

OFFICE OF THE EXECUTIVE ENGINEER BUILDINGS DIVISION SANGHAR.

No. TC/G-55/

82

of 2016

Sanghar Dated *10/2/2016*

INVITATION FOR BIDS

Sealed Tenders on Standard Bid Documents forms are invited from all interested persons / parties / contractors / firms meeting with eligibility criteria of SPPRA Rules 2010 for the following works.

S.No.	Name of Work	Estimated Cost	Earnest Money	Tender Fees	Completion Period
	<u>Construction of 10 Beded Hospital At Village Khadim Hussain Zardari Taluka Shahdadpur District Sanghar.</u>				
1	(Construction of 5th Type Quarters 2 Nos:)	3.450	0.0690	3000	12 (Months)
2	(Construction of 6th Type Quarters 2 Nos:)	3.100	0.0620	3000	12 (Months)
3	Construction of Compound Wall Around 10 Beded Hospital At Village Khadim Hussain Zardari Taluka Shahdadpur District Sanghar.	2.100	0.0420	3000	12 (Months)
4	Rehabilitation / Renovation of Main Eid Gah Near Dilber Chowk Sanghar (Main Compound Wall)	2.500	0.0500	3000	12 (Months)
5	Repair of Old Materinty Home Ladies TMA Tando Adam District Sanghar.	6.000	0.1200	3000	12 (Months)

TERMS AND CONDITIONS OF THE TENDERS.

- 1 The Procuring agency Executive Engineer Buildings Division Sanghar invites sealed bid from interested firms or persons meeting with eligibility criteria of SPPRA 2010.
- 2 The Complete set of Bidding Documents may be purchased by an interested eligible / bidder on submission of a written application to the office given below and upon payment of bid price / tender fee mentioned against each work from the date of publication of NIT upto *2-3-16* at 12:00 PM
- 3 All bids must be accompanied by a Bid Security / Earnest Money in the amount mentioned against each work in the form of Call Deposit from any scheduled Bank duly pledged in the name of Executive Engineer Buildings Division Sanghar and must be to this office on *03-03-2016* upto 2:00 PM Bids will be opened at 3:00 PM on the same day in the presence of bidders representatives who choose to attend, at the same address.
- 4 If the undersigned is out of head quarter, the bid be issued and opened on next working day as per standard time schedule
- 5 Registration with Income Tax Department (NTN Certificates) and copy of C.N.I.C.
- 6 Registration with SRB (Sindh Revenue Board).
- 7 In case of works costing to above Rs: 4.00 (M) the PEC Certificate will be applicable.
- 8 Affidavit to the effect that the Firm / Contractor have not been black listed previously by any executing agency.

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- 9 The detail of all works can be seen at web site www.sindh.gov.pk Govt: of Sindh and SPPRA web site www.pprasindh.gov.pk
- 10 In case the tenders are cancelled / rejected or un-responded, the next date for issue and opening will be as under:
- 11 Conditional and Telegraphic tender will not be entertained.
- 12 The competent authority reserved the right to reject any or all tenders / bid proposals as per provision of SPPRA Rules and shall be communicated to bidder on request.

Received Date & Time.

Date of Issue upto 21-3-16 at 12:00 PM & will be received back on 22-3-16 upto 2:00 pm and Open on 3:00 PM

EXECUTIVE ENGINEER
BUILDINGS DIVISION
SANGHAR.

C.C to:

- 1 The Director Information (Advertisement) Relation Sindh Directorate Block No. 96 Sindh Karachi, for Publication in three leading News Papers English, Urdu & Sindhi (7 copies NIT enclosed).
- 2 ✓ The Director (CB) Sindh Public Procurement Regularity Authority (SPPRA) Barrack No 8 Secretariate A4 Court Road Karachi.
- 3 The Deputy Commissioner Sanghar for information
- 4 The Superintending Engineer, Works & Services Department Sanghar.
- 5 The Executive Engineer all under Superintending Engineer (W&S) Department Sanghar for information.
- 6 The Assistant Engineer (all) under Executive Engineer Building Division Sanghar.
- 7 Copy to Notice Board / C.B / D.B (Local).


EXECUTIVE ENGINEER
BUILDINGS DIVISION
SANGHAR.



GOVERNMENT OF SINDH
WORKS & SERVICES DEPARTMENT

Karachi dated the November, 2013.

CORRIGENDUM

No. E&A(W&S)3-9/91/2013: In supersession of this Department's Notification of even number and with the approval of competent authority, a Procurement Committee with the following composition in terms of Rule-7 of Sindh Public Procurement Rules-2010, is hereby constituted for procurement of "Goods & Works" in the Office of Superintending Engineer, Works & Services Department, Sanghar, excluding procurement involving foreign exchange with the following composition:-

- | | | |
|------|--|----------|
| i) | Superintending Engineer,
Works & Services Department,
Sanghar. | Chairman |
| ii) | Executive Engineer,
Concerned Division. | Member |
| iii) | Assistant Engineer,
Public Health Engineering Sub-Division,
Sanghar, | Member |

2. The Functions & Responsibilities of the Committee, in term of Rule-7 & 8 of SPPRA-2010, shall be as under:

- a) Preparing of bidding documents.
- b) Carrying out Technical as well as Financial Evaluation of the bids.
- c) Preparing Evaluation report as provided in Rule-45;
- d) Making recommendation for the award of contract to the competent authority; and
- e) Perform any other function ancillary and incidental to the above.

QAZI SHAHID PERVEZ
SECRETARY TO GOVT. OF SINDH

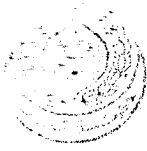
No. E&A(W&S)3-9/91-2013

Karachi dated the November, 2013.

A copy is forwarded for information to:-

1. The Accountant General, Sindh, Karachi.
2. The Secretary to Govt. of Sindh, Public Health Engg. Department, Karachi.
3. The Managing Director, SPPRA, Karachi.
4. The Chief Engineer (Buildings/ Highways), Hyderabad.
5. The Chairman / Members of the Committee.
6. PS to Minister Works & Services Department.
7. PS to Secretary Works & Services Department.
8. PA to Additional Secretary (Tech), Works & Services Department.
9. The Deputy Secretary (Tech) Works & Services Department.
10. The Deputy Secretary (Admn), W&SD.
11. The Deputy Secretary Staff to Chief Secretary Sindh,
12. The Deputy Director, PM&E Cell, W&SD.
13. Notification file.

(MUHAMMAD ZAKIR)
SECTION OFFICER (GENERAL)
FOR SECRETARY TO GOVT. OF SINDH



GOVERNMENT OF SINDH
WORKS & SERVICES DEPARTMENT

Karachi, dated the December, 2015.

NOTIFICATION

No.E&A(W&S)3-9/91-2015: With the approval of Competent Authority, a Committee comprising following is hereby constituted, in accordance with Rule-31 of Sindh Public Procurement Rules-2010 (Amended 2013), for the purpose of redressal of grievances complainants and settlement of disputes / issues thereof with regard of procurement process in the Office of Executive Engineer, Highways / Buildings Division (Works & Services), Sanghar.

- | | | |
|------|--|------------|
| i) | Chief Engineer (Highways / Buildings),
Hyderabad. | Chairman ✓ |
| ii) | Deputy Commissioner / Project Director,
District Development Committee,
Sanghar or his representative
(not below the rank of BS-18) | Member |
| iii) | District Accounts Officer,
Sanghar. | Member |

2. The Functions & Responsibilities of the Committee will be same as specified in Rules-31(4) and (5) of Sindh Public Procurement Rules-2010.


AIJAZ AHMED MEMON
SECRETARY TO GOVT. OF SINDH

No.E&A(W&S)3-9/91-2015:

Karachi, dated the 17/12/15 December, 2015.

A copy is forwarded for information to:-

1. The Accountant General, Sindh, Karachi.
2. The Managing Director, SPPRA, Karachi.
3. The Chief Engineer (Buildings), Hyderabad.
4. The Deputy Secretary (Staff) to Chief Secretary Sindh, Karachi.
5. The Superintending Engineer, Works & Services, Sanghar.
6. The Chairman / Members of the Committee.
7. The Executive Engineer, Highways / Buildings Division, Sanghar.
8. The Deputy Director, PM&E Cell, W&S Department, Govt. of Sindh, Karachi.
9. P.S to Secretary, W&S Department, Govt. of Sindh, Karachi.
10. Notification file.


17/12/15
SECTION OFFICER (GENERAL)
FOR SECRETARY TO GOVT. OF SINDH

ANNUAL PROCUREMENT PLAN.


OFFICE OF THE EXECUTIVE ENGINEER BUILDINGS DIVISION SANGHAR FOR THE 2015-16.

Cost Center	Project ID	Fund Center	Object Code	S.No. / ADP No: 2015-16.	Name of Scheme	Estimated Total Cost (M)	Funds Allocated (M)	Source of Funds ADP / Non-ADP	Proposed Procurement Method	Timing of Procurement				R
										1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	
					DISTRICT ADP									
SR8502-D	SR12P00403	SC12059	A12470	1/276	Construction of Office of the Assistant Director Civil Defence in the District Coordination Office Sanghar	3.388	780000	District ADP	Open Competitive Bidding	---	---	---	---	
SR8502-D	SR12P00404	SC12059	A12470	2/277	Construction of Record and ware House for Disaster Management in the District Coordination Office Sanghar.	6.808	250000	District ADP	Open Competitive Bidding	---	---	---	---	
SR8502-D	SR12P00405	SC12059	A12470	3/278	Rehabilitation/Renovation of Mukhtarkar Residence Tando Adam.	2.877	1300000	District ADP	Open Competitive Bidding	---	---	---	---	
SR8502-D	SR12P00410	SC12059	A12470	4/279	Rehabilitation/Renovation of Mukhtarkar (Revenue) Bungalow Sanghar.	3.114	500000	District ADP	Open Competitive Bidding	---	---	---	---	
SR8502-D	SR12P00412	SC12059	A12470	5/280	Rehabilitation/Renovation of Mukhtarkar Office Jam Nawaz Ali.	6.860	1900000	District ADP	Open Competitive Bidding	---	---	---	---	
SR8502-D	SR12P00413	SC12059	A12470	6/281	Rehabilitation/Renovation of Mukhtarkar Bungalow Khairo.	5.066	500000	District ADP	Open Competitive Bidding	---	---	---	---	
SR8502-D	SR12P00414	SC12059	A12470	7/282	Construction of Additional Block in Deputy Commissioner Office Sanghar	9.876	1000000	District ADP	Open Competitive Bidding	---	---	---	---	
SR8502-D	SR12P00415	SC12059	A12470	8/283	Rehabilitation / Renovation of Deputy Commissioner House Sanghar	19.948	3000000	District ADP	Open Competitive Bidding	---	---	---	---	
SR8502-D	SR12P00623	SC12059	A12470	9/284	Rehabilitation / Renovation of Deputy Commissioner Office Sanghar.	9.876	3000000	District ADP	Open Competitive Bidding	---	---	---	---	
SR8502-D	SR12P00624	SC12059	A12470	10/285	Rehabilitation / Renovation of Shah Mardan Shah-II Pir Pagaro-VIII Hall in Deputy Commissioner Office Sanghar.	5.172	800000	District ADP	Open Competitive Bidding	---	---	---	---	
SR8502-D	SR12P00625	SC12059	A12470	11/286	Rehabilitation / Renovation of Tapedar Dera at Sanghar District Sanghar.	2.858	1200000	District ADP	Open Competitive Bidding	---	---	---	---	
SR8502	SR13P00181	SC12059	A12470	12/287	Rehabilitation of Compound Wall & Construction of Under Ground Water Tank in SP House Sanghar.	1.810	800000	District ADP	Open Competitive Bidding	---	---	---	---	
SR8502	SR13P00182	SC12059	A12470	13/288	Rehabilitation / Renovation of Additional Deputy Commissioner-I Bungalow Sanghar.	6.300	2500000	District ADP	Open Competitive Bidding	---	---	---	---	

Cost Center	Project ID	Fund Center	Object Code	S.No. / ADP No: 2015-16.	Name of Scheme	Estimated Total Cost (M)	Funds Allocated (M)	Source of Funds ADP / Non-ADP	Proposed Procurement Method	Timing of Procurement				R
										1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	
					Total (BOARD OF REVENUE)	83.953	17530000							
					Urban Water Supply & Drainage									
SR8502-D	SR12P00417	SC12059	A12470	14/289	Construction of Public Park in UC-V. Adam	7.500	1600000	District ADP	Open Competitive Bidding	---	---	---	---	
SR8502-D	SR12P00418	SC12059	A12470	15/290	Construction of Bus Stand Tando Adam Muhammad Faqir Deroh Chowk Briti Shah Tando Adam Shahdaddpur Road District Sanghar.	40.00	4000000	District ADP	Open Competitive Bidding	---	---	---	---	
SR8502-D	SR12P00422	SC12059	A12470	16/291	Rehabilitation / Renovation of existing Historical Place at Gurang Bungalow Sanghar	20.00	3500000	District ADP	Open Competitive Bidding	---	---	---	---	
SR8502-D	SR12P00423	SC12059	A12470	17/292	Rehabilitation / Renovation of existing of Children Park Sanghar	20.00	2500000	District ADP	Open Competitive Bidding	---	---	---	---	
SR8502-D	SR12P00626	SC12059	A12470	18/293	Construction of C.C Road in Various Streets of UC-I,II,III,IV & V Tando Adam District Sanghar (New).	10.00	5500000	District ADP	Open Competitive Bidding	---	---	---	---	
					Total Urban Water Supply & Drainage)	97.500	17100000							
					Rural Water Supply & Drainage									
SR8502-D	SR12P00424	SC12059	A12470	19/310	Construction of C.C Block at Village Musthaque Ali Rind UC-Berani Taluka Jam Nawaz Ali District Sanghar.	3.000	1200000	District ADP	Open Competitive Bidding	---	---	---	---	
SR8502-D	SR12P00434	SC12059	A12470	20/311	Construction of C.C Block in Various Streets of UC-I,II,III,IV & V Taluka Tando District Sanghar (Old)	5.000	800000	District ADP	Open Competitive Bidding	---	---	---	---	
SR8502-D	SR12P00465	SC12059	A12470	21/312	Construction of Boundary Wall Around Graveyard Murad Shah at Village Altaf Hussain Rind Taluka Srinjoro District Sanghar.	3.823	500000	District ADP	Open Competitive Bidding	---	---	---	---	
SR8502-D	SR12P00627	SC12059	A12470	22/313	Construction of Public Park With Electrification Work at Village Dars Taluka Khipiro District Sanghar.	1.500	200000	District ADP	Open Competitive Bidding	---	---	---	---	
SR8502-D	SR12P00632	SC12059	A12470	23/314	Construction of Building for Animal Hospital at Village Khadin Hussain Zardari Taluka Shahdaddpur District Sanghar.	2.760	1100000	District ADP	Open Competitive Bidding	---	---	---	---	
SR8502	SR13P00162	SC12059	A12470	24/315	Construction of C.C Block at Village Jahangir Junejo Tando Adam	1.500	1000000	District ADP	Open Competitive Bidding	---	---	---	---	
SR8502	SR13P00164	SC12059	A12470	25/316	Public Park Seats Arrangement and Plantation Deh Dar Taluka Khipiro District Sanghar	2.000	1300000	District ADP	Open Competitive Bidding	---	---	---	---	
SR8502	SR13P00169	SC12059	A12470	26/317	Construction of C.C Block / Road at Perumal Town Taluka & District Sanghar.	2.490	1400000	District ADP	Open Competitive Bidding	---	---	---	---	

Cost Center	Project ID	Fund Center	Object Code	S.No. / ADP No: 2015-16.	Name of Scheme	Estimated Total Cost (M)	Funds Allocated (M)	Source of Funds ADP / Non-ADP	Proposed Procurement Method	Timing of Procurement				Re
										1st Qtr:	2nd Qtr:	3rd Qtr:	4th Qtr:	
SR8502	SR13P00174	SC12059	A12470	27/318	Construction of Public Library UC-Khahi Taluka Khipro District Sanghar (Building-1)	1.500	900000	District ADP	Open Competitive Bidding	---	---	---	---	
SR8502	SR13P00175	SC12059	A12470	28/319	Construction of Public Library in Taluka Khipro District Sanghar (Building-2)	1.500	900000	District ADP	Open Competitive Bidding	---	---	---	---	
SR8502	SR13P00178	SC12059	A12470	29/320	Construction of C.C Block at Manjhi Faqir Bodani UC-Barhoon Taluka Shahdadpur District Sanghar	2.320	1400000	District ADP	Open Competitive Bidding	---	---	---	---	
SR8502	SR13P00179	SC12059	A12470	30/321	Renovation / Rehabilitation of Main Eid Gah Near Diber Chowk Sanghar	8.571	2500000	District ADP	Open Competitive Bidding	---	---	---	---	
SR8502	SR13P00180	SC12059	A12470	31/322	Construction of Compound Wall Around Graveyard Block No: 11, UC-II Sanghar.	12.380	3000000	District ADP	Open Competitive Bidding	---	---	---	---	
SR8502	SR13P00183	SC12059	A12470	32/323	Construction of Compound Wall Around Graveyard Data Fazalullah Shah Qalander at Village Dhani Perro Rajper Taluka & District Sanghar	2.840	2000000	District ADP	Open Competitive Bidding	---	---	---	---	
					Total Urban Water Supply	51.184	18200000							
					Total (SR-8502-D)	232.64	52830000							
					HEALTH									
SR8503-D	SR12P00507	SC12059	A12470	33/384	Construction of Coronary Care Unit at T.H.Q Hospital Tando Adam District Sanghar.	9.012	2000000	District ADP	Open Competitive Bidding	---	---	---	---	
SR8503-D	SR12P00509	SC12059	A12470	34/385	Construction of Dialysis Block at T.H.Q Hospital Tando Adam District Sanghar.	6.659	1700000	District ADP	Open Competitive Bidding	---	---	---	---	
SR8503-D	SR12P00510	SC12059	A12470	35/386	Rehabilitation/Renovation of Rural Health Center at Kindari Taluka Sanghar District Sanghar	5.372	800000	District ADP	Open Competitive Bidding	---	---	---	---	
SR8503-D	SR12P00511	SC12059	A12470	36/387	Rehabilitation/Renovation of Rural Health Center at Sarhari Taluka Shahdadpur District Sanghar	13.252	3500000	District ADP	Open Competitive Bidding	---	---	---	---	
SR8503-D	SR12P00512	SC12059	A12470	37/388	Rehabilitation/Renovation of Rural Health Center at Shahpurchakar Taluka Shahdadpur District Sanghar	17.743	2000000	District ADP	Open Competitive Bidding	---	---	---	---	
SR8503-D	SR12P00513	SC12059	A12470	38/389	Rehabilitation/Renovation of Rural Health Center at Jhol Taluka Singhoro District Sanghar	11.115	3500000	District ADP	Open Competitive Bidding	---	---	---	---	
SR8503-D	SR12P00514	SC12059	A12470	39/390	Rehabilitation/Renovation of Rural Health Center at Jam Nawaz Ali Taluka Jam Nawaz Ali District Sanghar	13.728	3800000	District ADP	Open Competitive Bidding	---	---	---	---	
SR8503-D	SR12P00515	SC12059	A12470	40/391	Rehabilitation/Renovation of Taluka Head Quarter Hospital Khipro District Sanghar (out and indoor Block)	19.999	4000000	District ADP	Open Competitive Bidding	---	---	---	---	

Cost Center	Project ID	Fund Center	Object Code	S.No. / ADP No. 2015-16.	Name of Scheme	Estimated Total Cost (M)	Funds Allocated (M)	Source of Funds ADP / Non-ADP	Proposed Procurement Method	Timing of Procurement				R
										1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	
SR8503-D	SR12P00516	SC12059	A12470	41392	Rehabilitation/Renovation of Taluka Head Quarter Hospital Tando Adam District Sanghar.	19.971	1200000	District ADP	Open Competitive Bidding	---	---	---	---	
SR8503-D	SR12P00518	SC12059	A12470	42393	Rehabilitation/Renovation of EYE & ENT Block in D.H.Q Hospital Sanghar.	19.824	2000000	District ADP	Open Competitive Bidding	---	---	---	---	
SR8503-D	SR12P00519	SC12059	A12470	43394	Rehabilitation / Renovation of District Head Quarter Hospital Sanghar (External Development)	19.709	1500000	District ADP	Open Competitive Bidding	---	---	---	---	
SR8503-D	SR12P00653	SC12059	A12470	44395	Rehabilitation / Renovation of Govt. Dispensary at Village Allah Bachayo Rind Taluka Sindhoro District Sanghar.	1.200	150000	District ADP	Open Competitive Bidding	---	---	---	---	
SR8503	SR13P00267	SC12059	A12470	45896	Construction of Govt. Dispensary at Village Dargah Manhar Faqir Rajar UC-Dhilyar Taluka Khipro District Sanghar.	4.865	3000000	District ADP	Open Competitive Bidding	---	---	---	---	
					Total (Health) (SR-8503-D)	162.449	29150000							
					PROVINCIAL ADP									
					Grand Total	395.086	81980000							
				1	Construction of 10 Bedded Hospital at Village Khadim Hussain Zardari Taluka Shandapour District Sanghar.	60.00	3000000	Provincial ADP	Open Competitive Bidding	---	---	---	---	
				2	Rehabilitation / Renovation of Old Ladies Maternity Home at Tando Adam T.M.A	6.00	6000000	Provincial ADP	Open Competitive Bidding	---	---	---	---	
					Total	66.000	90000000							


DR. I. I. KHAN
 Director
 Division Sanghar

STANDING BIDDING DOCUMENTS

FOR

**Construction of 10 Bedded Hospital At Village Khadim Hussain Zardari
Taluka Shahdadpur District Sanghar (Construction of 5th Type
Quarters 2 Nos:)**

SCHEDULE OF PRICES (BOQ)

(Description and rate of items based on Composite Schedule of Rates)

NAME OF WORK: - Construction of 10 Bedded Hospital At Village Khadim Hussain Zardari Taluka Shahdadpur District Sanghar (Construction of 5th Type Quarters 2 Nos:)

S.#	Items of Work	Qty:	Rate	Unit	Amount
<u>Part-A (Civil Work)</u>					
1	Excavation in foundation of building bridges and other sturture l/c degtelling gretting refilling around structure with excavated earth watering and remming lead upto 5' feet ordinary soil (S.I.No. 18 (b) P-4)	2652 Cft	3176.25	%0Cft	8423
2	Cement concrete brick work or stone ballast 1:5:10 (S.I.No.4 (C) P-14)	714 Cft	8694.95	%Cft	62082
3	Pacca Brick work in foundation to plinth cement sand ratio (1:6) (S.I.No 4 (e) P-14)	1940 Cft	11948.36	%Cft	231798
4	R.C.C work l/c all labour and material except the cost of steel reinforcement for c.c and its labour for bending and binding which will be paid sepreately (a)RC work in roof slabs beams coloumns rafts, and lintles and other structural members laid in situe or pre cost laid in position making joints and fastening (1:2:4) ratio (S.I.No 6 P.No 16)	1380 Cft	337.00	P.Cft	465060
5	Febrication of mild steel reinforced for cc l/c cutting bending and lying in position making joints and fasting includes all cost of removal of rust from bars. (S.I.No. 8 (a) P-16)				
	<u>A) Tar Bar</u>	51.48 cwt	5001.70	P.cwt	257488
	<u>B)Mild Bar</u>	27.60 cwt	4820.20	P.cwt	133038
6	Filling watering and remming earth ground floor with surplus earth excavated from out side lead upto 1 chain and lift upto 5' feet (S.I.No. 21 P-4)	1768 Cft	1512.50	%0Cft	2674
7	Filling watering and remming earth ground floor with new earth excavated from out side lead upto 1 chain and lift upto 5' feet (S.I.No. 22 P-4)	76 Cft	3630.00	%0Cft	276
8	Supplying and filling sand under floor pluding in walls (S.I.No 29 P.No 31)	2307 Sft	1141.25	%Sft	26329
9	Extra Lead for 6-Miles (S.I.NO 1 P.No 1) (Schedule Carriage)	845 Cft	771.96	%Cft	6523
10	Pacca Brick Work in ground floor with cement sand mortar ratio (1:6) (S.I.No 5 (e) Page No: 20)	1693 Cft	12674.36	%Cft	214577
11	Pacca Brick work in other than building (1:6) (S.I.No 7-e- P.No 21)	311 Sft	12346.65	%Sft	38398
12	First Class deodar wood rought joinery in door and windows etc fixied in position l/c chwkat hold fast hinges iron tower bit chowk cleats handles and coard with hooks etc 1 3/4" thick (S.I.No 7-b-P.No 57)	457 Rft	1273.76	P.Rft	582108
13	Cement plaster 1/2" thick upto height ratio 1:6 (S.I.No. 13-b- P-51)	7878 Cft	2206.60	%Sft	173836
14	Cement plaster 3/8" thick ratio 1:4 (S.I.No: 11 (a) P.No: 51)	7878 Sft	2197.52	%Sft	173121
15	Cement Concrete palin including placing compacting finishing and curring complete including screending and washing of stone aggregate without shuttering ratio 1:2:4 (S.I.No 5-f-P.No 15) .	89 Cft	14429.25	%Cft	12842

16	Laying floor of approved coloured glazed tiles 1/4" thick laid in site cement and pigment on a bed 3/4" thick cement mortar ratio (S.I.No 25 P.No 49)	1116 Sft	27747.1	%Sft	309657
17	Glazed tiles dado 1/4" thick laid in pigment over 1:2 cement sand mortar 3/4" thick i/c finishing (S.I.No 38 P.No 44)	317 Sft	28299.30	%Sft	89709
18	P/F Iron Steel grill using solid square bars of size 1/2" x 1/2" placed at 4" C/C and frame of flat iron (S.I.No 30 P.No 94)	270 Sft	194.16	P.Sft	52423
19	Making and Fixing Steel Grated Door with 1/16" thick sheeting i/c angle iron frame 2"x2"x 3/8" size and 3/4" square bars at 4" center to center i/c locking arrangements (S.I. 24 P.No ...)	46 Sft	726.72	P.Sft	33429
20	Galvanized wire guaze fixed to chowkats with 3/4" deodar strip and screws (S.I.No 14-D-P.No: 59)	270 Sft	190.72	P.Sft	51494
21	Providing and Lying 1" thick C.C topping (1:2:4) i/c surface finishing dividing into 2" thick Topping	801 Sft	3275.50	%Sft	26237
22	Extra Lead for 6 Miles (S.I.No 1 P.No 1) (Schedule Carriage)	801 Sft	771.96	%Sft	6183
23	Primary coat of chalk under distemper (S.I.No. 23 P-53)	8994 Sft	442.75	%Sft	39821
24	Distemping 3 Coats (S.I.No 24-C-P.No 53)	8994 Sft	1079.65	%Sft	97104
25	Preparing / Painting guard bars (New Surface 3 Coat) (S.I.No 5-D-P.No 69)	92 Sft	1270.83	%Sft	1169
21	Preparing / Painting Doors windows (New Surface) (S.I.No 5-C-P.No 69)	914 Sft	2116.41	%Sft	19344
22	Preparing Surface and Painting Sashes fan light glazed or guazed door any windows any type i/c edge) 3 Coat (S.I.No 5-c-P.No 76)	270 Sft	1270.83	%Sft	3431
23	Providing and Lying Topping cement concrete (1:2:4) i/c surface finishing dividing into panles (S.I.No 16-B-P.No 42)				
a)	Topping 1-1/2" (Over Roof)	1903 Sft	2548.29	%Sft	48494
24	Two Coat of Bitumen laid hot using 34 Lbs for % Sft over roof and blinded with sand at one C.ft Per % Sft (S.I.No 13 P.No 34)	1903 Sft	1887.40	%Sft	35917
25	Rough cost Stucco Cement Plaster 3/4" thick in proportion of 1:1-1/12" 1-1/2" in cement hill sand and bajri in pattern (S.I.No 32 P.No 55)	388 Sft	2306.10	%Sft	8948

Amount of Schedule Items

Total 3211933

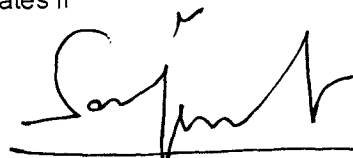
Add: / Deduct _____ %Above / Below

Rs: _____

Total

Note: Any variation in the description on item Quantites, Rates if any as per Sanctioned Estimate will be accepted

CONTRACTOR

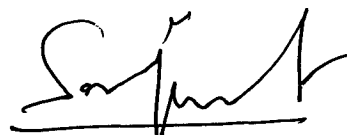

 EXECUTIVE ENGINEER
 BUILDINGS DIVISION
 SANGHAR.

P.T.O

BIDDING DOCUMENT

(This section should be filled in by the Engineer / Procuring Agency before issuance of the Bidding Document).

- (a) Name of Procuring Agency:- Executive Engineer, Building Division Sanghar.
- (b) Brief Description of Work: Construction of 10 Beded Hospital At Village Khadim Hussain Zardari Taluka Shahdadpur District Sanghar (Construction of 5th Type Quarters 2 Nos:)
- (c) Procuring Agency's Address: Nawab Shah Road Near Boys Degree College
- (d) Estimated Cost: 3.450 (M)
- (e) Amount of Bid Security Rs:69000/= "(Fill in lump sum amount or in %age of bid amount / estimated cost, but not exceeding 5%)
- (f) Period of Bid Validity (days) 30 Days (Not More than sixty days).
- (g) Security Deposit (i/c Bid Security) Rs:138000/= "(in %age of bid amount/Estimated cost equal to 10%)
- (h) Percentage, if any, to be deducted from Bills Rs:138000/= (4%)
- (i) Deadline for Submission of Bids along with Time _____
- (j) Venue, Time, and Date of Bid Opening Office of the Executive Engineer Buildings Division Sanghar Nawab Shah Road Near Boys Degree College Sanghar.
- (k) Time for Completion from writing order of commence 12 Month
- (L) Liquidity damages:-0.05% per day (0.05 of Estimated Cost or Bid Cost per day of delay, but total exceeding 10%)
- (m) Deposit Receipt No. _____
- (n) Deposit Receipt No. & Date _____ Dated _____ Rs. _____
- (o) Rate quoted by Contractor _____ Above/Below Schedule items
Rs. _____ & Non-Schedule Items Rs. _____
- Total Tender Cost Rs: _____



**EXECUTIVE ENGINEER
BUILDINGS DIVISION
SANGHAR.**

Instructions to Bidders/ Procuring Agencies.

General Rules and Directions for the Guidance of Contractors.

This section of the bidding documents should provide the information necessary for bidders to prepare responsive bids, in accordance with the requirements of the Procuring Agency. It should also give information on bid submission, opening and evaluation, and on the award of contract.

Matters governing the performance of the Contract or payments under the Contract, or matters affecting the risks, rights, and obligations of the parties under the Contract are included as Conditions of Contract and *Contract Data*.

The *Instructions to Bidders* will not be part of the Contract and will cease to have effect once the contract is signed.

1. All work proposed to be executed by contract shall be notified in a form of Notice Inviting Tender (NIT)/Invitation for Bid (IFB) hoisted on website of Authority and Procuring Agency and also in printed media where ever required as per rules.

NIT must state the description of the work, dates, time and place of issuing, submission, opening of bids, completion time, cost of bidding document and bid security either in lump sum or percentage of Estimated Cost/Bid Cost. The interested bidder must have valid NTN also.

2. Content of Bidding Documents must include but not limited to: Conditions of contract, Contract Data, specifications or its reference, Bill of Quantities containing description of items with scheduled/item rates with premium to be filled in form of percentage above/ below or on item rates to be quoted, Form of Agreement and drawings.

3. **Fixed Price Contracts:** The Bid prices and rates are fixed during currency of contract and under no circumstance shall any contractor be entitled to claim enhanced rates for any item in this contract.

4. The Procuring Agency shall have right of rejecting all or any of the tenders as per provisions of SPP Rules 2010.

5. **Conditional Offer:** Any person who submits a tender shall fill up the usual printed form stating at what percentage above or below on the rates specified in Bill of Quantities for items of work to be carried out: he is willing to undertake the work and also quote the rates for those items which are based on market rates.

Only one rate of such percentage, on all the Scheduled Rates shall be framed.

Tenders, which propose any alternative in the works specified in the said form of invitation to tender or in the time Draft Bidding Document for Works up to 2.5 M Sindh

allowed for carrying out the work, or which contain any other conditions, will be liable to rejection. No printed form of tender shall include a tender for more than one work, but if contractor wish to tender for two or more works, they shall submit a separate tender for each.

The envelope containing the tender documents shall refer the name and number of the work.

6. All works shall be measured by standard instruments according to the rules.

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(B) In case of item rates, If there is a discrepancy between the unit rate and the total cost that is obtained by multiplying the unit rate and quantity, the unit rate shall prevail and the total cost will be corrected unless in the opinion of the Agency there is an obvious misplacement of the decimal point in the unit rate, in which case the total cost as quoted will govern and the unit rate corrected. If there is a discrepancy between the total bid amount and the sum of total costs, the sum of the total costs shall prevail and the total bid amount shall be corrected.

(C) Where there is a discrepancy between the amounts in figures and in words, the amount in words will govern.

Draft Bidding Document for Works up to 2.5 M Sindh Public Procurement Regulatory Authority | www.pprasindh.gov.pk 4

Conditions of Contract

Clause – 1: Commencement & Completion Dates of work. The contractor shall not enter upon or commence any portion or work except with the written authority and instructions of the Engineer-in-charge or of in subordinate-in-charge of the work. Failing such authority the contractor shall have no claim to ask for measurements of or payment for work.

The contractor shall proceed with the works with due expedition and without delay and complete the works in the time allowed for carrying out the work as entered in the tender shall be strictly observed by the contractor and shall reckoned from the date on which the order to commence work is given to the contractor. And further to ensure good progress during the execution of the work, contractor shall be bound, in all in which the time allowed for completion of any work exceeds one month, to achieve progress on the prorated basis.

Clause – 2: Liquidated Damages. The contractor shall pay liquidated damages to the Agency at the rate per day stated in the bidding data for each day that the completion date is later than the Intended completion date; the amount of liquidated damage paid by the contractor to the Agency shall not exceed 10 per cent of the contract price. Agency may deduct liquidated damages from payments due to the contractor. Payment of liquidated damages does not affect the contractor's liabilities.

Clause – 3: Termination of the Contract.

(A) Procuring Agency/Executive Engineer may terminate the contract if either of the following conditions exists:-

- (i) contractor causes a breach of any clause of the Contract;
- (ii) the progress of any particular portion of the work is unsatisfactory and notice of 10 days has expired;
- (iii) in the case of abandonment of the work owing to the serious illness or death of the contractor or any other cause.
- (iv) contractor can also request for termination of contract if a payment certified by the Engineer is not paid to the contractor within 60 days of the date of the submission of the bill;

(B) The Executive Engineer/Procuring Agency has power to adopt any of the following courses as may deem fit:-

- (i) to forfeit the security deposit available except conditions mentioned at A (iii) and (iv) above;
- (ii) to finalize the work by measuring the work done by the contractor. Draft Bidding

Document for Works up to 2.5 M Sindh Public Procurement Regulatory Authority |

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(C) In the event of any of the above courses being adopted by the Executive Engineer/Procuring Agency, the contractor shall have:-

(i) no claim to compensation for any loss sustained by him by reason of his having purchased or procured any materials, or entered into any engagements, or made any advances on account of, or with a view to the execution of the work or the performance of the contract,

(ii) however, the contractor can claim for the work done at site duly certified by the executive engineer in writing regarding the performance of such work and has not been paid.

Procuring Agency/Engineer may invite fresh bids for remaining work.

Clause 4: Possession of the site and claims for compensation for delay. The Engineer shall give possession of all parts of the site to the contractor. If possession of site is not given by the date stated in the contract data, no compensation shall be allowed for any delay caused in starting of the work on account of any acquisition of land, water standing in borrow pits/ compartments or in according sanction to estimates. In such case, either date of commencement will be changed or period of completion is to be extended accordingly.

Clause -5: Extension of Intended Completion Date. The Procuring Agency either at its own initiatives before the date of completion or on desire of the contractor may extend the intended completion date, if an event (which hinders the execution of contract) occurs or a variation order is issued which makes it impossible to complete the work by the intended completion date for such period as he may think necessary or proper. The decision of the Executive Engineer in this matter shall be final; where time has been extended under this or any other clause of this agreement, the date for completion of the work shall be the date fixed by the order giving the extension or by the aggregate of all such orders, made under this agreement.

When time has been extended as aforesaid, it shall continue to be the essence of the contract and all clauses of the contract shall continue to be operative during the extended period.

Clause -6: Specifications. The contractor shall execute the whole and every part of the work in the most substantial and work-man-like manner and both as regards materials and all other matters in strict accordance with the specifications lodged in the office of the Executive Engineer and initialed by the parties, the said specification being a part of the contract. The contractor shall also confirm exactly, fully and faithfully to the designs, drawing, and instructions in writing relating to the work signed by the Engineer-in-charge and lodge in his office and to which the contractor shall be entitled to have access at such office or on the site of work for the purpose of inspection during office hours and the contractor shall, if he so requires, be entitled at his own expense to make or cause to be made copies of the specifications, and of all such designs, drawings, and instructions as aforesaid. Draft Bidding Document for Works up to 2.5 M Sindh Public Procurement Regulatory Authority | www.pprasindh.gov.pk 7

Clause – 7: Payments.

(A) Interim/Running Bill. A bill shall be submitted by the contractor as frequently as the progress of the work may justify for all work executed and not included in any previous bill at least once in a month and the Engineer-in-charge shall take or cause to be taken the requisite measurements for the purpose of having the same verified and the claim, as far as admissible, adjusted, if possible before the expiry of ten days from the presentation of the bill, at any time depute a subordinate to measure up the said work in the presence of the contractor or his authorized agent, whose countersignature to the measurement list will be sufficient to warrant and the Engineer-in-charge may prepare a bill from such list which shall be binding on the contractor in all respects.

The Engineer /Procuring Agency shall pass/certify the amount to be paid to the contractor, which he considers due and payable in respect thereof, subject to deduction of security deposit, advance payment if any made to him and taxes. All such intermediate payment shall be regarded as payments by way of advance against the final payment only and not as payments for work actually done and completed, and shall not preclude the Engineer-in-charge from recoveries from final bill and rectification of defects and unsatisfactory items of works pointed out to him during defect liability period.

(B) The Final Bill. A bill shall be submitted by the contractor within one month of the date fixed for the completion of the work otherwise Engineer-in-charge's certificate of the measurements and of the total amount payable for the works shall be final and binding on all parties.

Clause – 8: Reduced Rates. In cases where the items of work are not accepted as so completed, the Engineer-in-charge may make payment on account of such items at such reduced rates as he may consider reasonable in the preparation of final or on running account bills with reasons recorded in writing.

Clause – 9: Issuance of Variation and Repeat Orders.

(A) Agency may issue a Variation Order for procurement of works, physical services from the original contractor to cover any increase or decrease in quantities, including the introduction of new work items that are either due to change of plans, design or alignment to suit actual field conditions, within the general scope and physical boundaries of the contract.

(B) Contractor shall not perform a variation until the Procuring Agency has authorized the variation in writing subject to the limit not exceeding the contract cost by of 15% on the same conditions in all respects on which he agreed to do them in the Draft Bidding Document for Works up to 2.5 M Sindh Public Procurement Regulatory

work, and at the same rates, as are specified in the tender for the main work. The contractor has no right to claim for compensation by reason of alterations or curtailment of the work.

(C) In case the nature of the work in the variation does not correspond with items in the Bill of Quantities, the quotation by the contractor is to be in the form of new rates for the relevant items of work, and if the Engineer-in-charge is satisfied that the rate quoted is within the rate worked out by him on detailed rate analysis, and then only he shall allow him that rate after approval from higher authority.

(D) The time for the completion of the work shall be extended in the proportion that the additional work bear to the original contract work.

(E) In case of quantities of work executed result the Initial Contract Price to be exceeded by more than 15%, and then Engineer can adjust the rates for those quantities causing excess the cost of contract beyond 15% after approval of Superintending Engineer.

(F) **Repeat Order:** Any cumulative variation, beyond the 15% of initial contract amount, shall be subject of another contract to be tendered out if the works are separable from the original contract.

Clause-10: Quality Control.

(A) **Identifying Defects:** If at any time before the security deposit is refunded to the contractor/during defect liability period mentioned in bid data, the Engineer-in-charge or his subordinate-in-charge of the work may instruct the contractor to uncover and test any part of the works which he considers may have a defect due to use of unsound materials or unskillful workmanship and the contractor has to carry out a test at his own cost irrespective of work already approved or paid.

(B) **Correction of Defects:** The contractor shall be bound forthwith to rectify or remove and reconstruct the work so specified in whole or in part, as the case may require. The contractor shall correct the notified defect within the Defects Correction Period mentioned in notice.

(C) **Uncorrected Defects:**

(i) In the case of any such failure, the Engineer-in-charge shall give the contractor at least 14 days notice of his intention to use a third party to correct a defect. He may rectify or remove, and re-execute the work or remove and replace the materials or articles complained of as the case may be at the risk and expense in all respects of the contractor. Draft Bidding Document for Works up to 2.5 M Sindh Public

(ii) If the Engineer considers that rectification/correction of a defect is not essential and it may be accepted or made use of; it shall be within his discretion to accept the same at such reduced rates as he may fix therefore.

Clause – 11:

(A) Inspection of Operations. The Engineer and his subordinates, shall at all reasonable times have access to the site for supervision and inspection of works under or in course of execution in pursuance of the contract and the contractor shall afford every facility for and every assistance in obtaining the right to such access.

(B) Dates for Inspection and Testing. The Engineer shall give the contractor reasonable notice of the intention of the Engineer-in-charge or his subordinate to visit the work shall have been given to the contractor, then he either himself be present to receive orders and instructions, or have a responsible agent duly accredited in writing present for that purpose, orders given to the contractor's duly authorized agent shall be considered to have the same force an effect as if they had been given to the contractor himself.

Clause – 12: Examination of work before covering up.

(A) No part of the works shall be covered up or put out of view/beyond the reach without giving notice of not less than five days to the Engineer whenever any such part of the works or foundations is or are ready or about to be ready for examination and the Engineer shall, without delay, unless he considers it unnecessary and advises the contractor accordingly, attend for the purpose of examining and measuring such part of the works or of examining such foundations;

(B) If any work is covered up or placed beyond the reach of measurement without such notice having been given, the same shall be uncovered at the contractor's expense, and in default thereof no payment or allowance shall be made for such work, or for the materials with which the same was executed.

Clause – 13: Risks. The contractor shall be responsible for all risks of loss of or damage to physical property or facilities or related services at the premises and of personal injury and death which arise during and in consequence of its performance of the contract. if any damage is caused while the work is in progress or become apparent within three months of the grant of the certificate of completion, final or otherwise, the contractor shall make good the same at his own expense, or in default the Engineer may cause the same to be made good by other workmen, and deduct the expenses from retention money lying with the Engineer.

Clause-14: Measures for prevention of fire and safety measures. The contractor shall not set fire to any standing jungle, trees, bush-wood or grass without a written permit from the Executive Engineer. When such permit is given, and also in all cases when destroying, cutting or uprooting trees, bush-wood, grass, etc by fire, the contractor shall take necessary measures to prevent such fire spreading to or otherwise damaging surrounding property. The contractor is responsible for the safety of all its activities including protection of the environment on and off the site. Compensation of all damage done intentionally or unintentionally on or off the site by the contractor's labour shall be paid by him.

Clause-15: Sub-contracting. The contractor shall not subcontract the whole of the works, except where otherwise provided by the contract. The contractor shall not subcontract any part of the works without the prior consent of the Engineer. Any such consent shall not relieve the contractor from any liability or obligation under the contract and he shall be responsible for the acts, defaults and neglects of any subcontractor, his agents, servants or workmen as if these acts, defaults or neglects were those of the contractor, his agents' servants or workmen. The provisions of this contract shall apply to such subcontractor or his employees as if he or it were employees of the contractor.

Clause – 16: Disputes. All disputes arising in connection with the present contract, and which cannot be amicably settled between the parties, , the decision of the Superintending Engineer of the circle/officer/one grade higher to awarding authority shall be final, conclusive and binding on all parties to the contract upon all questions relating to the meaning of the specifications, designs drawings, and instructions, hereinbefore mentioned and as to the quality of workmanship, or materials used on the work or as to any other questions, claim, right, matter, or thing whatsoever in any way arising out of, or relating to the contract design, drawings, specifications, estimates, instructions, orders or these conditions or otherwise concerning the works, or the execution, of failure to execute the same, whether arising, during the progress of the work, or after the completion or abandonment thereof.

