



PRE-QUALIFICATION DOCUMENT

*Of Vendor, Installer, Service Provider of Solar Equipment for
KCBL Customers of Roshan Gilgit Baltistan Solar Financing
Facility*

KARAKURAM COOPERATIVE BANK LIMITED

1. Introduction

Gilgit-Baltistan (GB) is a sparsely populated high-mountain area in the north of Pakistan with an area of 72,971 km² having total population of approx. 2.20 million. Its economy is mainly dependent on agriculture and the tourism industry.

GB is not connected with national grid and is facing tremendous shortage of electricity. There is a huge demand for alternative energy sources and Karakoram Cooperative Bank Limited (KCBL) has specially designed a customer friendly solar financing product known as KCBL Roshan Gilgit Baltistan for domestic use of its esteemed customer's.

KCBL is the largest bank of the province with 50 branches spread across ten districts of the province. KCBL hereby intends to Pre-qualify/ Enlist Vendors/ Installers/ Service Providers of Solar Equipment on its Panel to provide turnkey services to its Solar Financing facility customers. KCBL intends to make direct payment to Vendor(s) on Panel on behalf of its customer, after the approval of each solar financing facility application. KCBL expects the Vendor to be financially sound, well equipped, competitive, technically qualified, experienced and expeditious to cater huge projected demand across all districts of GB.

2. Declaration

- a) We hereby apply for Pre-qualification as _____.
- b) We authorize KCBL or its authorized representatives to conduct any investigation and to verify the statements: documents and information submitted and to clarify the financial and technical aspects of this application from any person, bank department, agency or firm.
- c) The names, positions and contacts of persons who may be contacted for further information, if required, are as under:
 - i) _____
 - ii) _____
- d) We declare that
 - i) The statements made and the information provided in the application is complete, true and correct in every detail.
 - ii) This firm has never been black listed by any Government Department, Semi Government Authority, banks, private or public limited company and not invited in Litigation/ Arbitration with any client.

Respectfully,
Authorized Representative of Applicant

Company Seal

3. Pre-Qualification Application Form

PARTICULARS

Company name			
Abbreviated Name			
National Tax Number		GST Registration No.	
No. of Employees		Company's Date of Formation	

Please attach copies of NTN and GST Registration

Title of the Firm	Private Limited	Sole Proprietor	Joint Venture	Partnership
Type of Business	Manufacturer	Authorized Distributor	Reseller	Others
	Please specify			

Encircle the correct option

Registered Office Address			
City		Province	
Country		Post Code	
Phone		Fax	
Email Address		Website	

Please enclose copy of the certificate from Registrar of the firm in case of sole proprietorship/ partnership OR copy of the certificate of incorporation in case of Private Limited Company

Customer Support Address			
City		Province	
Country		Post Code	
Phone		Fax	
Email Address		Website	

Workshop Address			
City		Province	
Country		Post Code	
Phone		Fax	
Email Address		Website	

CEO/ Chairman		CNIC Number	
Mailing Address			
Phone		Fax	
Mobile		Email Address	

Photocopies of CNICs to be enclosed

COMPANY PROFILE

<p>1 Primary Business Details</p>	<p>1. 2. 3. 4. 5.</p>	
<p>2 List of items</p>	<p>1. 2. 3. 4. 5. 6. 7. 8. 9. 10.</p>	
<p>3 List of Authorizations from the Principals</p>	<p>1. 2. 3. 4. 5.</p>	
<p>4 After Sales Service</p>		
<p>5 Warranty Details</p>		
<p>6 Buy Back or Return Policies</p>		
<p>7 Customer Support</p>		
<p>8 Any other information that supplier may like to provide</p>		

Area of Specialization (Provide Details):

Certified Installer under AEDB (Certification) Regulation 2021:

AEDB Category	Certificate Number	Validity of Certificate	Valid For	Area

Currently, on Commercial Bank/ Micro Finance Banks Vendor Panel for Solar Financing:

S#	Bank Name	Providing Service Since	No. of Customers	Watts Installed
1				
2				
3				
4				
5				

List of Current Customers (Companies/ Organizations):

S#	Name of Company/ Organization	Current Business/ Scope of Work	No. of Years	Annual Contract Volume	Approx. Book Value of Business
1					
2					
3					
4					
5					
6					
7					
8					
9					
10					
11					
12					
13					
14					
15					

Attach documentary proof with proper reference for the Company/ Organization mentioned above.

