

PRE-QUALIFICATION CRITERIA
for first 9 lots

The Technical proposals shall be evaluated by the technical evaluation committee in the light of following evaluation criteria:

Category	Description	Points
Legal (Mandatory)	Certificate of Company / Firm Registration/ Incorporation under the laws of Pakistan	Mandatory
	Valid Income Tax Registration	Mandatory
	Valid General Sales Tax Registration (Status = Active with FBR)	Mandatory
	Submission of undertaking on legal valid and attested stamp paper that the firm is not blacklisted by any of Provincial or Federal Government Department, Agency, Organization or autonomous body or Private Sector Organization anywhere in Pakistan	Mandatory

IMPORTANT NOTE:

- Verifiable documentary proof for all above requirements and criteria points are mandatory requirement and marks will be awarded on the basis of these verifiable proofs.
- For any requisite assignment during the Year 2019-20, Terms of References (TORs) along with specific requirements will be shared with the pre-qualified firms and Creative and Financial proposals / bids will be called from them in a defined time frame
- If the Contractor fails / delays in performance of any of the obligations, under the Contract / violates any of the provisions of the Contract / commits breach of any of the terms and conditions of the Contract the Purchaser may, without prejudice to any other right of action / remedy it may have, deduct from the Contract Price, as liquidated damages, a sum of money @0.25% of the total Contract Price which is attributable to such part of the Goods / the Services / the Works, in consequence of the failure/ delay, be put to the intended use, for every day between the scheduled delivery date(s), with any extension of time thereof granted by the Purchaser, and the actual delivery date(s).

Provided that the amount so deducted shall not exceed, in the aggregate, 50% of the Contract Price.

PRE-QUALIFICATION CRITERIA FOR
EVENT MANAGEMENT COMPANY, SOCIAL MEDIA FIRM AND
FILMING & DOCUMENTARY PRODUCTIONS

Sr.	TECHNICAL REQUIREMENTS / FEATURES	TOTAL MARKS
1	Cover Letter; including Company introduction and understanding of managing an event	
2	Legal Structure of the Firm; Registration with SECP, DGPR and FBR &PRA <i>[Full Marks for all these Registrations] [Preference will be given to Company Mode]</i>	04
3	Company Information which includes the following; I. Firm's Profile [Total HR including the number of relevant HR, Work History and In House Facilities] [08] II. Firm's HR's Portfolio <i>{The relevant HR's Experience / Work History / CVs}</i> [13]	21
4	Proof of Financial Stability through Audited Financial Statements & previous Work Orders <i>[Full Marks for 2-Years & above showing profitability]</i>	03
5	Business Development & Client Performance Information which includes; I. List of Clients for which similar engagements were performed in the last 3-Years [03] II. Letter of Acknowledgements/ Work Completion Certificates/ Documentary Evidences of relevant Assignments showing the level of satisfaction of clients [03] III. Audio Visual Presentation of the Previous Works [06]	12
TOTAL TECHNICAL MARKS		40

IMPORTANT NOTE:

1. For a firm to prequalify, it is mandatory to score atleast 50% marks in each section
2. Min. score required for pre-qualification = 20
3. Pre-Qualified companies/firms will be hired and taken on-board for the period of 2019-20 i.e. till June, 2020
4. For any event during the Year 2019-20, Terms of References (TORs) along with specific requirements will be shared with the pre-qualified firms and Creative and Financial proposals / bids will be called from them in a defined time frame