Clause –17: Site Clearance. On completion of the work, the contractor shall be furnished with a certificate by the Executive Engineer (hereinafter called the Engineer in-charge) of such completion, but neither such certificate shall be given nor shall the work be considered to be complete until the contractor shall have removed all temporary structures and materials brought at site either for use or for operation facilities including cleaning debris and dirt at the site. If the contractor fails to comply with the requirements of this clause then Engineer-in-charge, may at the expense of the contractor remove and dispose of the same as he thinks fit and shall deduct the amount of all expenses so incurred from the contractor's retention money. The contractor shall have no claim in respect of any surplus materials as aforesaid except for any sum actually realized by the sale thereof. Draft Bidding Document for Works up to 2.5 M Sindh Public Procurement Regulatory Authority | www.pprasindh.gov.pk 11

Clause –18: Financial Assistance /Advance Payment.

(A) Mobilization advance is not allowed.

(B) Secured Advance against materials brought at site.

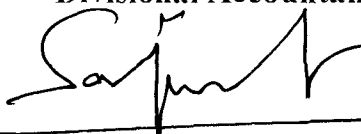
(i) Secured Advance may be permitted only against imperishable materials/quantities anticipated to be consumed/utilized on the work within a period of three months from the date of issue of secured advance and definitely not for full quantities of materials for the entire work/contract. The sum payable for such materials on site shall not exceed 75% of the market price of materials;

(ii) Recovery of Secured Advance paid to the contractor under the above provisions shall be affected from the monthly payments on actual consumption basis, but not later than period more than three months (even if unutilized).

Clause –19: Recovery as arrears of Land Revenue. Any sum due to the Government by the contractor shall be liable for recovery as arrears of Land Revenue.

Clause –20: Refund of Security Deposit/Retention Money. On completion of the whole of the works (a work should be considered as complete for the purpose of refund of security deposit to a contractor from the last date on which its final measurements are checked by a competent authority, if such check is necessary otherwise from the last date of recording the final measurements), the defects notice period has also passed and the Engineer has certified that all defects notified to the contractor before the end of this period have been corrected, the security deposit lodged by a contractor (in cash or recovered in installments from his bills) shall be refunded to him after the expiry of three months from the date on which the work is completed.

Divisional Accountant

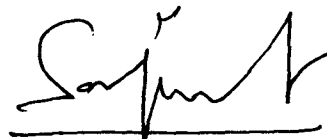


Contractor Executive Engineer/Procuring Agency

BIDDING DOCUMENT

(This section should be filled in by the Engineer / Procuring Agency before issuance of the Bidding Document).

- (a) Name of Procuring Agency:- Executive Engineer, Building Division Sanghar.
- (b) Brief Description of Work: Rehabilitation / Renovation of Main Eid Gah Near Dilber Chowk Sanghar (Main Compound Wall)
- (c) Procuring Agency's Address: Nawab Shah Road Near Boys Degree College
- (d) Estimated Cost: 2.500 (M)
- (e) Amount of Bid Security Rs:50000/= "(Fill in lump sum amount or in %age of bid amount / estimated cost, but not exceeding 5%)
- (f) Period of Bid Validity (days) 30 Days (Not More than sixty days).
- (g) Security Deposit (i/c Bid Security) Rs:100000/= "(in %age of bid amount/Estimated cost equal to 10%)
- (h) Percentage, if any, to be deducted from Bills Rs:100000/= (4%)
- (i) Deadline for Submission of Bids along with Time _____
- (j) Venue, Time, and Date of Bid Opening Office of the Executive Engineer Buildings Division Sanghar Nawab Shah Road Near Boys Degree College Sanghar.
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- (L) Liquidity damages:-0.05% per day (0.05 of Estimated Cost or Bid Cost per day of delay, but total exceeding 10%)
- (m) Deposit Receipt No. _____
- (n) Deposit Receipt No. & Date _____ Dated _____ Rs. _____
- (o) Rate quoted by Contractor _____ Above/Below Schedule items
Rs. _____ & Non-Schedule Items Rs. _____
- Total Tender Cost Rs: _____



**EXECUTIVE ENGINEER
BUILDINGS DIVISION
SANGHAR.**

SCHEDULE OF PRICES (BOQ)

(Description and rate of items based on Composite Schedule of Rates)

NAME OF WORK: - Rehabilitation / Renvation of Main Eid Gah Near Dilber Chowk Sanghar
(Main Compound Wall)

S.#	Items of Work	Qty:	Rate	Unit	Amount
-----	---------------	------	------	------	--------

Part-A (Civil Work)

1	Cement Concrete brick or stone ballast 1-1/2" to 2" gauge ratio 1:5:10.(S.I.No 4 (C) P.No 14)	8070 Cft	8694.95	%Cft	701682
2	Cement Concrete palin including placing compacting finishing and curring complete including screending and washing of stone aggregate without shuttering ratio 1:2:4 (S.I.No 5-f-P.No 15) .	7197 Cft	14429.25	%Cft	1038473

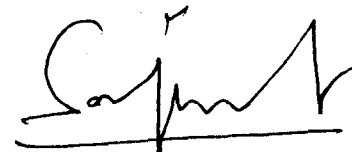
Total 1740155**Amount of Schedule Items**

Add: / Deduct _____ %Above / Below of rates oc CSR Rs:

Total

Note: Any variation in the description on item Quantites, Rates if any as per Sanctioned Estimate will be accepted

CONTRACTOR


EXECUTIVE ENGINEER
BUILDINGS DIVISION
SANGHAR.

STANDING BIDDING DOCUMENTS

FOR

**Construction of Compound Wall Around 10 Bedded Hospital At Village
Khadim Hussain Zardari Taluka Shahdadpur District Sanghar.**

Instructions to Bidders/ Procuring Agencies.

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Only one rate of such percentage, on all the Scheduled Rates shall be framed. Tenders, which propose any alternative in the works specified in the said form of invitation to tender or in the time Draft Bidding Document for Works up to 2.5 M Sindh

allowed for carrying out the work, or which contain any other conditions, will be liable to rejection. No printed form of tender shall include a tender for more than one work, but if contractor wish to tender for two or more works, they shall submit a separate tender for each.

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(C) Where there is a discrepancy between the amounts in figures and in words, the amount in words will govern. Draft Bidding Document for Works up to 2.5 M Sindh Public

Conditions of Contract

Clause – 1: Commencement & Completion Dates of work. The contractor shall not enter upon or commence any portion or work except with the written authority and instructions of the Engineer-in-charge or of a subordinate-in-charge of the work. Failing such authority the contractor shall have no claim to ask for measurements of or payment for work.

The contractor shall proceed with the works with due expedition and without delay and complete the works in the time allowed for carrying out the work as entered in the tender shall be strictly observed by the contractor and shall be reckoned from the date on which the order to commence work is given to the contractor. And further to ensure good progress during the execution of the work; contractor shall be bound, in all in which the time allowed for completion of any work exceeds one month, to achieve progress on the prorated basis.

Clause – 2: Liquidated Damages. The contractor shall pay liquidated damages to the Agency at the rate per day stated in the bidding data for each day that the completion date is later than the Intended completion date; the amount of liquidated damage paid by the contractor to the Agency shall not exceed 10 per cent of the contract price. Agency may deduct liquidated damages from payments due to the contractor. Payment of liquidated damages does not affect the contractor's liabilities.

Clause – 3: Termination of the Contract.

(A) Procuring Agency/Executive Engineer may terminate the contract if either of the following conditions exists:-

- (i) contractor causes a breach of any clause of the Contract;
- (ii) the progress of any particular portion of the work is unsatisfactory and notice of 10 days has expired;
- (iii) in the case of abandonment of the work owing to the serious illness or death of the contractor or any other cause.
- (iv) contractor can also request for termination of contract if a payment certified by the Engineer is not paid to the contractor within 60 days of the date of the submission of the bill;

(B) The Executive Engineer/Procuring Agency has power to adopt any of the following courses as may deem fit:-

- (i) to forfeit the security deposit available except conditions mentioned at A (iii) and (iv) above;
- (ii) to finalize the work by measuring the work done by the contractor.

(C) In the event of any of the above courses being adopted by the Executive Engineer/Procuring Agency, the contractor shall have:-

(i) no claim to compensation for any loss sustained by him by reason of his having purchased or procured any materials, or entered into any engagements, or made any advances on account of, or with a view to the execution of the work or the performance of the contract,

(ii) however, the contractor can claim for the work done at site duly certified by the executive engineer in writing regarding the performance of such work and has not been paid.

Procuring Agency/Engineer may invite fresh bids for remaining work.

Clause 4: Possession of the site and claims for compensation for delay. The Engineer shall give possession of all parts of the site to the contractor. If possession of site is not given by the date stated in the contract data, no compensation shall be allowed for any delay caused in starting of the work on account of any acquisition of land, water standing in borrow pits/ compartments or in according sanction to estimates. In such case, either date of commencement will be changed or period of completion is to be extended accordingly.

Clause -5: Extension of Intended Completion Date. The Procuring Agency either at its own initiatives before the date of completion or on desire of the contractor may extend the intended completion date, if an event (which hinders the execution of contract) occurs or a variation order is issued which makes it impossible to complete the work by the intended completion date for such period as he may think necessary or proper. The decision of the Executive Engineer in this matter shall be final; where time has been extended under this or any other clause of this agreement, the date for completion of the work shall be the date fixed by the order giving the extension or by the aggregate of all such orders, made under this agreement.

When time has been extended as aforesaid, it shall continue to be the essence of the contract and all clauses of the contract shall continue to be operative during the extended period.

Clause -6: Specifications. The contractor shall execute the whole and every part of the work in the most substantial and work-man-like manner and both as regards materials and all other matters in strict accordance with the specifications lodged in the office of the Executive Engineer and initialed by the parties, the said specification being a part of the contract. The contractor shall also confirm exactly, fully and faithfully to the designs, drawing, and instructions in writing relating to the work signed by the Engineer-in-charge and lodge in his office and to which the contractor shall be entitled to have access at such office or on the site of work for the purpose of inspection during office hours and the contractor shall, if he so requires, be entitled at his own expense to make or cause to be made copies of the specifications, and of all such designs, drawings, and instructions as aforesaid. Draft Bidding Document for Works up to 2.5 M Sindh Public Procurement Regulatory Authority | www.pprasindh.gov.pk 7

Clause – 7: Payments.

(A) Interim/Running Bill. A bill shall be submitted by the contractor as frequently as the progress of the work may justify for all work executed and not included in any previous bill at least once in a month and the Engineer-in-charge shall take or cause to be taken the requisite measurements for the purpose of having the same verified and the claim, as far as admissible, adjusted, if possible before the expiry of ten days from the presentation of the bill, at any time depute a subordinate to measure up the said work in the presence of the contractor or his authorized agent, whose countersignature to the measurement list will be sufficient to warrant and the Engineer-in-charge may prepare a bill from such list which shall be binding on the contractor in all respects.

The Engineer /Procuring Agency shall pass/certify the amount to be paid to the contractor, which he considers due and payable in respect thereof, subject to deduction of security deposit, advance payment if any made to him and taxes. All such intermediate payment shall be regarded as payments by way of advance against the final payment only and not as payments for work actually done and completed, and shall not preclude the Engineer-in-charge from recoveries from final bill and rectification of defects and unsatisfactory items of works pointed out to him during defect liability period.

(B) The Final Bill. A bill shall be submitted by the contractor within one month of the date fixed for the completion of the work otherwise Engineer-in-charge's certificate of the measurements and of the total amount payable for the works shall be final and binding on all parties.

Clause – 8: Reduced Rates. In cases where the items of work are not accepted as so completed, the Engineer-in-charge may make payment on account of such items at such reduced rates as he may consider reasonable in the preparation of final or on running account bills with reasons recorded in writing.

Clause – 9: Issuance of Variation and Repeat Orders.

(A) Agency may issue a Variation Order for procurement of works, physical services from the original contractor to cover any increase or decrease in quantities, including the introduction of new work items that are either due to change of plans, design or alignment to suit actual field conditions, within the general scope and physical boundaries of the contract.

(B) Contractor shall not perform a variation until the Procuring Agency has authorized the variation in writing subject to the limit not exceeding the contract cost by of 15% on the same conditions in all respects on which he agreed to do them in the Draft Bidding Document for Works up to 2.5 M Sindh Public Procurement Regulatory Authority | www.pprasindh.gov.pk 8

work, and at the same rates, as are specified in the tender for the main work. The contractor has no right to claim for compensation by reason of alterations or curtailment of the work.

(C) In case the nature of the work in the variation does not correspond with items in the Bill of Quantities, the quotation by the contractor is to be in the form of new rates for the relevant items of work, and if the Engineer-in-charge is satisfied that the rate quoted is within the rate worked out by him on detailed rate analysis, and then only he shall allow him that rate after approval from higher authority.

(D) The time for the completion of the work shall be extended in the proportion that the additional work bear to the original contact work.

(E) In case of quantities of work executed result the Initial Contract Price to be exceeded by more than 15%, and then Engineer can adjust the rates for those quantities causing excess the cost of contract beyond 15% after approval of Superintending Engineer.

(F) **Repeat Order:** Any cumulative variation, beyond the 15% of initial contract amount, shall be subject of another contract to be tendered out if the works are separable from the original contract.

Clause-10: Quality Control.

(A) **Identifying Defects:** If at any time before the security deposit is refunded to the contractor/during defect liability period mentioned in bid data, the Engineer-in-charge or his subordinate-in-charge of the work may instruct the contractor to uncover and test any part of the works which he considers may have a defect due to use of unsound materials or unskillful workmanship and the contractor has to carry out a test at his own cost irrespective of work already approved or paid.

(B) **Correction of Defects:** The contractor shall be bound forthwith to rectify or remove and reconstruct the work so specified in whole or in part, as the case may require. The contractor shall correct the notified defect within the Defects Correction Period mentioned in notice.

(C) **Uncorrected Defects:**

(i) In the case of any such failure, the Engineer-in-charge shall give the contractor at least 14 days notice of his intention to use a third party to correct a defect. He may rectify or remove, and re-execute the work or remove and replace the materials or articles complained of as the case may be at the risk and expense in all respects of the contractor.

(ii) If the Engineer considers that rectification/correction of a defect is not essential and it may be accepted or made use of; it shall be within his discretion to accept the same at such reduced rates as he may fix therefore.

Clause – 11:

(A) Inspection of Operations. The Engineer and his subordinates, shall at all reasonable times have access to the site for supervision and inspection of works under or in course of execution in pursuance of the contract and the contractor shall afford every facility for and every assistance in obtaining the right to such access.

(B) Dates for Inspection and Testing. The Engineer shall give the contractor reasonable notice of the intention of the Engineer-in-charge or his subordinate to visit the work shall have been given to the contractor, then he either himself be present to receive orders and instructions, or have a responsible agent duly accredited in writing present for that purpose, orders given to the contractor's duly authorized agent shall be considered to have the same force and effect as if they had been given to the contractor himself.

Clause – 12: Examination of work before covering up.

(A) No part of the works shall be covered up or put out of view/beyond the reach without giving notice of not less than five days to the Engineer whenever any such part of the works or foundations is or are ready or about to be ready for examination and the Engineer shall, without delay, unless he considers it unnecessary and advises the contractor accordingly, attend for the purpose of examining and measuring such part of the works or of examining such foundations;

(B) If any work is covered up or placed beyond the reach of measurement without such notice having been given, the same shall be uncovered at the contractor's expense, and in default thereof no payment or allowance shall be made for such work, or for the materials with which the same was executed.

Clause – 13: Risks. The contractor shall be responsible for all risks of loss of or damage to physical property or facilities or related services at the premises and of personal injury and death which arise during and in consequence of its performance of the contract. If any damage is caused while the work is in progress or become apparent within three months of the grant of the certificate of completion, final or otherwise, the contractor shall make good the same at his own expense, or in default the Engineer may cause the same to be made good by other workmen, and deduct the expenses from retention money lying with the Engineer.

Clause-14: Measures for prevention of fire and safety measures. The contractor shall not set fire to any standing jungle, trees, bush-wood or grass without a written permit from the Executive Engineer. When such permit is given, and also in all cases when destroying, cutting or uprooting trees, bush-wood, grass, etc by fire, the contractor shall take necessary measures to prevent such fire spreading to or otherwise damaging surrounding property. The contractor is responsible for the safety of all its activities including protection of the environment on and off the site. Compensation of all damage done intentionally or unintentionally on or off the site by the contractor's labour shall be paid by him.

Clause-15: Sub-contracting. The contractor shall not subcontract the whole of the works, except where otherwise provided by the contract. The contractor shall not subcontract any part of the works without the prior consent of the Engineer. Any such consent shall not relieve the contractor from any liability or obligation under the contract and he shall be responsible for the acts, defaults and neglects of any subcontractor, his agents, servants or workmen as if these acts, defaults or neglects were those of the contractor, his agents' servants or workmen. The provisions of this contract shall apply to such subcontractor or his employees as if he or it were employees of the contractor.

Clause – 16: Disputes. All disputes arising in connection with the present contract, and which cannot be amicably settled between the parties, , the decision of the Superintending Engineer of the circle/officer/one grade higher to awarding authority shall be final, conclusive and binding on all parties to the contract upon all questions relating to the meaning of the specifications, designs drawings, and instructions, hereinbefore mentioned and as to the quality of workmanship, or materials used on the work or as to any other questions, claim, right, matter, or thing whatsoever in any way arising out of, or relating to the contract design, drawings, specifications, estimates, instructions, orders or these conditions or otherwise concerning the works, or the execution, of failure to execute the same, whether arising, during the progress of the work, or after the completion or abandonment thereof.

Clause –17: Site Clearance. On completion of the work, the contractor shall be furnished with a certificate by the Executive Engineer (hereinafter called the Engineer in-charge) of such completion, but neither such certificate shall be given nor shall the work be considered to be complete until the contractor shall have removed all temporary structures and materials brought at site either for use or for operation facilities including cleaning debris and dirt at the site. If the contractor fails to comply with the requirements of this clause then Engineer-in-charge, may at the expense of the contractor remove and dispose of the same as he thinks fit and shall deduct the amount of all expenses so incurred from the contractor's retention money. The contractor shall have no claim in respect of any surplus materials as aforesaid except for any sum actually realized by the sale thereof.

Clause –18: Financial Assistance /Advance Payment.

(A) Mobilization advance is not allowed.

(B) Secured Advance against materials brought at site.

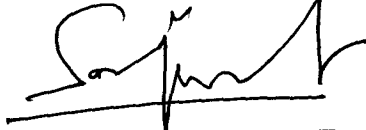
(i) Secured Advance may be permitted only against imperishable materials/quantities anticipated to be consumed/utilized on the work within a period of three months from the date of issue of secured advance and definitely not for full quantities of materials for the entire work/contract. The sum payable for such materials on site shall not exceed 75% of the market price of materials;

(ii) Recovery of Secured Advance paid to the contractor under the above provisions shall be affected from the monthly payments on actual consumption basis, but not later than period more than three months (even if unutilized).

Clause –19: Recovery as arrears of Land Revenue. Any sum due to the Government by the contractor shall be liable for recovery as arrears of Land Revenue.

Clause –20: Refund of Security Deposit/Retention Money. On completion of the whole of the works (a work should be considered as complete for the purpose of refund of security deposit to a contractor from the last date on which its final measurements are checked by a competent authority, if such check is necessary otherwise from the last date of recording the final measurements), the defects notice period has also passed and the Engineer has certified that all defects notified to the contractor before the end of this period have been corrected, the security deposit lodged by a contractor (in cash or recovered in installments from his bills) shall be refunded to him after the expiry of three months from the date on which the work is completed.

Divisional Accountant



Contractor Executive Engineer/Procuring Agency

BIDDING DOCUMENT

(This section should be filled in by the Engineer / Procuring Agency before issuance of the Bidding Document).

- (a) Name of Procuring Agency:- Executive Engineer, Building Division Sanghar.
- (b) Brief Description of Work: Construction of Compound Wall Around 10 Beded Hospital At Village Khadim Hussain Zardari Taluka Shahdadpur District Sanghar.
- (c) Procuring Agency's Address: Nawab Shah Road Near Boys Degree College
- (d) Estimated Cost: 2.100 (M)
- (e) Amount of Bid Security Rs:42000/= "(Fill in lump sum amount or in %age of bid amount / estimated cost, but not exceeding 5%)
- (f) Period of Bid Validity (days) 30 Days (Not More than sixty days).
- (g) Security Deposit (i/c Bid Security) Rs:84000/= "(in %age of bid amount/Estimated cost equal to 10%)
- (h) Percentage, if any, to be deducted from Bills Rs:84000/= (4%)
- (i) Deadline for Submission of Bids along with Time _____
- (j) Venue, Time, and Date of Bid Opening Office of the Executive Engineer Buildings Division Sanghar Nawab Shah Road Near Boys Degree College Sanghar.
- (k) Time for Completion from writing order of commence 12 Month
- (L) Liquidity damages:-0.05% per day (0.05 of Estimated Cost or Bid Cost per day of delay, but total exceeding 10%)
- (m) Deposit Receipt No. _____
- (n) Deposit Receipt No. & Date _____ Dated _____ Rs. _____
- (o) Rate quoted by Contractor _____ Above/Below Schedule items
Rs. _____ & Non-Schedule Items Rs. _____
- Total Tender Cost Rs: _____



**EXECUTIVE ENGINEER
BUILDINGS DIVISION
SANGHAR.**

SCHEDULE OF PRICES (BOQ)

(Description and rate of items based on Composite Schedule of Rates)

NAME OF WORK: - Construction of Compound Wall Around the 10 Beded Hospital At Village Khadim Hussain Zardari Taluka Shahdadpur District Sanghar.

S.#	Items of Work	Qty:	Rate	Unit	Amount
Part-A (Civil Work)					
1	Excavation in foundation of building bridges and other sturture i/c degtelling gretting refilling around structure with excavated earth watering and remming lead upto 5' feet ordinary soil (S.I.No. 18 (b) P-4)	4624 Cft	3176.25	%Cft	14687
2	Cement concrete brick work or stone ballast 1:5:10 (S.I.No.4 (C) P-14)	1156 Cft	8694.95	%Cft	100514
3	Pacca Brick work in foundation to plinth cement sand ratio (1:6) (S.I.No 4 (e) P.No 20)	3469 Cft	11948.36	%Cft	414489
4	Damp proof course with cement sand and shingle concrete 1:2:4: i/c two coats of asphalted mixture 2" Thick (S.I.No 27 P.No 22)	1445 Cft	13741.87	%Sft	198570
5	Pacca Brick work in other than building (1:6) (S.I.No 7-e- P.No 21)	3065 Cft	12346.65	%Sft	378425
6	R.C.C work i/c all labour and material except the cost of steel reinforcement for c.c and its labour for bending and binding which will be paid sepreately (a)RC work in roof slabs beams coloumns rafts, and lintles and other structural members laid in situe or pre cost laid in position making joints and fastening (1:2:4) ratio (S.I.No 6 P.No 16)	79 Cft	337.00	P.Cft	26623
7	Fabrication of mild steel reinforced for cc i/c cutting bending and lying in position making joints and fasting includes all cost of removal of rust from bars. (S.I.No. 8 (a) P-16)				
	A) Tar Bar	3.16 cwt	5001.70	P.cwt	15805
8	Making and Fixing Steel Grated Door with 1/16" thick sheeting i/c angle iron frame 2"x2"x 3/8" size and 3/4" square bars at 4" center to center i/c locking arrangements (S.I. 24 P.No 91)	168 Sft	726.72	P.Sft	122089
9	Cement plaster 1/2" thick upto height ratio 1:6 (S.I.No. 13-b- P-51)	9830 Cft	2206.60	%Sft	216909
10	Rough cost Stucco Cement Plaster 3/4" thick in proportion of 1:1-1/12" 1-1/2" in cement hill sand and bajri in pattern (S.I.No 32 P.No 55)	1970 Sft	2306.10	%Sft	45430
11	Cement Pointing raised on stone work in cement mortar 1:3 (S.I.No 20 (c-ii)P.no58)	3540 Sft	1758.08	%Sft	62236

12	Providing and laying Hala or astern tile glazed 8"x8" x 1/4" on floor wall i/c in required colour and pattern of stile specification joint in whit cement pigment over 2 base of 1.2 grey cement marter 3/4" thick i/c washing and filling of joints with slarry of white gery of with cement etc complete (S.I.No 62 P.No 47)	192 Sft	34520.31	%Sft	66279
13	Colour wash 3 Coats (S.I.No 25 P.No 53)	11800 Sft	1303.17	%Sft	153774
14	Preparing surface and painting guard bars, gates iron bars gratings railings i/c standard braces (etc) and similar open work 2 Coats. (S.I.No 5-d-P.No 76)	336 Sft	584.54	%Sft	1964

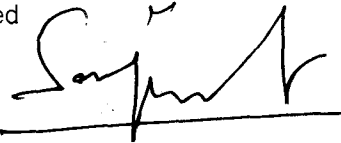
Amount of Schedule Items

Total 1817794

Add: / Deduct _____ %Above / Below of rates oc CSR Rs:

Total

Note: Any variation in the description on item Quantites, Rates if any as per Sanctioned Estimate will be accepted



EXECUTIVE ENGINEER
BUILDINGS DIVISION
SANGHAR.

CONTRACTOR

SUPRA BIDDING DOCUMENT

STANDARD FORM OF BIDDING DOCUMENT

FOR

PROCUREMENT OF WORKS

OFFICE OF THE
EXECUTIVE ENGINEER
BUILDINGS DIVISION
SANGHAR.

SUMMARY OF CONTENTS

INVITATION FOR BIDS

INSTRUCTIONS TO BIDDERS & BIDDING DATA

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FOR

**Construction of 10 Bedded Hospital At Village Khadim Hussain Zardari
Taluka Shahdadpur District Sanghar (Construction of 6th Type Quarters
2 Nos:)**

SCHEDULE OF PRICES (BOQ)

(Description and rate of items based on Composite Schedule of Rates)

NAME OF WORK: - Construction of 10 Bedded Hospital At Village Khadim Hussain Zardari Taluka Shahdadpur District Sanghar (Construction of 6th Type Quarters 2 Nos:)

S.#	Items of Work	Qty:	Rate	Unit	Amount
Part-A (Civil Work)					
1	Excavation in foundation of building bridges and other structure i/c degtelling gretting refilling around structure with excavated earth watering and remming lead upto 5' feet ordinary soil (S.I.No. 18 (b) P-4)	1960 Cft	3176.25	%0Cft	6225
2	Cement concrete brick work or stone ballast 1:5:10 (S.I.No.4 (C) P-14)	933 Cft	8694.95	%Cft	81124
3	Pacca Brick work in foundation to plinth cement sand ratio (1:6) (S.I.No 4 (e) P-14)	1742 Cft	11948.36	%Cft	208140
4	R.C.C work i/c all labour and material except the cost of steel reinforcement for c.c and its labour for bending and binding which will be paid sepreteley (a)RC work in roof slabs beams coloumns rafts, and lintles and other structural members laid in situe or pre cost laid in position making joints and fastening (1:2:4) ratio (S.I.No 6 P.No 16)	1278 Cft	337.00	P.Cft	430686
5	Fabrication of mild steel reinforced for cc i/c cutting bending and lying in position making joints and fasting includes all cost of removal of rust from bars. (S.I.No. 8 (a) P-16)				
	A) Tar Bar	45.32 cwt	5001.70	P.cwt	226677
	B)Mild Bar	24.56 cwt	4820.20	P.cwt	118384
6	Filling watering and remming earth ground floor with surplus earth excavated from out side lead upto 1 chain and lift upto 5' feet (S.I.No. 21 P-4)	1307 Cft	1512.50	%0Cft	1977
7	Filling watering and remming earth ground floor with new earth excavated from out side lead upto 1 chain and lift upto 5' feet (S.I.No. 22 P-4)	537 Cft	3630.00	%0Cft	1949
8	Supplying and filling sand under floor pluding in walls (S.I.No 29 P.No 31)	1058 Sft	1141.25	%Sft	12074
9	Extra Lead for 6-Miles (S.I.NO 1 P.No 1) (Schedule Carriage)	890 Cft	771.96	%Cft	6870
10	Pacca Brick Work in ground floor with cement sand mortar ratio (1:6) (S.I.No 5 (e) Page No: 20)	1744 Cft	12674.36	%Cft	221041
11	Pacca Brick work in other than building (1:6) (S.I.No 7-e- P.No 21)	218 Sft	12346.65	%Sft	26916
12	First Class deodar wood rought joinery in door and windows etc fixied in position i/c chwkat hold fast hinges iron tower bit chowk cleats handles and coard with hooks etc 1 3/4" thick (S.I.No 7-b-P.No 57)	357 Rft	1273.76	P.Rft	454732
13	Making and Fixing Steel Grated Door with 1/16" thick sheeting i/c angle iron frame 2"x2"x 3/8" size and 3/4" square bars at 4" center to center i/c locking arrangments (S.I. 24 P.No 04)	46 Sft	726.72	P.Sft	33429
14	Cement plaster 1/2" thick upto height ratio 1:6 (S.I.No. 13-b- P-51)	7285 Cft	2206.60	%Sft	160751
15	Cement plaster 3/8" thick ratio 1:4 (S.I.No: 11 (a) P.No: 51)	7285 Sft	2197.52	%Sft	160089
16	Cement Concrete palin including placing compacting finishing and curring complete including screending and washing of stone aggregate without shuttering ratio 1:2:4 (S.I.No 5-f-P.No 15)	78 Cft	14429.25	%Cft	11255

17	Laying floor of approved coloured glazed tiles 1/4" thick ² laid in site cement and pigment on a bed 3/4" thick cement mortar ratio (S.I.No 25 P.No 49)	973 Sft	27747.1	%Sft	269979
18	Glazed tiles dado 1/4" thick laid in pigment over 1:2 cement sand mortar 3/4" thick i/c finishing (S.I.No 38 P.No 44)	554 Sft	28299.30	%Sft	156778
19	P/F Iron Steel grill using solid square bars of size 1/2" x 1/2" placed at 4" C/C and frame of flat iron (S.I.No 30 P.No 94)	177 Sft	194.16	P.Sft	34366
20	Galvanized wire guaze fixed to chowkats with 3/4" deodar strip and screws (S.I.No 14-D-P.No: 59)	177 Sft	190.72	P.Sft	33757
21	Primary coat of chalk under distemper (S.I.No. 23 P-53)	8258 Sft	442.75	%Sft	36562
22	Distempering 3 Coats (S.I.No 24-C-P.No 53)	8258 Sft	1079.65	%Sft	89157
23	Preparing / Painting Doors windows (New Surface) (S.I.No 5-C-P.No 69)	714 Sft	2116.41	%Sft	15111
24	Preparing Surface and Painting Sashes fan light glazed or guazed door any windows any type i/c edge) 3 Coat (S.i.No 5-c-P.No 76)	177 Sft	1270.83	%Sft	2249
25	Providing and Lying Topping cement concrete (1:2:4) i/c surface finishing dividing into panles (S.I.No 16-B-P.No 42)				
a)	Topping 1-1/2" (Over Roof)	1940 Sft	2548.29	%Sft	49437
26	Providing and Lying 1" thick C.C topping (1:2:4) i/c surface finishing dividing into panles (S.I.No 16-C-P.No 41)				
	2" thick Topping	600 Sft	3275.50	%Sft	19653
27	Extra Lead for 6 Miles (S.I.No 1 P.No 1) (Schedule Carriage)	600 Sft	771.96	%Sft	4632
28	Two Coat of Bitumen laid hot using 34 Lbs for % Sft over roof and blinded with sand at one C.ft Per % Sft (S.I.No 13 P.No 34)	1940 Sft	1887.40	%Sft	36616
13	Rough cost Stucco Cement Plaster 3/4" thick in proportion of 1:1-1/12" 1-1/2" in cement hill sand and bajri in pattern (S.I.No 32 P.No 55)	255 Sft	2306.10	%Sft	5881

Amount of Schedule Items

Total 2910616

Add: / Deduct _____ %Above / Below of rates oc CSR Rs:

Total

Note: Any variation in the description on item Quantites, Rates if any as per Sanctioned Estimate will be accepted

CONTRACTOR



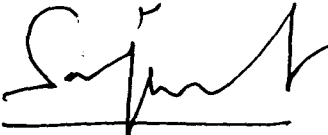
EXECUTIVE ENGINEER
BUILDINGS DIVISION
SANGHAR.

P.T.O

BIDDING DOCUMENT

(This section should be filled in by the Engineer / Procuring Agency before issuance of the Bidding Document).

- (a) Name of Procuring Agency:- Executive Engineer, Building Division Sanghar.
- (b) Brief Description of Work: Construction of 10 Beded Hospital At Village Khadim Hussain Zardari Taluka Shahdadpur District Sanghar (Construction of 6th Type Quarters 2 Nos:).
- (c) Procuring Agency's Address: Nawab Shah Road Near Boys Degree College
- (d) Estimated Cost: 3.100 (M)
- (e) Amount of Bid Security Rs:62000/= "(Fill in lump sum amount or in %age of bid amount / estimated cost, but not exceeding 5%)
- (f) Period of Bid Validity (days) 30 Days (Not More than sixty days).
- (g) Security Deposit (i/c Bid Security) Rs:124000/= "(in %age of bid amount/Estimated cost equal to 10%)
- (h) Percentage, if any, to be deducted from Bills Rs:124000/= (4%)
- (i) Deadline for Submission of Bids along with Time _____
- (j) Venue, Time, and Date of Bid Opening Office of the Executive Engineer Buildings Division Sanghar Nawab Shah Road Near Boys Degree College Sanghar.
- (k) Time for Completion from writing order of commence 12 Month
- (L) Liquidity damages:-0.05% per day (0.05 of Estimated Cost or Bid Cost per day of delay, but total exceeding 10%)
- (m) Deposit Receipt No. _____
- (n) Deposit Receipt No. & Date _____ Dated _____ Rs. _____
- (o) Rate quoted by Contractor _____ Above/Below Schedule items
Rs. _____ & Non-Schedule Items Rs. _____
- Total Tender Cost Rs: _____



**EXECUTIVE ENGINEER
BUILDINGS DIVISION
SANGHAR.**

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INSTRUCTIONS TO BIDDERS

1. All instructions to Bidders (Bs) along with Bidding Data will not be part of contract documents, hence it will have effect once the Contract is signed.

A. GENERAL

1.1. Source of Funds

1.1.1. The Executive Engineer Buildings Division Sanghar as defined in the Bidding Data (hereinafter referred to as the Executive Engineer Buildings Division Sanghar) wishes to invite bids for the Works summarized in the Bidding Data (hereinafter referred to as the Works).

1.1.2. Bids are invited for the complete scope of work. Any Bid covering partial scope of work will be rejected as non-responsive.

1.2. Source of Funds

1.2.1. The Executive Engineer Buildings Division Sanghar has arranged funds from Government of Punjab which may be indicated accordingly in bidding data towards the execution of the Works.

1.3. Eligibility

1.3.1. Only those firms and persons meeting the following requirements:

(a) Registered by the Pakistan Engineering Council (PEC) in the appropriate category for the Works.

(b) For the Works costing Rs. 2.5 million or less shall not require any registration with PEC.

(c) Must be qualified with the Executive Engineer Buildings Division Sanghar (where required).

1.3.2. If pre-qualification of potential bidders has been undertaken, only bids from qualified bidders will be considered for award of Contract.

1.3.3. If pre-qualification has not undertaken, the Executive Engineer Buildings Division Sanghar may ask information and documents not limited to following:-

- (a) Company profile;
- (b) List of similar nature and size for each performed in last 3-5 years;
- (c) List of construction equipments;
- (d) Qualification and experience of technical personnel and key site management;
- (e) Financial statement of last 3 years;
- (f) Information regarding litigations or abandoned works if any.

IB.3 Cost of Bidding

- 3.1 The bidder shall bear all costs associated with the preparation and submission of its bid and the Executive Engineer Buildings Division Sanghar will in no case be responsible or liable for those costs, regardless of the conduct or outcome of the bidding process (SPP Rules 24 & 25).

B. BIDDING DOCUMENTS

IB.4 Contents of Bidding Documents

- 4.1 In addition to Invitation for Bids, the Bidding Documents are those stated below, and should be read in conjunction with any Addendum issued in accordance with Sub-Clause IB.6.1.

1. Instructions to Bidders & Bidding Data
2. Form of Bid, Qualification Information & Schedules to Bid
Schedules to Bid comprise the following:
 - (i) Schedule A: Schedule of Prices/ Bill of Quantities (BoQ).
 - (ii) Schedule B: Specific Works Data
 - (iii) Schedule C: Works to be Performed by Subcontractors
 - (iv) Schedule D: Proposed Programme of Works
 - (v) Schedule E: Method of Performing Works
 - (vi) Schedule F: Integrity Pact (works costing Rs 10 million and above)
3. Conditions of Contract & Contract Data
4. Standard Forms:
 - (i) Form of Bid Security,
 - (ii) Form of Performance Security;
 - (iii) Form of Contract Agreement;
 - (iv) Form of Bank Guarantee for Advance Payment.
5. Specifications
6. Drawings, if any

IB.5 Clarification of Bidding Documents

- 5.1 A prospective bidder requiring any clarification(s) in respect of the Bidding Documents may notify the Engineer/Executive Engineer Buildings Division Sanghar at the Engineer's/ Executive Engineer Buildings Division Sanghar's address indicated in the Bidding Data.
- 5.2 An interested bidder, who has obtained bidding documents, may request for clarification

of contents of bidding documents in writing and Executive Engineer Buildings Division Sanghar shall respond to such queries in writing within three calendar days, provided they are received at least five calendar days prior to the date of opening of bid (SPP Rule 23-1).

IB.6 Amendment of Bidding Documents (SPP Rules 22(2) & 22).

- 6.1 At any time prior to the deadline for submission of Bids, the Executive Engineer Buildings Division Sanghar may, for any reason, whether at his own initiative or in response to a clarification requested by an interested bidder, modify the Bidding Documents by issuing addendum.
- 6.2 Any addendum thus issued shall be part of the Bidding Documents pursuant to Sub-Clause 6.1 hereof, and shall be communicated in writing to all purchasers of the Bidding Documents. Prospective bidders shall acknowledge receipt of each addendum in writing to the Executive Engineer Buildings Division Sanghar.
- 6.3 To afford interested bidders reasonable time in which to take an addendum into account in preparing their Bids, the Executive Engineer Buildings Division Sanghar may at its discretion extend the deadline for submission of Bids.

C. PREPARATION OF BIDS

IB.7 Language of Bid

- 7.1 All documents relating to the Bid shall be in the language specified in the Contract Data.

IB.8 Documents Comprising the Bid

- 8.1 The Bid submitted by the bidder shall comprise the following:
 - (a) Offer /Covering Letter
 - (b) Form of Bid duly filled, signed and sealed, in accordance with IB.14.3.
 - (c) Schedules (A to F) to Bid duly filled and initialed, in accordance with the instructions contained therein & in accordance with IB.14.3.
 - (d) Bid Security furnished in accordance with IB.13.
 - (e) Power of Attorney in accordance with IB 14.5.
 - (f) Documentary evidence in accordance with IB.2(c) & IB.11
 - (g) Documentary evidence in accordance with IB.12.

IB.9 Sufficiency of Bid

- 9.1 Each bidder shall satisfy himself before Bidding as to the correctness and sufficiency of his Bid and of the premium on the rates of CSR / rates and prices quoted/entered in the Schedule of Prices, which rates and prices shall except in so far as it is otherwise expressly provided in the Contract, cover all his obligations under the Contract and all matters and things necessary for the proper completion of the works.

- 9.2 The bidder is advised to obtain for himself at his own cost and responsibility all information that may be necessary for preparing the bid and entering into a Contract for execution of the Works.

IB.10 Bid Prices, Currency of Bid and Payment

- 10.1 The bidder shall fill up the Schedule of Prices (Schedule A to Bid) indicating the percentage above or below the Composite Schedule of Rates/unit rates and prices of the Works to be performed under the Contract. Prices in the Schedule of Prices/Bill of Quantities shall be quoted entirely in Pak Rupees keeping in view the instructions contained in the Preamble to Schedule of Prices.
- 10.2 Unless otherwise stipulated in the Conditions of Contract, prices quoted by the bidder shall remain fixed during the bidder's performance of the Contract and not subject to variation on any account.
- 10.3 The unit rates and prices in the Schedule of Prices or percentage above or below on the composite schedule of rates shall be quoted by the bidder in the currency as stipulated in Bidding Data.
- 10.4 Items for which no rate or price is entered by the Bidder will not be paid for by the Executive Engineer Buildings Division Sanghar when executed and shall be deemed covered by the other rates and prices in the Bill of Quantities.

IB.11 Documents Establishing Bidder's Eligibility and Qualifications

- 11.1 Pursuant to Clause IB.8, the bidder shall furnish, as part of its bid, documents establishing the bidder's eligibility to bid and its qualifications to perform the Contract if its bid is accepted.
- 11.2 Bidder must possess and provide evidence of its capability and the experience as stipulated in Bidding Data and the Qualification Criteria mentioned in the Bidding Documents.

IB.12 Documents Establishing Works' Conformity to Bidding Documents

- 12.1 The documentary evidence of the Works' conformity to the Bidding Documents may be in the form of literature, drawings and data and the bidder shall furnish documentation as set out in Bidding Data.
- 12.2 The bidder shall note that standards for workmanship, material and equipment, and references to brand names or catalogue numbers, if any, designated by the Executive Engineer Buildings Division Sanghar in the Technical Provisions are intended to be descriptive only and not restrictive.

IB.13 Bid Security

- 13.1 Each bidder shall furnish, as part of his bid, at the option of the bidder, a Bid Security as percentage of bid price/estimated cost or in the amount stipulated in Bidding Data in Pak. Rupees in the form of *Deposit at Call/ Payee's Order or a Bank Guarantee* issued by a Scheduled Bank in Pakistan in favour of the Executive Engineer Buildings Division Sanghar valid for a period up to twenty eight (28) days beyond the bid validity date (*Bid security should not be below 1% and not exceeding 5% of bid price/estimated cost SPP Rule 37*).
- 13.2 Any bid not accompanied by an acceptable Bid Security shall be rejected by the Procuring Agency as non-responsive.
- 13.3 The bid securities of unsuccessful bidders will be returned upon award of contract to the successful bidder or on the expiry of validity of Bid Security whichever is earlier.
- 13.4 The Bid Security of the successful bidder will be returned when the bidder has furnished the required Performance Security, and signed the Contract Agreement (SPP Rule 37).
- 13.5 The Bid Security may be forfeited:
- (a) if a bidder withdraws his bid during the period of bid validity; or
 - (b) if a bidder does not accept the correction of his Bid Price, pursuant to Sub-Clause 16.4 (b) hereof; or
 - (c) in the case of a successful bidder, if he fails within the specified time limit to:
 - (i) furnish the required Performance Security or
 - (ii) sign the Contract Agreement.

IB.14 Validity of Bids, Format, Signing and Submission of Bid

- 14.1 Bids shall remain valid for the period stipulated in the Bidding Data after the date of bid opening.
- 14.2 In exceptional circumstances, Executive Engineer Buildings Division Sanghar may request the bidders to extend the period of validity for a additional period but not exceeding 1/3 of the original period. The request and the bidders' responses shall be made in writing or by cable. A Bidder may refuse the request without forfeiting the Bid Security. A Bidder agreeing to the request will not be required or permitted to otherwise modify the Bid, but will be required to extend the validity of Bid Security for the period of the extension, and in compliance with IB.13 in all respects (SPP Rule 38).
- 14.3 All Schedules to Bid are to be properly completed and signed.
- 14.4 No alteration is to be made in the Form of Bid except in filling up the blanks as directed. If any alteration be made or if these instructions be not fully complied with, the bid may be rejected.

- 14.5 Each bidder shall prepare Original and number of copies specified in the Bidding Data of the documents comprising the bid as described in IB.8 and clearly mark them -ORIGINAL and -COPY as appropriate. In the event of discrepancy between them, the original shall prevail.
- 14.6 The original and all copies of the bid shall be typed or written in indelible ink and shall be signed by a person or persons duly authorized to sign (in the case of copies, Photostats are also acceptable). This shall be indicated by submitting a written Power of Attorney authorising the signatory of the bidder to act for and on behalf of the bidder. All pages of the bid shall be initialed and official seal be affixed by the person or persons signing the bid.
- 14.7 The Bid shall be delivered in person or sent by registered mail at the address to Procuring Agency as given in Bidding Data.

