URBAN AREAS DEVELOPMENT AUTHORITY MARDAN

ADP NO.2083/210563 (2021-22) STRENTHENING OF DISTRICT DEVELOPMENT AUTHORITIES IN KHYBER PAKHTUNKHWA

SUB-SCHEMES:

A. **REHABILITATION OF GREEN BELT IN SHEIKH MALTOON TOWN MARDAN**
B. **IMPROVEMENT OF CENTER MEDIA IN SHEIKH MALTOON TOWN MARDAN**

BIDDING DOCUMENTS

May-2025
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INVITATION FOR DOCUMENTS

STRENTHENING OF DISTRICT DEVELOPMENT AUTHORITIES IN KHYBER PAKHTUNKHWA

URBAN AREA DEVELOPMENT AUTHORITY MARDAN

NOTICE INVITING E-TENDERING (2nd Time)

Urban Area Development Authority Mardan invites bids as per KPPRA Rule No. 14 (2) (b) on single stage two envelop procedure for the following works:

S #	Name of Work	Req category of PEC	E / Cost (Million Rs)	Earnest Money (Rs.)	Time to complete work	Last date & Time of Submission	Date of Opening of Technical Bid	Date of Opening of Financial Bid
1	Strengthening of District Development Authorities in Khyber Pakhtunkhwa UADA Mardan (2024-25) ADP No.210563 "Rehabilitation of Center Media and Green Belt in Sheikh Maltoon Town Mardan"	C2	23.58	Rs. 475,000/-	As per Work order	30-05-2025 11:00 AM	30-05-2025 11:30 AM	Will be announced after approval of technical bid from competent authority

1. Bidding documents and instructions to the bidders can be obtained from office of the undersigned at payment of Rs.3000/- (non-refundable) in the shape of call deposit or bank challan in the name of Director, Urban Area Development Authority Mardan. Along with submission of application on firm letter head.
2. The bidding documents can be downloaded from KPPRA as well Authority's website mda.gkp.pk.
3. The bidder shall submit earnest money in the shape of call deposit in the financial bids.
4. The bidders who submit their financial bids without earnest money will be debarred from participating in bidding process for two years.
5. The bid shall comprise a single package containing two separate envelopes. Each envelope shall contain separately the financial proposal and the technical proposal.
6. The envelopes shall be marked as financial proposal and technical proposal.
7. Valid registration of firm with Pakistan Engineering Council (PEC) for current years from, FBR & KPRA.
8. NTN along with up to date tax clearance certificate for last three years from tax authorities. The firm must be active tax payer in the FBR/KPRA.
9. Conditional, Late or incomplete bids will not be entertained.
10. No subletting of works will be allowed.
11. Any information regarding bidding documents, work etc. can be obtained from the office of Deputy Director Tech:, UADA Mardan on any working day during working hours before last date of submission of documents.
12. Venue of bid opening will be office of Deputy Director (Technical), UADA Mardan Sector-F Sheikh Maltoon Town Mardan.

DEPUTY DIRECTOR (TECHNICAL)
URBAN AREA DEVELOPMENT AUTHORITY
SECTOR-F SHEIKH MALTTON TOWN MARDAN
Phone No. 0937-9230433-34

INSTRUCTIONS
TO
BIDDERS

INSTRUCTIONS TO BIDDERS

A. GENERAL

IB.1 Scope of Bid

1.1 The Employer as defined in the Bidding Data hereinafter called "the Employer" wishes to receive bids for the construction and completion of works as described in these Bidding Documents, and summarized in the Bidding Data hereinafter referred to as the "Works".

