (ITB) of the Standard Bid Document of PEC (SBD),
- Registration with Pakistan Engineering in soil investigation work is mandatory.

- 2% Bid Security of total value of Bid in the name of “DDO Ministry of Information Technology & Telecommunication”

XII. OTHER TERMS AND CONDITIONS

1. Bidders are advised to visit the sites at their own cost to determine the scope of work, prior to the submission of bids.
2. The bids shall be priced in Pak Rupees inclusive of all applicable taxes and complete in all respect and all payments shall be made in the same currency through Cheques in favour of successful bidder time to time as per prescribed formula.
3. On constitute of event of default, the company / person will be blacklisted from MoITT and his / her name will be circulated in all Govt. Departments. If at any stage it will found that the Lessee is black listed from any Government agency, the lease agreement will stand cancelled.
4. The original and all three copies of the Technical Proposal shall be placed in a sealed envelope clearly marked “TECHNICAL PROPOSAL”. Similarly, the original Financial shall be placed in a sealed envelope clearly marked “FINANCIAL PROPOSAL” followed by name of the assignment, and with a warning “DO NOT OPEN WITH THE TECHNICAL PROPOSAL.” If the Financial Proposal is not submitted in a separate sealed envelope duly marked as indicated above, this will constitute grounds for declaring the Proposal non-responsive. Proposals must reach to the office of the undersigned up to 21st October 2019 by 1500 hours. The Technical proposal shall be opened on the same day at 1530 hours in MoITT committee room in the presence of bidders or their authorized representative who choose to be present.
5. If the Letter of acceptance of tender issued during the validity period of the offer is not accepted by the bidder, the Earnest Money shall be forfeited.
6. In case, the offer is withdrawn, amended or revised during the validity period of the offer, the Bid Money is liable to be forfeited.
7. If you have any query or you intend to peruse the terms and conditions, please contact **Project Director Technology Park Development Project Islamabad on land line No. 051-9207445.**
8. Tender document can be downloaded from MoITT and PPRA websites or from the office of **Project Director Technology Park Development Project Islamabad,8th Floor, Kouhsar Block, Pakistan Secretariat, Islamabad** on submission of written application or through email (preferred) to **aahmed@moitt.gov.pk**
9. MoITT has the right to accept or reject any or all bids/proposals at any time prior to the acceptance of a bid or proposal.
10. All sealed bids / tender documents should be addressed to Project Director Technology Park Development Project Islamabad, 8th Floor, Kouhsar Block, Pakistan Secretariat Islamabad.

BID SUBMISSION FORM

[Location, Date]

To:

Mr. Amir Ahmed

Project Director Technology Park Development Project (PMU)

Ministry of IT and Telecommunication (MOITT),

8th Floor, Kouhsar Block, Pakistan Secretariat, Islamabad

Tel: 051-9217445

email: aahmed@moitt.gov.pk

Dear Sirs:

We, the undersigned, offer to provide the Geo Technical Investigation services for [*Insert title of assignment*] in accordance with your Request for Proposal dated [*Insert Date*] and our Proposal. We are hereby submitting our Proposal, which includes this Technical Proposal, and a Financial Proposal sealed¹ under a separate envelope.

We hereby declare that all the information and statements made in this Proposal are true and accept that any misinterpretation contained in it may lead to our disqualification.

If negotiations are held during the period of validity of the Proposal, we undertake to negotiate on the basis of the proposed personnel. Our Proposal is binding upon us and subject to the modifications resulting from Contract negotiations.

We undertake, if our Proposal is accepted, to initiate the services related to the assignment not later than the date indicated in the tender document.

We understand you are not bound to accept any Proposal you receive.

We remain,

Yours sincerely,

Authorized Signature [*In full and initials*]: _____

Name and Title of Signatory: _____

Name of Firm: _____

Address: _____

¹ If FBS, LCS or QCBS.