D. SUBMISSION OF BID

IB.15 Deadline for Submission, Modification & Withdrawal of Bids

- 15.1 Bids must be received by the Executive Engineer Buildings Division Sanghar at the address/provided in Bidding Data not later than the time and date stipulated therein.
- 15.2 The inner and outer envelopes shall
 - (a) be addressed to the Executive Engineer Buildings Division Sanghar at the address provided in the Bidding Data; (b) bear the name and identification number of the Contract as defined in the Bidding and Contract Data; and
 - (c) provide a warning not to open before the specified time and date for Bid opening as defined in the Bidding Data.
 - (d) in addition to the identification required in 15.2, the inner envelopes shall indicate the name and address of the Bidder to enable the Bid to be returned unopened in case it is declared late.
 - (e) If the outer envelope is not sealed and marked as above, the Executive Engineer Buildings Division Sanghar will assume no responsibility for the misplacement or premature opening of the Bid.
- 15.3 Bids submitted through telegraph, telex, fax or e-mail shall not be considered.
- 15.4 Any bid received by the Executive Engineer Buildings Division Sanghar after the deadline for submission prescribed in Bidding Data will be returned unopened to such bidder.
- 15.5 Any bidder may modify or withdraw his bid after bid submission provided that the modification or written notice of withdrawal is received by the Executive Engineer Buildings Division Sanghar prior to the deadline for submission of bids.
- 15.6 Withdrawal of a bid during the interval between the deadline for submission of bids and the expiration of the period of bid validity specified in the Form of Bid may result in forfeiture of the Bid Security pursuant to IB.13.5 (a).

E. BID OPENING AND EVALUATION

IB.16 Bid Opening, Clarification and Evaluation (SPP Rules 41, 42 & 43)

- 16.1 The Executive Engineer Buildings Division Sanghar will open the bids, in the presence of bidders' representatives who choose to attend, at the time, date and in the place specified in the Bidding Data.
- 16.2 The bidder's name, Bid Prices, any discount, the presence or absence of Bid Security, and such other details as the Executive Engineer Buildings Division Sanghar at its discretion may consider appropriate, will be announced by the Executive Engineer Buildings Division Sanghar at the bid opening. The Executive Engineer Buildings Division Sanghar will record the minutes of the bid opening. Representatives of the bidders who choose to attend shall sign the attendance sheet.
Any Bid Price or discount which is not read out and recorded at bid opening will not be taken into account in the evaluation of bid.
- 16.3 To assist in the examination, evaluation and comparison of Bids the Engineer/Executive Engineer Buildings Division Sanghar may, at its discretion, ask the bidder for a clarification of its Bid. The request for clarification and the response shall be in writing and no change in the price or substance of the Bid shall be sought, offered or permitted (SPP Rule 43).
- 16.4 (a) Prior to the detailed evaluation, pursuant to IB.16.7 to 16.9, the Engineer/Executive Engineer Buildings Division Sanghar will determine the substantial responsiveness of each bid to the Bidding Documents. For purpose of these instructions, a substantially responsive bid is one which conforms to all the terms and conditions of the Bidding Documents without material deviations. It will include determining the requirements listed in Bidding Data.
- (b) Arithmetical errors will be rectified on the following basis:
- If there is a discrepancy between the unit price and total price that is obtained by multiplying the unit price and quantity, the unit price shall prevail and the total price shall be corrected. If there is a discrepancy between the words and figures the amount in words shall prevail. If there is a discrepancy between the Total Bid price entered in Form of Bid and the total shown in Schedule of Prices-Summary, the amount stated in the Form of Bid will be corrected by the Executive Engineer Buildings Division Sanghar in accordance with the Corrected Schedule of Prices. If the bidder does not accept the corrected amount of Bid, his Bid will be rejected and his Bid Security forfeited.
- 16.5 A Bid determined as substantially non-responsive will be rejected and will not subsequently be made responsive by the bidder by correction of the non-conformity.
- 16.6 Any minor informality or non-conformity or irregularity in a Bid which does not constitute a material deviation (**major deviation**) may be waived by Executive Engineer Buildings Division Sanghar, provided such waiver does not prejudice or affect the relative ranking of any other bidders

(A). Major (material) Deviations include:-

- (i) has been not properly signed;
- (ii) is not accompanied by the bid security of required amount and manner;
- (iii) stipulating price adjustment when fixed price bids were called for;
- (iv) failing to respond to specifications;
- (v) failing to comply with Mile-stones/Critical dates provided in Bidding Documents;
- (vi) sub-contracting contrary to the Conditions of Contract specified in Bidding Documents;
- (vii) refusing to bear important responsibilities and liabilities allocated in the Bidding Documents, such as performance guarantees and insurance coverage;
- (viii) taking exception to critical provisions such as applicable law, taxes and duties and dispute resolution procedures;
- (ix) a material deviation or reservation is one :
 - (a) which affect in any substantial way the scope, quality or performance of the works;
 - (b) adoption/rectification whereof would affect unfairly the competitive position of other bidders presenting substantially responsive bids.

(B) Minor Deviations

Bids that offer deviations acceptable to the Executive Engineer Buildings Division Sanghar and which can be assigned a monetary value may be considered substantially responsive at least as to the issue of fairness. This value would however be added as an adjustment for evaluation purposes only during the detailed evaluation process.

16.7 The Engineer/Executive Engineer Buildings Division Sanghar will evaluate and compare only the bids previously determined to be substantially responsive pursuant to IB.16.4 to 16.6 as per requirements given hereunder. Bids will be evaluated for complete scope of works. The prices will be compared on the basis of the Evaluated Bid Price pursuant to IB.16.8 herein below.

Technical Evaluation: It will be examined in detail whether the works offered by the bidder complies with the Technical Provisions of the Bidding Documents. For this purpose, the bidder's data submitted with the bid in Schedule B to Bid will be compared with technical features/criteria of the works detailed in the Technical Provisions. Other technical information submitted with the bid regarding the Scope of Work will also be reviewed.

16.8 Evaluated Bid Price

In evaluating the bids, the Engineer/Executive Engineer Buildings Division Sanghar will determine for each bid in addition to the Bid Price, the following factors (adjustments) in the manner and to the extent indicated below to determine the Evaluated Bid Price:

- (i) making any correction for arithmetic errors pursuant to IB.16.4 hereof.
- (ii) discount, if any, offered by the bidders as also read out and recorded at the time of bid opening.
- (iii) excluding **provisional sums** and the provisions for **contingencies** in the Bill of Quantities **if any**, but including **Day work**, where priced competitively.

IB.17 Process to be Confidential

17.1 Subject to IB.16.3 heretofore, no bidder shall contact Engineer/Executive Engineer Buildings Division Sanghar on any matter relating to its Bid from the time of the Bid opening to the time the bid evaluation result is announced by the Executive Engineer Buildings Division Sanghar. The evaluation result shall be announced at least seven (07) days prior to award of Contract (SPP Rule 45). The announcement to all bidders will include table(s) comprising read out prices, discounted prices, price adjustments made, final evaluated prices and recommendations against all the bids evaluated.

17.2 Any effort by a bidder to influence Engineer/Executive Engineer Buildings Division Sanghar in the Bid evaluation, Bid comparison or Contract Award decisions may result in the rejection of his Bid. Whereas any bidder feeling aggrieved, may lodge a written complaint to Complaint Redressal Committee as per terms and conditions mentioned in SPP Rules 31 & 32. However, mere fact of lodging a complaint shall not warrant suspension of procurement process.

17.3 Bidders may be excluded if involved in "**Corrupt and Fraudulent Practices**" means either one or any combination of the practices given below SPP Rule 2(q);

(i) **-Coercive Practice** means any impairing or harming, or threatening to impair or harm, directly or indirectly, any party or the property of the party to influence the actions of a party to achieve a wrongful gain or to cause a wrongful loss to another party;

(ii) **-Collusive Practice** means any arrangement between two or more parties to the procurement process or contract execution, designed to achieve with or without the knowledge of the Executive Engineer Buildings Division Sanghar to establish prices at artificial, noncompetitive levels for any wrongful gain; (iii) "**Corrupt Practice**" means the offering, giving, receiving or soliciting, directly or indirectly, of anything of value to influence the acts of another party for wrongful gain;

(iv) **-Fraudulent Practice** means any act or omission, including a misrepresentation, that knowingly or recklessly misleads, or attempts to mislead, a party to obtain a financial or other benefit or to avoid an obligation;

(v) **"Obstructive Practice"** means harming or threatening to harm, directly or indirectly, persons or their property to influence their participation in a procurement process, or affect the execution of a contract or deliberately destroying, falsifying, altering or concealing of evidence material to the investigation or making false statements before investigators in order to materially impede an investigation into allegations of a corrupt, fraudulent, coercive or collusive practice; or threatening, harassing or intimidating any party to prevent it from disclosing its knowledge of matters relevant to the investigation or from pursuing the investigation, or acts intended to materially impede the exercise of inspection and audit rights provided for under the Rules.

IB.18. Post Qualification F. AWARD OF CONTRACT

- 18.1 The Executive Engineer Buildings Division Sanghar, at any stage of the bid evaluation, having credible reasons for or *prima facie* evidence of any defect in contractor's capacities, may require the contractors to provide information concerning their professional, technical, financial, legal or managerial competence whether already pre-qualified or not:
Provided, that such qualification shall only be laid down after recording reasons therefore in writing. They shall form part of the records of that bid evaluation report.
- 18.2 The determination will take into account the bidder's financial and technical capabilities. It will be based upon an examination of the documentary evidence of the bidders' qualifications submitted under B.11, as well as such other information required in the Bidding Documents.

IB.19 Award Criteria & Executive Engineer Buildings Division Sanghar's Right

- 19.1 Subject to IB.19.2, the Executive Engineer Buildings Division Sanghar will award the Contract to the bidder whose bid has been determined to be substantially responsive to the Bidding Documents and who has offered the lowest evaluated Bid Price, provided that such bidder has been determined to be qualified to satisfactorily perform the Contract in accordance with the provisions of the IB.18.
- 19.2 Notwithstanding IB.19.1, the Executive Engineer Buildings Division Sanghar reserves the right to accept or reject any bid, and to annul the bidding process and reject all bids, at any time prior to award of Contract, without thereby incurring any liability to the affected bidders or any obligation to inform the affected bidders of the grounds for the Executive Engineer Buildings Division Sanghar's action except that the grounds for its rejection of all bids shall upon request be communicated, to any bidder who submitted a bid, without justification of the grounds. Notice of the rejection of all the bids shall be given promptly to all the bidders (SPP Rule 25).

IB.20 Notification of Award & Signing of Contract Agreement

- 20.1 Prior to expiration of the period of bid validity prescribed by the Executive Engineer Buildings Division Sanghar, the Executive Engineer Buildings Division Sanghar will notify the successful bidder in writing (-Letter of Acceptance) that his bid has been accepted (SPP Rule 49).
- 20.2 Within seven (07) days from the date of furnishing of acceptable Performance Security under the Conditions of Contract, the Executive Engineer Buildings Division Sanghar will send the successful bidder the Form of Contract Agreement provided in the Bidding Documents, incorporating all agreements between the parties.
- 20.3 The formal Agreement between the Executive Engineer Buildings Division Sanghar and the successful bidder duly stamped at rate of ----% of bid price(updated from time to time) stated in Letter of Acceptance shall be executed within seven (07) days of the receipt of Form of Contract Agreement by the successful bidder from the Executive Engineer Buildings Division Sanghar.

IB.21 Performance Security

Deleted

IB.22 Integrity Pact The Bidder shall sign and stamp the Form of Integrity Pact provided at Schedule-F to Bid in the Bidding Document for all Sindh Government procurement contracts exceeding Rupees ten (10) million. Failure to provide such Integrity Pact shall make the bid non-responsive (SPP Rule 89).

BIDDING DATA

(This section should be filled in by the Engineer/Executive Engineer Buildings Division Sanghar before issuance of the Bidding Documents. The following specific data for the works to be tendered shall complement, amend, or supplement the provisions in the Instructions to Bidders. Wherever there is a conflict, the provisions herein shall prevail over those in the Instructions to Bidders.)

Instructions to Bidders

Clause Reference

1.1 Executive Engineer Buildings Division Sanghar

Brief Description of Works

Attached.

5.1 (a) Executive Engineer Buildings Division Sanghar's address:

OFFICE OF THE EXECUTIVE ENGINEER BUILDINGS DIVISION OLD BOYS HOSTEL
BUILDING NAWABSHAH ROAD SANGHAR

10.3 Bid shall be quoted entirely in Pak. Rupees. The payment shall be made in Pak. Rupees.

11.2 The bidder has the financial, technical and constructional capability necessary to perform the Contract as follows: *(Insert required capabilities and documents)*

- i. Financial capacity: *(must have turnover of Rs-----Million);*
- ii. Technical capacity: *(mention the appropriate category of registration with PEC and qualification and experience of the staff);*
- iii. Construction Capacity: *(mention the names and number of equipments required for the work).*

- 12.1 (a) A detailed description of the Works, essential technical and performance characteristics.
- (b) Complete set of technical information, description data, literature and drawings as required in accordance with Schedule B to Bid, Specific Works Data. This will include but not be limited to a sufficient number of drawings, photographs, catalogues, illustrations and such other information as is necessary to illustrate clearly the significant characteristics such as general construction dimensions and other relevant information about the works to be performed.

13.1 **Amount of Bid Security**

2% OF BID PRICE

14.1 **Period of Bid Validity**

90 DAYS

14.4 **Number of Copies of the Bid to be submitted:**

One original

14.6 (a) **Executive Engineer Buildings Division Sanghar's Address for the Purpose of Bid Submission**

AS ABVE

(insert postal address or location of bid box for delivery by hand)

15.1 **Deadline for Submission of Bids**

AS PUBLISHED IN NIT

16.1 **Venue, Time, and Date of Bid Opening**

AS PUBLISHED IN NIT

16.4 **Responsiveness of Bids**

- (i) Bid is valid till required period,

- * (ii) Bid prices are firm during currency of contract/Price adjustment;
- (iii) Completion period offered is within specified limits,
- (iv) Bidder is eligible to Bid and possesses the requisite experience, capability and qualification.
- (v) Bid does not deviate from basic technical requirements and
- (vi) Bids are generally in order, etc.

*Executive Engineer Buildings Division Sanghar can adopt either of two options. (*Select either of them*)

- (a) **Fixed Price contract:** In these contracts no escalation will be provided during currency of the contract and normally period of completion of these works is upto 12 months.
- (b) **Price adjustment contract:** In these contracts escalation will be paid only on those items and in the manner as notified by Finance Department, Government of Sindh, after bid opening during currency of the contract.

FORM OF BID AND SCHEDULES TO BID

FORM OF BID
(LETTER OF OFFER)

Bid Reference No. _____

(Name of Works)

To:

Gentlemen,

1. Having examined the Bidding Documents including Instructions to Bidders, Bidding Data, Conditions of Contract, Contract Data, Specifications, Drawings, if any, Schedule of Prices and Addenda Nos. _____ for the execution of the above-named works, we, the undersigned, being a company doing business under the name of and address _____ and being duly incorporated under the laws of Pakistan hereby offer to execute and complete such works and remedy any defects therein in conformity with the said Documents including Addenda thereto for the Total Bid Price of Rs _____ (Rupees _____) or such other sum as may be ascertained in accordance with the said Documents.
2. We understand that all the Schedules attached hereto form part of this Bid.
3. As security for due performance of the undertakings and obligations of this Bid, we submit herewith a Bid Security in the amount of _____ drawn in your favour or made payable to you and valid for a period of twenty eight (28) days beyond the period of validity of Bid.
4. We undertake, if our Bid is accepted, to commence the Works and to deliver and complete the Works comprised in the Contract within the time(s) stated in Contract Data.
5. We agree to abide by this Bid for the period of _____ days from the date fixed for receiving the same and it shall remain binding upon us and may be accepted at any time before the expiration of that period.
6. Unless and until a formal Agreement is prepared and executed, this Bid, together with your written acceptance thereof, shall constitute a binding contract between us.
7. We undertake, if our Bid is accepted, to execute the Performance Security

referred to in Conditions of Contract for the due performance of the Contract.

8. We understand that you are not bound to accept the lowest or any bid you may receive.
9. We do hereby declare that the Bid is made without any collusion, comparison of figures or arrangement with any other person or persons making a bid for the Works.

Dated this _____ day of _____, 20

Signature _____

in the capacity of _____ duly authorized to sign bid for and on behalf of

(Name of Bidder in Block Capitals)

(Seal)

Address

Witness:

(Signature) _____

Name: _____

Address: _____

[SCHEDULES TO BID INCLUDE THE FOLLOWING:

- Schedule A to Bid: Schedule of Prices
- Schedule B to Bid: Specific Works Data
- Schedule C to Bid: Works to be Performed by Subcontractors
- Schedule D to Bid: Proposed Program of Works
- Schedule E to Bid: Method of Performing Works
- Schedule F to Bid: Integrity Pact]

SCHEDULE – A TO BID

SCHEDULE OF PRICES

<u>Sr. No.</u>		<u>Page No.</u>
1.	Preamble to Schedule of Prices.....	—
2.	Schedule of Prices.....	—
	* (a) Summary of Bid Prices	
	* (b) Detailed Schedule of Prices /Bill of Quantities (BOQ)	

** [To be prepared by the Engineer/Executive Engineer
Buildings Division Sanghar]*

PREAMBLE TO SCHEDULE OF PRICES

1. **General**

- 1.1 The Schedule of Prices shall be read in conjunction with the Conditions of Contract, Contract Data together with the Specifications and Drawings, if any.
- 1.2 The Contract shall be for the whole of the works as described in these Bidding Documents. Bids must be for the complete scope of works.

2. **Description**

- 2.1 The general directions and descriptions of works and materials are not necessarily repeated nor summarized in the Schedule of Prices. References to the relevant sections of the Bidding Documents shall be made before entering prices against each item in the Schedule of Prices.

3. **Units & Abbreviations**

- 3.1 Units of measurement, symbols and abbreviations expressed in the Bidding Documents shall comply with the System International d'Unites (SI Units).

(Note: The abbreviations to be used in the Schedule of Prices to be defined by the Executive Engineer Buildings Division Sanghar).

4. **Rates and Prices**

- 4.1 Except as otherwise expressly provided under the Conditions of Contract, the rates and amounts entered in the Schedule of Prices shall be the rates at which the Contractor shall be paid and shall be the full inclusive value of the works set forth or implied in the Contract; except for the amounts reimbursable, if any to the Contractor under the Contract.
- 4.2 Unless otherwise stipulated in the Contract Data, the premium, rates and prices entered by the bidder shall not be subject to adjustment during the performance of the Contract.
- 4.3 All duties, taxes and other levies payable by the Contractor shall be included in the rates and prices.
- 4.4 The whole cost of complying with the provisions of the Contract shall be included in the items provided in the Schedule of Prices, and where

SCHEDULE - A TO BID

no items are provided, the cost shall be deemed to be distributed among the rates and prices entered for the related items of the Works and no separate payment will be made for those items.

The rates, prices and amounts shall be entered against each item in the Schedule of Prices. Any item against which no rate or price is entered by the bidder will not be paid for by the Executive Engineer Buildings Division Sanghar when executed and shall be deemed covered by the rates and prices for other items in the Schedule of Prices.

- 4.5 (a) The bidder shall be deemed to have obtained all information as to and all requirements related thereto which may affect the bid price.
- * (b) The Contractor shall be responsible to make complete arrangements for the transportation of the Plant to the Site.

**(Executive Engineer Buildings Division Sanghar may modify as appropriate)*

- 4.6 The Contractor shall provide for all parts of the Works to be completed in every respect. Notwithstanding that any details, accessories, etc. required for the complete installation and satisfactory operation of the Works, are not specifically mentioned in the Specifications, such details shall be considered as included in the Contract Price.

5. Bid Prices

5.1 Break-up of Bid Prices

The various elements of Bid Prices shall be quoted as detailed by the Executive Engineer Buildings Division Sanghar in the format of Schedule of Prices.

The bidder shall recognize such elements of the costs which he expects to incur the performance of the Works and shall include all such costs in the rates and amounts entered in the Schedule of Prices.

5.2 Total Bid Price

The total of bid prices in the Schedule of Prices shall be entered in the Summary of Bid Prices.

6. Provisional Sums and Day work

- 6.1 Provisional Sums included and so designated in the Schedule of Prices if any, shall be expended in whole or in part at the direction and discretion of the Engineer/Executive Engineer Buildings Division Sanghar. The Contractor will only receive payment in respect of Provisional Sums, if he has been instructed by the Engineer/Executive Engineer Buildings Division Sanghar to utilize such sums.

- 6.2 Day work rates in the contractor's bid are to be used for small additional amounts of work and only when the Engineer have given written instructions in advance for additional work to be paid for in that way.

SCHEDULE - A TO BID

SCHEDULE OF PRICES – SUMMARY OF BID PRICES (Sample)

Bill No.	Description	Total Amount (Rs)
	Total Bid Price (The amount to be entered in Paragraph I of the Form of Bid) (In words).	

SCHEDULE - A TO BID

BILL OF QUANTITIES

SEPERATELY ATTACHED

SCHEDULE - B TO BID

***SPECIFIC WORKS DATA**

WORKS SHALL BE CARRIED OUT IN ACCORDANCE WITH STANDARD PUBLIC WORK SPECIFICATION.

SCHEDULE – C TO BID

WORKS TO BE PERFORMED BY SUBCONTRACTORS*

The bidder will do the work with his own forces except the work listed below which he intends to sub-contract.

Items of Works to be Sub-Contracted	Name and address of Sub-Contractors	Statement of similar works previously executed. (<i>attach evidence</i>)
--	--	--

Note:

* *The Executive Engineer Buildings Division Sanghar should decide whether to allow subcontracting or not.*

In case Procuring Agency decides to allow subcontracting then following conditions shall be complied with:

1. No change of Sub-Contractors shall be made by the bidder without prior approval of the Executive Engineer Buildings Division Sanghar.
2. The truthfulness and accuracy of the statement as to the experience of Sub-Contractors is guaranteed by the bidder. The Executive Engineer Buildings Division Sanghar's judgment shall be final as to the evaluation of the experience of Sub-Contractors submitted by the bidder.
3. Statement of similar works shall include description, location & value of works, year completed and name & address of the clients.

SCHEDULE - D TO BID

PROPOSED PROGRAMME OF WORKS

Bidder shall provide a programme in a bar-chart or Program Evaluation and Review Technique (PERT) or Critical Path Method (CPM) showing the sequence of work items by which he proposes to complete the works of the entire Contract. The programme should indicate the sequence of work items and the period of time during which he proposes to complete the works including the activities like designing, schedule of submittal of drawings, ordering and procurement of materials, manufacturing, delivering, construction of civil works, erection, testing and commissioning of works to be supplied under the Contract.

SCHEDULE – E TO BID

METHOD OF PERFORMING WORKS

The bidder is required to submit a narrative outlining the method of performing the Works. The narrative should indicate in detail and include but not be limited to:

- The sequence and methods in which he proposes to carry out the Works, including the number of shifts per day and hours per shift, he expects to work.
- A list of all major items of construction and plant erection, tools and vehicles proposed to be used in delivering/carrying out the works at site.
- The procedure for installation of equipment and transportation of equipment and materials to the site.
- Organisation chart indicating head office & field office personnel involved in management, supervision and engineering of the Works to be done under the Contract.

SCHEDULE – F TO BID

(INTEGRITY PACT)

**DECLARATION OF FEES, COMMISSION AND BROKERAGE ETC
PAYABLE BY CONTRACTORS**

(FOR CONTRACTS WORTH RS. 10.00 MILLION OR MORE)

Contract No. _____ Dated _____

Contract Value: _____

Contract Title: _____

..... [name of Contractor] hereby declares that it has not obtained or induced the procurement of any contract, right, interest, privilege or other obligation or benefit from Government of Sindh (GoS) or any administrative subdivision or agency thereof or any other entity owned or controlled by it (GoS) through any corrupt business practice.

Without limiting the generality of the foregoing, [name of Contractor] represents and warrants that it has fully declared the brokerage, commission, fees etc. paid or payable to anyone and not given or agreed to give and shall not give or agree to give to anyone within or outside Pakistan either directly or indirectly through any natural or juridical person, including its affiliate, agent, associate, broker, consultant, director, promoter, shareholder, sponsor or subsidiary, any commission, gratification, bribe, finder's fee or kickback, whether described as consultation fee or otherwise, with the object of obtaining or inducing the procurement of a contract, right, interest, privilege or other obligation or benefit in whatsoever form from, from Executive Engineer Buildings Division Sanghar (PA) except that which has been expressly declared pursuant hereto.

[name of Contractor] accepts full responsibility and strict liability that it has made and will make full disclosure of all agreements and arrangements with all persons in respect of or related to the transaction with PA and has not taken any action or will not take any action to circumvent the above declaration, representation or warranty.

[name of Contractor] accepts full responsibility and strict liability for making any false declaration, not making full disclosure, misrepresenting facts or taking any action likely to defeat the purpose of this declaration, representation and warranty. It agrees that any contract, right, interest, privilege or other obligation or benefit obtained or procured as aforesaid shall, without prejudice to any other rights and remedies available to PA under any law, contract or other instrument, be voidable at the option of PA.

Notwithstanding any rights and remedies exercised by PA in this regard, [name of Supplier/Contractor/Consultant] agrees to indemnify PA for any loss or damage incurred by it on account of its corrupt business practices and further pay compensation to PA in an amount equivalent to ten times the sum of any commission, gratification, bribe, finder's fee or kickback given by [name of Contractor] as aforesaid for the purpose of obtaining or inducing the procurement of any contract, right, interest, privilege or other obligation or benefit in whatsoever form from PA.

.....
[Executive Engineer Buildings Division Sanghar]
[Contractor]

CONDITIONS OF CONTRACT

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CONDITIONS OF CONTRACT

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CONDITIONS OF CONTRACT

1. GENERAL PROVISIONS

1.1 Definitions

In the Contract as defined below, the words and expressions defined shall have the following meanings assigned to them, except where the context requires otherwise:

The Contract

1.1.1 -Contract□ means the Contract Agreement and the other documents listed in the Contract Data.

1.1.2 -Specifications□ means the document as listed in the Contract Data, including Executive Engineer Buildings Division Sanghar's requirements in respect of design to be carried out by the Contractor (if any), and any Variation to such document.

1.1.3 -Drawings□ means the Executive Engineer Buildings Division Sanghar's drawings of the Works as listed in the Contract Data, and any Variation to such drawings.

Persons

1.1.4 -Executive Engineer Buildings Division Sanghar□ means the person named in the Contract Data and the legal successors in title to this person, but not (except with the consent of the Contractor) any assignee.

1.1.5 -Contractor□ means the person named in the Contract Data and the legal successors in title to this person, but not (except with the consent of the Executive Engineer Buildings Division Sanghar) any assignee.

1.1.6 -Party□ means either the Executive Engineer Buildings Division Sanghar or the Contractor.

Dates, Times and Periods

1.1.7 -Commencement Date. means the date fourteen (14) days after the date the Contract comes into effect or any other date named in the Contract Data.

1.1.8 -Day□ means a calendar day

1.1.9 -Time for Completion. means the time for completing the Works as stated in the Contract Data (or as extended under Sub-Clause 7.3), calculated from the Commencement Date.

Money and Payments

1.1.10 -Cost□ means all expenditure properly incurred (or to be incurred) by the Contractor, whether on or off the Site, including overheads and similar charges but does not include any allowance for profit

Other Definitions

- 1.1.11 -Contractor's Equipment. means all machinery, apparatus and other things required for the execution of the Works but does not include Materials or Plant intended to form part of the Works.
- 1.1.12 -Country means the Islamic Republic of Pakistan.
- 1.1.13 -Executive Engineer Buildings Division Sanghar's Risks. means those matters listed in Sub-Clause 6.1.
- 1.1.14 -Force Majeure means an event or circumstance which makes performance of a Party's obligations illegal or impracticable and which is beyond that Party's reasonable control.
- 1.1.15 -Materials means things of all kinds (other than Plant) to be supplied and incorporated in the Works by the Contractor.
- 1.1.16 -Plant means the machinery and apparatus intended to form or forming part of the Works.
- 1.1.17 -Site means the places provided by the Executive Engineer Buildings Division Sanghar where the Works are to be executed, and any other places specified in the Contract as forming part of the Site.
- 1.1.18 -Variation means a change which is instructed by the Engineer/Executive Engineer Buildings Division Sanghar under Sub-Clause 10.1.
- 1.1.19 -Works. means any or all the works whether Supply, Installation, Construction etc. and design (if any) to be performed by the Contractor including temporary works and any variation thereof.
- 1.1.20 -Engineer means the person notified by the Executive Engineer Buildings Division Sanghar to act as Engineer for the purpose of the Contract and named as such in Contract Data.

1.2 Interpretation

Words importing persons or parties shall include firms and organisations. Words importing singular or one gender shall include plural or the other gender where the context requires.

1.3 Priority of Documents

The documents forming the Contract are to be taken as mutually explanatory of one another. If an ambiguity or discrepancy is found in the documents, the priority of the documents shall be in accordance with the order as listed in the Contract Data.

1.4 **Law**
The law of the Contract is the relevant Law of Islamic Republic of Pakistan.

1.5 **Communications**
All Communications related to the Contract shall be in English language.

1.6 **Statutory Obligations**
The Contractor shall comply with the Laws of Islamic Republic of Pakistan and shall give all notices and pay all fees and other charges in respect of the Works.

2. **THE PROCURING AGENCY**

2.1 **Provision of Site**
The Executive Engineer Buildings Division Sanghar shall provide the Site and right of access thereto at the times stated in the Contract Data.
Site Investigation Reports are those that were included in the bidding documents and are factual and interpretative reports about the surface and subsurface conditions at the Site.

2.2 **Permits etc.**
The Executive Engineer Buildings Division Sanghar shall, if requested by the Contractor, assist him in applying for permits, licences or approvals which are required for the Works.

2.3 **Engineer's/Executive Engineer Buildings Division Sanghar's Instructions**
The Contractor shall comply with all instructions given by the Executive Engineer Buildings Division Sanghar or the Engineer, if notified by the Executive Engineer Buildings Division Sanghar, in respect of the Works including the suspension of all or part of the works.

2.4 **Approvals**
No approval or consent or absence of comment by the Engineer/Executive Engineer Buildings Division Sanghar shall affect the Contractor's obligations.

3. **ENGINEER'S/PROCURING AGENCY'S REPRESENTATIVES**

3.1 **Authorised Person**

The Executive Engineer Buildings Division Sanghar shall appoint a duly authorized person to act for him and on his behalf for the purposes of this Contract. Such authorized person shall be duly identified in the Contract Data or otherwise notified in writing to the Contractor as soon as he is so appointed. In either case the Executive Engineer Buildings Division Sanghar shall notify the Contractor, in writing, the precise scope of the authority of such authorized person at the time of his appointment.

3.2 **Engineer's/Executive Engineer Buildings Division Sanghar's Representative**
The name and address of Engineer's/Executive Engineer Buildings Division Sanghar's Representative is given in Contract Data. However the Contractor shall be notified by the Engineer/Executive Engineer Buildings Division Sanghar, the delegated duties and authority before the Commencement of works.

4. **THE CONTRACTOR**

4.1 **General Obligations**

The Contractor shall carry out the works properly and in accordance with the Contract. The Contractor shall provide all supervision, labour, Materials, Plant and Contractor's Equipment which may be required

4.2 **Contractor's Representative**

The Contractor shall appoint a representative at site on full time basis to supervise the execution of work and to receive instructions on behalf of the Contractor but only after obtaining the consent of the Executive Engineer Buildings Division Sanghar for such appointment which consent shall not be withheld without plausible reason(s) by the Executive Engineer Buildings Division Sanghar. Such authorized representative may be substituted/ replaced by the Contractor at any time during the Contract Period but only after obtaining the consent of the Executive Engineer Buildings Division Sanghar as aforesaid.

4.3 **Subcontracting**

The Contractor shall not subcontract the whole of the works. The Contractor shall not subcontract any part of the works without the consent of the Executive Engineer Buildings Division Sanghar.

4.4 **Performance Security**

The Contractor shall furnish to the Executive Engineer Buildings Division Sanghar within fourteen (14) days after receipt of Letter of Acceptance a Performance Security at the option of the bidder, in the form of Payee's order /Bank Draft or Bank Guarantee from scheduled bank for the amount and validity specified in Contract Data.

5. **DESIGN BY CONTRACTOR**

5.1 **Contractor's Design**

The Contractor shall carry out design to the extent specified, as referred to in the Contract Data. The Contractor shall promptly submit to the Engineer/Executive Engineer Buildings Division Sanghar all designs prepared by him, within fourteen (14) days of receipt the Engineer/Executive Engineer Buildings Division Sanghar shall notify any comments or, if the design submitted is not in accordance with the Contract, shall reject it stating the reasons. The Contractor shall not construct any element of the works designed by him within fourteen (14) days after the design has been submitted to the Engineer/Executive Engineer Buildings Division Sanghar or which has been rejected. Design that has been rejected shall be promptly amended and resubmitted. The Contractor shall resubmit all designs commented on taking these comments into account as necessary.

5.2

Responsibility for Design

The Contractor shall remain responsible for his bided design and the design under this Clause, both of which shall be fit for the intended purposes defined in the Contract and he shall also remain responsible for any infringement of any patent or copyright in respect of the same. The Engineer/Executive Engineer Buildings Division Sanghar shall be responsible for the Specifications and Drawings.

6.

PROCURING AGENCY'S RISKS

6.1

The Procuring Agency's Risks

The Procuring Agency's Risks are:-

- a) war, hostilities (whether war be declared or not), invasion, act of foreign enemies, within the Country;
- b) rebellion, terrorism, revolution, insurrection, military or usurped power, or civil war, within the Country;
- c) riot, commotion or disorder by persons other than the Contractor's personnel and other employees including the personnel and employees of Sub-Contractors, affecting the Site and/or the Works;
- d) ionizing radiations, or contamination by radio-activity from any nuclear fuel, or from any nuclear waste from the combustion of nuclear fuel, radio-active toxic explosive, or other hazardous properties of any explosive nuclear assembly or nuclear component of such an assembly, except to the extent to which the Contractor/Sub-Contractors may be responsible for the use of any radio-active material;
- e) Pressure waves caused by aircraft or other aerial devices traveling at sonic or supersonic speeds;
- f) use or occupation by the Executive Engineer Buildings Division Sanghar of any part of the Works, except as may be specified in the Contract;
- g) late handing over of sites, anomalies in drawings, late delivery of designs and drawings of any part of the Works by the Executive Engineer Buildings Division Sanghar's personnel or by others for whom the Executive Engineer Buildings Division Sanghar is responsible;
- h) a suspension under Sub-Clause 2.3 unless it is attributable to the Contractor's failure; and

- i) physical obstructions or physical conditions other than climatic conditions, encountered on the Site during the performance of the Works, for which the Contractor immediately notified to the Executive Engineer Buildings Division Sanghar and accepted by the Executive Engineer Buildings Division Sanghar.

7. TIME FOR COMPLETION

7.1 Execution of the Works

The Contractor shall commence the Works on the Commencement Date and shall proceed expeditiously and without delay and shall complete the Works, subject to Sub-Clause 7.3 below, within the Time for Completion.

7.2 Programme

Within the time stated in the Contract Data, the Contractor shall submit to the Engineer/Executive Engineer Buildings Division Sanghar a programme for the Works in the form stated in the Contract Data.

7.3 Extension of Time

The Contractor shall, within such time as may be reasonable under the circumstances, notify the Procuring Agency/Engineer of any event(s) falling within the scope of Sub-Clause 6.1 or 10.3 of these Conditions of Contract and request the Executive Engineer Buildings Division Sanghar/Engineer for a reasonable extension in the time for the completion of works. Subject to the aforesaid, the Executive Engineer Buildings Division Sanghar/Engineer shall determine such reasonable extension in the time for the completion of works as may be justified in the light of the details/particulars supplied by the Contractor in connection with the such determination by the Executive Engineer Buildings Division Sanghar/Engineer within such period as may be prescribed by the Executive Engineer Buildings Division Sanghar/Engineer for the same; and the Procuring Agency may extend the time for completion as determined.

7.4 Late Completion

If the Contractor fails to complete the Works within the Time for Completion, the Contractor's only liability to the Executive Engineer Buildings Division Sanghar for such failure shall be to pay the amount as **liquidity damages** stated in the Contract Data for each day for which he fails to complete the Works.

8. TAKING-OVER

8.1 Completion

The Contractor may notify the Engineer/Executive Engineer Buildings Division Sanghar when he considers that the Works are complete.

8.2 **Taking-Over Notice**

Within fourteen (14) days of the receipt of the said notice of completion from the Contractor the Executive Engineer Buildings Division Sanghar/Engineer shall either takeover the completed works and issue a Certificate of Completion to that effect or shall notify the Contractor his reasons for not taking-over the works. While issuing the Certificate of Completion as aforesaid, the Executive Engineer Buildings Division Sanghar/Engineer may identify any outstanding items of work which the Contractor shall undertake during the Maintenance Period.

9. **REMEDYING DEFECTS**

9.1 **Remedying Defects**

The Contractor shall for a period stated in the Contract Data from the date of issue of the Certificate of Completion carry out, at no cost to the Executive Engineer Buildings Division Sanghar, repair and rectification work which is necessitated by the earlier execution of poor quality of work or use of below specifications material in the execution of Works and which is so identified by the Executive Engineer Buildings Division Sanghar/Engineer in writing within the said period. Upon expiry of the said period, and subject to the Contractor's faithfully performing his aforesaid obligations, the Executive Engineer Buildings Division Sanghar/Engineer shall issue a Maintenance Certificate whereupon all obligations of the Contractor under this Contract shall come to an end.

Failure to remedy any such defects or complete outstanding work within a reasonable time shall entitle the Executive Engineer Buildings Division Sanghar to carry out all necessary works at the Contractor's cost. However, the cost of remedying defects not attributable to the Contractor shall be valued as a Variation.

9.2 **Uncovering and Testing**

The Engineer/Executive Engineer Buildings Division Sanghar may give instruction as to the uncovering and/or testing of any work. Unless as a result of an uncovering and/or testing it is established that the Contractor's design, materials, plant or workmanship are not in accordance with the Contract, the Contractor shall be paid for such uncovering and/or testing as a Variation in accordance with Sub-Clause 10.2.

10. **VARIATIONS AND CLAIMS**

10.1 **Right to Vary**

The Executive Engineer Buildings Division Sanghar/Engineer may issue Variation Order(s) in writing. Where for any reason it has not been possible for the Executive Engineer Buildings Division Sanghar/Engineer to issue such Variations Order(s), the Contractor may confirm any verbal orders given by the Executive Engineer Buildings Division Sanghar/Engineer in writing and if the same are not refuted/denied by the Executive Engineer Buildings Division Sanghar/Engineer within ten (10) days of the receipt of such confirmation the same shall be deemed to be a Variation Orders for the purposes of this Sub-Clause.

10.2 Valuation of Variations

Variations shall be valued as follows:

- a) at a lump sum price agreed between the Parties, or
- b) where appropriate, at rates in the Contract, or
- c) in the absence of appropriate rates, the rates in the Contract shall be used as the basis for valuation, or failing which
- d) at appropriate new rates, as may be agreed or which the Engineer/Executive Engineer Buildings Division Sanghar considers appropriate, or
- e) if the Engineer/Executive Engineer Buildings Division Sanghar so instructs, at day work rates set out in the Contract Data for which the Contractor shall keep records of hours of labour and Contractor's Equipment, and of Materials, used.

10.3 Changes in the Quantities.

- a) If the final quantity of the work done differs from the quantity in the Bill of Quantities for the particular item by more than 25 percent, provided the change exceeds 1 percent of the Initial Contract Price, the Executive Engineer Buildings Division Sanghar/Engineer shall adjust the rate to allow for the change and will be valued as per sub clause 10.2.
- b) The Engineer shall not adjust rates from changes in quantities if thereby the Initial Contract Price is exceeded by more than 15 percent, except with the prior approval of the Executive Engineer Buildings Division Sanghar.
- c) If requested by the Engineer, the contractor shall provide the Engineer with a detailed cost breakdown of any rate in the Bill of Quantities.

10.4 Early Warning

The Contractor shall notify the Engineer/Executive Engineer Buildings Division Sanghar in writing as soon as he is aware of any circumstance which may delay or disrupt the Works, or which may give rise to a claim for additional payment.

To the extent of the Contractor's failure to notify, which results to the Engineer/Executive Engineer Buildings Division Sanghar being unable to keep all relevant records or not taking steps to minimise any delay, disruption, or Cost, or the value of any Variation, the Contractor's entitlement to extension of the Time for Completion or additional payment shall be reduced/rejected.

10.5 Valuation of Claims

If the Contractor incurs Cost as a result of any of the Executive Engineer Buildings Division Sanghar's Risks, the Contractor shall be entitled to the amount of such Cost. If as a result of any

Executive Engineer Buildings Division Sanghar's Risk, it is necessary to change the Works, this shall be dealt with as a Variation subject to Contractor's notification for intention of claim to the Engineer/Executive Engineer Buildings Division Sanghar within fourteen (14) days of the occurrence of cause.

10.6 **Variation and Claim Procedure**

The Contractor shall submit to the Engineer/Procuring Agency an itemised detailed breakdown of the value of variations and claims within twenty eight (28) days of the instruction or of the event giving rise to the claim. The Engineer/Executive Engineer Buildings Division Sanghar shall check and if possible agree the value. In the absence of agreement, the Executive Engineer Buildings Division Sanghar shall determine the value.

11. **CONTRACT PRICE AND PAYMENT**

11.1 (a) **Terms of Payments**

The amount due to the Contractor under any Interim Payment Certificate issued by the Engineer pursuant to this Clause, or to any other terms of the Contract, shall, subject to Clause 11.3, be paid by the Executive Engineer Buildings Division Sanghar to the Contractor within 30 days after such Interim Payment Certificate has been jointly verified by Executive Engineer Buildings Division Sanghar and Contractor, or, in the case of the Final Certificate referred to in Sub Clause 11.5, within 60 days after such Final Payment Certificate has been jointly verified by Executive Engineer Buildings Division Sanghar and Contractor.

Provided that the Interim Payment shall be caused in thirty (30) days and Final Payment in 60 days in case of foreign funded project. In the event of the failure of the Executive Engineer Buildings Division Sanghar to make payment within 90 days then Executive Engineer Buildings Division Sanghar shall pay to the Contractor compensation at the 28 days rate of KIBOR+2% per annum in local currency and LIBOR+1% for foreign currency, upon all sums unpaid from the date by which the same should have been paid.

(b) **Valuation of the Works**

The Works shall be valued as provided for in the Contract Data, subject to Clause 10.

11.2 **Monthly Statements**

The Contractor shall be entitled to be paid at monthly intervals:

- a) the value of the Works executed less to the cumulative amount paid previously; and
- b) value of secured advance on the materials and valuation of variations (if any).

The Contractor shall submit each month to the Engineer/Executive Engineer Buildings Division Sanghar a statement showing the amounts to which he considers himself entitled.

11.3 **Interim Payments**

Within a period not exceeding seven (07) days from the date of submission of a statement for interim payment by the Contractor, the Engineer shall verify the same and within a period not exceeding thirty (30/60) days from the said date of submission by the Contractor, the Executive Engineer Buildings Division Sanghar shall pay to the Contractor the sum subject to adjustment for deduction of the advance payments and retention money.

11.4 **Retention**

Retention money shall be paid by the Executive Engineer Buildings Division Sanghar to the Contractor within fourteen (14) days after either the expiry of the period stated in the Contract Data, or the remedying of notified defects, or the completion of outstanding work, all as referred to in Sub-Clause 9.1, whichever is the later.

11.5 **Final Payment**

Within twenty one (21) days from the date of issuance of the Maintenance Certificate the Contractor shall submit a final account to the Engineer to verify and the Engineer shall verify the same within fourteen (14) days from the date of submission and forward the same to the Executive Engineer Buildings Division Sanghar together with any documentation reasonably required to enable the Executive Engineer Buildings Division Sanghar to ascertain the final contract value.

Within sixty (60) days from the date of receipt of the verified final account from the Engineer, the Executive Engineer Buildings Division Sanghar shall pay to the Contractor any amount due to the Contractor. While making such payment the Procuring Agency may, for reasons to be given to the Contractor in writing, withhold any part or parts of the verified amount.

11.6 **Currency**

Payment shall be in the currency stated in the Contract Data.

