



PRE-QUALIFICATION DOCUMENT

2024

PRE-QUALIFICATION

For

**Provision of Operations of Pharmaceutical Industrial Unit at University
of Sargodha**

Pre-Qualification Document Fee

Rs. 10,000/-

Last date of Submission

March 24th, 2025 (Monday)

FOR OFFICE USE ONLY

Serial No. _____

Submitted by: M/S _____

Demand Draft No. with Bank _____ Date _____

Chairman

EOI and RFP Committee

Ph. No: 048-9230811-15 (Ext. 860)

Cell. No: + 92 333-77 00 104

Email address: muhammad.asif@uos.edu.pk.

Important Note:

Interested parties, sole proprietors, firms, companies, joint ventures, etc. must ensure that they submit all the required documents indicated in the Pre-Qualification Documents without any fail. Proposals received without, undertakings, valid documentary evidence, supporting documents, etc. and in the manner, for the requirements, as mentioned in the Pre-Qualification Document and /or without valid, signed-off and stamped Test Certificates are liable to be rejected at the initial stage itself. The datasheets, valid documentary evidences are the critical components as detailed hereinafter should be submitted by the Firms, etc. for scrutiny. It is intimated that no objection shall be entertained regarding the terms and conditions of the Pre-Qualification Documents at the later stages during Pre-Qualification process.

Applicability of Rules for Pre-Qualification

The Pre-Qualification will be made, in accordance with Joint Venture, Policy and Guidelines, etc. notified by Government of the Punjab, Law and Parliamentary Affairs Department (Notification No. 153 of 2020) vide SO(H-II)3-6/2020 Dated 21-10-2020 (amended from time to time) and further two stage, two envelop bidding procedure, shall be adopted in to finalize the award of this Project.

INTRODUCTION

University of Sargodha intends to Pre-Qualify the interested parties i.e. individuals, sole proprietors, firms, companies, joint ventures, etc., registered with Income Tax / GST, etc. having sufficient experience in operating of businesses relevant to Pharmaceutical Industry as public / semi government / private organization, etc. in order to offer the opportunity for provision of operations and functionalizing of its “**Pharmaceutical Industrial Unit**”, which comprises liquid syrup section, oral dry suspension section, capsule section, tablet section, quality control laboratories section, offices, miscellaneous laboratories and warehouses having total area of 74386Sft whereas the covered area is 14047Sft, at its Main Campus, University Road, University of Sargodha as Joint Venture with University of Sargodha. The interested parties i.e. individuals, sole proprietors, firms, companies, joint ventures, etc., registered with Income Tax / GST, etc. having sufficient experience in operations of Pharmaceutical Industry as public / semi government / private organization, etc. must having duly registered and active licenses from DRAP, etc. necessary and/or mandatory to produce for the potential products from the Pharmaceutical Industrial Unit may obtain / send their request for Proposals up to **12:00PM, the 24th Day of March, 2025 (Monday)** and the Proposals will be opened on the same day at 14:00 in the presence of representatives of the interested firms in the Multipurpose Hall, Main Campus University of Sargodha.

All reputable and well established Firms, etc. (duly registered with FBR, DRAP, etc. and all other relevant Government Bodies / Authorities relevant to this Project) in relevant category / field are invited to apply for the participation in Pre-Qualification process and submit proposals for Pre-Qualification.

A transparent evaluation method given in this document shall be adopted for the purpose of Pre-Qualification of the applicant’s capabilities in respect of vital elements of applicant’s organization and capacity to perform.

For obtaining the pre-qualification documents, seeking any information regarding the project, correspondence, etc. and submission of the completed pre-qualification documents; use the postal address “The Secretary, EOI and RFP Committee, The Directorate of Planning & Development, Main Campus, University Road, University of Sargodha, Sargodha. Contact Number: 048-9230811-15 (Ext. 860) & +92333-7700104. Email address: muhammad.asif@uos.edu.pk.

Firms, etc. are required to state, in their proposals, the name, title, contact number and e-mail address of their authorized representative through whom all communications shall be directed until the process has been completed or terminated.

As Authority competent to accept the proposal, University of Sargodha reserves the exclusive rights to cancel the Pre-Qualification process, accept or reject the proposals as per rules.