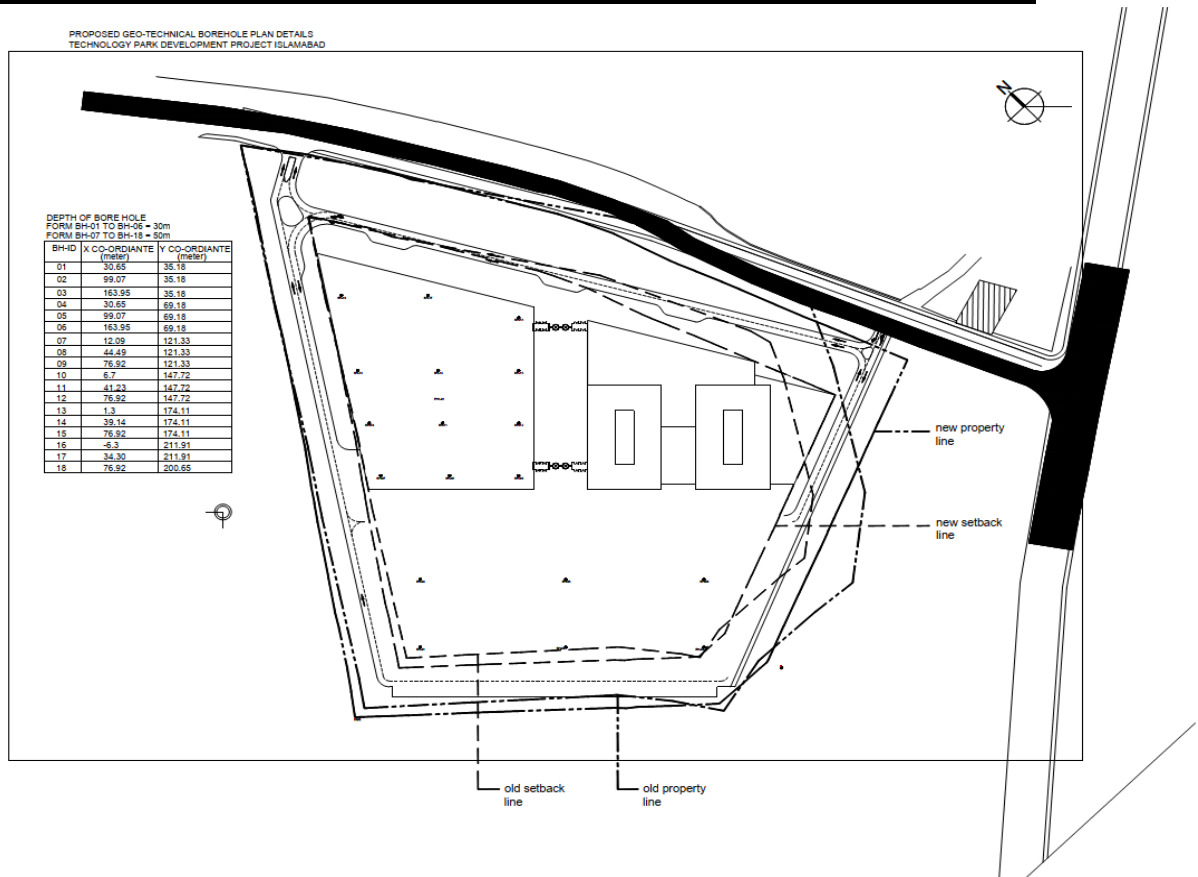
ANNXURE-I BILL OF QUANTITIES

GEOTECHNICAL INVESTIGATIONS IT PARK ISLAMABAD					
BILL OF QUANTITIES					
Sr. No.	Description	Unit	Qty.	Unit Rate	Amount
1	2	3	4	5	6=4x5
FIELD INVESTIGATIONS					
A1	Drilling of Twelve (12) boreholes upto maximum depth of 50 m, and Six (6) boreholes upto maximum depth of 30 m below NSL in overburden soils or upto the bedrock, whichever is met earlier, by straight rotary/heavy percussion method including backfilling of boreholes to their original position using cement-sand-bentonite mix. Minimum permissible diameter of borehole is 150 mm percussion method and 101 mm for straight rotary method for soil strata.	Lin.m	680		
A2	Continuous core drilling (NX Size) in bedrock up to a maximum depth of 10 m below rock strike level by using double tube core barrel, including extraction, preservation of core samples in core boxes, waxing, packing, photography of rock cores and transportation of core samples to the laboratory.	Lin.m	100		
A3	Performance of Standard Penetration Tests (SPTs) in boreholes in overburden soils as well as in weathered rock generally at 1 to 1.5 m interval along with collection of SPT samples, including their labelling, packing, storage & transportation to testing laboratory as per ASTM D1586	No.	500		
A4	Collection of relatively undisturbed soil samples from boreholes through Denison/ Pitcher/ Shelby sampler, including their waxing, labelling, packing, storage & transportation to an approved testing laboratory as per ASTM D 4914	No.	70		
A8	Collection of water samples from borehole (if encountered) including their labelling, packing, storage & transportation to testing laboratory.	No.	8		
Sub-Total A					
LABORATORY ANALYSIS					
B1	Sieve analysis	No.	240		
B2	Hydrometer analysis (with pretreatment)	No.	80		
B3	Liquid and plastic limits	No.	200		
B4	Bulk and dry density	No.	70		
B6	Consolidation	No.	30		
B7	Direct Shear (undisturbed samples)	No.	30		
B8	Direct Shear (Fully softened and residual ϕ)	No.	15		
B9	Unconfined Compression (on soil samples)	No.	70		
B10	Unconfined Compression (on rock samples)	No.	18		
B11	CU Triaxial Compression with pore pressure measurement	No.	18		
B12	Crushing/pulverisation rock cores (Shale) sample and preparation for Sieve Analysis, Atterberg Limits and Friction Angle determination.	No.	20		
B13	Point load	No.	20		
B14	Hoek Shear Box	No.	10		
B15	Sulphate content	No.	36		
B16	Chloride content	No.	36		
B17	Organic matter content	No.	36		
