

SUMMARY – REQUIREMENTS AGAINST PRE-QUALIFICATION DOCUMENTS

This summary document is meant to provide an overview of the requirements and under no circumstances shall be construed as a replacement of Pre-qualification documents

Scope of Services:

The purpose of this pre-qualification is to onboard eligible builders / developers and realtors on NBP panel. Subsequent, to onboarding the builders / developers and realtors will refer potential customers who face liquidity challenges, to buy or construct / renovate a house / flat, to NBP for mortgage financing.

Methodology for Onboarding:

Applicants (i.e. Builders / Developers and Realtors) intending to apply against this pre-qualification will undergo through an evaluation criteria spelled out in Section – III of pre-qualification documents. “Builders / Developers” and “Realtors” will undergo through a different set of criteria. Listing of Builders / Developer and Realtor on FBR active tax payers list is mandatory for pre-qualification. Minimum percentage required for qualification is 60%.

Documentation Requirements from Builders / Developers & Realtors:

Intending participants need to first ascertain whether they want to apply for “Builders / Developers”, “Realtor” or “Both”. “Builders / Developers” and “Realtors” will be evaluated against the appended parameters. Following documents will be required by interested Builders / Developers and Realtors against each parameter. For details related to scoring against each parameter, please refer to Section – III of pre-qualification documents

Builders / Developers		Realtors	
Evaluation Parameter	Documents Required	Evaluation Parameter	Documents Required
Form of Organization (i.e. Limited Company, Partnership, Sole proprietorship)	<ul style="list-style-type: none"> Certificate of Company Registration Partnership Deed NTN Certificate 	Form of Organization (i.e. Limited Company, Partnership, Sole proprietorship)	<ul style="list-style-type: none"> Certificate of Company Registration Partnership Deed NTN Certificate
Company Experience	Registration Certificate , NTN Certificate or any other official document against which the experience can be verified	Company Experience	<ul style="list-style-type: none"> Registration Certificate , NTN Certificate or any other official document against which the experience can be verified
Education of Personnel working as sponsor / key management personnel	Attested copies of last academic certificates / Degree	Education of Personnel working as sponsor / key management	Attested copies of last academic certificates / Degree

Builders / Developers		Realtors	
Evaluation Parameter	Documents Required	Evaluation Parameter	Documents Required
Physical Business Outlet /Office (Owned or Rented)	Any documentary evidence of ownership or copy of rental agreement	Physical Business Outlet /Office (Owned or Rented)	Any documentary evidence of ownership or copy of rental agreement
Digital Presence (website, social media platforms, real estate platforms)	Any documentary evidence of digital presence	Digital Presence (website, social media platforms, real estate platforms)	Any documentary evidence of digital presence
Number of Projects Completed with Completion Certificate	Completion Certificate is required from concerned building control authority	Strength of sales force	Details of staff on letter head with CNIC ,duly sign and stamp
Strength of sales force	Details of staff on letter head with CNIC ,duly sign and stamp	Number of offices (Outreach)	Any documentary evidence or copy of rental agreement
Number of offices (Outreach)	Any documentary evidence or copy of rental agreement	No of deals against residential properties materialized (successful) during the last 02 years	Copy of sale deed pertaining to materialized deals against residential properties
Total assets of the firm / company as per the latest audited annual accounts	Audited Annual Accounts		

Deadline for Submission and Opening of Documents:

Submission	Opening
Latest by 3:00 pm (Pakistan Standard Time) on 28 th February, 2023	3:30 pm (Pakistan Standard Time) on 28 th February, 2023

Queries & Clarification:

Following NBP personnel shall be approached for any queries / clarification regarding this pre-qualification

Mr. Haider Ali Isani

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