12. **DEFAULT**

12.1 **Defaults by Contractor**

If the Contractor abandons the Works, refuses or fails to comply with a valid instruction of the Engineer/Executive Engineer Buildings Division Sanghar or fails to proceed expeditiously and without delay, or is, despite a written complaint, in breach of the Contract, the Executive Engineer Buildings Division Sanghar may give notice referring to this Sub-Clause and stating the default.

If the Contractor has not taken all practicable steps to remedy the default within fourteen (14) days after receipt of the Executive Engineer Buildings Division Sanghar's notice, the Executive Engineer Buildings Division Sanghar may by a second notice given within a further twenty one (21) days, terminate the Contract. The Contractor shall then demobilize from the Site leaving behind any Contractor's Equipment which the Executive Engineer Buildings Division Sanghar instructs, in the second notice, to be used for the completion of the Works at the risk and cost of the Contractor.

12.2 **Defaults by Executive Engineer Buildings Division Sanghar**

If the Executive Engineer Buildings Division Sanghar fails to pay in accordance with the Contract, or is, despite a written complaint, in breach of the Contract, the Contractor may give notice referring to this Sub-Clause and stating the default. If the default is not remedied within fourteen (14) days after the Executive Engineer Buildings Division Sanghar's receipt of this notice, the Contractor may suspend the execution of all or parts of the Works.

If the default is not remedied within twenty eight (28) days after the Executive Engineer Buildings Division Sanghar's receipt of the Contractor's notice, the Contractor may by a second notice given within a further twenty one (21) days, terminate the Contract. The Contractor shall then demobilise from the Site.

12.3 **Insolvency**

If a Party is declared insolvent under any applicable law, the other Party may by notice terminate the Contract immediately. The Contractor shall then demobilise from the site leaving behind, in the case of the Contractor's insolvency, any Contractor's Equipment which the Executive Engineer Buildings Division Sanghar instructs in the notice is to be used for the completion of the Works.

12.4 **Payment upon Termination**

After termination, the Contractor shall be entitled to payment of the unpaid balance of the value of the works executed and of the Materials and Plant reasonably delivered to the site, adjusted by the following:

- a) any sums to which the Contractor is entitled under Sub-Clause 10.4,
- b) any sums to which the Executive Engineer Buildings Division Sanghar is entitled,
- c) if the Executive Engineer Buildings Division Sanghar has terminated under Sub-Clause 12.1 or 12.3, the Executive Engineer Buildings Division Sanghar shall be entitled to a sum equivalent to twenty percent (20%) of the value of parts of the Works not executed at the date of the termination, and
- d) if the Contractor has terminated under Sub-Clause 12.2 or 12.3, the Contractor shall be entitled to the cost of his demobilisation together with a sum equivalent to ten percent (10%) of the value of parts of the works not executed at the date of termination.

The net balance due shall be paid or repaid within twenty eight (28) days of the notice of termination.

13. RISKS AND RESPONSIBILITIES

13.1 Contractor's Care of the Works

Subject to Sub-Clause 9.1, the Contractor shall take full responsibility for the care of the Works from the Commencement Date until the date of the Executive Engineer Buildings Division Sanghar's/Engineer's issuance of Certificate of Completion under Sub-Clause 8.2. Responsibility shall then pass to the Executive Engineer Buildings Division Sanghar. If any loss or damage happens to the Works during the above period, the Contractor shall rectify such loss or damage so that the Works conform with the Contract.

Unless the loss or damage happens as a result of any of the Executive Engineer Buildings Division Sanghar's Risks, the Contractor shall indemnify the Executive Engineer Buildings Division Sanghar, or his agents against all claims loss, damage and expense arising out of the Works.

13.2 Force Majeure

If Force Majeure occurs, the Contractor shall notify the Engineer/Executive Engineer Buildings Division Sanghar immediately. If necessary, the Contractor may suspend the execution of the Works and, to the extent agreed with the Executive Engineer Buildings Division Sanghar demobilize the Contractor's Equipment.

If the event continues for a period of eighty four (84) days, either Party may then give notice of termination which shall take effect twenty eight (28) days after the giving of the notice.

After termination, the Contractor shall be entitled to payment of the unpaid balance of the value of the Works executed and of the Materials and Plant reasonably delivered to the Site, adjusted by the following:

- a) any sums to which the Contractor is entitled under Sub-Clause 10.4,
- b) the cost of his demobilization, and
- c) less any sums to which the Executive Engineer Buildings Division Sanghar is entitled.

The net balance due shall be paid or repaid within thirty five (35) days of the notice of termination.

14. INSURANCE

14.1 Arrangements

The Contractor shall, prior to commencing the Works, effect insurances of the types, in the amounts and naming as insured the persons stipulated in the Contract Data except for items (a) to (e) and (i) of the Executive Engineer Buildings Division Sanghar's Risks under Sub-Clause 6.1. The policies shall be issued by insurers and in terms approved by the Executive Engineer Buildings Division

Sanghar. The Contractor shall provide the Engineer/Executive Engineer Buildings Division Sanghar with evidence that any required policy is in force and that the premiums have been paid.

14.2 **Default**

If the Contractor fails to effect or keep in force any of the insurances referred to in the previous Sub-Clause, or fails to provide satisfactory evidence, policies or receipts, the Procuring Agency may, without prejudice to any other right or remedy, effect insurance for the cover relevant to such as a default and pay the premiums due and recover the same plus a sum in percentage given in Contractor Data from any other amounts due to the Contractor.

15. **RESOLUTION OF DISPUTES**

15.1 **Engineer's Decision**

If a dispute of any kind whatsoever arises between the Executive Engineer Buildings Division Sanghar and the Contractor in connection with the works, the matter in dispute shall, in the first place, be referred in writing to the Engineer, with a copy to the other party. Such reference shall state that it is made pursuant to this Clause. No later than the twenty eight (28) days after the day on which he received such reference, the Engineer shall give notice of his decision to the Procuring Agency (Superintending Engineer) and the Contractor.

Unless the Contract has already been repudiated or terminated, the Contractor shall, in every case, continue to proceed with the work with all due diligence, and the Contractor and the Executive Engineer Buildings Division Sanghar (Superintending Engineer) shall give effect forthwith to every such decision of the Engineer unless and until the same shall be revised, as hereinafter provided in an arbitral award.

15.2 **Notice of Dissatisfaction**

If a Party is dissatisfied with the decision of the Engineer of consultant or if no decision is given within the time set out in Sub-Clause 15.1 here above, the Party may give notice of dissatisfaction referring to this Sub-Clause within fourteen (14) days of receipt of the decision or the expiry of the time for the decision. If no notice of dissatisfaction is given within the specified time, the decision shall be final and binding on the Parties. If notice of dissatisfaction is given within the specified time, the decision shall be binding on the Parties who shall give effect to it without delay unless and until the decision of the Engineer is revised by an arbitrator.

If a contractor is dissatisfied with the decision of the Engineer of the department or decision is not given in time then he can approach Superintending Engineer within 14 days, in case of dissatisfaction with decision of Superintending Engineer or not decided within 28 days, then arbitration process would be adopted as per clause 15.3.

15.3 **Arbitration**

A dispute which has been the subject of a notice of dissatisfaction shall be finally settled as per provisions of Arbitration Act 1940 (Act No. X of 1940) and Rules made there under and any statutory modifications thereto. Any hearing shall be held at the place specified in the Contract Data and in the language referred to in Sub-Clause 1.5.

INTEGRITY PACT

16.1 If the Contractor or any of his Sub-Contractors, agents or servants is found to have violated or involved in violation of the Integrity Pact signed by the Contractor as Schedule-F to his Bid, then the Executive Engineer Buildings Division Sanghar shall be entitled to:

- (a) recover from the Contractor an amount equivalent to ten times the sum of any commission, gratification, bribe, finder's fee or kickback given by the Contractor or any of his Sub-Contractors, agents or servants;
- (b) terminate the Contract; and
- (c) recover from the Contractor any loss or damage to the Executive Engineer Buildings Division Sanghar as a result of such termination or of any other corrupt business practices of the Contractor or any of his Sub-Contractors, agents or servants.

On termination of the Contract under Sub-Para (b) of this Sub-Clause, the Contractor shall demobilize from the site leaving behind Contractor's Equipment which the Executive Engineer Buildings Division Sanghar instructs, in the termination notice, to be used for the completion of the works at the risk and cost of the Contractor. Payment upon such termination shall be made under Sub-Clause 12.4, in accordance with Sub-Para (c) thereof, after having deducted the amounts due to the Executive Engineer Buildings Division Sanghar under Sub-Para (a) and (c) of this Sub-Clause.

CONTRACT DATA

(Note: Except where otherwise indicated, all Contract Data should be filled in by the Executive Engineer Buildings Division Sanghar prior to issuance of the Bidding Documents.)

Sub-Clauses of Conditions of Contract

1.1.3 Executive Engineer Buildings Division Sanghar's Drawings, if any
(To be listed by the Executive Engineer Buildings Division Sanghar)

1.1.4 The Executive Engineer Buildings Division Sanghar means

1.1.5 The Contractor means

1.1.7 Commencement Date means the date of issue of Engineer's Notice to Commence which shall be issued within fourteen (14) days of the signing of the Contract Agreement.

1.1.9 Time for Completion _____ days
(The time for completion of the whole of the Works should be assessed by the Executive Engineer Buildings Division Sanghar)

1.1.20 Engineer (mention the name along with the designation including whether he belongs to department or consultant) and other details

1.3 Documents forming the Contract listed in the order of priority:

- (a) The Contract Agreement
- (b) Letter of Acceptance
- (c) The completed Form of Bid
- (d) Contract Data
- (e) Conditions of Contract
- (f) The completed Schedules to Bid including Schedule of Prices
- (g) The Drawings, if any
- (h) The Specifications
- (i) _____
- (j) _____

(The Executive Engineer Buildings Division Sanghar may add, in order of priority, such other documents as form part of the Contract. Delete the document, if not applicable)

2.1 **Provision of Site:** On the Commencement Date

3.1 **Authorized person:** _____

3.2 **Name and address of Engineer's/Executive Engineer Buildings Division Sanghar's representative**

4.4 **Performance Security:**

Amount _____

Validity _____

(Form: As provided under Standard Forms of these Documents)

5.1 **Requirements for Contractor's design (if any):**

Specification Clause No's

7.2 **Programme:**

Time for submission: Within fourteen (14) days* of the Commencement Date.

Form of programme: _____ *(Bar Chart/CPM/PERT or other)*

7.4 Amount payable due to failure to complete shall be ___% per day up to a maximum of (10%) of sum stated in the Letter of Acceptance

(Usually the liquidated damages are set between 0.05 percent and 0.10 percent per day.)

7.5 **Early Completion**

In case of earlier completion of the Work, the Contractor is entitled to be paid bonus up-to limit and at a rate equivalent to 50% of the relevant limit and rate of liquidated damages stated in the contract data.

9.1 **Period for remedying defects**

10.2 (e) **Variation procedures:**

Day work rates _____
_____ (details)

11.1 **Terms of Payments**

a) Mobilization Advance

- (1) Mobilization Advance up to 10 % of the Contract Price stated in the Letter of Acceptance shall be paid by the Executive Engineer Buildings Division Sanghar to the Contractor on the works costing Rs.2.5 million or above on following conditions:

- (i) on submission by the Contractor of a Mobilization Advance Guarantee for the full amount of the Advance in the specified form from a Scheduled Bank in Pakistan to the Executive Engineer Buildings Division Sanghar;
- (ii) Contractor will pay interest on the mobilization advance at the rate of 10% per annum on the advance; and
- (iii) This Advance including the interest shall be recovered in 5 equal installments from the five (05) R.A bills and in case the number of bills is less than five (05) then $1/5^{\text{th}}$ of the advance **inclusive of the interest** thereon shall be recovered from each bill and the balance together with interest be recovered from the final bill. It may be insured that there is sufficient amount in the final bill to enable recovery of the Mobilization Advance.

OR

2) **Secured Advance on Materials**

- (a) The Contractor shall be entitled to receive from the Executive Engineer Buildings Division Sanghar Secured Advance against an INDENTURE BOND in P W Account Form No. 31(Fin. R. Form No. 2 acceptable to the Procuring Agency of such sum as the Engineer may consider proper in respect of non-perishable materials brought at the Site but not yet incorporated in the Permanent Works provided that:

- (i) The materials are in accordance with the Specifications for the Permanent Works;
- (ii) Such materials have been delivered to the Site and are properly stored and protected against loss or damage or deterioration to the satisfaction and verification of the Engineer but at the risk and cost of the Contractor;
- (iii) The Contractor's records of the requirements, orders, receipts and use of materials are kept in a form approved by the Engineer, and such records shall be available for inspection by the Engineer;
- (iv) The Contractor shall submit with his monthly statement the estimated value of the materials on Site together with such documents as may be required by the Engineer for the purpose of valuation of materials and providing evidence of ownership and payment therefore;
- (v) Ownership of such materials shall be deemed to vest in the Executive Engineer Buildings Division Sanghar and these materials shall not be removed from the Site or otherwise disposed of without written permission of the Executive Engineer Buildings Division Sanghar;
- (vi) The sum payable for such materials on Site shall not exceed 75 % of the (i) landed cost of imported materials, or (ii) ex-factory / ex-warehouse price of locally manufactured or produced materials, or (iii) market price of stands other materials;

- (vii) Secured Advance should not be allowed unless & until the previous advance, if any, fully recovered;
- (viii) Detailed account of advances must be kept in part II of running account bill; and
- (ix) Secured Advance may be permitted only against materials/quantities anticipated to be consumed / utilized on the work within a period of 3 months from the date of issue of secured advance and definitely not for full quantities of materials for the entire work/contract

(b) Recovery of Secured Advance:

- (i) Secured Advance paid to the Contractor under the above provisions shall be effected from the monthly payments on actual consumption basis, but not later than period specified in the rules not more than three months (even if unutilized); other conditions.
- (ii) As recoveries are made the outstanding accounts of the items concerned in Part II should be reduced by making deduction entries in the column; -deduct quantity utilized in work measured since previous bill, equivalent to the quantities of materials used by the contractor on items of work shown as executed in part I of the bill.

(c) Interim payments: The Contractor shall submit to the Engineer monthly statements of the estimated value of the work completed less the cumulative amount certified previously.

- (i) The value of work completed comprises the value of the quantities of the items in the Bill of Quantities completed.
- (ii) value of secured advance on the materials and valuation of variations (if any).
- (iii) Engineer may exclude any item certified in a previous certificate or reduce the proportion of any item previously certified in any certificate in the light of later information.
- (v) Retention money and other advances are to be recovered from the bill submitted by contractor.

11.2 *(a) Valuation of the Works:

- i) Lump sum price _____ (details), or
- ii) Lump sum price with schedules of rates _____ (details), or
- iii) Lump sum price with bill of quantities _____ (details), or
- iv) Re-measurement with estimated/bid quantities in the Schedule of Prices or on premium above or below quoted on the rates mentioned in CSR _____ (details), or/and
- v) Cost reimbursable _____ (details)

11.3 **Percentage of retention*:** *five (5%)*

11.6 **Currency of payment:** Pak. Rupees

14.1 **Insurances:** *(Executive Engineer Buildings Division Sanghar may decide, keeping in view the nature and the scope of the work)*

Type of cover

The Works

Amount of cover

The sum stated in the Letter of Acceptance plus fifteen percent (15%)

Type of cover

Contractor's Equipment:

Amount of cover

Full replacement cost

Type of cover

Third Party-injury to persons and damage to property

(The minimum amount of third party insurance should be assessed by the Executive Engineer Buildings Division Sanghar and entered).

Workers:

Other cover*:

(In each case name of insured is Contractor and Executive Engineer Buildings Division Sanghar)

14.2 **Amount to be recovered**

Premium plus _____ percent (____%).

15.3 **Arbitration****

Place of Arbitration: _____

* *(Executive Engineer Buildings Division Sanghar to specify as appropriate)*

** *(It has to be in the Province of Sindh)*

STANDARD FORMS

(Note: Standard Forms provided in this document for securities are to be issued by a bank. In case the bidder chooses to issue a bond for accompanying his bid or performance of contract or receipt of advance, the relevant format shall be tailored accordingly without changing the spirit of the Forms of securities).

FORM OF BID SECURITY
(Bank Guarantee)

Guarantee No. _____
Executed on _____

(Letter by the Guarantor to the Executive Engineer Buildings Division Sanghar)

Name of Guarantor (Scheduled Bank in Pakistan) with address: _____

Name of Principal (Bidder) with address: _____

Sum of Security (express in words and figures): _____

Bid Reference No. _____ Date of Bid _____

KNOW ALL MEN BY THESE PRESENTS, that in pursuance of the terms of the Bid and at the request of the said Principal, we the Guarantor above-named are held and firmly bound unto the _____, (hereinafter called The -Procuring Agency) in the sum stated above, for the payment of which sum well and truly to be made, we bind ourselves, our heirs, executors, administrators and successors, jointly and severally, firmly by these presents.

THE CONDITION OF THIS OBLIGATION IS SUCH, that whereas the Principal has submitted the accompanying Bid numbered and dated as above for _____ (Particulars of Bid) to the said Procuring Agency; and

WHEREAS; the Executive Engineer Buildings Division Sanghar has required as a condition for considering the said Bid that the Principal furnishes a Bid Security in the above said sum to the Executive Engineer Buildings Division Sanghar, conditioned as under:

- (1) that the Bid Security shall remain valid for a period of twenty eight (28) days beyond the period of validity of the bid;
- (2) that in the event of;
 - (a) the Principal withdraws his Bid during the period of validity of Bid, or
 - (b) the Principal does not accept the correction of his Bid Price, pursuant to Sub-Clause 16.4 (b) of Instructions to Bidders, or
 - (c) failure of the successful bidder to
 - (i) furnish the required Performance Security, in accordance with Sub-Clause IB-21.1 of Instructions to Bidders, or
 - (ii) sign the proposed Contract Agreement, in accordance with Sub-Clauses IB-20.2 & 20.3 of Instructions to Bidders,

the entire sum be paid immediately to the said Procuring Agency for delayed completion and not as penalty for the successful bidder's failure to perform.

NOW THEREFORE, if the successful bidder shall, within the period specified therefore, on the prescribed form presented to him for signature enter into a formal Contract Agreement with the said Executive Engineer Buildings Division Sanghar in accordance with his Bid as accepted and furnish within fourteen (14) days of receipt of Letter of Acceptance, a Performance Security with good and sufficient surety, as may be required, upon the form prescribed by the said Executive Engineer Buildings Division Sanghar for the faithful performance and proper fulfilment of the said Contract or in the event of non- withdrawal of the said Bid within the time specified then this obligation shall be void and of no effect, but otherwise to remain in full force and effect.

PROVIDED THAT the Guarantor shall forthwith pay to the Executive Engineer Buildings Division Sanghar the said sum stated above upon first written demand of the Executive Engineer Buildings Division Sanghar without cavil or argument and without requiring the Executive Engineer Buildings Division Sanghar to prove or to show grounds or reasons for such demand, notice of which shall be sent by the Executive Engineer Buildings Division Sanghar by registered post duly addressed to the Guarantor at its address given above.

PROVIDED ALSO THAT the Procuring Agency shall be the sole and final judge for deciding whether the Principal has duly performed his obligations to sign the Contract Agreement and to furnish the requisite Performance Security within the time stated above, or has defaulted in fulfilling said requirements and the Guarantor shall pay without objection the sum stated above upon first written demand from the Executive Engineer Buildings Division Sanghar forthwith and without any reference to the Principal or any other person.

IN WITNESS WHEREOF, the above bounded Guarantor has executed the instrument under its seal on the date indicated above, the name and seal of the Guarantor being hereto affixed and these presents duly signed by its undersigned representative pursuant to authority of its governing body.

Guarantor (Bank)

Witness:

1. Signature _____

1. _____

2. Name _____

Corporate Secretary (Seal)

3. Title _____

2. _____

(Name, Title & Address)

Corporate Guarantor (Seal)

FORM OF PERFORMANCE SECURITY
(Bank Guarantee)

Guarantee No. _____
Executed on _____
Expiry Date _____

(Letter by the Guarantor to the Executive Engineer

Buildings Division Sanghar) Name of Guarantor

(Scheduled Bank in Pakistan) with

address: _____

Name of Principal (Contractor) with

address: _____

Penal Sum of Security (express in words and figures) _____

Letter of Acceptance No. _____ Dated _____

KNOW ALL MEN BY THESE PRESENTS, that in pursuance of the terms of the Bidding Documents and above said Letter of Acceptance (hereinafter called the Documents) and at the request of the said Principal we, the Guarantor above named, are held and firmly bound unto the _____ (hereinafter called the Executive Engineer Buildings Division Sanghar) in the penal sum of the amount stated above, for the payment of which sum well and truly to be made to the said Executive Engineer Buildings Division Sanghar, we bind ourselves, our heirs, executors, administrators and successors, jointly and severally, firmly by these presents.

THE CONDITION OF THIS OBLIGATION IS SUCH, that whereas the Principal has accepted the Procuring Agency's above said Letter of Acceptance for _____ (Name of Contract) for the _____ (Name of Project).

NOW THEREFORE, if the Principal (Contractor) shall well and truly perform and fulfill all the undertakings, covenants, terms and conditions of the said Documents during the original terms of the said Documents and any extensions thereof that may be granted by the Executive Engineer Buildings Division Sanghar, with or without notice to the Guarantor, which notice is, hereby, waived and shall also well and truly perform and fulfill all the undertakings, covenants terms and conditions of the Contract and of any and all modifications of the said Documents that may hereafter be made, notice of which modifications to the Guarantor being hereby waived, then, this obligation to be void; otherwise to remain in full force and virtue till all requirements of Clause 9, Remedying Defects, of Conditions of Contract are fulfilled.

Our total liability under this Guarantee is limited to the sum stated above and it is a condition of any liability attaching to us under this Guarantee that the claim for payment in writing shall

be received by us within the validity period of this Guarantee, failing which we shall be discharged of our liability, if any, under this Guarantee.

We, _____ (the Guarantor), waiving all objections and defenses under the Contract, do hereby irrevocably and independently guarantee to pay to the Executive Engineer Buildings Division Sanghar without delay upon the Executive Engineer Buildings Division Sanghar's first written demand without cavil or arguments and without requiring the Executive Engineer Buildings Division Sanghar to prove or to show grounds or reasons for such demand any sum or sums up to the amount stated above, against the Executive Engineer Buildings Division Sanghar's written declaration that the Principal has refused or failed to perform the obligations under the Contract, for which payment will be effected by the Guarantor to Executive Engineer Buildings Division Sanghar's designated Bank & Account Number.

PROVIDED ALSO THAT the Procuring Agency shall be the sole and final judge for deciding whether the Principal (Contractor) has duly performed his obligations under the Contract or has defaulted in fulfilling said obligations and the Guarantor shall pay without objection any sum or sums up to the amount stated above upon first written demand from the Executive Engineer Buildings Division Sanghar forthwith and without any reference to the Principal or any other person.

IN WITNESS WHEREOF, the above bounded Guarantor has executed this Instrument under its seal on the date indicated above, the name and corporate seal of the Guarantor being hereto affixed and these presents duly signed by its undersigned representative, pursuant to authority of its governing body.

Witness:

1. _____

Corporate Secretary (Seal)

2. _____

(Name, Title & Address)

Guarantor (Bank)

1. Signature _____

2. Name _____

3. Title _____

Corporate Guarantor (Seal)

FORM OF CONTRACT AGREEMENT

THIS CONTRACT AGREEMENT (hereinafter called the -Agreement□) made on the _____ day of _____ 200 _____ between _____ (hereinafter called the -Procuring Agency□) of the one part _____ (hereinafter called the and -Contractor□) of the other part.

WHEREAS the Executive Engineer Buildings Division Sanghar is desirous that certain Works, viz _____ should be executed by the Contractor and has accepted a Bid by the Contractor for the execution and completion of such Works and the remedying of any defects therein.

NOW this Agreement witnesseth as follows:

1. In this Agreement words and expressions shall have the same meanings as are respectively assigned to them in the Conditions of Contract hereinafter referred to.
2. The following documents after incorporating addenda, if any except those parts relating to Instructions to Bidders, shall be deemed to form and be read and construed as part of this Agreement, viz:
 - (a) The Letter of Acceptance;
 - (b) The completed Form of Bid along with Schedules to Bid;
 - (c) Conditions of Contract & Contract Data;
 - (d) The priced Schedule of Prices/Bill of quantities (BoQ);
 - (e) The Specifications; and
 - (f) The Drawings
3. In consideration of the payments to be made by the Procuring Agency to the Contractor as hereinafter mentioned, the Contractor hereby covenants with the Executive Engineer Buildings Division Sanghar to execute and complete the Works and remedy defects therein in conformity and in all respects within the provisions of the Contract.
4. The Executive Engineer Buildings Division Sanghar hereby covenants to pay the Contractor, in consideration of the execution and completion of the Works as per provisions of the Contract, the Contract Price or such other sum as may become payable under the provisions of the Contract at the times and in the manner prescribed by the Contract.

IN WITNESS WHEREOF the parties hereto have caused this Contract Agreement to be executed on the day, month and year first before written in accordance with their respective laws.

Signature of the Contactor
Engineer Buildings Division Sanghar

Signature of the Executive

(Seal)

(Seal)

Signed, Sealed and Delivered in the presence of:

Witness:

Witness:

(Name, Title and Address)

(Name, Title and Address)

MOBILIZATION ADVANCE GUARANTEE

Guarantee No. _____

Executed on _____

(Letter by the Guarantor to the Executive Engineer Buildings Division Sanghar)

WHEREAS the _____ (hereinafter called the Procuring Agency) has entered into a Contract for

_____ (Particulars of Contract), with

_____ (hereinafter called the Contractor).

AND WHEREAS the Executive Engineer Buildings Division Sanghar has agreed to advance to the Contractor, at the

Contractor's request, an amount of Rs. _____ Rupees _____) which amount shall be advanced to the Contractor as per provisions of the Contract.

AND WHEREAS the Executive Engineer Buildings Division Sanghar has asked the Contractor to furnish Guarantee to secure the advance payment for the performance of his obligations under the said Contract.

AND WHEREAS _____ (Scheduled Bank) (hereinafter called the Guarantor) at the request of the Contractor and in consideration of the Executive Engineer Buildings Division Sanghar agreeing to make the above advance to the Contractor, has agreed to furnish the said Guarantee.

NOW THEREFORE the Guarantor hereby guarantees that the Contractor shall use the advance for the purpose of above mentioned Contract and if he fails, and commits default in fulfillment of any of his obligations for which the advance payment is made, the Guarantor shall be liable to the Procuring Agency for payment not exceeding the aforementioned amount.

Notice in writing of any default, of which the Executive Engineer Buildings Division Sanghar shall be the sole and final judge, as aforesaid, on the part of the Contractor, shall be given by the Executive Engineer Buildings Division Sanghar to the Guarantor, and on such first written demand payment shall be made by the Guarantor of all sums then due under this Guarantee without any reference to the Contractor and without any objection.

This Guarantee shall come into force as soon as the advance payment has been credited to the account of the Contractor.

This Guarantee shall expire not later than _____

by which date we must have received any claims by registered letter, telegram, telex or telefax.

It is understood that you will return this Guarantee to us on expiry or after settlement of the total amount to be claimed hereunder.

Guarantor (Scheduled Bank)

Witness:

1. _____

Corporate Secretary (Seal)

2. _____

(Name, Title & Address)

1. Signature _____

2. Name _____

3. Title _____

Corporate Guarantor (Seal)

INDENTURE FOR SECURED ADVANCES.

(For use in cases in which is contract is for finished work and the contractor has entered into an agreement for the execution of a certain specified quantity of work in a given time).

This INDENTURE made the day of
-----197--" BETWEEN (hereinafter called "the Contractor" which expression shall where the context so admits or implied be deemed to include his heirs, executors, administrators and assigns) of the one part and THE GOVERNOR OF SINDH (hereinafter called "the Government" of the other part).

WHEREAS by an agreement, dated (hereinafter called the said agreement, the contractor has agreed to perform the under-mentioned works (hereinafter referred to as the said work):-

(Here enter (the description of the works).¹

AND WHEREAS the contractor has applied to the
----- for an advance to him of Rupees -----
(Rs.) on the security of materials absolutely belonging to him and brought by him to the site of the said works the subject of the said agreement for use in the construction of such of the said works as he has undertaken to execute at rates fixed for the finished work (inclusive of the cost of materials and labour and other charge) AND WHEREAS the Government has agreed to advance to the Contractor the sum of Rupees, (Rs.) on the security of materials the quantities and other particulars of which are detailed in Part II of Running Account Bill (E). the said works signed by the contractor
Fin R.Form.17.A
on----- — and on such covenants and conditions as are hereinafter contained and the Government has reserved to itself the option of marking any further advance or advances on the security of other materials brought by the Contractor to the site of the said works.

NOW THIS INDENTURE WTTNESSETH that in pursuance of the said agreement and in consideration of the sum of Rupees..... -----
(Rs. -----) on or before the execution of these presents paid to the Contractor by the Government (the receipt whereof the Contractor doth hereby acknowledge) and of such further advances (if any) as may be made to him as aforesaid (all of which advances are hereinafter collectively referred to as the said amount) the Contractor doth hereby assign unto the Government the said materials by way of security for the said amount

And doth hereby covenant and agree with the Government and declare ay follow :-

(1) That the said sum of Rupees
(RF. -----) so advanced by the Government to the Contractor as aforesaid and all or any further sum or sums which may be advanced aforesaid shall be employed by the contractor in or towards expending the execution of the said works and for no other purpose whatsoever.

- (2) That the materials detailed in the said Running Account Bill (B) which have been

Fin R Form No. 17-A

Offered to and accepted by (he Government as security for the said amount are absolutely by the Contractors own property free from encumbrances of any kind and the Contractor will not make any application for or receive a further advance on the security of materials which are not absolutely his own property and free from encumbrances of any kind and the contractor hereby agrees, at all times, to indemnify and save harmless the Government against all claims whatsoever to any materials in respect of which an advance has been made to him as aforesaid.

- (3) That the said materials detailed in the said Running Account Bill (B) and all other

Fin. R. Form No. 17-A

Materials on the security of which any further advance or advances may hereafter be made as aforesaid (hereinafter called the said materials) shall be used by the Contractor solely in *the* execution of the said works in accordance with the directions of the Divisional Officer----- (hereinafter called the Divisional Officer) and in the terms of the said agreement.

(4) That the Contractor shall make at his own cost all necessary and adequate arrangement for the proper watch, safe custody and protection against all risks of the said material and that until used in construction as aforesaid the said materials shall remain at the site of the said works in the Contractor's custody and at his own risk and on his own responsibility and shall at all times be open to inspection by (he Divisional Officer or any officer authorized by him. In the event of the said materials of any part (hereof being stolen, destroyed or damaged or becoming deteriorated in a grater degree than is due to reasonable use and wear thereof Contractor will forthwith replace the same with other materials of like qualify or repair and make good the same as required by the Divisional Officer and the materials so brought to replace the said materials so repaired and made good shall also be considered as security for the said amount.

(5) 'Hurt the said materials shall not on any account be removed from the site of the said works except with the written permission of the Divisional Officer or an officer authorized by him in that behalf

(6) That the said amount shall be payable in full when or before the Contractor receives payment, from the Government of the price payable to him for the said works under the terms and provisions of the said agreement PROVIDED THAT if any intermediate payments are made to the contractor on account of work done then on the occasion of each such payment the Government will be at liberty to make a recovery from the Contractors Bill for such payment by deducting there from in the value of the said materials (hen actually used in the construction and in respect of which recovery has not been made previously the value for this purpose being determined in respect of each description of material at (he rates at which the amount of the advances made under these presents were calculated.

(7) That if the Contractor shall at any time make any default in the performance or observation in any respect of any of the terms and provisions of the said agreement or of these presents the total amount of the advance or advances that may still be owing to the Government shall immediately on the happening of such default be repayable by the Contractor to the Government together with interest thereon at twelve

percent per annum from the date or respective dates of such advance or advances to the date or repayment and with all costs, charges, damages and expenses incurred by the Government in or for the recovery thereof or the enforcement of this security or otherwise by reason of (he default of the Contractor and any moneys so becoming due and payable shall constitute a debt due from the Contractor to the Government and the Contractor hereby covenants and agrees with the Government to repay and the same respectively to it accordingly.

(8) That the Contractor hereby charges all the said materials with the repayment to the Government of the said sum of Rupees (Rs.....) and any further sum or sums which may be advanced as aforesaid and all costs charges damages and expenses payable under these present PROVIDED ALWAYS and it is hereby agreed and declared that notwithstanding anything in the said agreement and without prejudice to the powers contained therein if and whether the covenant for payment and repayment hereinbefore contained shall become enforceable and the money owing shall not be paid to accordingly.

Once therewith the Government may at any time thereafter adopt all or any of following courses as it may deem best :-

- (a) Seize and utilize the said materials or any part thereof in the completion of the said works on behalf of the Contractor in accordance with the provisions in that behalf contained in the said agreement debiting the Contractor with the actual cost of effecting such completion the amount due in respect of advances under these presents and crediting the Contractor with the value of work done as he had carried it out in accordance with the said agreement and at the rates thereby provided. If the balance is against the Contractor he is to pay the same to the Government on demand.
- (b) Remove and sell by public auction the seized materials or any part thereof and out of the moneys arising from the sale retain all the sums aforesaid repayable to the Government under these presents and pay over the surplus (if any) to the Contractor.
- (c) Deduct all or any part of the moneys owing out of the security deposit or any sum due to the Contractor under the said agreement.

(9) That except as is expressly provided by the presents interest on the aid advance shall not be payable.

(10) That in the event of any conflict between the provisions of these presents and the said agreement the provisions of these presents shall prevail and in the event of any dispute or difference arising over the construction or effect of these presents the settlement of which has not been hereinbefore expressly provided for the same shall be referred to the Superintending Engineer..... Circle whose..... decision shall be final and the provisions of the Indian Arbitration Act for the time being in force so far as they are applicable shall apply to any such reference.

In witnesses whereof the* ----- on behalf of the
Governor of Sindh and the said..... --have hereunto set
their respective hands and seals the day and first above written.

Signed, sealed and delivered by* In
the presence of

Seal

1st witness 2nd witness

Signed, sealed and delivered by* In
the presence of

Seal

1st Witness 2nd witness

SPECIFICATIONS

[Note for Preparing the Specifications]

A set of precise and clear specifications is a prerequisite for bidders to respond realistically and competitively to the requirements of the user without qualifying their Bids. The specifications must be drafted to permit the widest possible competition and, at the same time, present a clear statement of the required standards of workmanship, materials, performance of the works. Only if this is done objectives of economy, efficiency, and fairness in procurement will be realized and responsiveness of Bids can be ensured, and the subsequent task of bid evaluation can be facilitated. The specifications should require that materials to be incorporated in the works be new, unused, and of the most recent or current models, and incorporated all recent improvements in design and materials unless provided for otherwise in the contract.

Samples of specifications from similar to previous procurements are useful in this respect. The use of metric units is encouraged. Depending on the complexity of the works and the repetitiveness of the type of procurement, it may be advantageous to standardize the Technical Specifications that should cover all classes of workmanship, materials and equipment although not necessarily to be used in a particular procurement.

Care must be taken in drafting specifications to ensure that they are not restrictive. In the specification of standards for equipment, materials, and workmanship, recognized international standards should be used as much as possible. The specifications shall consider all conditions but not limited to seismic conditions, weather conditions and environmental impact. The specifications should state that equipment, materials, and workmanship that meet other authoritative standards, and which ensure at least a substantially equal quality than the standards mentioned, will also be acceptable. The following clause may be inserted in the Specifications.

Sample Clause: Equivalency of Standards and Codes

Wherever reference is made in the Specifications to specific standards and codes to be met by Works to be furnished and tested, the provisions of the latest current edition or revision of the relevant shall apply, unless otherwise expressly stated in the Contract. Other authoritative standards that ensure equivalence to the standards and codes specified will be acceptable.]

***DRAWINGS**

MAY BE OBTAINED FROM THE DIVISIONAL OFFICE FOR EACH WORK

STANDARD BIDDING DOCUMENT

STANDARD FORM OF BIDDING DOCUMENT

FOR

PROCUREMENT OF WORK

OFFICE OF THE
EXECUTIVE ENGINEER
BUILDINGS DIVISION
BANGKOK.

SUMMARY OF CONTENTS

INVITATION FOR BIDS

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FOR

Repair of Old Materinty Home Ladies TMA Tando Adam District Sanghar.

SCHEDULE OF PRICES (BOQ)

(Description and rate of items based on Composite Schedule of Rates)

NAME OF WORK: - Repair of Old Materinty Home Ladies TMA Tando Adam District Sanghar.

S.#	Items of Work	Qty:	Rate	Unit	Amount
Part-A (Civil Work)					
1	Filling watering and remming earth ground floor with new earth excavated from out side lead upto 1 chain and lift upto 5' feet (S.I.No. 22 P-4)	33023 Cft	3630.00	%0Cft	119873
2	Cement Concrete brick or stone ballast 1-1/2" to 2" gauge ratio 1:5:10.(S.I.No 4 (C) P.No 14)	1708 Sft	8694.95	%Sft	148510
3	Pacca Brick Work in ground floor with cement sand mortar ratio (1:6) (S.I.No 5 (e) Page No: 20)	5643 Sft	12674.36	%Sft	715214
4	R.C.C work i/c all labour and material except the cost of steel reinforcement for c.c and its labour for bending and binding which will be paid sepreately (a)RC work in roof slabs beams coloumns rafts, and lintles and other structural members laid in situe or pre cost laid in position making joints and fastening (1:2:4) ratio (S.I.No 6 P.No 16)	4708 Cft	337.00	P.Cft	1586596
5	Fabrication of mild steel reinforced for cc i/c cutting bending and lying in position making joints and fasting includes all cost of removal of rust from bars. (S.I.No. 8 (a) P-16)				
	A) Tar Bar	210.18 cwt	5001.70	P.cwt	1051257
6	Providing and Fixing G.I frame chowkat of size 7"x2" or 4-1/2" x 3" for door using 20 gauge G.I Sheet i/c selded hinges and fixing at site with necessary holders fasts, filling with cement sand slurry of ratio 1:6 (S.I.No: 29 P.No: 92)	406 Sft	228.90	P.Sft	92933
7	Providing and Fixing G.I frame chowkat of size 7"x2" or 4-1/2" x 3" for windows using 20 gauge G.I Sheet i/c selded hinges and fixing at site with necessary holders fasts, filling with cement sand slurry of ratio 1:6 (S.I.No: 28 P.No: 92)	807 Sft	240.50	P.Sft	194084
8	Cement plaster 1/2" thick upto height ratio 1:6 (S.I.No. 13-b- P-51)	18521 Cft	2206.60	%Sft	408684
9	Cement plaster 3/8" thick ratio 1:4 (S.I.No: 11 (a) P.No: 51)	18521 Sft	2197.52	%Sft	407003
10	Supplying and fixing in position Aluminium channles framing of binged door of Alcp mads with 5 mm their tinted glaze glazing belgium and Alpha (Japan) locke i/c handle stopperetc (b) lurs modle Bronze) (S.I.No. 83-B-P-107)	81 Sft	1507.66	P.Sft	122120
11	Supplying and fixing in position Aluminium channles framing of binged door of Alcp mads with 5 mm their tinted glaze glazing belgium and Alpha (Japan) locke i/c handle stopperetc (b) lurs modle Bronze) (S.I.No. 84-b-P-107)	22 Sft	1647.69	P.Sft	36249

12	Supplying and fixing in position iron steel grillies of 3/4" x1/4" size flat iron of approved design l/c painting 3 cost etc complete finishing grill (S.I.No. 26 P-92)	273 Sft	180.50	P.Sft	49277
13	First Class deodar wood rought joinery in door and windows etc fixed in position l/c chwkat hold fast hinges iron tower bit chowk cleats handles and coard with hooks etc 1 3/4" thick (S.I.No 7-b-P.No 57)				
	(A) Full Door	107 Sft	1273.76	P.Sft	136292
14	Glazing with pans (24 OZ to 26 OZ) using putting and deodar wooden 1sst Class etc complete (S.I.No 46 P.No 63)	99 Sft	163.90	P.Sft	16226
15	Supplying and fixing false ceiling of paster of paris in pannel l/c making fram work of deodar wood l/c pointing with galigia paint (S.I.No. 52 P-63)	468 Sft	25293.4	%Sft	118373
16	Providing and fixing palster of paris ceiling bordar of 5"x10" with of specified design and thickness l/c fixing beside ceiling with nails screws with getties (S.I.No. 44 P-38)	122 Sft	104.22	P.Rft	12715
17	Cement Concrete palin including placing compacting finishing and curring complete including screending and washing of stone aggregate without shuttering ratio 1:2:4 (S.I.No 5-f-P.No 15) .	453 Cft	14429.25	%Cft	65365

Amount of Schedule Items

Total 5280771

Add: / Deduct _____ %Above / Below of rates oc CSR Rs:

Total

Note: Any variation in the description on item Quantites, Rates if any as per Sanctioned Estimate will be accepted

CONTRACTOR


EXECUTIVE ENGINEER
BUILDINGS DIVISION
SANGHAR.

INSTRUCTIONS TO BID DERS

Instructions to Bidders (ITB) along with Bidding Data will not be part of contract. ITB shall cease to have effect once the Contract is signed).

A. GENERAL

1. Source of Funds

The Executive Engineer Buildings Division Sanghar as defined in the Bidding Data (hereinafter referred to as the Executive Engineer Buildings Division Sanghar) wishes to execute the Works summarized in the Bidding Data (hereinafter referred to as the Works).

Bids must quote for the complete scope of work. Any Bid covering partial scope of work will be rejected as non-responsive.

2. Source of Funds

The Executive Engineer Buildings Division Sanghar has arranged funds from Government which may be indicated accordingly in bidding data towards the cost of the project/scheme.

3. Eligibility

Bidding is open to all firms and persons meeting the following requirements:

(a) Registered and licensed by the Pakistan Engineering Council (PEC) in the appropriate category for value of works.

(b) For works costing Rs. 2.5 million or less shall not require any registration with PEC.

(c) Must be pre-qualified with the Executive Engineer Buildings Division Sanghar. (Where required).

(d) Where the prequalification of potential bidders has been undertaken, only bids from pre-qualified bidders will be considered for award of Contract.

(e) If prequalification has not undertaken, the Executive Engineer Buildings Division Sanghar may ask information and documents not limited to following:-

- (i) company profile;
- (ii) works of similar nature and size for each performed in last 3/5 years;
- (iii) construction equipments;
- (iv) qualification and experience of technical personnel and key site management;
- (v) financial statement of last 3 years;
- (vi) information regarding litigations and abandoned works if any.

IB.3 Cost of Bidding

- 3.1 The bidder shall bear all costs associated with the preparation and submission of its bid and the Executive Engineer Buildings Division Sanghar will in no case be responsible or liable for those costs, regardless of the conduct or outcome of the bidding process (SPP Rules 24 & 25).

B. BIDDING DOCUMENTS

IB.4 Contents of Bidding Documents

- 4.1 In addition to Invitation for Bids, the Bidding Documents are those stated below, and should be read in conjunction with any Addendum issued in accordance with Sub-Clause IB.6.1.

1. Instructions to Bidders & Bidding Data
2. Form of Bid, Qualification Information & Schedules to Bid
Schedules to Bid comprise the following:
 - (i) Schedule A: Schedule of Prices/ Bill of Quantities (BoQ).
 - (ii) Schedule B: Specific Works Data
 - (iii) Schedule C: Works to be Performed by Subcontractors
 - (iv) Schedule D: Proposed Programme of Works
 - (v) Schedule E: Method of Performing Works
 - (vi) Schedule F: Integrity Pact (works costing Rs 10 million and above)
3. Conditions of Contract & Contract Data
4. Standard Forms:
 - (i) Form of Bid Security,
 - (ii) Form of Performance Security;
 - (iii) Form of Contract Agreement;
 - (iv) Form of Bank Guarantee for Advance Payment.
5. Specifications
6. Drawings, if any

IB.5 Clarification of Bidding Documents

- 5.1 A prospective bidder requiring any clarification(s) in respect of the Bidding Documents may notify the Engineer/Executive Engineer Buildings Division Sanghar at the Engineer's/ Executive Engineer Buildings Division Sanghar's address indicated in the Bidding Data.
- 5.2 An interested bidder, who has obtained bidding documents, may request for clarification

of contents of bidding documents in writing and Executive Engineer Buildings Division Sanghar shall respond to such queries in writing within three calendar days, provided they are received at least five calendar days prior to the date of opening of bid (SPP Rule 23-1).