B18	Complete chemical analysis of water samples i.e TDS, SO ₄ , CL & Ph	No.	8		
Sub-Total B					
TOTAL (Sub-Total A+ Sub-Total B)					

ANNEXURE-II COORDINATES & LOCATION OF BORE HOLES

DEPTH OF BORE HOLE
FORM BH-01 TO BH-06 = 30m
FORM BH-07 TO BH-18 = 50m

BH-ID	X CO-ORDIANTE (meter)	Y CO-ORDIANTE (meter)
01	30.65	35.18
02	99.07	35.18
03	163.95	35.18
04	30.65	69.18
05	99.07	69.18
06	163.95	69.18
07	12.09	121.33
08	44.49	121.33
09	76.92	121.33
10	6.7	147.72
11	41.23	147.72
12	76.92	147.72
13	1.3	174.11
14	39.14	174.11
15	76.92	174.11
16	-6.3	211.91
17	34.30	211.91
18	76.92	200.65



Application Form A-1

Page of Pages

General Information

All individual Applicants applying for qualification are requested to complete the information in this form. Nationality information is also to be provided for foreign owners as required under the PEC Bye-Laws as a Partnership.

1.	Name of Firm	
2.	Head Office Address	
3.	Telephone	Contact Person: Name: Title: Cell No.
4.	Fax	E-mail
5.	Place of Incorporation/Registration*	Year of incorporation/registration

* Attach copy of valid PEC Registration Certificate of the firm.

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

Details of Contracts of Similar Nature and Complexity

Name of Applicant: _____

Sr. No.	Name of Project*	Value of Geotechnical Contract (Pak Rs.)	Contract Duration

Note: Attach copy(ies) of letter(s) of award(s) and completion certificate(s) of any five projects issued by the Client(s).

Personnel Capabilities

Name of Applicant: _____

Sr. No.	Name of Prime and Alternate Candidate	Qualification	Designation/ Position	Total Experience	Experience in Similar Works

Note: Attach copy(ies) of appointment letter(s) and CVs of above mentioned staff.

Financial Capability

Name of Applicant: _____

All individual Applicants are requested to complete the information in this Form. The information supplied should be the annual turnover of the Applicant for carrying out geotechnical investigation, in terms of the amounts billed to clients for Rs. 8 million or the said figures have been achieved in any year during the last five (05) years.

Also provide list of the projects supervised by Engineer/Geologist in the last five (05) years along with the cost and documentary proof of the same.

Annual Turnover for Carrying out Geotechnical Investigations		
Year	Turnover (in actual currency)	Equivalent Rupees in Million.
2017 – 2018		
2016 – 2017		
2015 – 2016		
2014 – 2015		
2013 – 2014		