1. SUBMISSION OF PROPOSAL

Proposal must comprise the following:

1. Original deposit slip of Pre-Qualification fee, as mentioned in Pre-Qualification document.
2. Covering letter duly signed and stamped by authorized representative (**Annexure-A**).
3. Duly filled below given Pre-Qualification Forms in all respects vetted, signed and stamped alongside with all the relevant documents, evidences, proofs, certificates, licenses, etc. as duly vetted, signed and stamped.
4. Undertaking as stating and as confirming that all terms & conditions and qualifications listed anywhere in the Pre-Qualification document have been satisfactorily vetted (**ANNEXURE-B**).
5. The Assets with University of Sargodha for the operations and functionalizing of the Pharmaceutical Industrial Unit, University of Sargodha as Joint Venture are given (**ANNEXURE-C**)
6. Certificate of Company, Firms, etc. Registration/Incorporation under the all applicable laws of Pakistan for this Project.
7. Copies of Valid Registration Certificates for Income Tax, Sales Tax, Professional Tax, and DRAP and all other relevant Government Authority certificates / Licenses, etc. relevant to this project.

Verifiable documentary proof of the mandatory and other requirements mentioned in this document must be submitted along with the below form, noncompliance of which shall lead to disqualification.

2. PRE-QUALIFICATION FORMS

PARTICULARS

Company Name			
Abbreviated Name			
National Tax No.		Sales Tax Registration No	
No. of Employees		Company's Date of Formation	

*Please attach copies of NTN, GST Registration & Professional Tax Certificate

Registered Office Address		State/Province	
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City/Town		Postal Code	
Phone		Fax	
Email Address		Website Address	
Branch Office Address			
City/Town		State/Province	
Country		Postal Code	
Phone		Fax	

Factory / Workshop Address			
City/Town		State/Province	
Country		Postal Code	
Phone		Fax	

Financial Worth of the Firm / Supplier

Company Net Worth		
Company Turn Over		
Last 3 years of Company Profits	Year	Profit / Loss

* In case of Private Limited, Please Audited Balance Sheet for the last three years.

CEO/Chairman Name		National ID Number	
Mailing Address			
Phone		Fax	
Email			

Company/Firm/ Supplier Profile

1	Primary Business Details	1	
		2	
		3	
		4	
2	List of Items / Services	1	
		2	
		3	
		4	
6	Any Other Information that interested Firms, etc. may like to provide		

List of Current Customers (Companies / Organizations / Businesses)

Sr. No.	Name of Company/Organization	Current Business / Scope of Works	No. of Years	Annual Contract / Business Volume	Approximate Value of Business
1					
2					
3					
4					
5					

(Attach documentary proof, duly vetted, stamped and signed-off with proper reference for the companies / organizations mentioned above)

The information given above is true to the best of our knowledge; we undertake to inform UOS, Sargodha of any changes that may take place later in the status of company in business / agency or the management.

The terms and conditions attached have also been read and certificates are signed.

Authorized Signature and Stamp: _____

Name: _____

Designation: _____

Date: _____

Note: In case of insufficient space against any column, please attach separate sheet (s) for details / information.

**3. DETAILS OF SIMILAR BUSINESS / ASSIGNMENTS / PROJECTS
UNDERTAKEN BY THE FIRM**

Sr. No.	Title of Contracts / Projects / Services / Business	General Description	Value of Contract / Projects / Services / Business	Active Years	Department / Organization	Performance
1						
2						
3						
4						
5						
6						
7						
8						
9						
10						

4. EVALUATION CRITERIA

IMPORTANT NOTE:

All the applicants must to please note that this Pre-Qualification is being processed as per Joint Venture, Policy and Guidelines, etc. notified by Government of the Punjab, Law and Parliamentary Affairs Department (Notification No. 153 of 2020) vide SO(H-II)3-6/2020 Dated 21-10-2020 (amended from time to time), two stage, two envelop bidding procedure, shall be adopted.

Any document/statement provided if proved false, misstated, concocted, or incorrect at any time during or after Pre-qualification will result into permanent disqualification and black listing of the firm/Company/Supplier with their names displayed on website of relevant authoty/body.

PASS MARKS: Based on conditions listed in this document, Proposal not meeting the 60% pass marks limit will be rejected. All Firms scoring greater than or equal to 60% of the marks will be accepted in Pre-Qualification.

The Firms, etc. who have duly complied with the Qualification and Evaluation Criteria against each item will be eligible for further processing.

The proposals shall be evaluated in the light of following evaluation criteria:

Note: all the relevant documents, evidences, proofs, certificates, licenses, etc. must be duly vetted, signed and stamped in order to claim the proposed marks.