IB.6 Amendment of Bidding Documents (SPP Rules 22(2) & 22).

- 6.1 At any time prior to the deadline for submission of Bids, the Executive Engineer Buildings Division Sanghar may, for any reason, whether at his own initiative or in response to a clarification requested by an interested bidder, modify the Bidding Documents by issuing addendum.
- 6.2 Any addendum thus issued shall be part of the Bidding Documents pursuant to Sub-Clause 6.1 hereof, and shall be communicated in writing to all purchasers of the Bidding Documents. Prospective bidders shall acknowledge receipt of each addendum in writing to the Executive Engineer Buildings Division Sanghar.
- 6.3 To afford interested bidders reasonable time in which to take an addendum into account in preparing their Bids, the Executive Engineer Buildings Division Sanghar may at its discretion extend the deadline for submission of Bids.

C. PREPARATION OF BIDS

IB.7 Language of Bid

- 7.1 All documents relating to the Bid shall be in the language specified in the Contract Data.

IB.8 Documents Comprising the Bid

- 8.1 The Bid submitted by the bidder shall comprise the following:
 - (a) Offer /Covering Letter
 - (b) Form of Bid duly filled, signed and sealed, in accordance with IB.14.3.
 - (c) Schedules (A to F) to Bid duly filled and initialed, in accordance with the instructions contained therein & in accordance with IB.14.3.
 - (d) Bid Security furnished in accordance with IB.13.
 - (e) Power of Attorney in accordance with IB 14.5.
 - (f) Documentary evidence in accordance with IB.2(c) & IB.11
 - (g) Documentary evidence in accordance with IB.12.

IB.9 Sufficiency of Bid

- 9.1 Each bidder shall satisfy himself before Bidding as to the correctness and sufficiency of his Bid and of the premium on the rates of CSR / rates and prices quoted/entered in the Schedule of Prices, which rates and prices shall except in so far as it is otherwise expressly provided in the Contract, cover all his obligations under the Contract and all matters and things necessary for the proper completion of the works.

- 9.2 The bidder is advised to obtain for himself at his own cost and responsibility all information that may be necessary for preparing the bid and entering into a Contract for execution of the Works.

IB.10 Bid Prices, Currency of Bid and Payment

- 10.1 The bidder shall fill up the Schedule of Prices (Schedule A to Bid) indicating the percentage above or below the Composite Schedule of Rates/unit rates and prices of the Works to be performed under the Contract. Prices in the Schedule of Prices/Bill of Quantities shall be quoted entirely in Pak Rupees keeping in view the instructions contained in the Preamble to Schedule of Prices.
- 10.2 Unless otherwise stipulated in the Conditions of Contract, prices quoted by the bidder shall remain fixed during the bidder's performance of the Contract and not subject to variation on any account.
- 10.3 The unit rates and prices in the Schedule of Prices or percentage above or below on the composite schedule of rates shall be quoted by the bidder in the currency as stipulated in Bidding Data.
- 10.4 Items for which no rate or price is entered by the Bidder will not be paid for by the Executive Engineer Buildings Division Sanghar when executed and shall be deemed covered by the other rates and prices in the Bill of Quantities.

IB.11 Documents Establishing Bidder's Eligibility and Qualifications

- 11.1 Pursuant to Clause IB.8, the bidder shall furnish, as part of its bid, documents establishing the bidder's eligibility to bid and its qualifications to perform the Contract if its bid is accepted.
- 11.2 Bidder must possess and provide evidence of its capability and the experience as stipulated in Bidding Data and the Qualification Criteria mentioned in the Bidding Documents.

IB.12 Documents Establishing Works' Conformity to Bidding Documents

- 12.1 The documentary evidence of the Works' conformity to the Bidding Documents may be in the form of literature, drawings and data and the bidder shall furnish documentation as set out in Bidding Data.
- 12.2 The bidder shall note that standards for workmanship, material and equipment, and references to brand names or catalogue numbers, if any, designated by the Executive Engineer Buildings Division Sanghar in the Technical Provisions are intended to be descriptive only and not restrictive.

IB.13 Bid Security

- 13.1 Each bidder shall furnish, as part of his bid, at the option of the bidder, a Bid Security as percentage of bid price/estimated cost or in the amount stipulated in Bidding Data in Pak. Rupees in the form of *Deposit at Call/ Payee's Order or a Bank Guarantee* issued by a Scheduled Bank in Pakistan in favour of the Executive Engineer Buildings Division Sanghar valid for a period up to twenty eight (28) days beyond the bid validity date (*Bid security should not be below 1% and not exceeding 5% of bid price/estimated cost SPP Rule 37*).
- 13.2 Any bid not accompanied by an acceptable Bid Security shall be rejected by the Procuring Agency as non-responsive.
- 13.3 The bid securities of unsuccessful bidders will be returned upon award of contract to the successful bidder or on the expiry of validity of Bid Security whichever is earlier.
- 13.4 The Bid Security of the successful bidder will be returned when the bidder has furnished the required Performance Security, and signed the Contract Agreement (SPP Rule 37).
- 13.5 The Bid Security may be forfeited:
- (a) if a bidder withdraws his bid during the period of bid validity; or
 - (b) if a bidder does not accept the correction of his Bid Price, pursuant to Sub-Clause 16.4 (b) hereof; or
 - (c) in the case of a successful bidder, if he fails within the specified time limit to:
 - (i) furnish the required Performance Security or
 - (ii) sign the Contract Agreement.

IB.14 Validity of Bids, Format, Signing and Submission of Bid

- 14.1 Bids shall remain valid for the period stipulated in the Bidding Data after the date of bid opening.
- 14.2 In exceptional circumstances, Executive Engineer Buildings Division Sanghar may request the bidders to extend the period of validity for a additional period but not exceeding 1/3 of the original period. The request and the bidders' responses shall be made in writing or by cable. A Bidder may refuse the request without forfeiting the Bid Security. A Bidder agreeing to the request will not be required or permitted to otherwise modify the Bid, but will be required to extend the validity of Bid Security for the period of the extension, and in compliance with IB.13 in all respects (SPP Rule 38).
- 14.3 All Schedules to Bid are to be properly completed and signed.
- 14.4 No alteration is to be made in the Form of Bid except in filling up the blanks as directed. If any alteration be made or if these instructions be not fully complied with, the bid may be rejected.

- 14.5 Each bidder shall prepare Original and number of copies specified in the Bidding Data of the documents comprising the bid as described in IB.8 and clearly mark them -ORIGINAL and -COPY as appropriate. In the event of discrepancy between them, the original shall prevail.
- 14.6 The original and all copies of the bid shall be typed or written in indelible ink and shall be signed by a person or persons duly authorized to sign (in the case of copies, Photostats are also acceptable). This shall be indicated by submitting a written Power of Attorney authorising the signatory of the bidder to act for and on behalf of the bidder. All pages of the bid shall be initialed and official seal be affixed by the person or persons signing the bid.
- 14.7 The Bid shall be delivered in person or sent by registered mail at the address to Procuring Agency as given in Bidding Data.

D. SUBMISSION OF BID

IB.15 Deadline for Submission, Modification & Withdrawal of Bids

- 15.1 Bids must be received by the Executive Engineer Buildings Division Sanghar at the address/provided in Bidding Data not later than the time and date stipulated therein.
- 15.2 The inner and outer envelopes shall
 - (a) be addressed to the Executive Engineer Buildings Division Sanghar at the address provided in the Bidding Data; (b) bear the name and identification number of the Contract as defined in the Bidding and Contract Data; and
 - (c) provide a warning not to open before the specified time and date for Bid opening as defined in the Bidding Data.
 - (d) in addition to the identification required in 15.2, the inner envelopes shall indicate the name and address of the Bidder to enable the Bid to be returned unopened in case it is declared late.
 - (e) If the outer envelope is not sealed and marked as above, the Executive Engineer Buildings Division Sanghar will assume no responsibility for the misplacement or premature opening of the Bid.
- 15.3 Bids submitted through telegraph, telex, fax or e-mail shall not be considered.
- 15.4 Any bid received by the Executive Engineer Buildings Division Sanghar after the deadline for submission prescribed in Bidding Data will be returned unopened to such bidder.
- 15.5 Any bidder may modify or withdraw his bid after bid submission provided that the modification or written notice of withdrawal is received by the Executive Engineer Buildings Division Sanghar prior to the deadline for submission of bids.
- 15.6 Withdrawal of a bid during the interval between the deadline for submission of bids and the expiration of the period of bid validity specified in the Form of Bid may result in forfeiture of the Bid Security pursuant to IB.13.5 (a).

E. BID OPENING AND EVALUATION

IB.16 Bid Opening, Clarification and Evaluation (SPP Rules 41, 42 & 43)

- 16.1 The Executive Engineer Buildings Division Sanghar will open the bids, in the presence of bidders' representatives who choose to attend, at the time, date and in the place specified in the Bidding Data.
- 16.2 The bidder's name, Bid Prices, any discount, the presence or absence of Bid Security, and such other details as the Executive Engineer Buildings Division Sanghar at its discretion may consider appropriate, will be announced by the Executive Engineer Buildings Division Sanghar at the bid opening. The Executive Engineer Buildings Division Sanghar will record the minutes of the bid opening. Representatives of the bidders who choose to attend shall sign the attendance sheet.
Any Bid Price or discount which is not read out and recorded at bid opening will not be taken into account in the evaluation of bid.
- 16.3 To assist in the examination, evaluation and comparison of Bids the Engineer/Executive Engineer Buildings Division Sanghar may, at its discretion, ask the bidder for a clarification of its Bid. The request for clarification and the response shall be in writing and no change in the price or substance of the Bid shall be sought, offered or permitted (SPP Rule 43).
- 16.4 (a) Prior to the detailed evaluation, pursuant to IB.16.7 to 16.9, the Engineer/Executive Engineer Buildings Division Sanghar will determine the substantial responsiveness of each bid to the Bidding Documents. For purpose of these instructions, a substantially responsive bid is one which conforms to all the terms and conditions of the Bidding Documents without material deviations. It will include determining the requirements listed in Bidding Data.
- (b) Arithmetical errors will be rectified on the following basis:
- If there is a discrepancy between the unit price and total price that is obtained by multiplying the unit price and quantity, the unit price shall prevail and the total price shall be corrected. If there is a discrepancy between the words and figures the amount in words shall prevail. If there is a discrepancy between the Total Bid price entered in Form of Bid and the total shown in Schedule of Prices-Summary, the amount stated in the Form of Bid will be corrected by the Executive Engineer Buildings Division Sanghar in accordance with the Corrected Schedule of Prices.
If the bidder does not accept the corrected amount of Bid, his Bid will be rejected and his Bid Security forfeited.
- 16.5 A Bid determined as substantially non-responsive will be rejected and will not subsequently be made responsive by the bidder by correction of the non-conformity.
- 16.6 Any minor informality or non-conformity or irregularity in a Bid which does not constitute a material deviation (**major deviation**) may be waived by Executive Engineer Buildings Division Sanghar, provided such waiver does not prejudice or affect the relative ranking of any other bidders

(A). Major (material) Deviations include:-

- (i) has been not properly signed;
- (ii) is not accompanied by the bid security of required amount and manner;
- (iii) stipulating price adjustment when fixed price bids were called for;
- (iv) failing to respond to specifications;
- (v) failing to comply with Mile-stones/Critical dates provided in Bidding Documents;
- (vi) sub-contracting contrary to the Conditions of Contract specified in Bidding Documents;
- (vii) refusing to bear important responsibilities and liabilities allocated in the Bidding Documents, such as performance guarantees and insurance coverage;
- (viii) taking exception to critical provisions such as applicable law, taxes and duties and dispute resolution procedures;
- (ix) a material deviation or reservation is one :
 - (a) which affect in any substantial way the scope, quality or performance of the works;
 - (b) adoption/rectification whereof would affect unfairly the competitive position of other bidders presenting substantially responsive bids.

(B) Minor Deviations

Bids that offer deviations acceptable to the Executive Engineer Buildings Division Sanghar and which can be assigned a monetary value may be considered substantially responsive at least as to the issue of fairness. This value would however be added as an adjustment for evaluation purposes only during the detailed evaluation process.

- 16.7 The Engineer/Executive Engineer Buildings Division Sanghar will evaluate and compare only the bids previously determined to be substantially responsive pursuant to IB.16.4 to 16.6 as per requirements given hereunder. Bids will be evaluated for complete scope of works. The prices will be compared on the basis of the Evaluated Bid Price pursuant to IB.16.8 herein below.

Technical Evaluation: It will be examined in detail whether the works offered by the bidder complies with the Technical Provisions of the Bidding Documents. For this purpose, the bidder's data submitted with the bid in Schedule B to Bid will be compared with technical features/criteria of the works detailed in the Technical Provisions. Other technical information submitted with the bid regarding the Scope of Work will also be reviewed.

16.8 Evaluated Bid Price

In evaluating the bids, the Engineer/Executive Engineer Buildings Division Sanghar will determine for each bid in addition to the Bid Price, the following factors (adjustments) in the manner and to the extent indicated below to determine the Evaluated Bid Price:

- (i) making any correction for arithmetic errors pursuant to IB.16.4 hereof.
- (ii) discount, if any, offered by the bidders as also read out and recorded at the time of bid opening.
- (iii) excluding **provisional sums** and the provisions for **contingencies** in the Bill of Quantities **if any**, but including **Day work**, where priced competitively.

IB.17 Process to be Confidential

- 17.1 Subject to IB.16.3 heretofore, no bidder shall contact Engineer/Executive Engineer Buildings Division Sanghar on any matter relating to its Bid from the time of the Bid opening to the time the bid evaluation result is announced by the Executive Engineer Buildings Division Sanghar. The evaluation result shall be announced at least seven (07) days prior to award of Contract (SPP Rule 45). The announcement to all bidders will include table(s) comprising read out prices, discounted prices, price adjustments made, final evaluated prices and recommendations against all the bids evaluated.
- 17.2 Any effort by a bidder to influence Engineer/Executive Engineer Buildings Division Sanghar in the Bid evaluation, Bid comparison or Contract Award decisions may result in the rejection of his Bid. Whereas any bidder feeling aggrieved, may lodge a written complaint to Complaint Redressal Committee as per terms and conditions mentioned in SPP Rules 31 & 32. However, mere fact of lodging a complaint shall not warrant suspension of procurement process.
- 17.3 Bidders may be excluded if involved in "**Corrupt and Fraudulent Practices**" means either one or any combination of the practices given below SPP Rule 2(q);
- (i) **-Coercive Practice** □ means any impairing or harming, or threatening to impair or harm, directly or indirectly, any party or the property of the party to influence the actions of a party to achieve a wrongful gain or to cause a wrongful loss to another party;
 - (ii) **-Collusive Practice** □ means any arrangement between two or more parties to the procurement process or contract execution, designed to achieve with or without the knowledge of the Executive Engineer Buildings Division Sanghar to establish prices at artificial, noncompetitive levels for any wrongful gain; (iii) "**Corrupt Practice**" means the offering, giving, receiving or soliciting, directly or indirectly, of anything of value to influence the acts of another party for wrongful gain;
 - (iv) **-Fraudulent Practice**" means any act or omission, including a misrepresentation, that knowingly or recklessly misleads, or attempts to mislead, a party to obtain a financial or other benefit or to avoid an obligation;
 - (v) "**Obstructive Practice**" means harming or threatening to harm, directly or indirectly, persons or their property to influence their participation in a procurement process, or affect the execution of a contract or deliberately destroying, falsifying, altering or concealing of evidence material to the investigation or making false statements before investigators in order to materially impede an investigation into allegations of a corrupt, fraudulent, coercive or collusive practice; or threatening, harassing or intimidating any party to prevent it from disclosing its knowledge of matters relevant to the investigation or from pursuing the investigation, or acts intended to materially impede the exercise of inspection and audit rights provided for under the Rules.

IB.18. Post Qualification F. AWARD OF CONTRACT

18.1 The Executive Engineer Buildings Division Sanghar, at any stage of the bid evaluation, having credible reasons for or *prima facie* evidence of any defect in contractor's capacities, may require the contractors to provide information concerning their professional, technical, financial, legal or managerial competence whether already pre-qualified or not:

Provided, that such qualification shall only be laid down after recording reasons therefore in writing. They shall form part of the records of that bid evaluation report.

18.2 The determination will take into account the bidder's financial and technical capabilities. It will be based upon an examination of the documentary evidence of the bidders' qualifications submitted under B.11, as well as such other information required in the Bidding Documents.

IB.19 Award Criteria & Executive Engineer Buildings Division Sanghar's Right

19.1 Subject to IB.19.2, the Executive Engineer Buildings Division Sanghar will award the Contract to the bidder whose bid has been determined to be substantially responsive to the Bidding Documents and who has offered the lowest evaluated Bid Price, provided that such bidder has been determined to be qualified to satisfactorily perform the Contract in accordance with the provisions of the IB.18.

19.2 Notwithstanding IB.19.1, the Executive Engineer Buildings Division Sanghar reserves the right to accept or reject any bid, and to annul the bidding process and reject all bids, at any time prior to award of Contract, without thereby incurring any liability to the affected bidders or any obligation to inform the affected bidders of the grounds for the Executive Engineer Buildings Division Sanghar's action except that the grounds for its rejection of all bids shall upon request be communicated, to any bidder who submitted a bid, without justification of the grounds. Notice of the rejection of all the bids shall be given promptly to all the bidders (SPP Rule 25).

IB.20 Notification of Award & Signing of Contract Agreement

20.1 Prior to expiration of the period of bid validity prescribed by the Executive Engineer Buildings Division Sanghar, the Executive Engineer Buildings Division Sanghar will notify the successful bidder in writing (-Letter of Acceptance) that his bid has been accepted (SPP Rule 49).

20.2 Within seven (07) days from the date of furnishing of acceptable Performance Security under the Conditions of Contract, the Executive Engineer Buildings Division Sanghar will send the successful bidder the Form of Contract Agreement provided in the Bidding Documents, incorporating all agreements between the parties.

20.3 The formal Agreement between the Executive Engineer Buildings Division Sanghar and the successful bidder duly stamped at rate of ----% of bid price(updated from time to time) stated in Letter of Acceptance shall be executed within seven (07) days of the receipt of Form of Contract Agreement by the successful bidder from the Executive Engineer Buildings Division Sanghar.

IB.21 Performance Security

Deleted

IB.22 Integrity Pact The Bidder shall sign and stamp the Form of Integrity Pact provided at Schedule-F to Bid in the Bidding Document for all Sindh Government procurement contracts exceeding Rupees ten (10) million. Failure to provide such Integrity Pact shall make the bid non-responsive (SPP Rule 89).

BIDDING DATA

(This section should be filled in by the Engineer/Executive Engineer Buildings Division Sanghar before issuance of the Bidding Documents. The following specific data for the works to be tendered shall complement, amend, or supplement the provisions in the Instructions to Bidders. Wherever there is a conflict, the provisions herein shall prevail over those in the Instructions to Bidders.)

Instructions to Bidders

Clause Reference

1.1 Executive Engineer Buildings Division Sanghar

Brief Description of Works

Attached.

- 5.1 (a) Executive Engineer Buildings Division Sanghar's address:
OFFICE OF THE EXECUTIVE ENGINEER BUILDINGS DIVISION OLD BOYS HOSTEL
BUILDING NAWABSHAH ROAD SANGHAR
- 10.3 Bid shall be quoted entirely in Pak. Rupees. The payment shall be made in Pak. Rupees.
- 11.2 The bidder has the financial, technical and constructional capability necessary to perform the Contract as follows: *(Insert required capabilities and documents)*
- i. Financial capacity: *(must have turnover of Rs-----Million);*
 - ii. Technical capacity: *(mention the appropriate category of registration with PEC and qualification and experience of the staff);*
 - iii. Construction Capacity: *(mention the names and number of equipments required for the work).*

- 12.1 (a) A detailed description of the Works, essential technical and performance characteristics.
- (b) Complete set of technical information, description data, literature and drawings as required in accordance with Schedule B to Bid, Specific Works Data. This will include but not be limited to a sufficient number of drawings, photographs, catalogues, illustrations and such other information as is necessary to illustrate clearly the significant characteristics such as general construction dimensions and other relevant information about the works to be performed.

13.1 **Amount of Bid Security**

2% OF BID PRICE

14.1 **Period of Bid Validity**

90 DAYS

14.4 **Number of Copies of the Bid to be submitted:**

One original

14.6 (a) **Executive Engineer Buildings Division Sanghar's Address for the Purpose of Bid Submission**

AS ABOVE

(insert postal address or location of bid box for delivery by hand)

15.1 **Deadline for Submission of Bids**

AS PUBLISHED IN NIT

16.1 **Venue, Time, and Date of Bid Opening**

AS PUBLISHED IN NIT

16.4 **Responsiveness of Bids**

- (i) Bid is valid till required period,

- * (ii) Bid prices are firm during currency of contract/Price adjustment;
- (iii) Completion period offered is within specified limits,
- (iv) Bidder is eligible to Bid and possesses the requisite experience, capability and qualification.
- (v) Bid does not deviate from basic technical requirements and
- (vi) Bids are generally in order, etc.

*Executive Engineer Buildings Division Sanghar can adopt either of two options. (*Select either of them*)

- (a) **Fixed Price contract:** In these contracts no escalation will be provided during currency of the contract and normally period of completion of these works is upto 12 months.
- (b) **Price adjustment contract:** In these contracts escalation will be paid only on those items and in the manner as notified by Finance Department, Government of Sindh, after bid opening during currency of the contract.

FORM OF BID AND SCHEDULES TO BID

FORM OF BID
(LETTER OF OFFER)

Bid Reference No. _____

(Name of Works)

To:

Gentlemen,

1. Having examined the Bidding Documents including Instructions to Bidders, Bidding Data, Conditions of Contract, Contract Data, Specifications, Drawings, if any, Schedule of Prices and Addenda Nos. _____ for the execution of the above-named works, we, the undersigned, being a company doing business under the name of and address _____ and being duly incorporated under the laws of Pakistan hereby offer to execute and complete such works and remedy any defects therein in conformity with the said Documents including Addenda thereto for the Total Bid Price of Rs _____ (Rupees _____) or such other sum as may be ascertained in accordance with the said Documents.
2. We understand that all the Schedules attached hereto form part of this Bid.
3. As security for due performance of the undertakings and obligations of this Bid, we submit herewith a Bid Security in the amount of _____ drawn in your favour or made payable to you and valid for a period of twenty eight (28) days beyond the period of validity of Bid.
4. We undertake, if our Bid is accepted, to commence the Works and to deliver and complete the Works comprised in the Contract within the time(s) stated in Contract Data.
5. We agree to abide by this Bid for the period of _____ days from the date fixed for receiving the same and it shall remain binding upon us and may be accepted at any time before the expiration of that period.
6. Unless and until a formal Agreement is prepared and executed, this Bid, together with your written acceptance thereof, shall constitute a binding contract between us.
7. We undertake, if our Bid is accepted, to execute the Performance Security

referred to in Conditions of Contract for the due performance of the Contract.

8. We understand that you are not bound to accept the lowest or any bid you may receive.
9. We do hereby declare that the Bid is made without any collusion, comparison of figures or arrangement with any other person or persons making a bid for the Works.

Dated this _____ day of _____, 20

Signature _____

in the capacity of _____ duly authorized to sign bid for and on behalf of

(Name of Bidder in Block Capitals)

(Seal)

Address

Witness:

(Signature) _____

Name: _____

Address: _____

[SCHEDULES TO BID INCLUDE THE FOLLOWING:

- Schedule A to Bid: Schedule of Prices
- Schedule B to Bid: Specific Works Data
- Schedule C to Bid: Works to be Performed by Subcontractors
- Schedule D to Bid: Proposed Program of Works
- Schedule E to Bid: Method of Performing Works
- Schedule F to Bid: Integrity Pact]

SCHEDULE – A TO BID

SCHEDULE OF PRICES

<u>Sr. No.</u>		<u>Page No.</u>
1.	Preamble to Schedule of Prices.....	—
2.	Schedule of Prices.....	—
	* (a) Summary of Bid Prices	
	* (b) Detailed Schedule of Prices /Bill of Quantities (BOQ)	

** [To be prepared by the Engineer/Executive Engineer
Buildings Division Sanghar]*

PREAMBLE TO SCHEDULE OF PRICES

1. General

- 1.1 The Schedule of Prices shall be read in conjunction with the Conditions of Contract, Contract Data together with the Specifications and Drawings, if any.
- 1.2 The Contract shall be for the whole of the works as described in these Bidding Documents. Bids must be for the complete scope of works.

2. Description

- 2.1 The general directions and descriptions of works and materials are not necessarily repeated nor summarized in the Schedule of Prices. References to the relevant sections of the Bidding Documents shall be made before entering prices against each item in the Schedule of Prices.

3. Units & Abbreviations

- 3.1 Units of measurement, symbols and abbreviations expressed in the Bidding Documents shall comply with the System International d'Unites (SI Units).

(Note: The abbreviations to be used in the Schedule of Prices to be defined by the Executive Engineer Buildings Division Sanghar).

4. Rates and Prices

- 4.1 Except as otherwise expressly provided under the Conditions of Contract, the rates and amounts entered in the Schedule of Prices shall be the rates at which the Contractor shall be paid and shall be the full inclusive value of the works set forth or implied in the Contract; except for the amounts reimbursable, if any to the Contractor under the Contract.
- 4.2 Unless otherwise stipulated in the Contract Data, the premium; rates and prices entered by the bidder shall not be subject to adjustment during the performance of the Contract.
- 4.3 All duties, taxes and other levies payable by the Contractor shall be included in the rates and prices.
- 4.4 The whole cost of complying with the provisions of the Contract shall be included in the items provided in the Schedule of Prices, and where

SCHEDULE - A TO BID

no items are provided, the cost shall be deemed to be distributed among the rates and prices entered for the related items of the Works and no separate payment will be made for those items.

The rates, prices and amounts shall be entered against each item in the Schedule of Prices. Any item against which no rate or price is entered by the bidder will not be paid for by the Executive Engineer Buildings Division Sanghar when executed and shall be deemed covered by the rates and prices for other items in the Schedule of Prices.

- 4.5 (a) The bidder shall be deemed to have obtained all information as to and all requirements related thereto which may affect the bid price.
- *(b) The Contractor shall be responsible to make complete arrangements for the transportation of the Plant to the Site.

**(Executive Engineer Buildings Division Sanghar may modify as appropriate)*

- 4.6 The Contractor shall provide for all parts of the Works to be completed in every respect. Notwithstanding that any details, accessories, etc. required for the complete installation and satisfactory operation of the Works, are not specifically mentioned in the Specifications, such details shall be considered as included in the Contract Price.

5. Bid Prices

5.1 Break-up of Bid Prices

The various elements of Bid Prices shall be quoted as detailed by the Executive Engineer Buildings Division Sanghar in the format of Schedule of Prices.

The bidder shall recognize such elements of the costs which he expects to incur the performance of the Works and shall include all such costs in the rates and amounts entered in the Schedule of Prices.

5.2 Total Bid Price

The total of bid prices in the Schedule of Prices shall be entered in the Summary of Bid Prices.

6. Provisional Sums and Day work

- 6.1 Provisional Sums included and so designated in the Schedule of Prices if any, shall be expended in whole or in part at the direction and discretion of the Engineer/Executive Engineer Buildings Division Sanghar. The Contractor will only receive payment in respect of Provisional Sums, if he has been instructed by the Engineer/Executive Engineer Buildings Division Sanghar to utilize such sums.

- 6.2 Day work rates in the contractor's bid are to be used for small additional amounts of work and only when the Engineer have given written instructions in advance for additional work to be paid for in that way.

SCHEDULE - A TO BID

SCHEDULE OF PRICES – SUMMARY OF BID PRICES (Sample)

Bill No.	Description	Total Amount (Rs)
	Total Bid Price (The amount to be entered in Paragraph 1 of the Form of Bid) (In words).	

SCHEDULE - A TO BID

BILL OF QUANTITIES

SEPERATELY ATTACHED

SCHEDULE - B TO BID

***SPECIFIC WORKS DATA**

WORKS SHALL BE CARRIED OUT IN ACCORDANCE WITH STANDARD PUBLIC WORK SPECIFICATION.

SCHEDULE – C TO BID

WORKS TO BE PERFORMED BY SUBCONTRACTORS*

The bidder will do the work with his own forces except the work listed below which he intends to sub-contract.

Items of Works to be Sub-Contracted	Name and address of Sub-Contractors	Statement of similar works previously executed. (<i>attach evidence</i>)
--	--	--

Note:

* *The Executive Engineer Buildings Division Sanghar should decide whether to allow subcontracting or not.*

In case Procuring Agency decides to allow subcontracting then following conditions shall be complied with:

1. No change of Sub-Contractors shall be made by the bidder without prior approval of the Executive Engineer Buildings Division Sanghar.
2. The truthfulness and accuracy of the statement as to the experience of Sub-Contractors is guaranteed by the bidder. The Executive Engineer Buildings Division Sanghar's judgment shall be final as to the evaluation of the experience of Sub-Contractors submitted by the bidder.
3. Statement of similar works shall include description, location & value of works, year completed and name & address of the clients.

SCHEDULE - D TO BID

PROPOSED PROGRAMME OF WORKS

Bidder shall provide a programme in a bar-chart or Program Evaluation and Review Technique (PERT) or Critical Path Method (CPM) showing the sequence of work items by which he proposes to complete the works of the entire Contract. The programme should indicate the sequence of work items and the period of time during which he proposes to complete the works including the activities like designing, schedule of submittal of drawings, ordering and procurement of materials, manufacturing, delivering, construction of civil works, erection, testing and commissioning of works to be supplied under the Contract.

SCHEDULE – E TO BID

METHOD OF PERFORMING WORKS

The bidder is required to submit a narrative outlining the method of performing the Works. The narrative should indicate in detail and include but not be limited to:

- The sequence and methods in which he proposes to carry out the Works, including the number of shifts per day and hours per shift, he expects to work.
- A list of all major items of construction and plant erection, tools and vehicles proposed to be used in delivering/carrying out the works at site.
- The procedure for installation of equipment and transportation of equipment and materials to the site.
- Organisation chart indicating head office & field office personnel involved in management, supervision and engineering of the Works to be done under the Contract.

SCHEDULE – F TO BID

(INTEGRITY PACT)

**DECLARATION OF FEES, COMMISSION AND BROKERAGE ETC
PAYABLE BY CONTRACTORS
(FOR CONTRACTS WORTH RS. 10.00 MILLION OR MORE)**

Contract No. _____ Dated _____
Contract Value: _____
Contract Title: _____

..... [name of Contractor] hereby declares that it has not obtained or induced the procurement of any contract, right, interest, privilege or other obligation or benefit from Government of Sindh (GoS) or any administrative subdivision or agency thereof or any other entity owned or controlled by it (GoS) through any corrupt business practice.

Without limiting the generality of the foregoing, [name of Contractor] represents and warrants that it has fully declared the brokerage, commission, fees etc. paid or payable to anyone and not given or agreed to give and shall not give or agree to give to anyone within or outside Pakistan either directly or indirectly through any natural or juridical person, including its affiliate, agent, associate, broker, consultant, director, promoter, shareholder, sponsor or subsidiary, any commission, gratification, bribe, finder's fee or kickback, whether described as consultation fee or otherwise, with the object of obtaining or inducing the procurement of a contract, right, interest, privilege or other obligation or benefit in whatsoever form from, from Executive Engineer Buildings Division Sanghar (PA) except that which has been expressly declared pursuant hereto.

[name of Contractor] accepts full responsibility and strict liability that it has made and will make full disclosure of all agreements and arrangements with all persons in respect of or related to the transaction with PA and has not taken any action or will not take any action to circumvent the above declaration, representation or warranty.

[name of Contractor] accepts full responsibility and strict liability for making any false declaration, not making full disclosure, misrepresenting facts or taking any action likely to defeat the purpose of this declaration, representation and warranty. It agrees that any contract, right, interest, privilege or other obligation or benefit obtained or procured as aforesaid shall, without prejudice to any other rights and remedies available to PA under any law, contract or other instrument, be voidable at the option of PA.

Notwithstanding any rights and remedies exercised by PA in this regard, [name of Supplier/Contractor/Consultant] agrees to indemnify PA for any loss or damage incurred by it on account of its corrupt business practices and further pay compensation to PA in an amount equivalent to ten times the sum of any commission, gratification, bribe, finder's fee or kickback given by [name of Contractor] as aforesaid for the purpose of obtaining or inducing the procurement of any contract, right, interest, privilege or other obligation or benefit in whatsoever form from PA.

.....
[Executive Engineer Buildings Division Sanghar]
[Contractor]

CONDITIONS OF CONTRACT

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CONDITIONS OF CONTRACT

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CONDITIONS OF CONTRACT

1. GENERAL PROVISIONS

1.1 Definitions

In the Contract as defined below, the words and expressions defined shall have the following meanings assigned to them, except where the context requires otherwise:

The Contract

1.1.1 -Contract□ means the Contract Agreement and the other documents listed in the Contract Data.

1.1.2 -Specifications□ means the document as listed in the Contract Data, including Executive Engineer Buildings Division Sanghar's requirements in respect of design to be carried out by the Contractor (if any), and any Variation to such document.

1.1.3 -Drawings□ means the Executive Engineer Buildings Division Sanghar's drawings of the Works as listed in the Contract Data, and any Variation to such drawings.

Persons

1.1.4 -Executive Engineer Buildings Division Sanghar□ means the person named in the Contract Data and the legal successors in title to this person, but not (except with the consent of the Contractor) any assignee.

1.1.5 -Contractor□ means the person named in the Contract Data and the legal successors in title to this person, but not (except with the consent of the Executive Engineer Buildings Division Sanghar) any assignee.

1.1.6 -Party□ means either the Executive Engineer Buildings Division Sanghar or the Contractor.

Dates, Times and Periods

1.1.7 -Commencement Date. means the date fourteen (14) days after the date the Contract comes into effect or any other date named in the Contract Data.

1.1.8 -Day□ means a calendar day

1.1.9 -Time for Completion. means the time for completing the Works as stated in the Contract Data (or as extended under Sub-Clause 7.3), calculated from the Commencement Date.

Money and Payments

1.1.10 -Cost□ means all expenditure properly incurred (or to be incurred) by the Contractor, whether on or off the Site, including overheads and similar charges but does not include any allowance for profit

Other Definitions

- 1.1.11 -Contractor's Equipment. means all machinery, apparatus and other things required for the execution of the Works but does not include Materials or Plant intended to form part of the Works.
- 1.1.12 -Country□ means the Islamic Republic of Pakistan.
- 1.1.13 -Executive Engineer Buildings Division Sanghar's Risks. means those matters listed in Sub-Clause 6.1.
- 1.1.14 -Force Majeure□ means an event or circumstance which makes performance of a Party's obligations illegal or impracticable and which is beyond that Party's reasonable control.
- 1.1.15 -Materials□ means things of all kinds (other than Plant) to be supplied and incorporated in the Works by the Contractor.
- 1.1.16 -Plant□ means the machinery and apparatus intended to form or forming part of the Works.
- 1.1.17 -Site□ means the places provided by the Executive Engineer Buildings Division Sanghar where the Works are to be executed, and any other places specified in the Contract as forming part of the Site.
- 1.1.18 -Variation□ means a change which is instructed by the Engineer/Executive Engineer Buildings Division Sanghar under Sub-Clause 10.1.
- 1.1.19 -Works. means any or all the works whether Supply, Installation, Construction etc. and design (if any) to be performed by the Contractor including temporary works and any variation thereof.
- 1.1.20 -Engineer□ means the person notified by the Executive Engineer Buildings Division Sanghar to act as Engineer for the purpose of the Contract and named as such in Contract Data.

1.2 Interpretation

Words importing persons or parties shall include firms and organisations. Words importing singular or one gender shall include plural or the other gender where the context requires.

1.3 Priority of Documents

The documents forming the Contract are to be taken as mutually explanatory of one another. If an ambiguity or discrepancy is found in the documents, the priority of the documents shall be in accordance with the order as listed in the Contract Data.

1.4 **Law**
The law of the Contract is the relevant Law of Islamic Republic of Pakistan.

1.5 **Communications**
All Communications related to the Contract shall be in English language.

1.6 **Statutory Obligations**
The Contractor shall comply with the Laws of Islamic Republic of Pakistan and shall give all notices and pay all fees and other charges in respect of the Works.

2. **THE PROCURING AGENCY**

2.1 **Provision of Site**
The Executive Engineer Buildings Division Sanghar shall provide the Site and right of access thereto at the times stated in the Contract Data.
Site Investigation Reports are those that were included in the bidding documents and are factual and interpretative reports about the surface and subsurface conditions at the Site.

2.2 **Permits etc.**
The Executive Engineer Buildings Division Sanghar shall, if requested by the Contractor, assist him in applying for permits, licences or approvals which are required for the Works.

2.3 **Engineer's/Executive Engineer Buildings Division Sanghar's Instructions**
The Contractor shall comply with all instructions given by the Executive Engineer Buildings Division Sanghar or the Engineer, if notified by the Executive Engineer Buildings Division Sanghar, in respect of the Works including the suspension of all or part of the works.

2.4 **Approvals**
No approval or consent or absence of comment by the Engineer/Executive Engineer Buildings Division Sanghar shall affect the Contractor's obligations.

3. **ENGINEER'S/PROCURING AGENCY'S REPRESENTATIVES**

3.1 **Authorised Person**

The Executive Engineer Buildings Division Sanghar shall appoint a duly authorized person to act for him and on his behalf for the purposes of this Contract. Such authorized person shall be duly identified in the Contract Data or otherwise notified in writing to the Contractor as soon as he is so appointed. In either case the Executive Engineer Buildings Division Sanghar shall notify the Contractor, in writing, the precise scope of the authority of such authorized person at the time of his appointment.

3.2 **Engineer's/Executive Engineer Buildings Division Sanghar's Representative**
The name and address of Engineer's/Executive Engineer Buildings Division Sanghar's Representative is given in Contract Data. However the Contractor shall be notified by the Engineer/Executive Engineer Buildings Division Sanghar, the delegated duties and authority before the Commencement of works.

4. **THE CONTRACTOR**

4.1 **General Obligations**

The Contractor shall carry out the works properly and in accordance with the Contract. The Contractor shall provide all supervision, labour, Materials, Plant and Contractor's Equipment which may be required

4.2 **Contractor's Representative**

The Contractor shall appoint a representative at site on full time basis to supervise the execution of work and to receive instructions on behalf of the Contractor but only after obtaining the consent of the Executive Engineer Buildings Division Sanghar for such appointment which consent shall not be withheld without plausible reason(s) by the Executive Engineer Buildings Division Sanghar. Such authorized representative may be substituted/ replaced by the Contractor at any time during the Contract Period but only after obtaining the consent of the Executive Engineer Buildings Division Sanghar as aforesaid.

4.3 **Subcontracting**

The Contractor shall not subcontract the whole of the works. The Contractor shall not subcontract any part of the works without the consent of the Executive Engineer Buildings Division Sanghar.

4.4 **Performance Security**

The Contractor shall furnish to the Executive Engineer Buildings Division Sanghar within fourteen (14) days after receipt of Letter of Acceptance a Performance Security at the option of the bidder, in the form of Payee's order /Bank Draft or Bank Guarantee from scheduled bank for the amount and validity specified in Contract Data.

5. **DESIGN BY CONTRACTOR**

5.1 **Contractor's Design**

The Contractor shall carry out design to the extent specified, as referred to in the Contract Data. The Contractor shall promptly submit to the Engineer/Executive Engineer Buildings Division Sanghar all designs prepared by him, within fourteen (14) days of receipt the Engineer/Executive Engineer Buildings Division Sanghar shall notify any comments or, if the design submitted is not in accordance with the Contract, shall reject it stating the reasons. The Contractor shall not construct any element of the works designed by him within fourteen (14) days after the design has been submitted to the Engineer/Executive Engineer Buildings Division Sanghar or which has been rejected. Design that has been rejected shall be promptly amended and resubmitted. The Contractor shall resubmit all designs commented on taking these comments into account as necessary.

5.2

Responsibility for Design

The Contractor shall remain responsible for his bided design and the design under this Clause, both of which shall be fit for the intended purposes defined in the Contract and he shall also remain responsible for any infringement of any patent or copyright in respect of the same. The Engineer/Executive Engineer Buildings Division Sanghar shall be responsible for the Specifications and Drawings.

6. PROCURING AGENCY'S RISKS

6.1 The Procuring Agency's Risks

The Procuring Agency's Risks are:-

- a) war, hostilities (whether war be declared or not), invasion, act of foreign enemies, within the Country;
- b) rebellion, terrorism, revolution, insurrection, military or usurped power, or civil war, within the Country;
- c) riot, commotion or disorder by persons other than the Contractor's personnel and other employees including the personnel and employees of Sub-Contractors, affecting the Site and/or the Works;
- d) ionizing radiations, or contamination by radio-activity from any nuclear fuel, or from any nuclear waste from the combustion of nuclear fuel, radio-active toxic explosive, or other hazardous properties of any explosive nuclear assembly or nuclear component of such an assembly, except to the extent to which the Contractor/Sub-Contractors may be responsible for the use of any radio-active material;
- e) Pressure waves caused by aircraft or other aerial devices traveling at sonic or supersonic speeds;
- f) use or occupation by the Executive Engineer Buildings Division Sanghar of any part of the Works, except as may be specified in the Contract;
- g) late handing over of sites, anomalies in drawings, late delivery of designs and drawings of any part of the Works by the Executive Engineer Buildings Division Sanghar's personnel or by others for whom the Executive Engineer Buildings Division Sanghar is responsible;
- h) a suspension under Sub-Clause 2.3 unless it is attributable to the Contractor's failure; and

- i) physical obstructions or physical conditions other than climatic conditions, encountered on the Site during the performance of the Works, for which the Contractor immediately notified to the Executive Engineer Buildings Division Sanghar and accepted by the Executive Engineer Buildings Division Sanghar.

7. TIME FOR COMPLETION

7.1 Execution of the Works

The Contractor shall commence the Works on the Commencement Date and shall proceed expeditiously and without delay and shall complete the Works, subject to Sub-Clause 7.3 below, within the Time for Completion.

7.2 Programme

Within the time stated in the Contract Data, the Contractor shall submit to the Engineer/Executive Engineer Buildings Division Sanghar a programme for the Works in the form stated in the Contract Data.

7.3 Extension of Time

The Contractor shall, within such time as may be reasonable under the circumstances, notify the Procuring Agency/Engineer of any event(s) falling within the scope of Sub-Clause 6.1 or 10.3 of these Conditions of Contract and request the Executive Engineer Buildings Division Sanghar/Engineer for a reasonable extension in the time for the completion of works. Subject to the aforesaid, the Executive Engineer Buildings Division Sanghar/Engineer shall determine such reasonable extension in the time for the completion of works as may be justified in the light of the details/particulars supplied by the Contractor in connection with the such determination by the Executive Engineer Buildings Division Sanghar/Engineer within such period as may be prescribed by the Executive Engineer Buildings Division Sanghar/Engineer for the same; and the Procuring Agency may extend the time for completion as determined.

7.4 Late Completion

If the Contractor fails to complete the Works within the Time for Completion, the Contractor's only liability to the Executive Engineer Buildings Division Sanghar for such failure shall be to pay the amount as **liquidity damages** stated in the Contract Data for each day for which he fails to complete the Works.

8. TAKING-OVER

8.1 Completion

The Contractor may notify the Engineer/Executive Engineer Buildings Division Sanghar when he considers that the Works are complete.

8.2 **Taking-Over Notice**

Within fourteen (14) days of the receipt of the said notice of completion from the Contractor the Executive Engineer Buildings Division Sanghar/Engineer shall either takeover the completed works and issue a Certificate of Completion to that effect or shall notify the Contractor his reasons for not taking-over the works. While issuing the Certificate of Completion as aforesaid, the Executive Engineer Buildings Division Sanghar/Engineer may identify any outstanding items of work which the Contractor shall undertake during the Maintenance Period.

9. **REMEDYING DEFECTS**

9.1 **Remedying Defects**

The Contractor shall for a period stated in the Contract Data from the date of issue of the Certificate of Completion carry out, at no cost to the Executive Engineer Buildings Division Sanghar, repair and rectification work which is necessitated by the earlier execution of poor quality of work or use of below specifications material in the execution of Works and which is so identified by the Executive Engineer Buildings Division Sanghar/Engineer in writing within the said period. Upon expiry of the said period, and subject to the Contractor's faithfully performing his aforesaid obligations, the Executive Engineer Buildings Division Sanghar/Engineer shall issue a Maintenance Certificate whereupon all obligations of the Contractor under this Contract shall come to an end.