FINANCIAL DATA

Company/ Vendor Banking Details:

Company Network		
Company Turnover		
Last 3 Years of Company's Profit & Loss	Year	Profit/ Loss (PKR)

In case of Private Limited, please attach Audited Financial Statements for last 5 years

Name of Firm			
Name of Banks & Branches	Bank		Branch
	Bank		Branch
	Bank		Branch
Certificate from Bank	<i>Please attach current Banker's reference/ certificate stating Financial soundness of applicant</i>		
Auditor/ Certified Annual Report	<i>Please attach Auditors/ Certified Annual Report for the last 2 Years</i>		
Income Tax Paid in last 3 Years, Year-wise (attach copies of assessment orders)	Year	Details	
Bank Credit Report	<i>Please attach Bank Credit Report in sealed envelope</i>		

LITIGATION/ ARBITRATION INFORMATION

Indicate brief details of any litigation/ arbitration entered into with any Customer/ Stakeholder

The information given above is true to the best of our knowledge, we undertake to inform KCBL of any changes that may take place later in the status of company in business of the Management. The terms and conditions attached have also been read and certificate signed.

Authorized Signature: _____

Name: _____

Designation: _____

Date: _____

4. Technical Standing of the Firm

Name and address of support locations across Pakistan:

S#	Contact Person Name	City	Address	Phone	No. of staff at location
1					
2					
3					
4					
5					
6					
7					
8					
9					
10					

List of Technical Personnel with Qualifications as Permanent Employees of the Firm:

S#	Name	Designation	Qualification	Years of Service	Experience	Responsibilities
1						
2						
3						
4						
5						
6						
7						
8						
9						
10						

Details of Brands of Inverters:

S#	Brand Name	Imported/ Local	Watts Range	Warranty (Years)	Indicative Price Range
1					
2					
3					
4					
5					
6					
7					
8					
9					
10					

Details of Solar Panels:

S#	Brand Name	Imported/ Local	Watts Range	Type of Panel	Warranty (Years)	Indicative Price Range
1						
2						
3						
4						
5						
6						
7						
8						
9						
10						

5. Sales/ Marketing Personnel of the Firm

S#	Name	Designation	Qualification	Years of Service	Experience	Responsibilities
1						
2						
3						
4						
5						
6						
7						
8						
9						
10						

6. Details of the Completed Contracts/ Assignment/ Projects undertaken by the Firm

S#	Title of Contract	General Description	Value of Contract	Years	Department/ Organization	Performance
1						
2						
3						
4						
5						
6						
7						
8						
9						
10						

7. Evaluation Criteria

KCBL intends to select Top 3 Vendors as per the following criteria:

Criteria	Maximum Points
Financial Soundness <ul style="list-style-type: none"> - Annual Turnover > PKR 20 Million (<i>15 points</i>) - Annual Turnover PKR 10 Million to PKR 20 Million (<i>10 points</i>) - Annual Turnover PKR 5 Million to PKR 9.99 Million (<i>5 points</i>) <p>(* As per audited financials)</p>	15 points
Profit & Loss <ul style="list-style-type: none"> - Profit each of the last 3 years (<i>10 points</i>) - Profit in last 1 year (<i>5 points</i>) <p>(* As per audited financials)</p>	10 points
AEDB Certification <ul style="list-style-type: none"> - AEDB Installer Certification Regulation 2021 (<i>20 points</i>) - No AEDB Certification (<i>0 points</i>) 	20 points
On Solar Financing Panel of Commercial/ Micro Finance Banks <ul style="list-style-type: none"> - More than Two Commercial/ Micro Finance Banks (<i>20 points</i>) - Two Commercial/ Micro Finance Banks (<i>15 points</i>) - One Commercial or Micro Finance Bank (<i>10 points</i>) 	20 points
Completed corporate/ organization projects <ul style="list-style-type: none"> - More than 30 projects (<i>10 points</i>) - Between 20 -29 projects (<i>7 points</i>) - Between 10 – 19 projects (<i>5 points</i>) 	10 points
Number of support locations in GB <ul style="list-style-type: none"> - All 10 districts of GB (<i>15 points</i>) - Between 5 – 9 districts of GB (<i>10 points</i>) - Between 2 – 4 districts of GB (<i>5 points</i>) 	15 points
Qualified Technical Permanent Employees <ul style="list-style-type: none"> - More than 25 employees (<i>10 points</i>) - Between 15 – 24 employees (<i>7 points</i>) - Between 5 – 14 employees (<i>5 points</i>) 	10 points
Total Points	100 Points

8. Terms & Conditions

- i. An affidavit (@ Rs. 100/- Bond Paper) declaring that the firm has not been blacklisted by any Bank, Government/ Semi Government Autonomous bodies, etc.*
- ii. The firm so registered, will be required to deposit an amount of Rs. 25,000/- as processing fee through Payment Order/ Demand Draft in favor of Karakuram Cooperative Bank Limited (Non-refundable).*
- iii. KCBL reserves the right of rejection of any or all applications without assigning any reason.*
- iv. The registration if made can be cancelled at any time without notice.*
- v. Last three years submitted copy of Income Tax Returns and Sales Tax Documents.*