Category	Description	Requirement/Points
(Mandatory)	Certificate of Company/Firm	Mandatory
	Active Registration/Incorporation and Active Possession of all licenses such as DRAP, PRA for production, services, etc. are must required which are to be produced/delivered at the Pharmaceutical Unit under the laws of Pakistan (relevant to this Project)	
	Valid Income Tax Registration (Active with FBR)	
	Valid and Active Professional Tax Certificate	
	Valid General Sales Tax Registration (Active with FBR)	
	Submission of undertaking on legal, valid and attested Stamp paper that the firm is not Blacklisted and not involved in litigation with any of Provincial or Federal Government or Semi Government Department, Agency, Organization, etc. &/or an Autonomous body, etc. anywhere in Pakistan; in case involved, in any litigation process, proof of dispute resolution is required.	Mandatory

Sr. No.	Documents Required	Marks
1	Orientation of the Firm towards this project and similar projects and/or businesses (Complete Details to be described):	Max Marks 30
	✓ 15 years or more	30
	✓ 10 to 14 years	25
	✓ 06 to 09 years	20
	✓ 05 years	15

	BELOW 5 YEAR NOT ELIGIBLE	
2	Company Website ✓ Company Website ✓ Successful RELEVANT Businesses Running Presently or Run in the last five Years (2 marks for each reference) – Complete Details are to be provided	Max Marks 10 02 08
3	Overall Business Plan & Services Proposal: ✓ Overall Management Plan ✓ Business Plan Details & Compatibility with this Project	Max Marks 20 05 15
4	Financial Stability (Annual Turnover for last 03 years, along with documentary proof) ✓ 100 Million or above ✓ 80 Million to 99 Million ✓ 60 Million to 79 Million ✓ 40 Million to 59 Million	Max Marks 30 30 25 20 15
5	✓ Overall Operational & Maintenance Plan	Max Marks 05
6	✓ Income Tax & Sales Tax Return for last 03 years (Along with documentary proofs)	Max Marks 05

Annexure-A

The Covering Letter

Date:

The Chairman
EOI and RFP Committee
University Road
University of Sargodha
Sargodha

Subject: EOI for the “Pre-qualification of the Pharmaceutical Industrial Unit, University of Sargodha” as Joint Venture.

Dear Sir,

With reference to your advertisement for seeking Expression of Interest (EOI) for the subject cited Project, I/we, having examined the Pre-qualification document including terms and conditions and having understood their contents, hereby submit my/our completed Pre-qualification documents and all the relevant documents as requested &/or required for the aforesaid Project.

2. I /We acknowledge that University of Sargodha will be relying on the information provided in the Pre-qualification document and the documents accompanying the Pre-qualification document for selection of the Pre-qualifiers for the aforesaid Project, and that so therefore, we certify that all information provided therein is true and correct, nothing has been omitted which renders such information misleading; and all documents accompanying the Pre-qualification document are true copies of their respective originals.

3. I/We shall make available to University of Sargodha any additional information that may find necessary or require to supplement or to authenticate the Pre-qualification documents.

4. I/We acknowledge the right of University of Sargodha to reject our Pre-qualification proposal without assigning any reasons or otherwise and hereby waive, to the fullest extent permitted by applicable law, our right to challenge the same on any account whatsoever.

5. I/We certify that in the last three years, we have neither failed to perform on any business, contract, etc. as evidenced by imposition of a penalty by an arbitral or judicial Employer or a judicial pronouncement or arbitration award, nor been expelled from any project of contract by any public organization nor have had any contract terminated by any public organization for breach on our part.

6. I/We agree and undertake to abide by all the terms and conditions of this Pre-qualification document.

7. I/We hereby declare that:

- (a) I/We have examined and have no reservations to the Pre-qualification document, including any Addendum issued by University of Sargodha.
- (b) I/We have not directly or indirectly or through an agent engaged or indulged in any corrupt practice, fraudulent practice, coercive practice, undesirable practice or restrictive practice, etc., in one way or the other, in respect of any tender or request for proposal or pre-qualification issued by or any agreement entered into with University of Sargodha or any other public sector enterprise or any government organization, semi-government organization, private sector business &/or firm, etc.
- (c) I/We hereby certify that we have taken steps to ensure that in conformity with the provisions that no person acting for us or on our behalf has engaged or will engage in any corrupt practice, fraudulent practice, coercive practice, undesirable practice or restrictive practice, etc. whatsoever for this Pre-Qualification Process.