Failure to remedy any such defects or complete outstanding work within a reasonable time shall entitle the Executive Engineer Buildings Division Sanghar to carry out all necessary works at the Contractor's cost. However, the cost of remedying defects not attributable to the Contractor shall be valued as a Variation.

9.2 **Uncovering and Testing**

The Engineer/Executive Engineer Buildings Division Sanghar may give instruction as to the uncovering and/or testing of any work. Unless as a result of an uncovering and/or testing it is established that the Contractor's design, materials, plant or workmanship are not in accordance with the Contract, the Contractor shall be paid for such uncovering and/or testing as a Variation in accordance with Sub-Clause 10.2.

10. **VARIATIONS AND CLAIMS**

10.1 **Right to Vary**

The Executive Engineer Buildings Division Sanghar/Engineer may issue Variation Order(s) in writing. Where for any reason it has not been possible for the Executive Engineer Buildings Division Sanghar/Engineer to issue such Variations Order(s), the Contractor may confirm any verbal orders given by the Executive Engineer Buildings Division Sanghar/Engineer in writing and if the same are not refuted/denied by the Executive Engineer Buildings Division Sanghar/Engineer within ten (10) days of the receipt of such confirmation the same shall be deemed to be a Variation Orders for the purposes of this Sub-Clause.

10.2 Valuation of Variations

Variations shall be valued as follows:

- a) at a lump sum price agreed between the Parties, or
- b) where appropriate, at rates in the Contract, or
- c) in the absence of appropriate rates, the rates in the Contract shall be used as the basis for valuation, or failing which
- d) at appropriate new rates, as may be agreed or which the Engineer/Executive Engineer Buildings Division Sanghar considers appropriate, or
- e) if the Engineer/Executive Engineer Buildings Division Sanghar so instructs, at day work rates set out in the Contract Data for which the Contractor shall keep records of hours of labour and Contractor's Equipment, and of Materials, used.

10.3 Changes in the Quantities.

- a) If the final quantity of the work done differs from the quantity in the Bill of Quantities for the particular item by more than 25 percent, provided the change exceeds 1 percent of the Initial Contract Price, the Executive Engineer Buildings Division Sanghar/Engineer shall adjust the rate to allow for the change and will be valued as per sub clause 10.2.
- b) The Engineer shall not adjust rates from changes in quantities if thereby the Initial Contract Price is exceeded by more than 15 percent, except with the prior approval of the Executive Engineer Buildings Division Sanghar.
- c) If requested by the Engineer, the contractor shall provide the Engineer with a detailed cost breakdown of any rate in the Bill of Quantities.

10.4 Early Warning

The Contractor shall notify the Engineer/Executive Engineer Buildings Division Sanghar in writing as soon as he is aware of any circumstance which may delay or disrupt the Works, or which may give rise to a claim for additional payment.

To the extent of the Contractor's failure to notify, which results to the Engineer/Executive Engineer Buildings Division Sanghar being unable to keep all relevant records or not taking steps to minimise any delay, disruption, or Cost, or the value of any Variation, the Contractor's entitlement to extension of the Time for Completion or additional payment shall be reduced/rejected.

10.5 Valuation of Claims

If the Contractor incurs Cost as a result of any of the Executive Engineer Buildings Division Sanghar's Risks, the Contractor shall be entitled to the amount of such Cost. If as a result of any

Executive Engineer Buildings Division Sanghar's Risk, it is necessary to change the Works, this shall be dealt with as a Variation subject to Contractor's notification for intention of claim to the Engineer/Executive Engineer Buildings Division Sanghar within fourteen (14) days of the occurrence of cause.

10.6 **Variation and Claim Procedure**

The Contractor shall submit to the Engineer/Procuring Agency an itemised detailed breakdown of the value of variations and claims within twenty eight (28) days of the instruction or of the event giving rise to the claim. The Engineer/Executive Engineer Buildings Division Sanghar shall check and if possible agree the value. In the absence of agreement, the Executive Engineer Buildings Division Sanghar shall determine the value.

11. **CONTRACT PRICE AND PAYMENT**

11.1 (a) **Terms of Payments**

The amount due to the Contractor under any Interim Payment Certificate issued by the Engineer pursuant to this Clause, or to any other terms of the Contract, shall, subject to Clause 11.3, be paid by the Executive Engineer Buildings Division Sanghar to the Contractor within 30 days after such Interim Payment Certificate has been jointly verified by Executive Engineer Buildings Division Sanghar and Contractor, or, in the case of the Final Certificate referred to in Sub Clause 11.5, within 60 days after such Final Payment Certificate has been jointly verified by Executive Engineer Buildings Division Sanghar and Contractor.

Provided that the Interim Payment shall be caused in thirty (30) days and Final Payment in 60 days in case of foreign funded project. In the event of the failure of the Executive Engineer Buildings Division Sanghar to make payment within 90 days then Executive Engineer Buildings Division Sanghar shall pay to the Contractor compensation at the 28 days rate of KIBOR+2% per annum in local currency and LIBOR+1% for foreign currency, upon all sums unpaid from the date by which the same should have been paid.

(b) **Valuation of the Works**

The Works shall be valued as provided for in the Contract Data, subject to Clause 10.

11.2 **Monthly Statements**

The Contractor shall be entitled to be paid at monthly intervals:

- a) the value of the Works executed less to the cumulative amount paid previously; and
- b) value of secured advance on the materials and valuation of variations (if any).

The Contractor shall submit each month to the Engineer/Executive Engineer Buildings Division Sanghar a statement showing the amounts to which he considers himself entitled.

11.3 **Interim Payments**

Within a period not exceeding seven (07) days from the date of submission of a statement for interim payment by the Contractor, the Engineer shall verify the same and within a period not exceeding thirty (30/60) days from the said date of submission by the Contractor, the Executive Engineer Buildings Division Sanghar shall pay to the Contractor the sum subject to adjustment for deduction of the advance payments and retention money.

11.4 **Retention**

Retention money shall be paid by the Executive Engineer Buildings Division Sanghar to the Contractor within fourteen (14) days after either the expiry of the period stated in the Contract Data, or the remedying of notified defects, or the completion of outstanding work, all as referred to in Sub-Clause 9.1, whichever is the later.

11.5 **Final Payment**

Within twenty one (21) days from the date of issuance of the Maintenance Certificate the Contractor shall submit a final account to the Engineer to verify and the Engineer shall verify the same within fourteen (14) days from the date of submission and forward the same to the Executive Engineer Buildings Division Sanghar together with any documentation reasonably required to enable the Executive Engineer Buildings Division Sanghar to ascertain the final contract value.

Within sixty (60) days from the date of receipt of the verified final account from the Engineer, the Executive Engineer Buildings Division Sanghar shall pay to the Contractor any amount due to the Contractor. While making such payment the Procuring Agency may, for reasons to be given to the Contractor in writing, withhold any part or parts of the verified amount.

11.6 **Currency**

Payment shall be in the currency stated in the Contract Data.

12. **DEFAULT**

12.1 **Defaults by Contractor**

If the Contractor abandons the Works, refuses or fails to comply with a valid instruction of the Engineer/Executive Engineer Buildings Division Sanghar or fails to proceed expeditiously and without delay, or is, despite a written complaint, in breach of the Contract, the Executive Engineer Buildings Division Sanghar may give notice referring to this Sub-Clause and stating the default.

If the Contractor has not taken all practicable steps to remedy the default within fourteen (14) days after receipt of the Executive Engineer Buildings Division Sanghar's notice, the Executive Engineer Buildings Division Sanghar may by a second notice given within a further twenty one (21) days, terminate the Contract. The Contractor shall then demobilize from the Site leaving behind any Contractor's Equipment which the Executive Engineer Buildings Division Sanghar instructs, in the second notice, to be used for the completion of the Works at the risk and cost of the Contractor.

12.2 Defaults by Executive Engineer Buildings Division Sanghar

If the Executive Engineer Buildings Division Sanghar fails to pay in accordance with the Contract, or is, despite a written complaint, in breach of the Contract, the Contractor may give notice referring to this Sub-Clause and stating the default. If the default is not remedied within fourteen (14) days after the Executive Engineer Buildings Division Sanghar's receipt of this notice, the Contractor may suspend the execution of all or parts of the Works.

If the default is not remedied within twenty eight (28) days after the Executive Engineer Buildings Division Sanghar's receipt of the Contractor's notice, the Contractor may by a second notice given within a further twenty one (21) days, terminate the Contract. The Contractor shall then demobilise from the Site.

12.3 Insolvency

If a Party is declared insolvent under any applicable law, the other Party may by notice terminate the Contract immediately. The Contractor shall then demobilise from the site leaving behind, in the case of the Contractor's insolvency, any Contractor's Equipment which the Executive Engineer Buildings Division Sanghar instructs in the notice is to be used for the completion of the Works.

12.4 Payment upon Termination

After termination, the Contractor shall be entitled to payment of the unpaid balance of the value of the works executed and of the Materials and Plant reasonably delivered to the site, adjusted by the following:

- a) any sums to which the Contractor is entitled under Sub-Clause 10.4,
- b) any sums to which the Executive Engineer Buildings Division Sanghar is entitled,
- c) if the Executive Engineer Buildings Division Sanghar has terminated under Sub-Clause 12.1 or 12.3, the Executive Engineer Buildings Division Sanghar shall be entitled to a sum equivalent to twenty percent (20%) of the value of parts of the Works not executed at the date of the termination, and
- d) if the Contractor has terminated under Sub-Clause 12.2 or 12.3, the Contractor shall be entitled to the cost of his demobilisation together with a sum equivalent to ten percent (10%) of the value of parts of the works not executed at the date of termination.

The net balance due shall be paid or repaid within twenty eight (28) days of the notice of termination.

13. RISKS AND RESPONSIBILITIES

13.1 Contractor's Care of the Works

Subject to Sub-Clause 9.1, the Contractor shall take full responsibility for the care of the Works from the Commencement Date until the date of the Executive Engineer Buildings Division Sanghar's/Engineer's issuance of Certificate of Completion under Sub-Clause 8.2. Responsibility shall then pass to the Executive Engineer Buildings Division Sanghar. If any loss or damage happens to the Works during the above period, the Contractor shall rectify such loss or damage so that the Works conform with the Contract.

Unless the loss or damage happens as a result of any of the Executive Engineer Buildings Division Sanghar's Risks, the Contractor shall indemnify the Executive Engineer Buildings Division Sanghar, or his agents against all claims loss, damage and expense arising out of the Works.

13.2 Force Majeure

If Force Majeure occurs, the Contractor shall notify the Engineer/Executive Engineer Buildings Division Sanghar immediately. If necessary, the Contractor may suspend the execution of the Works and, to the extent agreed with the Executive Engineer Buildings Division Sanghar demobilize the Contractor's Equipment.

If the event continues for a period of eighty four (84) days, either Party may then give notice of termination which shall take effect twenty eight (28) days after the giving of the notice.

After termination, the Contractor shall be entitled to payment of the unpaid balance of the value of the Works executed and of the Materials and Plant reasonably delivered to the Site, adjusted by the following:

- a) any sums to which the Contractor is entitled under Sub-Clause 10.4,
- b) the cost of his demobilization, and
- c) less any sums to which the Executive Engineer Buildings Division Sanghar is entitled.

The net balance due shall be paid or repaid within thirty five (35) days of the notice of termination.

14. INSURANCE

14.1 Arrangements

The Contractor shall, prior to commencing the Works, effect insurances of the types, in the amounts and naming as insured the persons stipulated in the Contract Data except for items (a) to (e) and (i) of the Executive Engineer Buildings Division Sanghar's Risks under Sub- Clause 6.1. The policies shall be issued by insurers and in terms approved by the Executive Engineer Buildings Division

Sanghar. The Contractor shall provide the Engineer/Executive Engineer Buildings Division Sanghar with evidence that any required policy is in force and that the premiums have been paid.

14.2 **Default**

If the Contractor fails to effect or keep in force any of the insurances referred to in the previous Sub-Clause, or fails to provide satisfactory evidence, policies or receipts, the Procuring Agency may, without prejudice to any other right or remedy, effect insurance for the cover relevant to such as a default and pay the premiums due and recover the same plus a sum in percentage given in Contractor Data from any other amounts due to the Contractor.

15. **RESOLUTION OF DISPUTES**

15.1 **Engineer's Decision**

If a dispute of any kind whatsoever arises between the Executive Engineer Buildings Division Sanghar and the Contractor in connection with the works, the matter in dispute shall, in the first place, be referred in writing to the Engineer, with a copy to the other party. Such reference shall state that it is made pursuant to this Clause. No later than the twenty eight (28) days after the day on which he received such reference, the Engineer shall give notice of his decision to the Procuring Agency (Superintending Engineer) and the Contractor.

Unless the Contract has already been repudiated or terminated, the Contractor shall, in every case, continue to proceed with the work with all due diligence, and the Contractor and the Executive Engineer Buildings Division Sanghar (Superintending Engineer) shall give effect forthwith to every such decision of the Engineer unless and until the same shall be revised, as hereinafter provided in an arbitral award.

15.2 **Notice of Dissatisfaction**

If a Party is dissatisfied with the decision of the Engineer of consultant or if no decision is given within the time set out in Sub-Clause 15.1 here above, the Party may give notice of dissatisfaction referring to this Sub-Clause within fourteen (14) days of receipt of the decision or the expiry of the time for the decision. If no notice of dissatisfaction is given within the specified time, the decision shall be final and binding on the Parties. If notice of dissatisfaction is given within the specified time, the decision shall be binding on the Parties who shall give effect to it without delay unless and until the decision of the Engineer is revised by an arbitrator.

If a contractor is dissatisfied with the decision of the Engineer of the department or decision is not given in time then he can approach Superintending Engineer within 14 days, in case of dissatisfaction with decision of Superintending Engineer or not decided within 28 days, then arbitration process would be adopted as per clause 15.3.

15.3 **Arbitration**

A dispute which has been the subject of a notice of dissatisfaction shall be finally settled as per provisions of Arbitration Act 1940 (Act No. X of 1940) and Rules made there under and any statutory modifications thereto. Any hearing shall be held at the place specified in the Contract Data and in the language referred to in Sub-Clause 1.5.

INTEGRITY PACT

16.1 If the Contractor or any of his Sub-Contractors, agents or servants is found to have violated or involved in violation of the Integrity Pact signed by the Contractor as Schedule-F to his Bid, then the Executive Engineer Buildings Division Sanghar shall be entitled to:

- (a) recover from the Contractor an amount equivalent to ten times the sum of any commission, gratification, bribe, finder's fee or kickback given by the Contractor or any of his Sub-Contractors, agents or servants;
- (b) terminate the Contract; and
- (c) recover from the Contractor any loss or damage to the Executive Engineer Buildings Division Sanghar as a result of such termination or of any other corrupt business practices of the Contractor or any of his Sub-Contractors, agents or servants.

On termination of the Contract under Sub-Para (b) of this Sub-Clause, the Contractor shall demobilize from the site leaving behind Contractor's Equipment which the Executive Engineer Buildings Division Sanghar instructs, in the termination notice, to be used for the completion of the works at the risk and cost of the Contractor. Payment upon such termination shall be made under Sub-Clause 12.4, in accordance with Sub-Para (c) thereof, after having deducted the amounts due to the Executive Engineer Buildings Division Sanghar under Sub-Para (a) and (c) of this Sub-Clause.

CONTRACT DATA

(Note: Except where otherwise indicated, all Contract Data should be filled in by the Executive Engineer Buildings Division Sanghar prior to issuance of the Bidding Documents.)

Sub-Clauses of Conditions of Contract

1.1.3 Executive Engineer Buildings Division Sanghar's Drawings, if any
(To be listed by the Executive Engineer Buildings Division Sanghar)

1.1.4 **The Executive Engineer Buildings Division Sanghar** means

1.1.5 **The Contractor** means

1.1.7 **Commencement Date** means the date of issue of Engineer's Notice to Commence which shall be issued within fourteen (14) days of the signing of the Contract Agreement.

1.1.9 **Time for Completion** _____ days
(The time for completion of the whole of the Works should be assessed by the Executive Engineer Buildings Division Sanghar)

1.1.20 **Engineer (mention the name along with the designation including whether he belongs to department or consultant) and other details**

1.3 **Documents forming the Contract listed in the order of priority:**

- (a) The Contract Agreement
- (b) Letter of Acceptance
- (c) The completed Form of Bid
- (d) Contract Data
- (e) Conditions of Contract
- (f) The completed Schedules to Bid including Schedule of Prices
- (g) The Drawings, if any
- (h) The Specifications
- (i) _____
- (j) _____

(The Executive Engineer Buildings Division Sanghar may add, in order of priority, such other documents as form part of the Contract. Delete the document, if not applicable)

2.1 **Provision of Site:** On the Commencement Date

3.1 **Authorized person:** _____

3.2 **Name and address of Engineer's/Executive Engineer Buildings Division Sanghar's representative**

4.4 **Performance Security:**

Amount _____

Validity _____

(Form: As provided under Standard Forms of these Documents)

5.1 **Requirements for Contractor's design (if any):**

Specification Clause No's

7.2 **Programme:**

Time for submission: Within fourteen (14) days* of the Commencement Date.

Form of programme: _____ *(Bar Chart/CPM/PERT or other)*

7.4 Amount payable due to failure to complete shall be ___% per day up to a maximum of (10%) of sum stated in the Letter of Acceptance

(Usually the liquidated damages are set between 0.05 percent and 0.10 percent per day.)

7.5 **Early Completion**

In case of earlier completion of the Work, the Contractor is entitled to be paid bonus up-to limit and at a rate equivalent to 50% of the relevant limit and rate of liquidated damages stated in the contract data.

9.1 **Period for remedying defects**

10.2 (e) **Variation procedures:**

Day work rates _____
_____ (details)

11.1 **Terms of Payments**

a) **Mobilization Advance**

- (1) Mobilization Advance up to 10 % of the Contract Price stated in the Letter of Acceptance shall be paid by the Executive Engineer Buildings Division Sanghar to the Contractor on the works costing Rs.2.5 million or above on following conditions:

- (i) on submission by the Contractor of a Mobilization Advance Guarantee for the full amount of the Advance in the specified form from a Scheduled Bank in Pakistan to the Executive Engineer Buildings Division Sanghar;
- (ii) Contractor will pay interest on the mobilization advance at the rate of 10% per annum on the advance; and
- (iii) This Advance including the interest shall be recovered in 5 equal installments from the five (05) R.A bills and in case the number of bills is less than five (05) then 1/5th of the advance **inclusive of the interest** thereon shall be recovered from each bill and the balance together with interest be recovered from the final bill. It may be insured that there is sufficient amount in the final bill to enable recovery of the Mobilization Advance.

OR

2) **Secured Advance on Materials**

- (a) The Contractor shall be entitled to receive from the Executive Engineer Buildings Division Sanghar Secured Advance against an INDENTURE BOND in P W Account Form No. 31(Fin. R. Form No. 2 acceptable to the Procuring Agency of such sum as the Engineer may consider proper in respect of non-perishable materials brought at the Site but not yet incorporated in the Permanent Works provided that:
 - (i) The materials are in accordance with the Specifications for the Permanent Works;
 - (ii) Such materials have been delivered to the Site and are properly stored and protected against loss or damage or deterioration to the satisfaction and verification of the Engineer but at the risk and cost of the Contractor;
 - (iii) The Contractor's records of the requirements, orders, receipts and use of materials are kept in a form approved by the Engineer, and such records shall be available for inspection by the Engineer;
 - (iv) The Contractor shall submit with his monthly statement the estimated value of the materials on Site together with such documents as may be required by the Engineer for the purpose of valuation of materials and providing evidence of ownership and payment therefore;
 - (v) Ownership of such materials shall be deemed to vest in the Executive Engineer Buildings Division Sanghar and these materials shall not be removed from the Site or otherwise disposed of without written permission of the Executive Engineer Buildings Division Sanghar;
 - (vi) The sum payable for such materials on Site shall not exceed 75 % of the (i) landed cost of imported materials, or (ii) ex-factory / ex-warehouse price of locally manufactured or produced materials, or (iii) market price of stands other materials;

- (vii) Secured Advance should not be allowed unless & until the previous advance, if any, fully recovered;
 - (viii) Detailed account of advances must be kept in part II of running account bill; and
 - (ix) Secured Advance may be permitted only against materials/quantities anticipated to be consumed / utilized on the work within a period of 3 months from the date of issue of secured advance and definitely not for full quantities of materials for the entire work/contract
- (b) Recovery of Secured Advance:
- (i) Secured Advance paid to the Contractor under the above provisions shall be effected from the monthly payments on actual consumption basis, but not later than period specified in the rules not more than three months (even if unutilized); other conditions.
 - (ii) As recoveries are made the outstanding accounts of the items concerned in Part II should be reduced by making deduction entries in the column; -deduct quantity utilized in work measured since previous bill, equivalent to the quantities of materials used by the contractor on items of work shown as executed in part I of the bill.
- (c) Interim payments: The Contractor shall submit to the Engineer monthly statements of the estimated value of the work completed less the cumulative amount certified previously.
- (i) The value of work completed comprises the value of the quantities of the items in the Bill of Quantities completed.
 - (ii) value of secured advance on the materials and valuation of variations (if any).
 - (iii) Engineer may exclude any item certified in a previous certificate or reduce the proportion of any item previously certified in any certificate in the light of later information.
 - (v) Retention money and other advances are to be recovered from the bill submitted by contractor.

11.2 *(a) **Valuation of the Works:**

- i) Lump sum price _____ (details), or
- ii) Lump sum price with schedules of rates _____ (details), or
- iii) Lump sum price with bill of quantities _____ (details), or
- iv) Re-measurement with estimated/bid quantities in the Schedule of Prices or on premium above or below quoted on the rates mentioned in CSR _____ (details), or/and
- v) Cost reimbursable _____ (details)

11.3 **Percentage of retention*:** *five (5%)*

11.6 **Currency of payment:** Pak. Rupees

14.1 **Insurances:** *(Executive Engineer Buildings Division Sanghar may decide, keeping in view the nature and the scope of the work)*

Type of cover

The Works

Amount of cover

The sum stated in the Letter of Acceptance plus fifteen percent (15%)

Type of cover

Contractor's Equipment:

Amount of cover

Full replacement cost

Type of cover

Third Party-injury to persons and damage to property

(The minimum amount of third party insurance should be assessed by the Executive Engineer Buildings Division Sanghar and entered).

Workers:

Other cover*:

(In each case name of insured is Contractor and Executive Engineer Buildings Division Sanghar)

14.2 **Amount to be recovered**

Premium plus _____ percent (____%).

15.3 **Arbitration****

Place of Arbitration: _____

* *(Executive Engineer Buildings Division Sanghar to specify as appropriate)*

** *(It has to be in the Province of Sindh)*

STANDARD FORMS

(Note: Standard Forms provided in this document for securities are to be issued by a bank. In case the bidder chooses to issue a bond for accompanying his bid or performance of contract or receipt of advance, the relevant format shall be tailored accordingly without changing the spirit of the Forms of securities).

FORM OF BID SECURITY
(Bank Guarantee)

Guarantee No. _____
Executed on _____

(Letter by the Guarantor to the Executive
Engineer Buildings Division Sanghar)

Name of Guarantor (Scheduled Bank in Pakistan) with
address: _____

Name of Principal (Bidder) with
address: _____

Sum of Security (express in words and
figures): _____

Bid Reference No. _____ Date of Bid _____

KNOW ALL MEN BY THESE PRESENTS, that in pursuance of the terms of the Bid and at the request of the said Principal, we the Guarantor above-named are held and firmly bound unto the _____, (hereinafter called The -Procuring Agency) in the sum stated above, for the payment of which sum well and truly to be made, we bind ourselves, our heirs, executors, administrators and successors, jointly and severally, firmly by these presents.

THE CONDITION OF THIS OBLIGATION IS SUCH, that whereas the Principal has submitted the accompanying Bid numbered and dated as above for _____ (Particulars of Bid) to the said Procuring Agency; and

WHEREAS; the Executive Engineer Buildings Division Sanghar has required as a condition for considering the said Bid that the Principal furnishes a Bid Security in the above said sum to the Executive Engineer Buildings Division Sanghar, conditioned as under:

- (1) that the Bid Security shall remain valid for a period of twenty eight (28) days beyond the period of validity of the bid;
- (2) that in the event of;
 - (a) the Principal withdraws his Bid during the period of validity of Bid, or
 - (b) the Principal does not accept the correction of his Bid Price, pursuant to Sub-Clause 16.4 (b) of Instructions to Bidders, or
 - (c) failure of the successful bidder to
 - (i) furnish the required Performance Security, in accordance with Sub-Clause IB-21.1 of Instructions to Bidders, or
 - (ii) sign the proposed Contract Agreement, in accordance with Sub-Clauses IB-20.2 & 20.3 of Instructions to Bidders,

the entire sum be paid immediately to the said Procuring Agency for delayed completion and not as penalty for the successful bidder's failure to perform.

NOW THEREFORE, if the successful bidder shall, within the period specified therefore, on the prescribed form presented to him for signature enter into a formal Contract Agreement with the said Executive Engineer Buildings Division Sanghar in accordance with his Bid as accepted and furnish within fourteen (14) days of receipt of Letter of Acceptance, a Performance Security with good and sufficient surety, as may be required, upon the form prescribed by the said Executive Engineer Buildings Division Sanghar for the faithful performance and proper fulfilment of the said Contract or in the event of non- withdrawal of the said Bid within the time specified then this obligation shall be void and of no effect, but otherwise to remain in full force and effect.

PROVIDED THAT the Guarantor shall forthwith pay to the Executive Engineer Buildings Division Sanghar the said sum stated above upon first written demand of the Executive Engineer Buildings Division Sanghar without cavil or argument and without requiring the Executive Engineer Buildings Division Sanghar to prove or to show grounds or reasons for such demand, notice of which shall be sent by the Executive Engineer Buildings Division Sanghar by registered post duly addressed to the Guarantor at its address given above.

PROVIDED ALSO THAT the Procuring Agency shall be the sole and final judge for deciding whether the Principal has duly performed his obligations to sign the Contract Agreement and to furnish the requisite Performance Security within the time stated above, or has defaulted in fulfilling said requirements and the Guarantor shall pay without objection the sum stated above upon first written demand from the Executive Engineer Buildings Division Sanghar forthwith and without any reference to the Principal or any other person.

IN WITNESS WHEREOF, the above bounded Guarantor has executed the instrument under its seal on the date indicated above, the name and seal of the Guarantor being hereto affixed and these presents duly signed by its undersigned representative pursuant to authority of its governing body.

Guarantor (Bank)

Witness:

1. Signature _____

1. _____

2. Name _____

Corporate Secretary (Seal)

3. Title _____

2. _____

(Name, Title & Address)

Corporate Guarantor (Seal)

FORM OF PERFORMANCE SECURITY
(Bank Guarantee)

Guarantee No. _____
Executed on _____
Expiry Date _____

(Letter by the Guarantor to the Executive Engineer

Buildings Division Sanghar) Name of Guarantor

(Scheduled Bank in Pakistan) with

address: _____

Name of Principal (Contractor) with

address: _____

Penal Sum of Security (express in words and
figures) _____

Letter of Acceptance No. _____ Dated _____

KNOW ALL MEN BY THESE PRESENTS, that in pursuance of the terms of the Bidding Documents and above said Letter of Acceptance (hereinafter called the Documents) and at the request of the said Principal we, the Guarantor above named, are held and firmly bound unto the _____ (hereinafter called the Executive Engineer Buildings Division Sanghar) in the penal sum of the amount stated above, for the payment of which sum well and truly to be made to the said Executive Engineer Buildings Division Sanghar, we bind ourselves, our heirs, executors, administrators and successors, jointly and severally, firmly by these presents.

THE CONDITION OF THIS OBLIGATION IS SUCH, that whereas the Principal has accepted the Procuring Agency's above said Letter of Acceptance for _____
_____ (Name of Contract) for the _____
_____ (Name of Project).

NOW THEREFORE, if the Principal (Contractor) shall well and truly perform and fulfill all the undertakings, covenants, terms and conditions of the said Documents during the original terms of the said Documents and any extensions thereof that may be granted by the Executive Engineer Buildings Division Sanghar, with or without notice to the Guarantor, which notice is, hereby, waived and shall also well and truly perform and fulfill all the undertakings, covenants terms and conditions of the Contract and of any and all modifications of the said Documents that may hereafter be made, notice of which modifications to the Guarantor being hereby waived, then, this obligation to be void; otherwise to remain in full force and virtue till all requirements of Clause 9, Remedying Defects, of Conditions of Contract are fulfilled.

Our total liability under this Guarantee is limited to the sum stated above and it is a condition of any liability attaching to us under this Guarantee that the claim for payment in writing shall

be received by us within the validity period of this Guarantee, failing which we shall be discharged of our liability, if any, under this Guarantee.

We, _____ (the Guarantor), waiving all objections and defenses under the Contract, do hereby irrevocably and independently guarantee to pay to the Executive Engineer Buildings Division Sanghar without delay upon the Executive Engineer Buildings Division Sanghar's first written demand without cavil or arguments and without requiring the Executive Engineer Buildings Division Sanghar to prove or to show grounds or reasons for such demand any sum or sums up to the amount stated above, against the Executive Engineer Buildings Division Sanghar's written declaration that the Principal has refused or failed to perform the obligations under the Contract, for which payment will be effected by the Guarantor to Executive Engineer Buildings Division Sanghar's designated Bank & Account Number.

PROVIDED ALSO THAT the Procuring Agency shall be the sole and final judge for deciding whether the Principal (Contractor) has duly performed his obligations under the Contract or has defaulted in fulfilling said obligations and the Guarantor shall pay without objection any sum or sums up to the amount stated above upon first written demand from the Executive Engineer Buildings Division Sanghar forthwith and without any reference to the Principal or any other person.

IN WITNESS WHEREOF, the above bounded Guarantor has executed this Instrument under its seal on the date indicated above, the name and corporate seal of the Guarantor being hereto affixed and these presents duly signed by its undersigned representative, pursuant to authority of its governing body.

Witness:

1. _____

Corporate Secretary (Seal)

2. _____

(Name, Title & Address)

Guarantor (Bank)

1. Signature _____

2. Name _____

3. Title _____

Corporate Guarantor (Seal)

FORM OF CONTRACT AGREEMENT

THIS CONTRACT AGREEMENT (hereinafter called the -Agreement□) made on the _____ day of _____ 200 _____ between _____ (hereinafter called the -Procuring Agency□) of the one part _____ (hereinafter called the and -Contractor□) of the other part.

WHEREAS the Executive Engineer Buildings Division Sanghar is desirous that certain Works, viz _____ should be executed by the Contractor and has accepted a Bid by the Contractor for the execution and completion of such Works and the remedying of any defects therein.

NOW this Agreement witnesseth as follows:

1. In this Agreement words and expressions shall have the same meanings as are respectively assigned to them in the Conditions of Contract hereinafter referred to.
2. The following documents after incorporating addenda, if any except those parts relating to Instructions to Bidders, shall be deemed to form and be read and construed as part of this Agreement, viz:
 - (a) The Letter of Acceptance;
 - (b) The completed Form of Bid along with Schedules to Bid;
 - (c) Conditions of Contract & Contract Data;
 - (d) The priced Schedule of Prices/Bill of quantities (BoQ);
 - (e) The Specifications; and
 - (f) The Drawings
3. In consideration of the payments to be made by the Procuring Agency to the Contractor as hereinafter mentioned, the Contractor hereby covenants with the Executive Engineer Buildings Division Sanghar to execute and complete the Works and remedy defects therein in conformity and in all respects within the provisions of the Contract.
4. The Executive Engineer Buildings Division Sanghar hereby covenants to pay the Contractor, in consideration of the execution and completion of the Works as per provisions of the Contract, the Contract Price or such other sum as may become payable under the provisions of the Contract at the times and in the manner prescribed by the Contract.

IN WITNESS WHEREOF the parties hereto have caused this Contract Agreement to be executed on the day, month and year first before written in accordance with their respective laws:

Signature of the Contactor
Engineer Buildings Division Sanghar

Signature of the Executive

(Seal)

(Seal)

Signed, Sealed and Delivered in the presence of:

Witness:

Witness:

(Name, Title and Address)

(Name, Title and Address)

MOBILIZATION ADVANCE GUARANTEE

Guarantee No. _____

Executed on _____

(Letter by the Guarantor to the Executive Engineer Buildings Division Sanghar)

WHEREAS the _____ (hereinafter called the Procuring Agency) has entered into a Contract for

_____ (Particulars of Contract), with

_____ (hereinafter called the Contractor).

AND WHEREAS the Executive Engineer Buildings Division Sanghar has agreed to advance to the Contractor, at the

Contractor's request, an amount of Rs. _____ Rupees _____) which amount shall be advanced to the Contractor as per provisions of the Contract.

AND WHEREAS the Executive Engineer Buildings Division Sanghar has asked the Contractor to furnish Guarantee to secure the advance payment for the performance of his obligations under the said Contract.

AND WHEREAS _____ (Scheduled Bank) (hereinafter called the Guarantor) at the request of the Contractor and in consideration of the Executive Engineer Buildings Division Sanghar agreeing to make the above advance to the Contractor, has agreed to furnish the said Guarantee.

NOW THEREFORE the Guarantor hereby guarantees that the Contractor shall use the advance for the purpose of above mentioned Contract and if he fails, and commits default in fulfillment of any of his obligations for which the advance payment is made, the Guarantor shall be liable to the Procuring Agency for payment not exceeding the aforementioned amount.

Notice in writing of any default, of which the Executive Engineer Buildings Division Sanghar shall be the sole and final judge, as aforesaid, on the part of the Contractor, shall be given by the Executive Engineer Buildings Division Sanghar to the Guarantor, and on such first written demand payment shall be made by the Guarantor of all sums then due under this Guarantee without any reference to the Contractor and without any objection.

This Guarantee shall come into force as soon as the advance payment has been credited to the account of the Contractor.

This Guarantee shall expire not later than _____

by which date we must have received any claims by registered letter, telegram, telex or telefax.

It is understood that you will return this Guarantee to us on expiry or after settlement of the total amount to be claimed hereunder.

Guarantor (Scheduled Bank)

Witness:

1. _____

1. Signature _____

Corporate Secretary (Seal)

2. Name _____

3. Title _____

2. _____

(Name, Title & Address)

Corporate Guarantor (Seal)

INDENTURE FOR SECURED ADVANCES.

(For use in cases in which is contract is for finished work and the contractor has entered into an agreement for the execution of a certain specified quantity of work in a given time).

This INDENTURE made the day of
-----197--" BETWEEN (hereinafter called "the Contractor" which expression shall where the context so admits or implied be deemed to include his heirs, executors, administrators and assigns) of the one part and THE GOVERNOR OF SINDH (hereinafter called "the Government" of the other part).

WHEREAS by an agreement, dated (hereinafter called the said agreement, the contractor has agreed to perform the under-mentioned works (hereinafter referred to as the said work):-

(Here enter (the description of the works).¹

AND WHEREAS the contractor has applied to the
—..... ---- for an advance to him of Rupees -----
(Rs.) on the security of materials absolutely belonging to him and brought by him to the site of the said works the subject of the said agreement for use in the construction of such of the said works as he has undertaken to execute at rates fixed for the finished work (inclusive of the cost of materials and labour and other charge) AND WHEREAS the Government has agreed to advance to the Contractor the sum of Rupees, (Rs.) on the security of materials the quantities and other particulars of which are detailed in Part II of Running Account Bill (E). the said works signed by the contractor
Fin R.Form.17.A
on----- — and on such covenants and conditions as are hereinafter contained and the Government has reserved to itself the option of marking any further advance or advances on the security of other materials brought by the Contractor to the site of the said works.

NOW THIS INDENTURE WTTNESSETH that in pursuance of the said agreement and in consideration of the sum of Rupees.....
(Rs. -----) on or before the execution of these presents paid to the Contractor by the Government (the receipt whereof the Contractor doth hereby acknowledge) and of such further advances (if any) as may be made to him as aforesaid (all of which advances are hereinafter collectively referred to as the said amount) the Contractor doth hereby assign unto the Government the said materials by way of security for the said amount

And doth hereby covenant and agree with the Government and declare ay follow :-

(1) That the said sum of Rupees
(Rf. -----) so advanced by the Government to the Contractor as aforesaid and all or any further sum or sums which may be advanced aforesaid shall be employed by the contractor in or towards expending the execution of the said works and for no other purpose whatsoever.

(2) That the materials detailed in the said Running Account Bill (B) which have been

Fin R Form No. 17-A

Offered to and accepted by (he Government as security for the said amount are absolutely by the Contractors own property free from encumbrances of any kind and the Contractor will not make any application for or receive a further advance on the security of materials which are not absolutely his own property and free from encumbrances of any kind and the contractor hereby agrees, at all times, to indemnify and save harmless the Government against all claims whatsoever to any materials in respect of which an advance has been made to him as aforesaid.

(3) That the said materials detailed in the said Running Account Bill (B) and all other

Fin. R. Form No. 17-A

Materials on the security of which any further advance or advances may hereafter be made as aforesaid (hereinafter called the said materials) shall be used by the Contractor solely in *the* execution of the said works in accordance with the directions of the Divisional Officer----- (hereinafter called the Divisional Officer) and in the terms of the said agreement.

(4) That the Contractor shall make at his own cost all necessary and adequate arrangement for the proper watch, safe custody and protection against all risks of the said material and that until used in construction as aforesaid the said materials shall remain at the site of the said works in the Contractor's custody and at his own risk and on his own responsibility and shall at all times be open to inspection by (he Divisional Officer or any officer authorized by him. In the event of the said materials of any part (hereof being stolen, destroyed or damaged or becoming deteriorated in a grater degree than is due to reasonable use and wear thereof Contractor will forthwith replace the same with other materials of like qualify or repair and make good the same as required by the Divisional Officer and the materials so brought to replace the said materials so repaired and made good shall also be considered as security for the said amount.

(5) 'Hurt the said materials shall not on any account be removed from the site of the said works except with the written permission of the Divisional Officer or an officer authorized by him in that behalf

(6) That the said amount shall be payable in full when or before the Contractor receives payment, from the Government of the price payable to him for the said works under the terms and provisions of the said agreement PROVIDED THAT if any intermediate payments are made to the contractor on account of work done then on the occasion of each such payment the Government will be at liberty to make a recovery from the Contractors Bill for such payment by deducting there from in the value of the said materials (hen actually used in the construction and in respect of which recovery has not been made previously the value for this purpose being determined in respect of each description of material at (he rates at which the amount of the advances made under these presents were calculated.

(7) That if the Contractor shall at any time make any default in the performance or observation in any respect of any of the terms and provisions of the said agreement or of these presents the total amount of the advance or advances that may still be owing to the Government shall immediately on the happening of such default be repayable by the Contractor to the Government together with interest thereon at twelve

percent per annum from the date or respective dates of such advance or advances to the date or repayment and with all costs, charges, damages and expenses incurred by the Government in or for the recovery thereof or the enforcement of this security or otherwise by reason of (he default of the Contractor and any moneys so becoming due and payable shall constitute a debt due from the Contractor to the Government and the Contractor hereby covenants and agrees with the Government to repay and the same respectively to it accordingly.

(8) That the Contractor hereby charges all the said materials with the repayment to the Government of the said sum of Rupees -
(Rs.....) and any further sum or sums which may be advanced as aforesaid and all costs charges damages and expenses payable under these present PROVIDED ALWAYS and it is hereby agreed and declared that notwithstanding anything in the said agreement and without prejudice to the powers contained therein if and whether the covenant for payment and repayment hereinbefore contained shall become enforceable and the money owing shall not be paid to accordingly.

Once therewith the Government may at any time thereafter adopt all or any of following courses as it may deem best :-

- (a) Seize and utilize the said materials or any part thereof in the completion of the said works on behalf of the Contractor in accordance with the provisions in that behalf contained in the said agreement debiting the Contractor with the actual cost of effecting such completion the amount due in respect of advances under these presents and crediting the Contractor with the value of work done as he had carried it out in accordance with the said agreement and at the rates thereby provided. If the balance is against the Contractor he is to pay the same to the Government on demand.
- (b) Remove and sell by public auction the seized materials or any part thereof and out of the moneys arising from the sale retain all the sums aforesaid repayable to the Government under these presents and pay over the surplus (if any) to the Contractor.
- (c) Deduct all or any part of the moneys owing out of the security deposit or any sum due to the Contractor under the said agreement.

(9) That except as is expressly provided by the presents interest on the aid advance shall not be payable.

(10) That in the event of any conflict between the provisions of these presents and the said agreement the provisions of these presents shall prevail and in the event of any dispute or difference arising over the construction or effect of these presents the settlement of which has not been hereinbefore expressly provided for the same shall be referred to the Superintending Engineer..... Circle whose.....
decision shall be final and the provisions of the Indian Arbitration Act for the time being in force so far as they are applicable shall apply to any such reference.

In witnesses whereof the* ----- on behalf of the
Governor of Sindh and the said ----- --have hereunto set
their respective hands and seals the day and first above written.

Signed, sealed and delivered by* In
the presence of

Seal

1st witness 2nd witness

Signed, sealed and delivered by* In
the presence of

Seal

1st Witness 2nd witness

SPECIFICATIONS

[Note for Preparing the Specifications]

A set of precise and clear specifications is a prerequisite for bidders to respond realistically and competitively to the requirements of the user without qualifying their Bids. The specifications must be drafted to permit the widest possible competition and, at the same time, present a clear statement of the required standards of workmanship, materials, performance of the works. Only if this is done objectives of economy, efficiency, and fairness in procurement will be realized and responsiveness of Bids can be ensured, and the subsequent task of bid evaluation can be facilitated. The specifications should require that materials to be incorporated in the works be new, unused, and of the most recent or current models, and incorporated all recent improvements in design and materials unless provided for otherwise in the contract.

Samples of specifications from similar to previous procurements are useful in this respect. The use of metric units is encouraged. Depending on the complexity of the works and the repetitiveness of the type of procurement, it may be advantageous to standardize the Technical Specifications that should cover all classes of workmanship, materials and equipment although not necessarily to be used in a particular procurement.

Care must be taken in drafting specifications to ensure that they are not restrictive. In the specification of standards for equipment, materials, and workmanship, recognized international standards should be used as much as possible. The specifications shall consider all conditions but not limited to seismic conditions, weather conditions and environmental impact. The specifications should state that equipment, materials, and workmanship that meet other authoritative standards, and which ensure at least a substantially equal quality than the standards mentioned, will also be acceptable. The following clause may be inserted in the Specifications.

Sample Clause: Equivalency of Standards and Codes

Wherever reference is made in the Specifications to specific standards and codes to be met by Works to be furnished and tested, the provisions of the latest current edition or revision of the relevant shall apply, unless otherwise expressly stated in the Contract. Other authoritative standards that ensure equivalence to the standards and codes specified will be acceptable.]

***DRAWINGS**

MAY BE OBTAINED FROM THE DIVISIONAL OFFICE FOR EACH WORK

STANDARD BIDDING DOCUMENT

STANDARD FORM OF BIDDING DOCUMENT

FOR

PROCUREMENT OF WORKS

OFFICE OF THE
EXECUTIVE ENGINEER
BUILDINGS DIVISION
SANGHAR.

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INSTRUCTIONS TO BIDDERS & BIDDING DATA

FORM OF BID & SCHEDULES TO BID

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INSTRUCTIONS TO BIDDERS

10. These Instructions to Bidders (ITB) along with Bidding Data will not be part of Contract until and unless it have effect once the Contract is signed.

A. GENERAL

11. Name of Public Source of Funds

11.1. (a) (i)

The Executive Engineer Buildings Division Sanghar as defined in the Bidding Data (hereafter called -the Executive Engineer Buildings Division Sanghar-) wishes to invite bids for the Works summarized in the Bidding Data (hereinafter referred to as "the Works").

Bids are invited for the complete scope of work. Any Bid covering partial scope of work will be treated as non-responsive.

12. Source of Funds

The Executive Engineer Buildings Division Sanghar has arranged funds from Government of Punjab which may be indicated accordingly in bidding data towards the completion of the work.

13. Eligibility Criteria

- 13.1. Bids will be opened from all firms and persons meeting the following requirements:

(a) Registered by the Pakistan Engineering Council (PEC) in the appropriate category for value of works.

(b) For the works costing Rs. 2.5 million or less shall not require any registration with PEC.

(c) Shall be pre-qualified with the Executive Engineer Buildings Division Sanghar (where required).

(d) Where the pre-qualification of potential bidders has been undertaken, only bids from pre-qualified bidders will be considered for award of Contract.

