GUJRANWALA WASTE MANAGEMENT COMPANY

ENLISTMENT/ PRE-QUALIFICATION

PROCUREMENT OF SPARES/SERVICES OF OPERATIONAL VEHICLES

APPLICATION FORM

FOR

SUPPLIERS AND CONTRACTORS

Dated: July 2018

OFFICE ADDRESS:
Gujranwala Waste Management Company (GWMC),
2nd Floor, Gujranwala Chamber of Commerce & Industry,
Chamber Plaza, Aiwan-e-Tijarat Road Gujranwala;
Tel 055-9200890, 055-9200891-2, 055-9200863 ,
Fax: 055-9201265,
Email: info@gwmc.com.pk ; feedback@gwmc.com.pk,
website: www.gwmc.com.pk

INTRODUCTION OF SUPPLIERS / CONTRACTORS

Name of the Bidder/Organization/Supplier/Contractor: _____

_____

(Attach Copy of CNIC in case of Sole Proprietor, Partnership Deed in case of Partnership Firm, Certificate from SECP in case of listed Company and Form C in case of registration with Registrar of Firm)

Name of Business Owner: _____

Scope of Business: _____

(Mention the Category/ Scope of Business, the supplier deals in e.g. Spares/ Services)

Business Address: _____

Name of Focal Person: _____

Contact No.: _____

Email Address: _____

Bidder's Stamp (If Any)	**Signature**

REGISTRATION WITH TAX AUTHORITIES

National Tax Registration No.: ***(Attach Certificate)*** _____

Date of Issuanse_____

Sales Tax Registration No. ***(Attach Certificates):*** _____

Date of Issuanse_____

Punjab Revenue Authority Registration No. ***(Attach Certificates)*** _____

Date of Issuanse_____

Bidder's Stamp (If Any)	**Signature**

GUJRANWALA WASTE MANAGEMENT COMPANY

PROOF OF EXPERIENCE FOR THE PROVISION OF SIMILAR SUPPLIES/SERVICES DURING

SR. NO.	CLIENT/ PURCHASER	NAME OF PROJECT	COST OF THE PROJECT	DURATION	CO

1. *Attach copies of Purchase Orders/ Experience Certificates/Contracts/ Any other Evidences Also*
2. *Attach Separate Sheet (if Required),*

Bidder's Stamp (If Any)	**Signature**

STATEMENT OF THE APPLICANT'S BANK ACCOUNT DULY ISSUED AND CERTIFIED BY THE BANK

FOR A PERIOD FROM JULY 1, 2017 TO JUNE 30, 2018

NAME OF THE BANK ACCOUNT HOLDER	ISSUING BANK	OPENING BALANCE ON JULY 01, 2017	CLOSING BALANCE ON JUNE 30, 2018

PLEASE ENSURE;

1. **Bank Statement Attached:** YES ☐ NO ☐
2. **Certified by Bank:** YES ☐ NO ☐
3. **Required Period Covered** YES ☐ NO ☐

Bidder's Stamp (If Any)	**Signature**

AFFIDAVIT ON NON-JUDICIAL STAMP PAPER OF RS. 100 (CLEARLY STATING THAT THE FIRM/ VENDOR/ CONTRACTOR IS NOT BLACKLISTED OR SUBJECT TO ANY PENDING LITIGATION WITH ANY GOVERNMENT OR PUBLIC DEPARTMENT)

SR. NO.	LITIGATION AGAINST PARTY	LITIGATION SUBJECT	DATE OF LITIGATION FILE	STATUS SETTLED/ PENDING
1.				
2.				
3.				

Note: Above Columns to be filled in case of Any Litigation

PLEASE ENSURE;

1. **Affidavit Attached: YES ☐ NO ☐**

Bidder's Stamp (If Any)	**Signature**

PROOF OF VALID PREQUALIFICATION/ ENLISTMENT WITH THE GOVT. DEPARTMENTS (IF ANY)

SR. NO.	NAME OF GOVT. DEPARTMENT	CATEGORY OF ENLISTMENT	PERIOD OF ENLISTMENT	STATUS COMPLETED/ON-GOING

Bidder's Stamp (If Any)	**Signature**

TECHNICAL CAPABILITIES & STRENGTH FOR SUPPLY OF SPARES & SERVICES (IF ANY).