8. I/We understand that you may cancel our Pre-qualification at any time and that you are neither bound to accept any Pre-qualification that you may receive nor to invite any firm, etc. for Pre-qualification of this Project, without incurring any liability to the firms, etc. applying for Pre-qualification.

9. I/We certify that in regard to matters other than security and integrity of the country, we have not been convicted by a Court of Law or indicted or adverse orders passed by a regulatory Employer which could cast a doubt on our ability to undertake this Project or which relates to a grave offence, etc. that outrages the moral sense of the community in one way or the other.

10. I/We offer a Pre-qualification fee of Rs.10,000/- (Rupees ten thousand only), which is non-refundable to University of Sargodha in accordance with the Pre-qualification documents, which is attached herewith in the form of a Demand Draft bearing No..... dated, drawn at

In witness thereof; I/We submit these Pre-qualification documents under and in accordance with the terms of this Pre-qualification.

Yours faithfully

Date: (Signature, Name and Designation of Bidders/Lead Member and Signatory)

Place: Name and seal of Bidders/Lead Member

UNDERTAKING

It is certified that the information furnished here in and as per the document submitted is true and correct and nothing has been concealed or tampered with. We have gone through all the conditions of Pre-Qualification and are fully liable to any punitive action for furnishing false information / documents.

Dated this _____ day of _____ 20_____

Signature

(Company Seal)

In the capacity of

Duly authorized to sign proposals for and on behalf of:

ANNEXURE-C**Assets of the Pharmaceutical Industrial Unit, University of Sargodha:****1. TABLET SECTION**

Sr. No.	Name of Machine	Qty.	Capacity
1	Z – Mixer	1	50 kg
2	Double Cone Mixer	1	50 kg
3	Granulator	1	50 kg
4	Wet Granulator	1	50 kg
5	Tray Dryer	1	40 Trays
6	ZP – 17 Rotary Machine	1	300000 Tab/8 hrs
7	ZP – 19 Rotary Machine	1	400000 Tab/8hrs
8	Coating Pan	1	50 kg
9	High Shear Mixer	2	3000 RPM
10	Auto Coater	1	50 kg
11	Polishing Pan	1	50 kg
12	Polishing Pan	1	25 kg
13	Fluidized Bed Dryer	1	50 kg
14	Fitz Mill	1	-
15	Blistering Machine	1	100 Blisters/min
16	Silverson Mixer	1	100 kg
17	Top Loading Balance	1	35 kg
18	Top Loading Balance (Packing Hall)	1	300 g
19	Top Loading Balance (Compression I)	1	300 g
20	Top Loading Balance (Compression II)	1	300 g
21	Top Loading Balance (Coating Section)	1	300 g
22	Top Loading Balance (Blister Machine)	1	300 g
23	Dispensing Trolley	2	-
24	Blister Basket with Lid	5	-
25	Packaging Belt	1	-
26	Paste Manufacturing Kettle	1	50 liter
27	Coating Sol. Prep. Vessel	1	50 liter
28	Coating Sol. Vessel with Stirrer	1	25 liter
29	HVAC (Coating Area)	1	5 ton
30	HVAC (Compression Area)	1	7 ton
31	HVAC (Granulation Area)	1	5 ton
32	Air Conditioner (Packing Hall)	1	2 ton

2. CAPSULE SECTION (GENERAL)

Sr. No.	Name of Machine	Qty.	Capacity
1	Double Cone Mixer	1	25 kg
2	Semi-Automatic Capsule Filling & Sealing Machine	1	28000 Cap /8 Hrs
3	De-Duster	1	-
4	Capsule Polisher	1	-
5	Top Loading Balance	1	35 kg
6	Top Loading Balance (Encapsulation Room)	1	300 g
7	Dispensing Trolley	1	-
8	S.S Scoops	2	01 kg
9	S.S Scoops	1	500 gm
10	Tool Cabinet		-
11	HVAC	1	6 Ton

3. DRY SUSPENSION SECTION (GENERAL)

Sr. No.	Name of Machine	Qty.	Capacity
1	Double Cone Mixer (100 kg)	1	100 kg
2	Semi Automatic Dry Suspension Filling Machine	1	6000 Bottles/ 8 hrs
3	Cap Sealing Machine	1	50/min
4	Bottle Blowing Machine	1	2 Nozzles
5	Top Loading Balance (Bottle Filling Room)	1	300 g
6	Top Loading Balance	1	35 kg
7	Dispensing Trolley	1	-
8	Packaging Belt	1	-
9	Dehumidifier	1	3 Ton
9	S.S Scoops	2	01 kg
10	S.S Scoops	2	500 gm
11	HVAC	1	10 Ton
12	Air Conditioner (Packing Hall)	1	2 Ton