(e) If pre-qualification has not undertaken, the Executive Engineer Buildings Division Sanghar may ask information and documents not limited to following:-

- (i) Company profile;
- (ii) List of similar nature and size for each performed in last 3-5 years;
- (iii) Construction equipments;
- (iv) Qualification and experience of technical personnel and key site management;
- (v) Financial statement of last 3 years;
- (vi) Information regarding litigations and abandoned works if any.

IB.3 Cost of Bidding

- 3.1 The bidder shall bear all costs associated with the preparation and submission of its bid and the Executive Engineer Buildings Division Sanghar will in no case be responsible or liable for those costs, regardless of the conduct or outcome of the bidding process (SPP Rules 24 & 25).

B. BIDDING DOCUMENTS

IB.4 Contents of Bidding Documents

- 4.1 In addition to Invitation for Bids, the Bidding Documents are those stated below, and should be read in conjunction with any Addendum issued in accordance with Sub-Clause IB.6.1.

1. Instructions to Bidders & Bidding Data
2. Form of Bid, Qualification Information & Schedules to Bid
Schedules to Bid comprise the following:
 - (i) Schedule A: Schedule of Prices/ Bill of Quantities (BoQ).
 - (ii) Schedule B: Specific Works Data
 - (iii) Schedule C: Works to be Performed by Subcontractors
 - (iv) Schedule D: Proposed Programme of Works
 - (v) Schedule E: Method of Performing Works
 - (vi) Schedule F: Integrity Pact (works costing Rs 10 million and above)
3. Conditions of Contract & Contract Data
4. Standard Forms:
 - (i) Form of Bid Security,
 - (ii) Form of Performance Security;
 - (iii) Form of Contract Agreement;
 - (iv) Form of Bank Guarantee for Advance Payment.
5. Specifications
6. Drawings, if any

IB.5 Clarification of Bidding Documents

- 5.1 A prospective bidder requiring any clarification(s) in respect of the Bidding Documents may notify the Engineer/Executive Engineer Buildings Division Sanghar at the Engineer's/ Executive Engineer Buildings Division Sanghar's address indicated in the Bidding Data.
- 5.2 An interested bidder, who has obtained bidding documents, may request for clarification

of contents of bidding documents in writing and Executive Engineer Buildings Division Sanghar shall respond to such queries in writing within three calendar days, provided they are received at least five calendar days prior to the date of opening of bid (SPP Rule 23-1).

IB.6 Amendment of Bidding Documents (SPP Rules 22(2) & 22).

- 6.1 At any time prior to the deadline for submission of Bids, the Executive Engineer Buildings Division Sanghar may, for any reason, whether at his own initiative or in response to a clarification requested by a interested bidder, modify the Bidding Documents by issuing addendum.
- 6.2 Any addendum thus issued shall be part of the Bidding Documents pursuant to Sub-Clause 6.1 hereof, and shall be communicated in writing to all purchasers of the Bidding Documents. Prospective bidders shall acknowledge receipt of each addendum in writing to the Executive Engineer Buildings Division Sanghar.
- 6.3 To afford interested bidders reasonable time in which to take an addendum into account in preparing their Bids, the Executive Engineer Buildings Division Sanghar may at its discretion extend the deadline for submission of Bids.

C. PREPARATION OF BIDS

IB.7 Language of Bid

- 7.1 All documents relating to the Bid shall be in the language specified in the Contract Data.

IB.8 Documents Comprising the Bid

- 8.1 The Bid submitted by the bidder shall comprise the following:
 - (a) Offer /Covering Letter
 - (b) Form of Bid duly filled, signed and sealed, in accordance with IB.14.3.
 - (c) Schedules (A to F) to Bid duly filled and initialed, in accordance with the instructions contained therein & in accordance with IB.14.3.
 - (d) Bid Security furnished in accordance with IB.13.
 - (e) Power of Attorney in accordance with IB 14.5.
 - (f) Documentary evidence in accordance with IB.2(c) & IB.11
 - (g) Documentary evidence in accordance with IB.12.

IB.9 Sufficiency of Bid

- 9.1 Each bidder shall satisfy himself before Bidding as to the correctness and sufficiency of his Bid and of the premium on the rates of CSR / rates and prices quoted/entered in the Schedule of Prices, which rates and prices shall except in so far as it is otherwise expressly provided in the Contract, cover all his obligations under the Contract and all matters and things necessary for the proper completion of the works.

- 9.2 The bidder is advised to obtain for himself at his own cost and responsibility all information that may be necessary for preparing the bid and entering into a Contract for execution of the Works.

IB.10 Bid Prices, Currency of Bid and Payment

- 10.1 The bidder shall fill up the Schedule of Prices (Schedule A to Bid) indicating the percentage above or below the Composite Schedule of Rates/unit rates and prices of the Works to be performed under the Contract. Prices in the Schedule of Prices/Bill of Quantities shall be quoted entirely in Pak Rupees keeping in view the instructions contained in the Preamble to Schedule of Prices.
- 10.2 Unless otherwise stipulated in the Conditions of Contract, prices quoted by the bidder shall remain fixed during the bidder's performance of the Contract and not subject to variation on any account.
- 10.3 The unit rates and prices in the Schedule of Prices or percentage above or below on the composite schedule of rates shall be quoted by the bidder in the currency as stipulated in Bidding Data.
- 10.4 Items for which no rate or price is entered by the Bidder will not be paid for by the Executive Engineer Buildings Division Sanghar when executed and shall be deemed covered by the other rates and prices in the Bill of Quantities.

IB.11 Documents Establishing Bidder's Eligibility and Qualifications

- 11.1 Pursuant to Clause IB.8, the bidder shall furnish, as part of its bid, documents establishing the bidder's eligibility to bid and its qualifications to perform the Contract if its bid is accepted.
- 11.2 Bidder must possess and provide evidence of its capability and the experience as stipulated in Bidding Data and the Qualification Criteria mentioned in the Bidding Documents.

IB.12 Documents Establishing Works' Conformity to Bidding Documents

- 12.1 The documentary evidence of the Works' conformity to the Bidding Documents may be in the form of literature, drawings and data and the bidder shall furnish documentation as set out in Bidding Data.
- 12.2 The bidder shall note that standards for workmanship, material and equipment, and references to brand names or catalogue numbers, if any, designated by the Executive Engineer Buildings Division Sanghar in the Technical Provisions are intended to be descriptive only and not restrictive.

IB.13 Bid Security

- 13.1 Each bidder shall furnish, as part of his bid, at the option of the bidder, a Bid Security as percentage of bid price/estimated cost or in the amount stipulated in Bidding Data in Pak. Rupees in the form of *Deposit at Call/ Payee's Order or a Bank Guarantee* issued by a Scheduled Bank in Pakistan in favour of the Executive Engineer Buildings Division Sanghar valid for a period up to twenty eight (28) days beyond the bid validity date (*Bid security should not be below 1%.and not exceeding 5% of bid price/estimated cost SPP Rule 37*).
- 13.2 Any bid not accompanied by an acceptable Bid Security shall be rejected by the Procuring Agency as non-responsive.
- 13.3 The bid securities of unsuccessful bidders will be returned upon award of contract to the successful bidder or on the expiry of validity of Bid Security whichever is earlier.
- 13.4 The Bid Security of the successful bidder will be returned when the bidder has furnished the required Performance Security, and signed the Contract Agreement (SPP Rule 37).
- 13.5 The Bid Security may be forfeited:
- (a) if a bidder withdraws his bid during the period of bid validity; or
 - (b) if a bidder does not accept the correction of his Bid Price, pursuant to Sub-Clause 16.4 (b) hereof; or
 - (c) in the case of a successful bidder, if he fails within the specified time limit to:
 - (i) furnish the required Performance Security or
 - (ii) sign the Contract Agreement.

IB.14 Validity of Bids, Format, Signing and Submission of Bid

- 14.1 Bids shall remain valid for the period stipulated in the Bidding Data after the date of bid opening.
- 14.2 In exceptional circumstances, Executive Engineer Buildings Division Sanghar may request the bidders to extend the period of validity for a additional period but not exceeding 1/3 of the original period. The request and the bidders' responses shall be made in writing or by cable. A Bidder may refuse the request without forfeiting the Bid Security. A Bidder agreeing to the request will not be required or permitted to otherwise modify the Bid, but will be required to extend the validity of Bid Security for the period of the extension, and in compliance with IB.13 in all respects (SPP Rule 38).
- 14.3 All Schedules to Bid are to be properly completed and signed.
- 14.4 No alteration is to be made in the Form of Bid except in filling up the blanks as directed. If any alteration be made or if these instructions be not fully complied with, the bid may be rejected.

- 14.5 Each bidder shall prepare Original and number of copies specified in the Bidding Data of the documents comprising the bid as described in IB.8 and clearly mark them -ORIGINAL and -COPY as appropriate. In the event of discrepancy between them, the original shall prevail.
- 14.6 The original and all copies of the bid shall be typed or written in indelible ink and shall be signed by a person or persons duly authorized to sign (in the case of copies, Photostats are also acceptable). This shall be indicated by submitting a written Power of Attorney authorising the signatory of the bidder to act for and on behalf of the bidder. All pages of the bid shall be initialed and official seal be affixed by the person or persons signing the bid.
- 14.7 The Bid shall be delivered in person or sent by registered mail at the address to Procuring Agency as given in Bidding Data.

D. SUBMISSION OF BID

IB.15 Deadline for Submission, Modification & Withdrawal of Bids

- 15.1 Bids must be received by the Executive Engineer Buildings Division Sanghar at the address/provided in Bidding Data not later than the time and date stipulated therein.
- 15.2 The inner and outer envelopes shall
 - (a) be addressed to the Executive Engineer Buildings Division Sanghar at the address provided in the Bidding Data; (b) bear the name and identification number of the Contract as defined in the Bidding and Contract Data; and
 - (c) provide a warning not to open before the specified time and date for Bid opening as defined in the Bidding Data.
 - (d) in addition to the identification required in 15.2, the inner envelopes shall indicate the name and address of the Bidder to enable the Bid to be returned unopened in case it is declared late.
 - (e) If the outer envelope is not sealed and marked as above, the Executive Engineer Buildings Division Sanghar will assume no responsibility for the misplacement or premature opening of the Bid.
- 15.3 Bids submitted through telegraph, telex, fax or e-mail shall not be considered.
- 15.4 Any bid received by the Executive Engineer Buildings Division Sanghar after the deadline for submission prescribed in Bidding Data will be returned unopened to such bidder.
- 15.5 Any bidder may modify or withdraw his bid after bid submission provided that the modification or written notice of withdrawal is received by the Executive Engineer Buildings Division Sanghar prior to the deadline for submission of bids.
- 15.6 Withdrawal of a bid during the interval between the deadline for submission of bids and the expiration of the period of bid validity specified in the Form of Bid may result in forfeiture of the Bid Security pursuant to IB.13.5 (a).

E. BID OPENING AND EVALUATION

IB.16 Bid Opening, Clarification and Evaluation (SPP Rules 41, 42 & 43)

- 16.1 The Executive Engineer Buildings Division Sanghar will open the bids, in the presence of bidders' representatives who choose to attend, at the time, date and in the place specified in the Bidding Data.
- 16.2 The bidder's name, Bid Prices, any discount, the presence or absence of Bid Security, and such other details as the Executive Engineer Buildings Division Sanghar at its discretion may consider appropriate, will be announced by the Executive Engineer Buildings Division Sanghar at the bid opening. The Executive Engineer Buildings Division Sanghar will record the minutes of the bid opening. Representatives of the bidders who choose to attend shall sign the attendance sheet.
Any Bid Price or discount which is not read out and recorded at bid opening will not be taken into account in the evaluation of bid.
- 16.3 To assist in the examination, evaluation and comparison of Bids the Engineer/Executive Engineer Buildings Division Sanghar may, at its discretion, ask the bidder for a clarification of its Bid. The request for clarification and the response shall be in writing and no change in the price or substance of the Bid shall be sought, offered or permitted (SPP Rule 43).
- 16.4 (a) Prior to the detailed evaluation, pursuant to IB.16.7 to 16.9, the Engineer/Executive Engineer Buildings Division Sanghar will determine the substantial responsiveness of each bid to the Bidding Documents. For purpose of these instructions, a substantially responsive bid is one which conforms to all the terms and conditions of the Bidding Documents without material deviations. It will include determining the requirements listed in Bidding Data.
- (b) Arithmetical errors will be rectified on the following basis:
- If there is a discrepancy between the unit price and total price that is obtained by multiplying the unit price and quantity, the unit price shall prevail and the total price shall be corrected. If there is a discrepancy between the words and figures the amount in words shall prevail. If there is a discrepancy between the Total Bid price entered in Form of Bid and the total shown in Schedule of Prices-Summary, the amount stated in the Form of Bid will be corrected by the Executive Engineer Buildings Division Sanghar in accordance with the Corrected Schedule of Prices. If the bidder does not accept the corrected amount of Bid, his Bid will be rejected and his Bid Security forfeited.
- 16.5 A Bid determined as substantially non-responsive will be rejected and will not subsequently be made responsive by the bidder by correction of the non-conformity.
- 16.6 Any minor informality or non-conformity or irregularity in a Bid which does not constitute a material deviation (**major deviation**) may be waived by Executive Engineer Buildings Division Sanghar, provided such waiver does not prejudice or affect the relative ranking of any other bidders

(A). Major (material) Deviations include:-

- (i) has been not properly signed;
- (ii) is not accompanied by the bid security of required amount and manner;
- (iii) stipulating price adjustment when fixed price bids were called for;
- (iv) failing to respond to specifications;
- (v) failing to comply with Mile-stones/Critical dates provided in Bidding Documents;
- (vi) sub-contracting contrary to the Conditions of Contract specified in Bidding Documents;
- (vii) refusing to bear important responsibilities and liabilities allocated in the Bidding Documents, such as performance guarantees and insurance coverage;
- (viii) taking exception to critical provisions such as applicable law, taxes and duties and dispute resolution procedures;
- (ix) a material deviation or reservation is one :
 - (a) which affect in any substantial way the scope, quality or performance of the works;
 - (b) adoption/rectification whereof would affect unfairly the competitive position of other bidders presenting substantially responsive bids.

(B) Minor Deviations

Bids that offer deviations acceptable to the Executive Engineer Buildings Division Sanghar and which can be assigned a monetary value may be considered substantially responsive at least as to the issue of fairness. This value would however be added as an adjustment for evaluation purposes only during the detailed evaluation process.

- 16.7 The Engineer/Executive Engineer Buildings Division Sanghar will evaluate and compare only the bids previously determined to be substantially responsive pursuant to IB.16.4 to 16.6 as per requirements given hereunder. Bids will be evaluated for complete scope of works. The prices will be compared on the basis of the Evaluated Bid Price pursuant to IB.16.8 herein below.

Technical Evaluation: It will be examined in detail whether the works offered by the bidder complies with the Technical Provisions of the Bidding Documents. For this purpose, the bidder's data submitted with the bid in Schedule B to Bid will be compared with technical features/criteria of the works detailed in the Technical Provisions. Other technical information submitted with the bid regarding the Scope of Work will also be reviewed.

16.8 Evaluated Bid Price

In evaluating the bids, the Engineer/Executive Engineer Buildings Division Sanghar will determine for each bid in addition to the Bid Price, the following factors (adjustments) in the manner and to the extent indicated below to determine the Evaluated Bid Price:

- (i) making any correction for arithmetic errors pursuant to IB.16.4 hereof.
- (ii) discount, if any, offered by the bidders as also read out and recorded at the time of bid opening.
- (iii) excluding **provisional sums** and the provisions for **contingencies** in the Bill of Quantities **if any**, but including **Day work**, where priced competitively.

IB.17 Process to be Confidential

17.1 Subject to IB.16.3 heretofore, no bidder shall contact Engineer/Executive Engineer Buildings Division Sanghar on any matter relating to its Bid from the time of the Bid opening to the time the bid evaluation result is announced by the Executive Engineer Buildings Division Sanghar. The evaluation result shall be announced at least seven (07) days prior to award of Contract (SPP Rule 45). The announcement to all bidders will include table(s) comprising read out prices, discounted prices, price adjustments made, final evaluated prices and recommendations against all the bids evaluated.

17.2 Any effort by a bidder to influence Engineer/Executive Engineer Buildings Division Sanghar in the Bid evaluation, Bid comparison or Contract Award decisions may result in the rejection of his Bid. Whereas any bidder feeling aggrieved, may lodge a written complaint to Complaint Redressal Committee as per terms and conditions mentioned in SPP Rules 31 & 32. However, mere fact of lodging a complaint shall not warrant suspension of procurement process.

17.3 Bidders may be excluded if involved in "**Corrupt and Fraudulent Practices**" means either one or any combination of the practices given below SPP Rule 2(q);

(i) **-Coercive Practice** □ means any impairing or harming, or threatening to impair or harm, directly or indirectly, any party or the property of the party to influence the actions of a party to achieve a wrongful gain or to cause a wrongful loss to another party;

(ii) **-Collusive Practice** □ means any arrangement between two or more parties to the procurement process or contract execution, designed to achieve with or without the knowledge of the Executive Engineer Buildings Division Sanghar to establish prices at artificial, noncompetitive levels for any wrongful gain; (iii) "**Corrupt Practice**" means the offering, giving, receiving or soliciting, directly or indirectly, of anything of value to influence the acts of another party for wrongful gain;

(iv) **-Fraudulent Practice**" means any act or omission, including a misrepresentation, that knowingly or recklessly misleads, or attempts to mislead, a party to obtain a financial or other benefit or to avoid an obligation;

(v) "**Obstructive Practice**" means harming or threatening to harm, directly or indirectly, persons or their property to influence their participation in a procurement process, or affect the execution of a contract or deliberately destroying, falsifying, altering or concealing of evidence material to the investigation or making false statements before investigators in order to materially impede an investigation into allegations of a corrupt, fraudulent, coercive or collusive practice; or threatening, harassing or intimidating any party to prevent it from disclosing its knowledge of matters relevant to the investigation or from pursuing the investigation, or acts intended to materially impede the exercise of inspection and audit rights provided for under the Rules.

IB.18. Post Qualification F. AWARD OF CONTRACT

18.1 The Executive Engineer Buildings Division Sanghar, at any stage of the bid evaluation, having credible reasons for or *prima facie* evidence of any defect in contractor's capacities, may require the contractors to provide information concerning their professional, technical, financial, legal or managerial competence whether already pre-qualified or not:

Provided, that such qualification shall only be laid down after recording reasons therefore in writing. They shall form part of the records of that bid evaluation report.

18.2 The determination will take into account the bidder's financial and technical capabilities. It will be based upon an examination of the documentary evidence of the bidders' qualifications submitted under B.11, as well as such other information required in the Bidding Documents.

IB.19 Award Criteria & Executive Engineer Buildings Division Sanghar's Right

19.1 Subject to IB.19.2, the Executive Engineer Buildings Division Sanghar will award the Contract to the bidder whose bid has been determined to be substantially responsive to the Bidding Documents and who has offered the lowest evaluated Bid Price, provided that such bidder has been determined to be qualified to satisfactorily perform the Contract in accordance with the provisions of the IB.18.

19.2 Notwithstanding IB.19.1, the Executive Engineer Buildings Division Sanghar reserves the right to accept or reject any bid, and to annul the bidding process and reject all bids, at any time prior to award of Contract, without thereby incurring any liability to the affected bidders or any obligation to inform the affected bidders of the grounds for the Executive Engineer Buildings Division Sanghar's action except that the grounds for its rejection of all bids shall upon request be communicated, to any bidder who submitted a bid, without justification of the grounds. Notice of the rejection of all the bids shall be given promptly to all the bidders (SPP Rule 25).

IB.20 Notification of Award & Signing of Contract Agreement

20.1 Prior to expiration of the period of bid validity prescribed by the Executive Engineer Buildings Division Sanghar, the Executive Engineer Buildings Division Sanghar will notify the successful bidder in writing (–Letter of Acceptance) that his bid has been accepted (SPP Rule 49).

20.2 Within seven (07) days from the date of furnishing of acceptable Performance Security under the Conditions of Contract, the Executive Engineer Buildings Division Sanghar will send the successful bidder the Form of Contract Agreement provided in the Bidding Documents, incorporating all agreements between the parties.

20.3 The formal Agreement between the Executive Engineer Buildings Division Sanghar and the successful bidder duly stamped at rate of ----% of bid price(updated from time to time) stated in Letter of Acceptance shall be executed within seven (07) days of the receipt of Form of Contract Agreement by the successful bidder from the Executive Engineer Buildings Division Sanghar.

IB.21 Performance Security

Deleted

IB.22 Integrity Pact The Bidder shall sign and stamp the Form of Integrity Pact provided at Schedule-F to Bid in the Bidding Document for all Sindh Government procurement contracts exceeding Rupees ten (10) million. Failure to provide such Integrity Pact shall make the bid non-responsive (SPP Rule 89).

BIDDING DATA

(This section should be filled in by the Engineer/Executive Engineer Buildings Division Sanghar before issuance of the Bidding Documents. The following specific data for the works to be tendered shall complement, amend, or supplement the provisions in the Instructions to Bidders. Wherever there is a conflict, the provisions herein shall prevail over those in the Instructions to Bidders.)

Instructions to Bidders

Clause Reference

1.1 Executive Engineer Buildings Division Sanghar

Brief Description of Works

Attached.

5.1 (a) Executive Engineer Buildings Division Sanghar's address:

OFFICE OF THE EXECUTIVE ENGINEER BUILDINGS DIVISION OLD BOYS HOSTEL
BUILDING NAWABSHAH ROAD SANGHAR

10.3 Bid shall be quoted entirely in Pak. Rupees. The payment shall be made in Pak. Rupees.

11.2 The bidder has the financial, technical and constructional capability necessary to perform the Contract as follows: *(Insert required capabilities and documents)*

i. Financial capacity: *(must have turnover of Rs----Million);*

ii. Technical capacity: *(mention the appropriate category of registration with PEC and qualification and experience of the staff);*

iii. Construction Capacity: *(mention the names and number of equipments required for the work).*

- 12.1 (a) A detailed description of the Works, essential technical and performance characteristics.
- (b) Complete set of technical information, description data, literature and drawings as required in accordance with Schedule B to Bid, Specific Works Data. This will include but not be limited to a sufficient number of drawings, photographs, catalogues, illustrations and such other information as is necessary to illustrate clearly the significant characteristics such as general construction dimensions and other relevant information about the works to be performed.

13.1 **Amount of Bid Security**

2% OF BID PRICE

14.1 **Period of Bid Validity**

90 DAYS

14.4 **Number of Copies of the Bid to be submitted:**

One original

14.6 (a) **Executive Engineer Buildings Division Sanghar's Address for the Purpose of Bid Submission**

AS ABOVE

(insert postal address or location of bid box for delivery by hand)

15.1 **Deadline for Submission of Bids**

AS PUBLISHED IN NIT

16.1 **Venue, Time, and Date of Bid Opening**

AS PUBLISHED IN NIT

16.4 **Responsiveness of Bids**

- (i) Bid is valid till required period,

- *(ii) Bid prices are firm during currency of contract/Price adjustment;
- (iii) Completion period offered is within specified limits,
- (iv) Bidder is eligible to Bid and possesses the requisite experience, capability and qualification.
- (v) Bid does not deviate from basic technical requirements and
- (vi) Bids are generally in order, etc.

*Executive Engineer Buildings Division Sanghar can adopt either of two options. (*Select either of them*)

- (a) **Fixed Price contract:** In these contracts no escalation will be provided during currency of the contract and normally period of completion of these works is upto 12 months.
- (b) **Price adjustment contract:** In these contracts escalation will be paid only on those items and in the manner as notified by Finance Department, Government of Sindh, after bid opening during currency of the contract.

FORM OF BID AND SCHEDULES TO BID

FORM OF BID
(LETTER OF OFFER)

Bid Reference No. _____

(Name of Works)

To:

Gentlemen,

1. Having examined the Bidding Documents including Instructions to Bidders, Bidding Data, Conditions of Contract, Contract Data, Specifications, Drawings, if any, Schedule of Prices and Addenda Nos. _____ for the execution of the above-named works, we, the undersigned, being a company doing business under the name of and address _____ and being duly incorporated under the laws of Pakistan hereby offer to execute and complete such works and remedy any defects therein in conformity with the said Documents including Addenda thereto for the Total Bid Price of Rs _____ (Rupees _____) or such other sum as may be ascertained in accordance with the said Documents.
2. We understand that all the Schedules attached hereto form part of this Bid.
3. As security for due performance of the undertakings and obligations of this Bid, we submit herewith a Bid Security in the amount of _____ drawn in your favour or made payable to you and valid for a period of twenty eight (28) days beyond the period of validity of Bid.
4. We undertake, if our Bid is accepted, to commence the Works and to deliver and complete the Works comprised in the Contract within the time(s) stated in Contract Data.
5. We agree to abide by this Bid for the period of _____ days from the date fixed for receiving the same and it shall remain binding upon us and may be accepted at any time before the expiration of that period.
6. Unless and until a formal Agreement is prepared and executed, this Bid, together with your written acceptance thereof, shall constitute a binding contract between us.
7. We undertake, if our Bid is accepted, to execute the Performance Security

referred to in Conditions of Contract for the due performance of the Contract.

8. We understand that you are not bound to accept the lowest or any bid you may receive.
9. We do hereby declare that the Bid is made without any collusion, comparison of figures or arrangement with any other person or persons making a bid for the Works.

Dated this _____ day of _____, 20

Signature _____

in the capacity of _____ duly authorized to sign bid for and on behalf of

(Name of Bidder in Block Capitals)

(Seal)

Address

Witness:

(Signature) _____

Name: _____

Address: _____

[SCHEDULES TO BID INCLUDE THE FOLLOWING:

- Schedule A to Bid: Schedule of Prices
- Schedule B to Bid: Specific Works Data
- Schedule C to Bid: Works to be Performed by Subcontractors
- Schedule D to Bid: Proposed Program of Works
- Schedule E to Bid: Method of Performing Works
- Schedule F to Bid: Integrity Pact]

SCHEDULE – A TO BID

SCHEDULE OF PRICES

<u>Sr. No.</u>		<u>Page No.</u>
1.	Preamble to Schedule of Prices.....	—
2.	Schedule of Prices.....	—
	* (a) Summary of Bid Prices	
	* (b) Detailed Schedule of Prices /Bill of Quantities (BOQ)	

** [To be prepared by the Engineer/Executive Engineer
Buildings Division Sanghar]*

PREAMBLE TO SCHEDULE OF PRICES

1. **General**

- 1.1 The Schedule of Prices shall be read in conjunction with the Conditions of Contract, Contract Data together with the Specifications and Drawings, if any.
- 1.2 The Contract shall be for the whole of the works as described in these Bidding Documents. Bids must be for the complete scope of works.

2. **Description**

- 2.1 The general directions and descriptions of works and materials are not necessarily repeated nor summarized in the Schedule of Prices. References to the relevant sections of the Bidding Documents shall be made before entering prices against each item in the Schedule of Prices.

3. **Units & Abbreviations**

- 3.1 Units of measurement, symbols and abbreviations expressed in the Bidding Documents shall comply with the System International d'Unites (SI Units).

(Note: The abbreviations to be used in the Schedule of Prices to be defined by the Executive Engineer Buildings Division Sanghar).

4. **Rates and Prices**

- 4.1 Except as otherwise expressly provided under the Conditions of Contract, the rates and amounts entered in the Schedule of Prices shall be the rates at which the Contractor shall be paid and shall be the full inclusive value of the works set forth or implied in the Contract; except for the amounts reimbursable, if any to the Contractor under the Contract.
- 4.2 Unless otherwise stipulated in the Contract Data, the premium, rates and prices entered by the bidder shall not be subject to adjustment during the performance of the Contract.
- 4.3 All duties, taxes and other levies payable by the Contractor shall be included in the rates and prices.
- 4.4 The whole cost of complying with the provisions of the Contract shall be included in the items provided in the Schedule of Prices, and where

SCHEDULE - A TO BID

no items are provided, the cost shall be deemed to be distributed among the rates and prices entered for the related items of the Works and no separate payment will be made for those items.

The rates, prices and amounts shall be entered against each item in the Schedule of Prices. Any item against which no rate or price is entered by the bidder will not be paid for by the Executive Engineer Buildings Division Sanghar when executed and shall be deemed covered by the rates and prices for other items in the Schedule of Prices.

- 4.5 (a) The bidder shall be deemed to have obtained all information as to and all requirements related thereto which may affect the bid price.
- * (b) The Contractor shall be responsible to make complete arrangements for the transportation of the Plant to the Site.

**(Executive Engineer Buildings Division Sanghar may modify as appropriate)*

- 4.6 The Contractor shall provide for all parts of the Works to be completed in every respect. Notwithstanding that any details, accessories, etc. required for the complete installation and satisfactory operation of the Works, are not specifically mentioned in the Specifications, such details shall be considered as included in the Contract Price.

5. Bid Prices

5.1 Break-up of Bid Prices

The various elements of Bid Prices shall be quoted as detailed by the Executive Engineer Buildings Division Sanghar in the format of Schedule of Prices.

The bidder shall recognize such elements of the costs which he expects to incur the performance of the Works and shall include all such costs in the rates and amounts entered in the Schedule of Prices.

5.2 Total Bid Price

The total of bid prices in the Schedule of Prices shall be entered in the Summary of Bid Prices.

6. Provisional Sums and Day work

- 6.1 Provisional Sums included and so designated in the Schedule of Prices if any, shall be expended in whole or in part at the direction and discretion of the Engineer/Executive Engineer Buildings Division Sanghar. The Contractor will only receive payment in respect of Provisional Sums, if he has been instructed by the Engineer/Executive Engineer Buildings Division Sanghar to utilize such sums.

- 6.2 Day work rates in the contractor's bid are to be used for small additional amounts of work and only when the Engineer have given written instructions in advance for additional work to be paid for in that way.

SCHEDULE - A TO BID

SCHEDULE OF PRICES – SUMMARY OF BID PRICES (Sample)

Bill No.	Description	Total Amount (Rs)
	Total Bid Price (The amount to be entered in Paragraph 1 of the Form of Bid) (In words).	

BILL OF QUANTITIES

SEPERATELY ATTACHED

SCHEDULE - B TO BID

***SPECIFIC WORKS DATA**

WORKS SHALL BE CARRIED OUT IN ACCORDANCE WITH STANDARED PUBLIC WORK SPECIFICATION.

SCHEDULE – C TO BID

WORKS TO BE PERFORMED BY SUBCONTRACTORS*

The bidder will do the work with his own forces except the work listed below which he intends to sub-contract.

Items of Works to be Sub-Contracted	Name and address of Sub-Contractors	Statement of similar works previously executed. (<i>attach evidence</i>)
--	--	--

Note:

* *The Executive Engineer Buildings Division Sanghar should decide whether to allow subcontracting or not.*

In case Procuring Agency decides to allow subcontracting then following conditions shall be complied with:

1. No change of Sub-Contractors shall be made by the bidder without prior approval of the Executive Engineer Buildings Division Sanghar.
2. The truthfulness and accuracy of the statement as to the experience of Sub-Contractors is guaranteed by the bidder. The Executive Engineer Buildings Division Sanghar's judgment shall be final as to the evaluation of the experience of Sub-Contractors submitted by the bidder.
3. Statement of similar works shall include description, location & value of works, year completed and name & address of the clients.

SCHEDULE - D TO BID

PROPOSED PROGRAMME OF WORKS

Bidder shall provide a programme in a bar-chart or Program Evaluation and Review Technique (PERT) or Critical Path Method (CPM) showing the sequence of work items by which he proposes to complete the works of the entire Contract. The programme should indicate the sequence of work items and the period of time during which he proposes to complete the works including the activities like designing, schedule of submittal of drawings, ordering and procurement of materials, manufacturing, delivering, construction of civil works, erection, testing and commissioning of works to be supplied under the Contract.

SCHEDULE – E TO BID

METHOD OF PERFORMING WORKS

The bidder is required to submit a narrative outlining the method of performing the Works. The narrative should indicate in detail and include but not be limited to:

- The sequence and methods in which he proposes to carry out the Works, including the number of shifts per day and hours per shift, he expects to work.
- A list of all major items of construction and plant erection, tools and vehicles proposed to be used in delivering/carrying out the works at site.
- The procedure for installation of equipment and transportation of equipment and materials to the site.
- Organisation chart indicating head office & field office personnel involved in management, supervision and engineering of the Works to be done under the Contract.

SCHEDULE – F TO BID

(INTEGRITY PACT)

**DECLARATION OF FEES, COMMISSION AND BROKERAGE ETC
PAYABLE BY CONTRACTORS
(FOR CONTRACTS WORTH RS. 10.00 MILLION OR MORE)**

Contract No. _____ Dated _____
Contract Value: _____
Contract Title: _____

..... [name of Contractor] hereby declares that it has not obtained or induced the procurement of any contract, right, interest, privilege or other obligation or benefit from Government of Sindh (GoS) or any administrative subdivision or agency thereof or any other entity owned or controlled by it (GoS) through any corrupt business practice.

Without limiting the generality of the foregoing, [name of Contractor] represents and warrants that it has fully declared the brokerage, commission, fees etc. paid or payable to anyone and not given or agreed to give and shall not give or agree to give to anyone within or outside Pakistan either directly or indirectly through any natural or juridical person, including its affiliate, agent, associate, broker, consultant, director, promoter, shareholder, sponsor or subsidiary, any commission, gratification, bribe, finder's fee or kickback, whether described as consultation fee or otherwise, with the object of obtaining or inducing the procurement of a contract, right, interest, privilege or other obligation or benefit in whatsoever form from, from Executive Engineer Buildings Division Sanghar (PA) except that which has been expressly declared pursuant hereto.

[name of Contractor] accepts full responsibility and strict liability that it has made and will make full disclosure of all agreements and arrangements with all persons in respect of or related to the transaction with PA and has not taken any action or will not take any action to circumvent the above declaration, representation or warranty.

[name of Contractor] accepts full responsibility and strict liability for making any false declaration, not making full disclosure, misrepresenting facts or taking any action likely to defeat the purpose of this declaration, representation and warranty. It agrees that any contract, right, interest, privilege or other obligation or benefit obtained or procured as aforesaid shall, without prejudice to any other rights and remedies available to PA under any law, contract or other instrument, be voidable at the option of PA.

Notwithstanding any rights and remedies exercised by PA in this regard, [name of Supplier/Contractor/Consultant] agrees to indemnify PA for any loss or damage incurred by it on account of its corrupt business practices and further pay compensation to PA in an amount equivalent to ten times the sum of any commission, gratification, bribe, finder's fee or kickback given by [name of Contractor] as aforesaid for the purpose of obtaining or inducing the procurement of any contract, right, interest, privilege or other obligation or benefit in whatsoever form from PA.

.....
[Executive Engineer Buildings Division Sanghar]
[Contractor]

CONDITIONS OF CONTRACT

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CONDITIONS OF CONTRACT

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CONDITIONS OF CONTRACT

1. GENERAL PROVISIONS

1.1 Definitions

In the Contract as defined below, the words and expressions defined shall have the following meanings assigned to them, except where the context requires otherwise:

The Contract

1.1.1 -Contract means the Contract Agreement and the other documents listed in the Contract Data.

1.1.2 -Specifications means the document as listed in the Contract Data, including Executive Engineer Buildings Division Sanghar's requirements in respect of design to be carried out by the Contractor (if any), and any Variation to such document.

1.1.3 -Drawings means the Executive Engineer Buildings Division Sanghar's drawings of the Works as listed in the Contract Data, and any Variation to such drawings.

Persons

1.1.4 -Executive Engineer Buildings Division Sanghar means the person named in the Contract Data and the legal successors in title to this person, but not (except with the consent of the Contractor) any assignee.

1.1.5 -Contractor means the person named in the Contract Data and the legal successors in title to this person, but not (except with the consent of the Executive Engineer Buildings Division Sanghar) any assignee.

1.1.6 -Party means either the Executive Engineer Buildings Division Sanghar or the Contractor.

Dates, Times and Periods

1.1.7 -Commencement Date means the date fourteen (14) days after the date the Contract comes into effect or any other date named in the Contract Data.

1.1.8 -Day means a calendar day

1.1.9 -Time for Completion means the time for completing the Works as stated in the Contract Data (or as extended under Sub-Clause 7.3), calculated from the Commencement Date.

Money and Payments

1.1.10 -Cost means all expenditure properly incurred (or to be incurred) by the Contractor, whether on or off the Site, including overheads and similar charges but does not include any allowance for profit

Other Definitions

- 1.1.11 -Contractor's Equipment. means all machinery, apparatus and other things required for the execution of the Works but does not include Materials or Plant intended to form part of the Works.
- 1.1.12 -Country means the Islamic Republic of Pakistan.
- 1.1.13 -Executive Engineer Buildings Division Sanghar's Risks. means those matters listed in Sub-Clause 6.1.
- 1.1.14 -Force Majeure means an event or circumstance which makes performance of a Party's obligations illegal or impracticable and which is beyond that Party's reasonable control.
- 1.1.15 -Materials means things of all kinds (other than Plant) to be supplied and incorporated in the Works by the Contractor.
- 1.1.16 -Plant means the machinery and apparatus intended to form or forming part of the Works.
- 1.1.17 -Site means the places provided by the Executive Engineer Buildings Division Sanghar where the Works are to be executed, and any other places specified in the Contract as forming part of the Site.
- 1.1.18 -Variation means a change which is instructed by the Engineer/Executive Engineer Buildings Division Sanghar under Sub-Clause 10.1.
- 1.1.19 -Works. means any or all the works whether Supply, Installation, Construction etc. and design (if any) to be performed by the Contractor including temporary works and any variation thereof.
- 1.1.20 -Engineer means the person notified by the Executive Engineer Buildings Division Sanghar to act as Engineer for the purpose of the Contract and named as such in Contract Data.

1.2 Interpretation

Words importing persons or parties shall include firms and organisations. Words importing singular or one gender shall include plural or the other gender where the context requires.

1.3 Priority of Documents

The documents forming the Contract are to be taken as mutually explanatory of one another. If an ambiguity or discrepancy is found in the documents, the priority of the documents shall be in accordance with the order as listed in the Contract Data.

1.4 **Law**
The law of the Contract is the relevant Law of Islamic Republic of Pakistan.

1.5 **Communications**
All Communications related to the Contract shall be in English language.

1.6 **Statutory Obligations**
The Contractor shall comply with the Laws of Islamic Republic of Pakistan and shall give all notices and pay all fees and other charges in respect of the Works.

2. **THE PROCURING AGENCY**

2.1 **Provision of Site**
The Executive Engineer Buildings Division Sanghar shall provide the Site and right of access thereto at the times stated in the Contract Data.
Site Investigation Reports are those that were included in the bidding documents and are factual and interpretative reports about the surface and subsurface conditions at the Site.

2.2 **Permits etc.**
The Executive Engineer Buildings Division Sanghar shall, if requested by the Contractor, assist him in applying for permits, licences or approvals which are required for the Works.

2.3 **Engineer's/Executive Engineer Buildings Division Sanghar's Instructions**
The Contractor shall comply with all instructions given by the Executive Engineer Buildings Division Sanghar or the Engineer, if notified by the Executive Engineer Buildings Division Sanghar, in respect of the Works including the suspension of all or part of the works.

2.4 **Approvals**
No approval or consent or absence of comment by the Engineer/Executive Engineer Buildings Division Sanghar shall affect the Contractor's obligations.

3. **ENGINEER'S/PROCURING AGENCY'S REPRESENTATIVES**

3.1 **Authorised Person**

The Executive Engineer Buildings Division Sanghar shall appoint a duly authorized person to act for him and on his behalf for the purposes of this Contract. Such authorized person shall be duly identified in the Contract Data or otherwise notified in writing to the Contractor as soon as he is so appointed. In either case the Executive Engineer Buildings Division Sanghar shall notify the Contractor, in writing, the precise scope of the authority of such authorized person at the time of his appointment.

3.2 **Engineer's/Executive Engineer Buildings Division Sanghar's Representative**
The name and address of Engineer's/Executive Engineer Buildings Division Sanghar's Representative is given in Contract Data. However the Contractor shall be notified by the Engineer/Executive Engineer Buildings Division Sanghar, the delegated duties and authority before the Commencement of works.

4. **THE CONTRACTOR**

4.1 **General Obligations**

The Contractor shall carry out the works properly and in accordance with the Contract. The Contractor shall provide all supervision, labour, Materials, Plant and Contractor's Equipment which may be required

4.2 **Contractor's Representative**

The Contractor shall appoint a representative at site on full time basis to supervise the execution of work and to receive instructions on behalf of the Contractor but only after obtaining the consent of the Executive Engineer Buildings Division Sanghar for such appointment which consent shall not be withheld without plausible reason(s) by the Executive Engineer Buildings Division Sanghar. Such authorized representative may be substituted/ replaced by the Contractor at any time during the Contract Period but only after obtaining the consent of the Executive Engineer Buildings Division Sanghar as aforesaid.

4.3 **Subcontracting**

The Contractor shall not subcontract the whole of the works. The Contractor shall not subcontract any part of the works without the consent of the Executive Engineer Buildings Division Sanghar.

4.4 **Performance Security**

The Contractor shall furnish to the Executive Engineer Buildings Division Sanghar within fourteen (14) days after receipt of Letter of Acceptance a Performance Security at the option of the bidder, in the form of Payee's order /Bank Draft or Bank Guarantee from scheduled bank for the amount and validity specified in Contract Data.

5. **DESIGN BY CONTRACTOR**

5.1 **Contractor's Design**

The Contractor shall carry out design to the extent specified, as referred to in the Contract Data. The Contractor shall promptly submit to the Engineer/Executive Engineer Buildings Division Sanghar all designs prepared by him, within fourteen (14) days of receipt the Engineer/Executive Engineer Buildings Division Sanghar shall notify any comments or, if the design submitted is not in accordance with the Contract, shall reject it stating the reasons. The Contractor shall not construct any element of the works designed by him within fourteen (14) days after the design has been submitted to the Engineer/Executive Engineer Buildings Division Sanghar or which has been rejected. Design that has been rejected shall be promptly amended and resubmitted. The Contractor shall resubmit all designs commented on taking these comments into account as necessary.

5.2 **Responsibility for Design**

The Contractor shall remain responsible for his bided design and the design under this Clause, both of which shall be fit for the intended purposes defined in the Contract and he shall also remain responsible for any infringement of any patent or copyright in respect of the same. The Engineer/Executive Engineer Buildings Division Sanghar shall be responsible for the Specifications and Drawings.

6. **PROCURING AGENCY'S RISKS**

6.1 **The Procuring Agency's Risks**

The Procuring Agency's Risks are:-

- a) war, hostilities (whether war be declared or not), invasion, act of foreign enemies, within the Country;
- b) rebellion, terrorism, revolution, insurrection, military or usurped power, or civil war, within the Country;
- c) riot, commotion or disorder by persons other than the Contractor's personnel and other employees including the personnel and employees of Sub-Contractors, affecting the Site and/or the Works;
- d) ionizing radiations, or contamination by radio-activity from any nuclear fuel, or from any nuclear waste from the combustion of nuclear fuel, radio-active toxic explosive, or other hazardous properties of any explosive nuclear assembly or nuclear component of such an assembly, except to the extent to which the Contractor/Sub-Contractors may be responsible for the use of any radio-active material;
- e) Pressure waves caused by aircraft or other aerial devices traveling at sonic or supersonic speeds;
- f) use or occupation by the Executive Engineer Buildings Division Sanghar of any part of the Works, except as may be specified in the Contract;
- g) late handing over of sites, anomalies in drawings, late delivery of designs and drawings of any part of the Works by the Executive Engineer Buildings Division Sanghar's personnel or by others for whom the Executive Engineer Buildings Division Sanghar is responsible;
- h) a suspension under Sub-Clause 2.3 unless it is attributable to the Contractor's failure; and

- i) physical obstructions or physical conditions other than climatic conditions, encountered on the Site during the performance of the Works, for which the Contractor immediately notified to the Executive Engineer Buildings Division Sanghar and accepted by the Executive Engineer Buildings Division Sanghar.

7. TIME FOR COMPLETION

7.1 Execution of the Works

The Contractor shall commence the Works on the Commencement Date and shall proceed expeditiously and without delay and shall complete the Works, subject to Sub-Clause 7.3 below, within the Time for Completion.

7.2 Programme

Within the time stated in the Contract Data, the Contractor shall submit to the Engineer/Executive Engineer Buildings Division Sanghar a programme for the Works in the form stated in the Contract Data.