Own Workshop/ Service Facility: **YES** ☐ **NO** ☐

*If **Yes**, please provide the following details*

1. **Name of Owner/ Proprietor:** _____
2. **Address of the Workshop/Service Facility:** *(Pictures to be attached)* _____

   _____
3. **Area (in Sq. M/Yards) of the Workshop:** _____
4. **List of Spares Available:** _____
   (Attach a List of Spares Available/ Services Provided)
5. **No. of deputed Mechanics/ Staff:** _____
6. **Area of Service Expertise:** _____
   (e.g., Fabrication, Material, Welding, Molding, Mechanical Works, Electric Works, etc.)
7. I hereby, authorize, any of the representative GWMC to visit Workshop/ Service Facility Area anytime **YES** ☐ **NO** ☐

Bidder's Stamp (If Any)	**Signature**

DECLARATION

I, _____, the undersigned, hereby solemnly declare that;

1. All the provided information is True and Complete
2. All the documents are true copies of original
3. Any concealment of information/details, mentioned above, or misrepresentation of Facts/ documents, will result in disqualification;
4. In case of any misrepresentation or concealment of facts, the Client reserves the right to take legal action against the applicant
5. In case of incomplete information, the application will not be considered any further;
6. The decision of client (GWMC) shall be final;
7. Only successful firms in 'Pre-Qualification' shall be informed in writing for further process of registration / enlistment with the client (GWMC);
8. Successful Contractors shall be used as a Pool of Suppliers / Service Providers of GWMC and will be enlisted only for the period ending on December 30, 2018

Bidder's Stamp (If Any)	**Signature**

TERMS & CONDITIONS FOR PRE-QUALIFICATION

1. The Suppliers and Contractors with 'Nationwide Supplies having own facilities' will be preferred (subject to the fulfillment of criterion and competitiveness);

2. Local firms/ vendors/ contractors are highly encouraged to apply and shall be given preference subject to the fulfillment of criterion and competitiveness;

3. The Applicant must have expertise in the relevant field;

4. In the subsequent Phase of Pre-Qualification; the Pre-Qualified Vendors will be issued a **'Potential List of Spares Parts & Services'** required for Operational Vehicles of GWMC,

5. The Technical & Financial bids/ Quotations will be invited from Pre-Qualified Suppliers/ Contractors, on the prescribed forms for the **'Potential List of Spares Parts & Services'** required for Operational Vehicles of GWMC,

6. The Sealed Technical & Financial Quotation's will be publically opened at the announced Date & Time;

7. **GWMC** reserves the right to reject all Applications for Enlistment/ Pre-Qualification at any time prior to the acceptance of Application;

8. Successful Contractors shall be used as a **Pool of Suppliers / Service Providers of GWMC** and will be enlisted only for the period ending on **December 30, 2018;** and

9. The **Enlisted/Approved Vendor of GWMC,** shall **Sign an Undertaking**, confirming to provide the Listed Spares/ Services to GWMC at the approved Rates for the period till **December 30, 2018;**

10. The Pre-Qualified Vendors may be asked to provide supplementary Financial Quotations for Additional Spares/Services, as and when required by GWMC, during the period of Enlistment, ending on **December 30, 2018;** and

11. As and when desired, depending on the products / services/works, earnest money may be required on inviting financial bids / quotations;

12. The invoice will be processed for Certification and Payment after completion of work;

13. The payment will be made within thirty (30) days after Certification of Invoice;

14. The delivery challan should also be submitted for all Spare Parts or Services' deliveries;

15. The task shall be undertaken by the contractor on the receipt of Purchase / Work Order and according to the specification provided or finally agreed;

16. In case of any change in the specification due to which prices are affected, the same must be informed to Procurement Department/ GWMC in advance;

17. Incomplete Applications or those received after deadline date and time will not be entertained;

18. In case of Tax exemption, tax exemption certificate will be required along with Invoice.

Bidder's Stamp (If Any)	**Signature**

Further information may be obtained from the office of undersigned during working hours;

Application Form can be downloaded from www.gwmc.com.pk, www.ppra.punjab.gov.pk or can be collected from the office address, given below, for free of cost. Applications will be accepted through **registered courier <u>ONLY.</u>**

<u>LAST DATE FOR SUBMISSION OF APPLICATION IS **AUGUST 07, 2018** BY **4:00 PM.**</u>

MANAGING DIRECTOR
GUJRANWALA WASTE MANAGEMENT COMPANY
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Email: info@gwmc.com.pk