4. LIQUID SYRUP SECTION (GENERAL)

Sr. No.	Name of Machine	Qty.	Capacity
1	Manufacturing Tank	1	1000 Liter
2	Filtration Unit	1	-
3	Transfer Pump	1	-

4	Stainless Steel Storage Tank	2	1000 Liter
5	Stainless Steel Storage Tank	2	500 Liter
6	Stainless Steel Storage Tank (For Filling)	2	200 Liter
7	Top Loading Balance	1	35 kg
8	Top Loading Balance	1	300 g
9	Automatic Liquid Filling & Sealing Machine	1	4 Nozzles
10	Bottle Blowing Machine(4 nozzles)	1	9000 bottle/ 8hrs
11	Dispensing Trolley	1	-
12	Tool Cabinet	1	-
13	S.S Scoops	2	01 kg
14	S.S Scoops	1	500 g
15	Packaging Belt	1	-
16	HVAC	1	10 Ton

5. IN PROCESS LAB

Sr. No.	Name of Machine	Qty.	Capacity
1	Disintegration Apparatus	1	2 Basket
2	Hardness Tester (Digital)	1	-
3	Friabilator (Digital)	1	-
4	Top Loading Balance	1	300 g
5	Vernier Calliper (Digital)	1	-
6	Vaccum Dessicator(Leakage Test Apparatus)	1	-
7	Air Conditioner	1	2 Ton

6. QUALITY CONTROL LAB

Sr. No.	Name of Equipment	Qty.	Capacity
1	Amometer	1	-
2	Analytical Balance	1	0.0001 to 300 gm
3	Centrifuge Machine	1	6 Tubes. 6000 RPM
4	Conductivity Meter	1	-
5	Desiccator	1	10 Liter
6	Digital hot plate with stirrer	1	-
7	Dis-integration Apparatus	1	2 Basket
8	Dissolution Test Apparatus	1	7 Basket
9	Fuming Hood	1	
10	Friabilator	1	Double Drum