1.2 The successful bidder will be expected to complete the Works within the time specified.

IB.2 Eligible Bidders

2.1 This Invitation for Bids is open to all bidders meeting the following **MANDATORY** requirements:

- Enlisted with Provincial Enlistment Committee Khyber Pakhtunkhwa and UADA Mardan for the current year
- Duly licensed by the Pakistan Engineering Council **(PEC)** in the Category **C-2** and above for the current year
- Registered with KPRA (Active Tax Payer)

IB.3 Site Visit

3.1 The bidders are advised to visit and examine the Site of Works and its surroundings and obtain for themselves on their own responsibility all information that may be necessary for preparing the bid and entering into a contract for construction of the Works. All cost in this respect shall be at the bidder's own expense.

3.2 The bidders and any of their personnel or agents will be granted permission by the Employer to enter upon his premises and lands for the purpose of such inspection, but only upon the express condition that the bidders, their personnel and agents, will release and indemnify the Employer, his personnel and agents from and against all liability in respect thereof and will be responsible for death or personal injury, loss of or damage to property and any other loss, damage, costs and expenses incurred as a result of such inspection.

B. Bidding Documents

IB.4 Contents of Bidding Documents

4.1 The bidders are expected to examine carefully the contents of all the above documents. Failure to comply with the requirements of bidding documents submission will be at the Bidder's own risk.

IB.5 Clarification of Bidding Documents

5.1 Any prospective bidder requiring any clarification (s) in respect of the pre-qualification documents may notify the Employer in writing at the Employer's address indicated in the Invitation for Bids.

C. Preparation of Bidding Documents

IB.6 Language of Bid

6.1 The bidding documents and all correspondence and documents related to the bid exchanged by a bidder and the Employer shall be in the bid language stipulated in the Bidding Data and Particular Conditions of Contract. Supporting documents and printed literature furnished by the bidders may be in any other language provided the same are accompanied by an accurate translation of the relevant parts in the bid language, in which case, for purposes of evaluation of the bid, the translation in bid language shall prevail.

IB.7 Documents Accompanying the Bidding Documents

7.1 Each bidder shall:

(a) Submit a written power of attorney authorizing the signatory of the bid to act for and on behalf of the bidder;

(b) Update the information indicated and listed in the bidding Data and previously submitted with the application for evaluation, and continue to meet the minimum criteria set out in the bidding documents which as a minimum, would include the following:

(i) Evidence of access to financial resources along with average annual construction turnover;

(ii) Financial predictions for the current year and the two following years including the effect of known commitments;

(iii) Work commitments since prequalification;

(iv) Current litigation information; and

(v) Availability of critical equipment. And

7.2 Documents submitted by a joint venture of two (2) or more firms shall comply with the following requirements:

(a) The bid and in case of a successful bid, the Form of Contract Agreement shall be signed so as to be legally binding on all partners;

(b) One of the joint venture partners shall be nominated as being in-charge; and this authorization shall be evidenced by submitting a power of attorney signed by legally authorized signatories of all the joint venture partners;

(c) The partner-in-charge shall always be duly authorized to deal with the Employer regarding all matters related with and/or incidental to the execution of Works as per the terms and Conditions of Contract and in this regard to incur any and all liabilities, receive instructions, give binding undertakings and receive payments on behalf of the joint venture;

(d) all partners of the joint venture shall at all times and under all circumstances be liable jointly and severally for the execution of the Contract in accordance with the Contract terms and a statement to this effect shall be included in the authorization mentioned under Sub-Para (b) above as well as in the Form of Bid and in the Form of Contract Agreement (in case of a successful bid); and

(e) a copy of the agreement entered into by the joint venture partners shall be submitted with the bid stating the conditions under which it will function, its period of duration, the persons authorized to represent and obligate it and which persons will be directly responsible for due performance of the Contract and can give valid receipts on behalf of the joint venture, the proportionate participation of the several firms forming the joint venture, and any other information necessary to permit a full appraisal of its functioning. No amendments / modifications whatsoever in the joint venture agreement shall be agreed to between the joint venture partners without prior written consent of the Employer.

(f) Evaluation of the documents will be carried out as per the Pakistan Engineering Council Criteria set for JV mode

7.3 Bidders shall also submit proposals of work methods and schedule, in sufficient detail to demonstrate the adequacy of the Bidders' proposals to meet the technical specifications and the completion time.

