(5)

# **ENGINEER-IN-CHIEF'S BRANCH**

## **Pre-Qualification Form – Consultant**

Photograph Passport size

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1.	Ownership Information (Sole Proprietor)														
2.	Ownership Information (Joint Venture)														
3.	Name	of Own	er (s)												(
4.	Name	of The	Firm										18		
5.	Detail of any other firm with same Owner (s)											216	0,		
6.	CNIC	number	of Owner (	(s)						-					-
7.	Enlistment Category / Number														
	PEC (	Registra	ation #)			MES	(Enlistr	nent	#)	<					
	Categ	ory		Validity		Categ	Category			Validi	Validity				
	PCATP (Enlistment #)					Any other									
	Categ	Category Validity				Category					ity				
8.	Offices with Addresses*														
	Ser Office location			Addr	Address		Name with Desigination					Active contact #			
	Zon Cinico recurson / Addition				(CEO and GM)				Off	Office		Mobil	е		
				7,											
				M.											
9.	Major Projects undertaken with Financial Effects*														
	Ser Title of Project & location			Client Sponse	or			Contract Co			t				
					эропзог		S	tart		Cor	npletion	(NS-MIIIIOII)			
	00,														

10.		d Staff held in Company*								
	Ser	Designation	Empl			ucation	Professional Experience			
			Since (Date)	Location	Civil	Professional				
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11.		Summary of Equipment held in Company*								
	Ser	Description of Software (Manufacturer, model, C	Capacity etc)	Model	(Purchased,	ership status , owned, leased, h	red) Registered / Non Registered			
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12.	Financial Details*							
	National Tax Number (NTN)	FBR Registration Number						
	Annual turnover (As per bank Statement)	FBR Current Bank Financial Statements						
	Annual Tax Returns	Any other						

#### **DECLARATION**

Certified that the information given in this application form is correct to the best of my knowledge & belief and I, further understand that in case any information is found to be incorrect later on, my enlistment is liable to be cancelled.

Signature of applicant
Mobile Number
E-mail address

Note: Please also forward company profile covering following documents (Booklet format):-

- Latest Certificate of Registration with Pakistan Engineering Council.
- Name, current address of head office and branch offices alongwith phone, fax and e-mail address.
- Copy of registered partnership deed among the partners.
- Copy of registration with Income Tax Dept.
- List of permanent professional staff.
- CVs of relevant core staff showing project wise experience with exact time / duration of every project (format as Appendix-I)
- Copy of Experience of Consultant (format as Appendix-II)
- List of similar works completed by the firm during last ten (10) years and similar works in hand including total cost of such work and cost of consultancy services received against those works alongwith date of start and completion or expected date of completion.
- A certificate / affidavit that the firm is not blacklisted by any government / autonomous body.
- Audited acct reports for the last three (3) years.
- Four (4) sets of CNIC copies and Passport size photos

<sup>\*</sup> Supplementary pages must be attached.

## CURRICULUM VITE

Appendix-I

1. The Discipline / Expertise :

Photograph
Passport size

2. Name of the Firm :

3. Name of Nominee :

4. Date of Birth :

5. Years with the Firm :

6. Nationality :

7. PEC Registration / Membership No :

8. PCATP Registration / Membership No

9. Key Qualifications : (Provide an outline of the nominee's experience)

10. Academic Qualifications :

11. Employment Record :

12. Languages and Degree of : (In speaking, reading & writing as

Proficiency Excellent – Good – Fair – Poor)

13. Certification I, the undersigned, certify that, to the best of my

knowledge and belief, these bio-data correctly describe myself, my qualification and my experience.

Signature:

Dated: day/month/year

## **EXPERIENCE OF CONSULTANT**

Relevant services carried out in the last 7 – 10 years which best illustrate qualification.

### [NAME OF THE FIRM / CONSULTANT]

1. Name of Assignment :

2. Country :

3. Name of Client :

4. Address :

5. Start Date : Month / Year

6. Completion Date : Month / Year

7. Professional Staff Provided :

8. No of Staff :

9. No of Staff Months

10. Approx: Value of Services :

11. Name of Other JV Firms (if any) :

12. No of Staff / Staff Months :

Provided by the JV partner (s)

13. Name/Position of Key Staff :

14. Description of Project :

15. Description of Services provided by the Firm