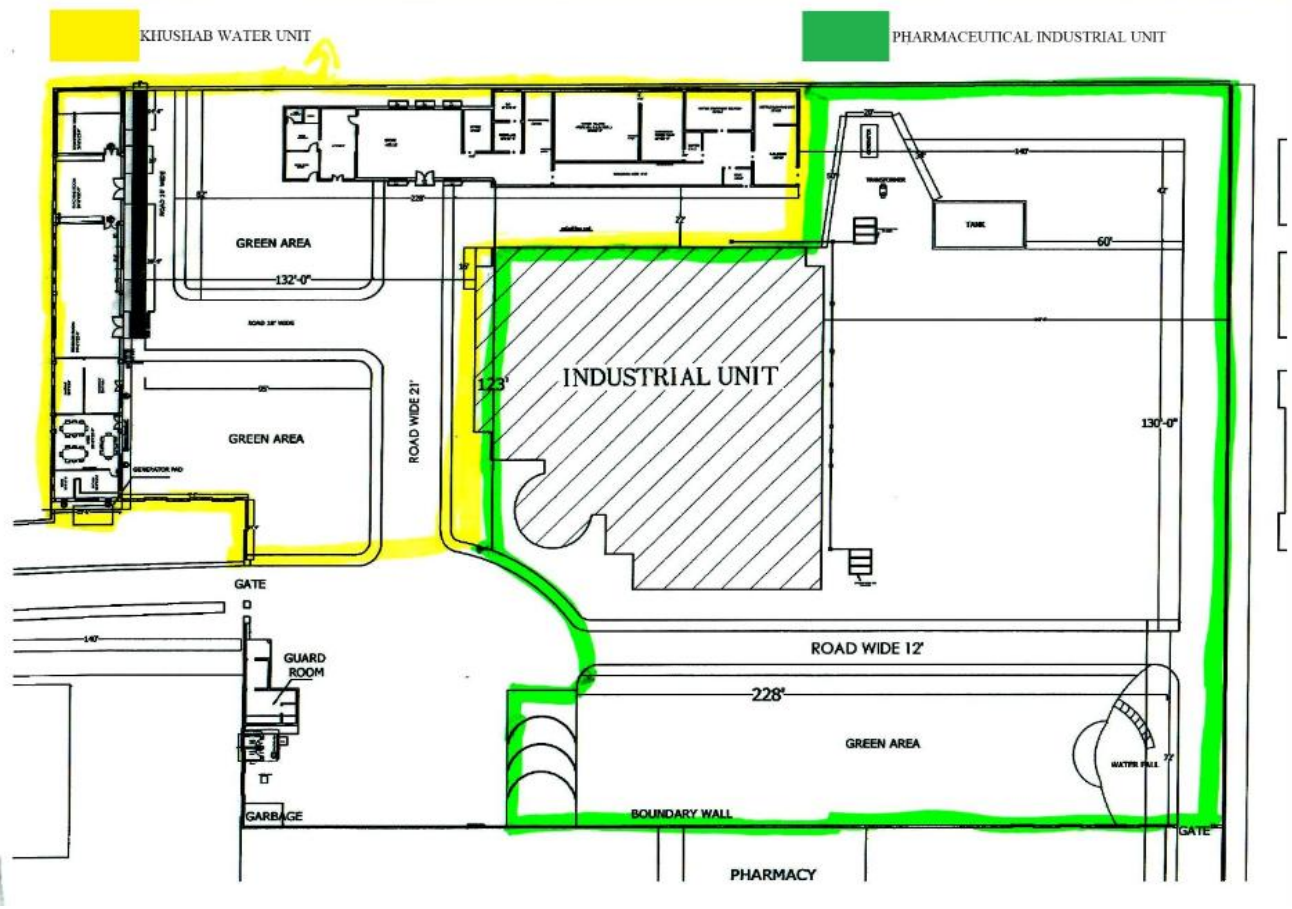
11	HPLC (Shimadzu)	1	-
12	Karl Fischer Apparatus (Digital)	1	-
13	Melting point Apparatus (Digital)	1	-
14	Moisture Analyzer Balance	1	0.001 gm to 300 gm
15	PH Meter	1	-
16	Polarimeter	1	-
17	Refractometer	1	-
18	Screw Gauge	1	-
19	Stability Chamber	1	200 L
20	Hardness Tester (Digital)	1	-
21	TDS Meter	1	-
22	Top loading Balance	1	300 g
23	Top loading Balance	1	220 g
24	UV Spectrophotometer (Shimadzu)	1	-
25	Viscometer (Digital)	1	-
26	Water Bath (Digital)	1	6 Holes
27	Water Distillation Unit	1	4L/hr
28	Rotary Evaporator	1	-
29	Glass Filtration Assembly with Vacuum Pump	1	-
30	Mechanical Shaker	1	9 Flasks
31	Air Conditioner	4	2 Ton Each

7. MICROBIOLOGY LAB

Sr. No.	Name of Equipment	Qty.	Capacity
1	Auto Clave	1	60 L
2	Auto Clave	1	100 L
3	Cool Incubator	1	30 L
4	Digital hot plate with stirrer	1	-
5	Hot Incubator	1	35 L
6	Laminar Air Flow Hood	1	-
7	Oven	1	53 L
8	Particle Counter (Digital)	1	-
9	Top loading Balance	1	300 g
10	Glass Filtration Assembly with Vacuum Pump	1	-
11	Microscope (Binocular)	1	-
12	Air Conditioner	2	2 Ton Each

13	Hot Incubator	1	50 liter
14	Heavy Duty Racks	27	-
15	Top Loading Balance	1	150 kg
16	Top Loading Balance	1	300 g
17	Laminar Air Flow Hood	2	-
18	Top Loading Balance	1	2 kg
19	Refrigerator	1	35 Liter
20	Racks	3	-
21	SS Scoops	2	250 g
22	SS Scoops	3	500 g
23	SS Scoops	3	01 kg
24	SS Spoons	3	25 mL
25	Pallets	60	-
26	Tool Cabinet	1	-
27	Air Conditioner (RMS)	2	2 Ton (each)
28	Air Conditioner (PMS)	1	2 Ton
29	Air Conditioner (FGS)	2	2 Ton (each)
30	Air Conditioner (Controlled Temp Room)	1	2 Ton
31	Air Conditioner (Sampling Room)	1	1.5 Ton
32	Air Conditioner (Dispensing Room)	1	2 Ton

Drawings of Pharmaceutical Industrial Unit:



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Intentionally