D. SUBMISSION OF DOCUMENTS

IB.8 Sealing and Marking of Documents

8.1 The Eligible contractors / firms are required to submit their bids for the work in separate sealed envelope i.e. One Envelope containing "TECHNICAL PROPOSAL" of the contractors / firms clearly marked as "TECHNICAL BID" accompanied with respective bidding documents fee, while the Second Envelope containing "FINANCIAL PROPOSAL", clearly marked as "FINANCIAL BID". Both Technical and Financial bids will be placed in Single Sealed Envelope and addressed and sent to the Deputy Director (Technical) UADA Mardan through **Registered Courier Service**.

8.2 The bids received by hand, not registered courier service and late shall not be entertained.

E. DOCUMENTS OPENING AND EVALUATION

IB.9 DOCUMENTS OPENING

9.1 The Employer will open the Technical Proposals / Documents in the presence of bidders' representatives who choose to attend, at the time, date and location stipulated in the bidding documents.

IB.10 BID DATA

1.1 Name and address of the Employer:

DIRECTOR, URBAN AREA DEVELOPMENT AUTHORITY, MARDAN.

1.2 Name of the Project:

Strengthening of District Development Authorities in Khyber Pakhtunkhwa (2021-22) ADP No.2083/210563 "Rehabilitation of Center Media and Green Belt in Sheikh Maltoon Town Mardan"

2. Bid language:
English

3 Venue, time, and date for submission of Bidding documents:
As per NIT in newspaper.

4 Submission of Pre-qualification Documents
Documents shall be submitted and evaluated as per procedure given in KPPRA guidelines of procurement / given Evaluation Criteria.

6 Employer's address for the purpose of Documents submission:
Office of the Deputy Director (Technical), Urban Area Development Authority Mardan

7 Deadline for submission of bids:
As per NIT in Newspaper

8 Evaluation and Comparison of Documents

All Documents shall be evaluated in accordance with the evaluation criteria; and other terms and conditions set forth in the prescribed Bidding documents.

Mandatory Requirements:

- Enlisted with Provincial Enlistment Committee Khyber Pakhtunkhwa and UADA Mardan for the current year
- Duly licensed by the Pakistan Engineering Council (PEC) in the Category C-2 or above for the current year
- Registered with KPRA and FBR (Active Tax Payer Status)
- Register with KPRA & FBR with active status
- Affidavit of "**Non-Blacklisting / No Litigation / No Arbitration**" on stamp paper (original) prepared within the current month for submission of documents

Note: The Documents provided by the firm will be thoroughly checked and the Firm providing Fake documents shall be recommended for blacklisting under relevant clause of KPPRA/PEC. Further the Client reserve the rights to verify the same physically on site or at the custody of the bidder.

METHOD OF PERFORMING THE WORK

[The Bidder is required to submit a narrative outlining the method of performing the Work. The narrative should indicate in detail and include but not be limited to:

1. Organization Chart indicating head office and field office personnel involved in management and supervision, engineering, equipment maintenance and purchasing.

2. Mobilization in Pakistan, the type of facilities including personnel accommodation, office accommodation, provision for maintenance and for storage, communications, security and other services to be used.

3. The method of executing the Works, the procedures for installation of equipment and machinery and transportation of equipment and materials to the site.]

(PROVISION OF AFFIDAVIT REGARDING THE AUTHENTICITY FOR BIDDING DOCUMENTS)

CERTIFICATE

(Dated: …….)

It is certified that the data / documents / informations submitted in our application for technical evaluation of the subject project is absolutely correct to the best of our knowledge and we accept full responsibility for its accuracy.

We understand that any false data / document / information may result in disqualification of our firm at any stage.

Signature of Authorized Representative:_____

Name/Designation of Authorized Representative:_____

Designation of Authorized Representative:_____