7.3 Extension of Time

The Contractor shall, within such time as may be reasonable under the circumstances, notify the Procuring Agency/Engineer of any event(s) falling within the scope of Sub-Clause 6.1 or 10.3 of these Conditions of Contract and request the Executive Engineer Buildings Division Sanghar/Engineer for a reasonable extension in the time for the completion of works. Subject to the aforesaid, the Executive Engineer Buildings Division Sanghar/Engineer shall determine such reasonable extension in the time for the completion of works as may be justified in the light of the details/particulars supplied by the Contractor in connection with the such determination by the Executive Engineer Buildings Division Sanghar/Engineer within such period as may be prescribed by the Executive Engineer Buildings Division Sanghar/Engineer for the same; and the Procuring Agency may extend the time for completion as determined.

7.4 Late Completion

If the Contractor fails to complete the Works within the Time for Completion, the Contractor's only liability to the Executive Engineer Buildings Division Sanghar for such failure shall be to pay the amount as **liquidity damages** stated in the Contract Data for each day for which he fails to complete the Works.

8. TAKING-OVER

8.1 Completion

The Contractor may notify the Engineer/Executive Engineer Buildings Division Sanghar when he considers that the Works are complete.

8.2 **Taking-Over Notice**

Within fourteen (14) days of the receipt of the said notice of completion from the Contractor the Executive Engineer Buildings Division Sanghar/Engineer shall either takeover the completed works and issue a Certificate of Completion to that effect or shall notify the Contractor his reasons for not taking-over the works. While issuing the Certificate of Completion as aforesaid, the Executive Engineer Buildings Division Sanghar/Engineer may identify any outstanding items of work which the Contractor shall undertake during the Maintenance Period.

9. **REMEDYING DEFECTS**

9.1 **Remedying Defects**

The Contractor shall for a period stated in the Contract Data from the date of issue of the Certificate of Completion carry out, at no cost to the Executive Engineer Buildings Division Sanghar, repair and rectification work which is necessitated by the earlier execution of poor quality of work or use of below specifications material in the execution of Works and which is so identified by the Executive Engineer Buildings Division Sanghar/Engineer in writing within the said period. Upon expiry of the said period, and subject to the Contractor's faithfully performing his aforesaid obligations, the Executive Engineer Buildings Division Sanghar/Engineer shall issue a Maintenance Certificate whereupon all obligations of the Contractor under this Contract shall come to an end.

Failure to remedy any such defects or complete outstanding work within a reasonable time shall entitle the Executive Engineer Buildings Division Sanghar to carry out all necessary works at the Contractor's cost. However, the cost of remedying defects not attributable to the Contractor shall be valued as a Variation.

9.2 **Uncovering and Testing**

The Engineer/Executive Engineer Buildings Division Sanghar may give instruction as to the uncovering and/or testing of any work. Unless as a result of an uncovering and/or testing it is established that the Contractor's design, materials, plant or workmanship are not in accordance with the Contract, the Contractor shall be paid for such uncovering and/or testing as a Variation in accordance with Sub-Clause 10.2.

10. **VARIATIONS AND CLAIMS**

10.1 **Right to Vary**

The Executive Engineer Buildings Division Sanghar/Engineer may issue Variation Order(s) in writing. Where for any reason it has not been possible for the Executive Engineer Buildings Division Sanghar/Engineer to issue such Variations Order(s), the Contractor may confirm any verbal orders given by the Executive Engineer Buildings Division Sanghar/Engineer in writing and if the same are not refuted/denied by the Executive Engineer Buildings Division Sanghar/Engineer within ten (10) days of the receipt of such confirmation the same shall be deemed to be a Variation Orders for the purposes of this Sub-Clause.

10.2 Valuation of Variations

Variations shall be valued as follows:

- a) at a lump sum price agreed between the Parties, or
- b) where appropriate, at rates in the Contract, or
- c) in the absence of appropriate rates, the rates in the Contract shall be used as the basis for valuation, or failing which
- d) at appropriate new rates, as may be agreed or which the Engineer/Executive Engineer Buildings Division Sanghar considers appropriate, or
- e) if the Engineer/Executive Engineer Buildings Division Sanghar so instructs, at day work rates set out in the Contract Data for which the Contractor shall keep records of hours of labour and Contractor's Equipment, and of Materials, used.

10.3 Changes in the Quantities.

- a) If the final quantity of the work done differs from the quantity in the Bill of Quantities for the particular item by more than 25 percent, provided the change exceeds 1 percent of the Initial Contract Price, the Executive Engineer Buildings Division Sanghar/Engineer shall adjust the rate to allow for the change and will be valued as per sub clause 10.2.
- b) The Engineer shall not adjust rates from changes in quantities if thereby the Initial Contract Price is exceeded by more than 15 percent, except with the prior approval of the Executive Engineer Buildings Division Sanghar.
- c) If requested by the Engineer, the contractor shall provide the Engineer with a detailed cost breakdown of any rate in the Bill of Quantities.

10.4 Early Warning

The Contractor shall notify the Engineer/Executive Engineer Buildings Division Sanghar in writing as soon as he is aware of any circumstance which may delay or disrupt the Works, or which may give rise to a claim for additional payment.

To the extent of the Contractor's failure to notify, which results to the Engineer/Executive Engineer Buildings Division Sanghar being unable to keep all relevant records or not taking steps to minimise any delay, disruption, or Cost, or the value of any Variation, the Contractor's entitlement to extension of the Time for Completion or additional payment shall be reduced/rejected.

10.5 Valuation of Claims

If the Contractor incurs Cost as a result of any of the Executive Engineer Buildings Division Sanghar's Risks, the Contractor shall be entitled to the amount of such Cost. If as a result of any

Executive Engineer Buildings Division Sanghar's Risk, it is necessary to change the Works, this shall be dealt with as a Variation subject to Contractor's notification for intention of claim to the Engineer/Executive Engineer Buildings Division Sanghar within fourteen (14) days of the occurrence of cause.

10.6 **Variation and Claim Procedure**

The Contractor shall submit to the Engineer/Procuring Agency an itemised detailed breakdown of the value of variations and claims within twenty eight (28) days of the instruction or of the event giving rise to the claim. The Engineer/Executive Engineer Buildings Division Sanghar shall check and if possible agree the value. In the absence of agreement, the Executive Engineer Buildings Division Sanghar shall determine the value.

11. **CONTRACT PRICE AND PAYMENT**

11.1 (a) **Terms of Payments**

The amount due to the Contractor under any Interim Payment Certificate issued by the Engineer pursuant to this Clause, or to any other terms of the Contract, shall, subject to Clause 11.3, be paid by the Executive Engineer Buildings Division Sanghar to the Contractor within 30 days after such Interim Payment Certificate has been jointly verified by Executive Engineer Buildings Division Sanghar and Contractor, or, in the case of the Final Certificate referred to in Sub Clause 11.5, within 60 days after such Final Payment Certificate has been jointly verified by Executive Engineer Buildings Division Sanghar and Contractor.

Provided that the Interim Payment shall be caused in thirty (30) days and Final Payment in 60 days in case of foreign funded project. In the event of the failure of the Executive Engineer Buildings Division Sanghar to make payment within 90 days then Executive Engineer Buildings Division Sanghar shall pay to the Contractor compensation at the 28 days rate of KIBOR+2% per annum in local currency and LIBOR+1% for foreign currency, upon all sums unpaid from the date by which the same should have been paid.

(b) **Valuation of the Works**

The Works shall be valued as provided for in the Contract Data, subject to Clause 10.

11.2 **Monthly Statements**

The Contractor shall be entitled to be paid at monthly intervals:

- a) the value of the Works executed less to the cumulative amount paid previously; and
- b) value of secured advance on the materials and valuation of variations (if any).

The Contractor shall submit each month to the Engineer/Executive Engineer Buildings Division Sanghar a statement showing the amounts to which he considers himself entitled.

11.3 **Interim Payments**

Within a period not exceeding seven (07) days from the date of submission of a statement for interim payment by the Contractor, the Engineer shall verify the same and within a period not exceeding thirty (30/60) days from the said date of submission by the Contractor, the Executive Engineer Buildings Division Sanghar shall pay to the Contractor the sum subject to adjustment for deduction of the advance payments and retention money.

11.4 **Retention**

Retention money shall be paid by the Executive Engineer Buildings Division Sanghar to the Contractor within fourteen (14) days after either the expiry of the period stated in the Contract Data, or the remedying of notified defects, or the completion of outstanding work, all as referred to in Sub-Clause 9.1, whichever is the later.

11.5 **Final Payment**

Within twenty one (21) days from the date of issuance of the Maintenance Certificate the Contractor shall submit a final account to the Engineer to verify and the Engineer shall verify the same within fourteen (14) days from the date of submission and forward the same to the Executive Engineer Buildings Division Sanghar together with any documentation reasonably required to enable the Executive Engineer Buildings Division Sanghar to ascertain the final contract value.

Within sixty (60) days from the date of receipt of the verified final account from the Engineer, the Executive Engineer Buildings Division Sanghar shall pay to the Contractor any amount due to the Contractor. While making such payment the Procuring Agency may, for reasons to be given to the Contractor in writing, withhold any part or parts of the verified amount.

11.6 **Currency**

Payment shall be in the currency stated in the Contract Data.

12. **DEFAULT**

12.1 **Defaults by Contractor**

If the Contractor abandons the Works, refuses or fails to comply with a valid instruction of the Engineer/Executive Engineer Buildings Division Sanghar or fails to proceed expeditiously and without delay, or is, despite a written complaint, in breach of the Contract, the Executive Engineer Buildings Division Sanghar may give notice referring to this Sub-Clause and stating the default.

If the Contractor has not taken all practicable steps to remedy the default within fourteen (14) days after receipt of the Executive Engineer Buildings Division Sanghar's notice, the Executive Engineer Buildings Division Sanghar may by a second notice given within a further twenty one (21) days, terminate the Contract. The Contractor shall then demobilize from the Site leaving behind any Contractor's Equipment which the Executive Engineer Buildings Division Sanghar instructs, in the second notice, to be used for the completion of the Works at the risk and cost of the Contractor.

12.2 Defaults by Executive Engineer Buildings Division Sanghar

If the Executive Engineer Buildings Division Sanghar fails to pay in accordance with the Contract, or is, despite a written complaint, in breach of the Contract, the Contractor may give notice referring to this Sub-Clause and stating the default. If the default is not remedied within fourteen (14) days after the Executive Engineer Buildings Division Sanghar's receipt of this notice, the Contractor may suspend the execution of all or parts of the Works.

If the default is not remedied within twenty eight (28) days after the Executive Engineer Buildings Division Sanghar's receipt of the Contractor's notice, the Contractor may by a second notice given within a further twenty one (21) days, terminate the Contract. The Contractor shall then demobilise from the Site.

12.3 Insolvency

If a Party is declared insolvent under any applicable law, the other Party may by notice terminate the Contract immediately. The Contractor shall then demobilise from the site leaving behind, in the case of the Contractor's insolvency, any Contractor's Equipment which the Executive Engineer Buildings Division Sanghar instructs in the notice is to be used for the completion of the Works.

12.4 Payment upon Termination

After termination, the Contractor shall be entitled to payment of the unpaid balance of the value of the works executed and of the Materials and Plant reasonably delivered to the site, adjusted by the following:

- a) any sums to which the Contractor is entitled under Sub-Clause 10.4,
- b) any sums to which the Executive Engineer Buildings Division Sanghar is entitled,
- c) if the Executive Engineer Buildings Division Sanghar has terminated under Sub-Clause 12.1 or 12.3, the Executive Engineer Buildings Division Sanghar shall be entitled to a sum equivalent to twenty percent (20%) of the value of parts of the Works not executed at the date of the termination, and
- d) if the Contractor has terminated under Sub-Clause 12.2 or 12.3, the Contractor shall be entitled to the cost of his demobilisation together with a sum equivalent to ten percent (10%) of the value of parts of the works not executed at the date of termination.

The net balance due shall be paid or repaid within twenty eight (28) days of the notice of termination.

13. RISKS AND RESPONSIBILITIES

13.1 Contractor's Care of the Works

Subject to Sub-Clause 9.1, the Contractor shall take full responsibility for the care of the Works from the Commencement Date until the date of the Executive Engineer Buildings Division Sanghar's/Engineer's issuance of Certificate of Completion under Sub-Clause 8.2. Responsibility shall then pass to the Executive Engineer Buildings Division Sanghar. If any loss or damage happens to the Works during the above period, the Contractor shall rectify such loss or damage so that the Works conform with the Contract.

Unless the loss or damage happens as a result of any of the Executive Engineer Buildings Division Sanghar's Risks, the Contractor shall indemnify the Executive Engineer Buildings Division Sanghar, or his agents against all claims loss, damage and expense arising out of the Works.

13.2 Force Majeure

If Force Majeure occurs, the Contractor shall notify the Engineer/Executive Engineer Buildings Division Sanghar immediately. If necessary, the Contractor may suspend the execution of the Works and, to the extent agreed with the Executive Engineer Buildings Division Sanghar demobilize the Contractor's Equipment.

If the event continues for a period of eighty four (84) days, either Party may then give notice of termination which shall take effect twenty eight (28) days after the giving of the notice.

After termination, the Contractor shall be entitled to payment of the unpaid balance of the value of the Works executed and of the Materials and Plant reasonably delivered to the Site, adjusted by the following:

- a) any sums to which the Contractor is entitled under Sub-Clause 10.4,
- b) the cost of his demobilization, and
- c) less any sums to which the Executive Engineer Buildings Division Sanghar is entitled.

The net balance due shall be paid or repaid within thirty five (35) days of the notice of termination.

14. INSURANCE

14.1 Arrangements

The Contractor shall, prior to commencing the Works, effect insurances of the types, in the amounts and naming as insured the persons stipulated in the Contract Data except for items (a) to (e) and (i) of the Executive Engineer Buildings Division Sanghar's Risks under Sub- Clause 6.1. The policies shall be issued by insurers and in terms approved by the Executive Engineer Buildings Division

Sanghar. The Contractor shall provide the Engineer/Executive Engineer Buildings Division Sanghar with evidence that any required policy is in force and that the premiums have been paid.

14.2 **Default**

If the Contractor fails to effect or keep in force any of the insurances referred to in the previous Sub-Clause, or fails to provide satisfactory evidence, policies or receipts, the Procuring Agency may, without prejudice to any other right or remedy, effect insurance for the cover relevant to such as a default and pay the premiums due and recover the same plus a sum in percentage given in Contractor Data from any other amounts due to the Contractor.

15. **RESOLUTION OF DISPUTES**

15.1 **Engineer's Decision**

If a dispute of any kind whatsoever arises between the Executive Engineer Buildings Division Sanghar and the Contractor in connection with the works, the matter in dispute shall, in the first place, be referred in writing to the Engineer, with a copy to the other party. Such reference shall state that it is made pursuant to this Clause. No later than the twenty eight (28) days after the day on which he received such reference, the Engineer shall give notice of his decision to the Procuring Agency (Superintending Engineer) and the Contractor.

Unless the Contract has already been repudiated or terminated, the Contractor shall, in every case, continue to proceed with the work with all due diligence, and the Contractor and the Executive Engineer Buildings Division Sanghar (Superintending Engineer) shall give effect forthwith to every such decision of the Engineer unless and until the same shall be revised, as hereinafter provided in an arbitral award.

15.2 **Notice of Dissatisfaction**

If a Party is dissatisfied with the decision of the Engineer of consultant or if no decision is given within the time set out in Sub-Clause 15.1 here above, the Party may give notice of dissatisfaction referring to this Sub-Clause within fourteen (14) days of receipt of the decision or the expiry of the time for the decision. If no notice of dissatisfaction is given within the specified time, the decision shall be final and binding on the Parties. If notice of dissatisfaction is given within the specified time, the decision shall be binding on the Parties who shall give effect to it without delay unless and until the decision of the Engineer is revised by an arbitrator.

If a contractor is dissatisfied with the decision of the Engineer of the department or decision is not given in time then he can approach Superintending Engineer within 14 days, in case of dissatisfaction with decision of Superintending Engineer or not decided within 28 days, then arbitration process would be adopted as per clause 15.3.

15.3 **Arbitration**

A dispute which has been the subject of a notice of dissatisfaction shall be finally settled as per provisions of Arbitration Act 1940 (Act No. X of 1940) and Rules made there under and any statutory modifications thereto. Any hearing shall be held at the place specified in the Contract Data and in the language referred to in Sub-Clause 1.5.

INTEGRITY PACT

16.1 If the Contractor or any of his Sub-Contractors, agents or servants is found to have violated or involved in violation of the Integrity Pact signed by the Contractor as Schedule-F to his Bid, then the Executive Engineer Buildings Division Sanghar shall be entitled to:

- (a) recover from the Contractor an amount equivalent to ten times the sum of any commission, gratification, bribe, finder's fee or kickback given by the Contractor or any of his Sub-Contractors, agents or servants;
- (b) terminate the Contract; and
- (c) recover from the Contractor any loss or damage to the Executive Engineer Buildings Division Sanghar as a result of such termination or of any other corrupt business practices of the Contractor or any of his Sub-Contractors, agents or servants.

On termination of the Contract under Sub-Para (b) of this Sub-Clause, the Contractor shall demobilize from the site leaving behind Contractor's Equipment which the Executive Engineer Buildings Division Sanghar instructs, in the termination notice, to be used for the completion of the works at the risk and cost of the Contractor. Payment upon such termination shall be made under Sub-Clause 12.4, in accordance with Sub-Para (c) thereof, after having deducted the amounts due to the Executive Engineer Buildings Division Sanghar under Sub-Para (a) and (c) of this Sub-Clause.

CONTRACT DATA

(Note: Except where otherwise indicated, all Contract Data should be filled in by the Executive Engineer Buildings Division Sanghar prior to issuance of the Bidding Documents.)

Sub-Clauses of

Conditions of Contract

1.1.3 Executive Engineer Buildings Division Sanghar's Drawings, if any
(To be listed by the Executive Engineer Buildings Division Sanghar)

1.1.4 The Executive Engineer Buildings Division Sanghar means

1.1.5 The Contractor means

1.1.7 **Commencement Date** means the date of issue of Engineer's Notice to Commence which shall be issued within fourteen (14) days of the signing of the Contract Agreement.

1.1.9 **Time for Completion** _____ days

(The time for completion of the whole of the Works should be assessed by the Executive Engineer Buildings Division Sanghar)

1.1.20 **Engineer** (mention the name along with the designation including whether he belongs to department or consultant) and other details

1.3 **Documents forming the Contract listed in the order of priority:**

- (a) The Contract Agreement
- (b) Letter of Acceptance
- (c) The completed Form of Bid
- (d) Contract Data
- (e) Conditions of Contract
- (f) The completed Schedules to Bid including Schedule of Prices
- (g) The Drawings, if any
- (h) The Specifications
- (i) _____
- (j) _____

(The Executive Engineer Buildings Division Sanghar may add, in order of priority, such other documents as form part of the Contract. Delete the document, if not applicable)

2.1 **Provision of Site:** On the Commencement Date

3.1 **Authorized person:** _____

3.2 **Name and address of Engineer's/Executive Engineer Buildings Division Sanghar's representative**

4.4 **Performance Security:**

Amount _____

Validity _____

(Form: As provided under Standard Forms of these Documents)

5.1 **Requirements for Contractor's design (if any):**

Specification Clause No's

7.2 **Programme:**

Time for submission: Within fourteen (14) days* of the Commencement Date.

Form of programme: _____ *(Bar Chart/CPM/PERT or other)*

7.4 Amount payable due to failure to complete shall be ___% per day up to a maximum of (10%) of sum stated in the Letter of Acceptance

(Usually the liquidated damages are set between 0.05 percent and 0.10 percent per day.)

7.5 **Early Completion**

In case of earlier completion of the Work, the Contractor is entitled to be paid bonus up-to limit and at a rate equivalent to 50% of the relevant limit and rate of liquidated damages stated in the contract data.

9.1 **Period for remedying defects**

10.2 (e) **Variation procedures:**

Day work rates _____
_____ (details)

11.1 **Terms of Payments**

a) **Mobilization Advance**

(1) Mobilization Advance up to 10 % of the Contract Price stated in the Letter of Acceptance shall be paid by the Executive Engineer Buildings Division Sanghar to the Contractor on the works costing Rs.2.5 million or above on following conditions:

- (i) on submission by the Contractor of a Mobilization Advance Guarantee for the full amount of the Advance in the specified form from a Scheduled Bank in Pakistan to the Executive Engineer Buildings Division Sanghar;
- (ii) Contractor will pay interest on the mobilization advance at the rate of 10% per annum on the advance; and
- (iii) This Advance including the interest shall be recovered in 5 equal installments from the five (05) R.A bills and in case the number of bills is less than five (05) then 1/5th of the advance **inclusive of the interest** thereon shall be recovered from each bill and the balance together with interest be recovered from the final bill. It may be insured that there is sufficient amount in the final bill to enable recovery of the Mobilization Advance.

OR

2) **Secured Advance on Materials**

(a) The Contractor shall be entitled to receive from the Executive Engineer Buildings Division Sanghar Secured Advance against an INDENTURE BOND in P W Account Form No. 31(Fin. R. Form No. 2 acceptable to the Procuring Agency of such sum as the Engineer may consider proper in respect of non-perishable materials brought at the Site but not yet incorporated in the Permanent Works provided that:

- (i) The materials are in accordance with the Specifications for the Permanent Works;
- (ii) Such materials have been delivered to the Site and are properly stored and protected against loss or damage or deterioration to the satisfaction and verification of the Engineer but at the risk and cost of the Contractor;
- (iii) The Contractor's records of the requirements, orders, receipts and use of materials are kept in a form approved by the Engineer, and such records shall be available for inspection by the Engineer;
- (iv) The Contractor shall submit with his monthly statement the estimated value of the materials on Site together with such documents as may be required by the Engineer for the purpose of valuation of materials and providing evidence of ownership and payment therefore;
- (v) Ownership of such materials shall be deemed to vest in the Executive Engineer Buildings Division Sanghar and these materials shall not be removed from the Site or otherwise disposed of without written permission of the Executive Engineer Buildings Division Sanghar;
- (vi) The sum payable for such materials on Site shall not exceed 75 % of the (i) landed cost of imported materials, or (ii) ex-factory / ex-warehouse price of locally manufactured or produced materials, or (iii) market price of stands other materials;

- (vii) Secured Advance should not be allowed unless & until the previous advance, if any, fully recovered;
 - (viii) Detailed account of advances must be kept in part II of running account bill; and
 - (ix) Secured Advance may be permitted only against materials/quantities anticipated to be consumed / utilized on the work within a period of 3 months from the date of issue of secured advance and definitely not for full quantities of materials for the entire work/contract
- (b) Recovery of Secured Advance:
- (i) Secured Advance paid to the Contractor under the above provisions shall be effected from the monthly payments on actual consumption basis, but not later than period specified in the rules not more than three months (even if unutilized); other conditions.
 - (ii) As recoveries are made the outstanding accounts of the items concerned in Part II should be reduced by making deduction entries in the column; -deduct quantity utilized in work measured since previous bill, equivalent to the quantities of materials used by the contractor on items of work shown as executed in part I of the bill.
- (c) Interim payments: The Contractor shall submit to the Engineer monthly statements of the estimated value of the work completed less the cumulative amount certified previously.
- (i) The value of work completed comprises the value of the quantities of the items in the Bill of Quantities completed.
 - (ii) value of secured advance on the materials and valuation of variations (if any).
 - (iii) Engineer may exclude any item certified in a previous certificate or reduce the proportion of any item previously certified in any certificate in the light of later information.
 - (v) Retention money and other advances are to be recovered from the bill submitted by contractor.

11.2 *(a) **Valuation of the Works:**

- i) Lump sum price _____ (details), or
- ii) Lump sum price with schedules of rates _____ (details), or
- iii) Lump sum price with bill of quantities _____ (details), or
- iv) Re-measurement with estimated/bid quantities in the Schedule of Prices or on premium above or below quoted on the rates mentioned in CSR _____ (details), or/and
- v) Cost reimbursable _____ (details)

11.3 **Percentage of retention*:** five (5%)

11.6 **Currency of payment:** Pak. Rupees

14.1 **Insurances:** *(Executive Engineer Buildings Division Sanghar may decide, keeping in view the nature and the scope of the work)*

Type of cover

The Works

Amount of cover

The sum stated in the Letter of Acceptance plus fifteen percent (15%)

Type of cover

Contractor's Equipment:

Amount of cover

Full replacement cost

Type of cover

Third Party-injury to persons and damage to property

(The minimum amount of third party insurance should be assessed by the Executive Engineer Buildings Division Sanghar and entered).

Workers:

Other cover*:

(In each case name of insured is Contractor and Executive Engineer Buildings Division Sanghar)

14.2 **Amount to be recovered**

Premium plus _____ percent (____%).

15.3 **Arbitration****

Place of Arbitration: _____

* *(Executive Engineer Buildings Division Sanghar to specify as appropriate)*

** *(It has to be in the Province of Sindh)*

STANDARD FORMS

(Note: Standard Forms provided in this document for securities are to be issued by a bank. In case the bidder chooses to issue a bond for accompanying his bid or performance of contract or receipt of advance, the relevant format shall be tailored accordingly without changing the spirit of the Forms of securities).

FORM OF BID SECURITY
(Bank Guarantee)

Guarantee No. _____
Executed on _____

(Letter by the Guarantor to the Executive
Engineer Buildings Division Sanghar)

Name of Guarantor (Scheduled Bank in Pakistan) with
address: _____

Name of Principal (Bidder) with
address: _____

Sum of Security (express in words and
figures): _____

Bid Reference No. _____ Date of Bid _____

KNOW ALL MEN BY THESE PRESENTS, that in pursuance of the terms of the Bid and at the request of the said Principal, we the Guarantor above-named are held and firmly bound unto the _____, (hereinafter called The -Procuring Agency) in the sum stated above, for the payment of which sum well and truly to be made, we bind ourselves, our heirs, executors, administrators and successors, jointly and severally, firmly by these presents.

THE CONDITION OF THIS OBLIGATION IS SUCH, that whereas the Principal has submitted the accompanying Bid numbered and dated as above for _____ (Particulars of Bid) to the said Procuring Agency; and

WHEREAS, the Executive Engineer Buildings Division Sanghar has required as a condition for considering the said Bid that the Principal furnishes a Bid Security in the above said sum to the Executive Engineer Buildings Division Sanghar, conditioned as under:

- (1) that the Bid Security shall remain valid for a period of twenty eight (28) days beyond the period of validity of the bid;
- (2) that in the event of;
 - (a) the Principal withdraws his Bid during the period of validity of Bid, or
 - (b) the Principal does not accept the correction of his Bid Price, pursuant to Sub-Clause 16.4 (b) of Instructions to Bidders, or
 - (c) failure of the successful bidder to
 - (i) furnish the required Performance Security, in accordance with Sub-Clause IB-21.1 of Instructions to Bidders, or
 - (ii) sign the proposed Contract Agreement, in accordance with Sub-Clauses IB-20.2 & 20.3 of Instructions to Bidders,

the entire sum be paid immediately to the said Procuring Agency for delayed completion and not as penalty for the successful bidder's failure to perform.

NOW THEREFORE, if the successful bidder shall, within the period specified therefore, on the prescribed form presented to him for signature enter into a formal Contract Agreement with the said Executive Engineer Buildings Division Sanghar in accordance with his Bid as accepted and furnish within fourteen (14) days of receipt of Letter of Acceptance, a Performance Security with good and sufficient surety, as may be required, upon the form prescribed by the said Executive Engineer Buildings Division Sanghar for the faithful performance and proper fulfilment of the said Contract or in the event of non- withdrawal of the said Bid within the time specified then this obligation shall be void and of no effect, but otherwise to remain in full force and effect.

PROVIDED THAT the Guarantor shall forthwith pay to the Executive Engineer Buildings Division Sanghar the said sum stated above upon first written demand of the Executive Engineer Buildings Division Sanghar without cavil or argument and without requiring the Executive Engineer Buildings Division Sanghar to prove or to show grounds or reasons for such demand, notice of which shall be sent by the Executive Engineer Buildings Division Sanghar by registered post duly addressed to the Guarantor at its address given above.

PROVIDED ALSO THAT the Procuring Agency shall be the sole and final judge for deciding whether the Principal has duly performed his obligations to sign the Contract Agreement and to furnish the requisite Performance Security within the time stated above, or has defaulted in fulfilling said requirements and the Guarantor shall pay without objection the sum stated above upon first written demand from the Executive Engineer Buildings Division Sanghar forthwith and without any reference to the Principal or any other person.

IN WITNESS WHEREOF, the above bounded Guarantor has executed the instrument under its seal on the date indicated above, the name and seal of the Guarantor being hereto affixed and these presents duly signed by its undersigned representative pursuant to authority of its governing body.

Guarantor (Bank)

Witness:

1. Signature _____

1. _____

2. Name _____

Corporate Secretary (Seal)

3. Title _____

2. _____

(Name, Title & Address)

Corporate Guarantor (Seal)

FORM OF PERFORMANCE SECURITY
(Bank Guarantee)

Guarantee No. _____

Executed on _____

Expiry Date _____

(Letter by the Guarantor to the Executive Engineer

Buildings Division Sanghar) Name of Guarantor

(Scheduled Bank in Pakistan) with

address: _____

Name of Principal (Contractor) with

address: _____

Penal Sum of Security (express in words and figures) _____

Letter of Acceptance No. _____ Dated _____

KNOW ALL MEN BY THESE PRESENTS, that in pursuance of the terms of the Bidding Documents and above said Letter of Acceptance (hereinafter called the Documents) and at the request of the said Principal we, the Guarantor above named, are held and firmly bound unto the _____ (hereinafter called the Executive Engineer Buildings Division Sanghar) in the penal sum of the amount stated above, for the payment of which sum well and truly to be made to the said Executive Engineer Buildings Division Sanghar, we bind ourselves, our heirs, executors, administrators and successors, jointly and severally, firmly by these presents.

THE CONDITION OF THIS OBLIGATION IS SUCH, that whereas the Principal has accepted the Procuring Agency's above said Letter of Acceptance for _____ (Name of Contract) for the _____ (Name of Project).

NOW THEREFORE, if the Principal (Contractor) shall well and truly perform and fulfill all the undertakings, covenants, terms and conditions of the said Documents during the original terms of the said Documents and any extensions thereof that may be granted by the Executive Engineer Buildings Division Sanghar, with or without notice to the Guarantor, which notice is, hereby, waived and shall also well and truly perform and fulfill all the undertakings, covenants terms and conditions of the Contract and of any and all modifications of the said Documents that may hereafter be made, notice of which modifications to the Guarantor being hereby waived, then, this obligation to be void; otherwise to remain in full force and virtue till all requirements of Clause 9, Remedying Defects, of Conditions of Contract are fulfilled.

Our total liability under this Guarantee is limited to the sum stated above and it is a condition of any liability attaching to us under this Guarantee that the claim for payment in writing shall

be received by us within the validity period of this Guarantee, failing which we shall be discharged of our liability, if any, under this Guarantee.

We, _____ (the Guarantor), waiving all objections and defenses under the Contract, do hereby irrevocably and independently guarantee to pay to the Executive Engineer Buildings Division Sanghar without delay upon the Executive Engineer Buildings Division Sanghar's first written demand without cavil or arguments and without requiring the Executive Engineer Buildings Division Sanghar to prove or to show grounds or reasons for such demand any sum or sums up to the amount stated above, against the Executive Engineer Buildings Division Sanghar's written declaration that the Principal has refused or failed to perform the obligations under the Contract, for which payment will be effected by the Guarantor to Executive Engineer Buildings Division Sanghar's designated Bank & Account Number.

PROVIDED ALSO THAT the Procuring Agency shall be the sole and final judge for deciding whether the Principal (Contractor) has duly performed his obligations under the Contract or has defaulted in fulfilling said obligations and the Guarantor shall pay without objection any sum or sums up to the amount stated above upon first written demand from the Executive Engineer Buildings Division Sanghar forthwith and without any reference to the Principal or any other person.

IN WITNESS WHEREOF, the above bounded Guarantor has executed this Instrument under its seal on the date indicated above, the name and corporate seal of the Guarantor being hereto affixed and these presents duly signed by its undersigned representative, pursuant to authority of its governing body.

Witness:

1. _____

Corporate Secretary (Seal)

2. _____

(Name, Title & Address)

Guarantor (Bank)

1. Signature _____

2. Name _____

3. Title _____

Corporate Guarantor (Seal)

FORM OF CONTRACT AGREEMENT

THIS CONTRACT AGREEMENT (hereinafter called the -Agreement□) made on the _____ day of _____ 200 _____ between _____ (hereinafter called the -Procuring Agency□) of the one part _____ (hereinafter called the and -Contractor□) of the other part.

WHEREAS the Executive Engineer Buildings Division Sanghar is desirous that certain Works, viz _____ should be executed by the Contractor and has accepted a Bid by the Contractor for the execution and completion of such Works and the remedying of any defects therein.

NOW this Agreement witnesseth as follows:

1. In this Agreement words and expressions shall have the same meanings as are respectively assigned to them in the Conditions of Contract hereinafter referred to.
2. The following documents after incorporating addenda, if any except those parts relating to Instructions to Bidders, shall be deemed to form and be read and construed as part of this Agreement, viz:
 - (a) The Letter of Acceptance;
 - (b) The completed Form of Bid along with Schedules to Bid;
 - (c) Conditions of Contract & Contract Data;
 - (d) The priced Schedule of Prices/Bill of quantities (BoQ);
 - (e) The Specifications; and
 - (f) The Drawings
3. In consideration of the payments to be made by the Procuring Agency to the Contractor as hereinafter mentioned, the Contractor hereby covenants with the Executive Engineer Buildings Division Sanghar to execute and complete the Works and remedy defects therein in conformity and in all respects within the provisions of the Contract.
4. The Executive Engineer Buildings Division Sanghar hereby covenants to pay the Contractor, in consideration of the execution and completion of the Works as per provisions of the Contract, the Contract Price or such other sum as may become payable under the provisions of the Contract at the times and in the manner prescribed by the Contract.

IN WITNESS WHEREOF the parties hereto have caused this Contract Agreement to be executed on the day, month and year first before written in accordance with their respective laws:

Signature of the Contactor
Engineer Buildings Division Sanghar

Signature of the Executive

(Seal)

(Seal)

Signed, Sealed and Delivered in the presence of:

Witness:

Witness:

(Name, Title and Address)

(Name, Title and Address)

MOBILIZATION ADVANCE GUARANTEE

Guarantee No. _____

Executed on _____

(Letter by the Guarantor to the Executive Engineer Buildings Division Sanghar)

WHEREAS the _____ (hereinafter called the Procuring Agency) has entered into a Contract for

_____ (Particulars of Contract), with

_____ (hereinafter called the Contractor).

AND WHEREAS the Executive Engineer Buildings Division Sanghar has agreed to advance to the Contractor, at the

Contractor's request, an amount of Rs. _____ Rupees

_____) which amount shall be advanced to the Contractor as per provisions of the Contract.

AND WHEREAS the Executive Engineer Buildings Division Sanghar has asked the Contractor to furnish Guarantee to secure the advance payment for the performance of his obligations under the said Contract.

AND WHEREAS _____ (Scheduled Bank) (hereinafter called the Guarantor) at the request of the Contractor and in consideration of the Executive Engineer Buildings Division Sanghar agreeing to make the above advance to the Contractor, has agreed to furnish the said Guarantee.

NOW THEREFORE the Guarantor hereby guarantees that the Contractor shall use the advance for the purpose of above mentioned Contract and if he fails, and commits default in fulfillment of any of his obligations for which the advance payment is made, the Guarantor shall be liable to the Procuring Agency for payment not exceeding the aforementioned amount.

Notice in writing of any default, of which the Executive Engineer Buildings Division Sanghar shall be the sole and final judge, as aforesaid, on the part of the Contractor, shall be given by the Executive Engineer Buildings Division Sanghar to the Guarantor, and on such first written demand payment shall be made by the Guarantor of all sums then due under this Guarantee without any reference to the Contractor and without any objection.

This Guarantee shall come into force as soon as the advance payment has been credited to the account of the Contractor.

This Guarantee shall expire not later than _____

by which date we must have received any claims by registered letter, telegram, telex or telefax.

It is understood that you will return this Guarantee to us on expiry or after settlement of the total amount to be claimed hereunder.

Guarantor (Scheduled Bank)

Witness:

1. _____

Corporate Secretary (Seal)

2. _____

(Name, Title & Address)

1. Signature _____

2. Name _____

3. Title _____

Corporate Guarantor (Seal)

INDENTURE FOR SECURED ADVANCES.

(For use in cases in which is contract is for finished work and the contractor has entered into an agreement for the execution of a certain specified quantity of work in a given time).

This INDENTURE made the day of
-----197--" BETWEEN (hereinafter called "the Contractor" which expression shall where the context so admits or implied be deemed to include his heirs, executors, administrators and assigns) of the one part and THE GOVERNOR OF SINDH (hereinafter called "the Government" of the other part).

WHEREAS by an agreement, dated (hereinafter called the said agreement, the contractor has agreed to perform the under-mentioned works (hereinafter referred to as the said work):-

(Here enter (the description of the works).¹

AND WHEREAS the contractor has applied to the
—..... ---- for an advance to him of Rupees -----
(Rs.) on the security of materials absolutely belonging to him and brought by him to the site of the said works the subject of the said agreement for use in the construction of such of the said works as he has undertaken to execute at rates fixed for the finished work (inclusive of the cost of materials and labour and other charge) AND WHEREAS the Government has agreed to advance to the Contractor the sum of Rupees, (Rs.) on the security of materials the quantities and other particulars of which are detailed in Part II of Running Account Bill (E). the said works signed by the contractor
Fin R.Form.17.A
on----- — and on such covenants and conditions as are hereinafter contained and the Government has reserved to itself the option of marking any further advance or advances on the security of other materials brought by the Contractor to the site of the said works.

NOW THIS INDENTURE WTTNESSETH that in pursuance of the said agreement and in consideration of the sum of Rupees..... -----
(Rs. -----) on or before the execution of these presents paid to the Contractor by the Government (the receipt whereof the Contractor doth hereby acknowledge) and of such further advances (if any) as may be made to him as aforesaid (all of which advances are hereinafter collectively referred to as the said amount) the Contractor doth hereby assign unto the Government the said materials by way of security for the said amount

And doth hereby covenant and agree with the Government and declare ay follow :-

(1) That the said sum of Rupees- -----
(Rs. -----) so advanced by the Government to the Contractor as aforesaid and all or any further sum or sums which may be advanced aforesaid shall be employed by the contractor in or towards expending the execution of the said works and for no other purpose whatsoever.

- (2) That the materials detailed in the said Running Account Bill (B) which have been

Fin. R. Form No. 17-A

Offered to and accepted by (he Government as security for the said amount are absolutely by the Contractors own property free from encumbrances of any kind and the Contractor will not make any application for or receive a further advance on the security of materials which are not absolutely his own property and free from encumbrances of any kind and the contractor hereby agrees, at all times, to indemnify and save harmless the Government against all claims whatsoever to any materials in respect of which an advance has been made to him as aforesaid.

- (3) That the said materials detailed in the said Running Account Bill (B) and all other

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Materials on the security of which any further advance or advances may hereafter be made as aforesaid (hereinafter called the said materials) shall be used by the Contractor solely in the execution of the said works in accordance with the directions of the Divisional Officer------(hereinafter called the Divisional Officer) and in the terms of the said agreement.

(4) That the Contractor shall make at his own cost all necessary and adequate arrangement for the proper watch, safe custody and protection against all risks of the said material and that until used in construction as aforesaid the said materials shall remain at the site of the said works in the Contractor's custody and at his own risk and on his own responsibility and shall at all times be open to inspection by (he Divisional Officer or any officer authorized by him. In the event of the said materials of any part (hereof being stolen, destroyed or damaged or becoming deteriorated in a grater degree than is due to reasonable use and wear thereof Contractor will forthwith replace the same with other materials of like qualify or repair and make good the same as required by the Divisional Officer and the materials so brought to replace the said materials so repaired and made good shall also be considered as security for the said amount.

(5) 'Hurt the said materials shall not on any account be removed from the site of the said works except with the written permission of the Divisional Officer or an officer authorized by him in that behalf

(6) That the said amount shall be payable in full when or before the Contractor receives payment, from the Government of the price payable to him for the said works under the terms and provisions of the said agreement PROVIDED THAT if any intermediate payments are made to the contractor on account of work done then on the occasion of each such payment the Government will be at liberty to make a recovery from the Contractors Bill for such payment by deducting there from in the value of the said materials (hen actually used in the construction and in respect of which recovery has not been made previously the value for this purpose being determined in respect of each description of material at (he rates at which the amount of the advances made under these presents were calculated.

(7) That if the Contractor shall at any time make any default in the performance or observation in any respect of any of the terms and provisions of the said agreement or of these presents the total amount of the advance or advances that may still be owing to the Government shall immediately on the happening of such default be repayable by the Contractor to the Government together with interest thereon at twelve

percent per annum from the date or respective dates of such advance or advances to the date or repayment and with all costs, charges, damages and expenses incurred by the Government in or for the recovery thereof or the enforcement of this security or otherwise by reason of (he default of the Contractor and any moneys so becoming due and payable shall constitute a debt due from the Contractor to the Government and the Contractor hereby covenants and agrees with the Government to repay and the same respectively to it accordingly.

(8) That the Contractor hereby charges all the said materials with the repayment to the Government of the said sum of Rupees (Rs.....) and any further sum or sums which may be advanced as aforesaid and all costs charges damages and expenses payable under these present PROVIDED ALWAYS and it is hereby agreed and declared that notwithstanding anything in the said agreement and without prejudice to the powers contained therein if and whether the covenant for payment and repayment hereinbefore contained shall become enforceable and the money owing shall not be paid to accordingly.

Once therewith the Government may at any time thereafter adopt all or any of following courses as it may deem best ;-

- (a) Seize and utilize the said materials or any part thereof in the completion of the said works on behalf of the Contractor in accordance with the provisions in that behalf contained in the said agreement debiting the Contractor with the actual cost of effecting such completion the amount due in respect of advances under these presents and crediting the Contractor with the value of work done as he had carried it out in accordance with the said agreement and at the rates thereby provided. If the balance is against the Contractor he is to pay the same to the Government on demand.
- (b) Remove and sell by public auction the seized materials or any part thereof and out of the moneys arising from the sale retain all the sums aforesaid repayable to the Government under these presents and pay over the surplus (if any) to the Contractor.
- (c) Deduct all or any part of the moneys owing out of the security deposit or any sum due to the Contractor under the said agreement.

(9) That except as is expressly provided by the presents interest on the aid advance shall not be payable.

(10) That in the event of any conflict between the provisions of these presents and the said agreement the provisions of these presents shall prevail and in the event of any dispute or difference arising over the construction or effect of these presents the settlement of which has not been hereinbefore expressly provided for the same shall be referred to the Superintending Engineer..... Circle whose..... decision shall be final and the provisions of the Indian Arbitration Act for the time being in force so far as they are applicable shall apply to any such reference.

In witnesses whereof the* ----- on behalf of the
Governor of Sindh and the said -----
their respective hands and seals the day and first above written.

Signed, sealed and delivered by* In
the presence of

Seal
1st witness 2nd witness

Signed, sealed and delivered by* In
the presence of

Seal
1st Witness 2nd witness

SPECIFICATIONS

[Note for Preparing the Specifications]

A set of precise and clear specifications is a prerequisite for bidders to respond realistically and competitively to the requirements of the user without qualifying their Bids. The specifications must be drafted to permit the widest possible competition and, at the same time, present a clear statement of the required standards of workmanship, materials, performance of the works. Only if this is done objectives of economy, efficiency, and fairness in procurement will be realized and responsiveness of Bids can be ensured, and the subsequent task of bid evaluation can be facilitated. The specifications should require that materials to be incorporated in the works be new, unused, and of the most recent or current models, and incorporated all recent improvements in design and materials unless provided for otherwise in the contract.

Samples of specifications from similar to previous procurements are useful in this respect. The use of metric units is encouraged. Depending on the complexity of the works and the repetitiveness of the type of procurement, it may be advantageous to standardize the Technical Specifications that should cover all classes of workmanship, materials and equipment although not necessarily to be used in a particular procurement.

Care must be taken in drafting specifications to ensure that they are not restrictive. In the specification of standards for equipment, materials, and workmanship, recognized international standards should be used as much as possible. The specifications shall consider all conditions but not limited to seismic conditions, weather conditions and environmental impact. The specifications should state that equipment, materials, and workmanship that meet other authoritative standards, and which ensure at least a substantially equal quality than the standards mentioned, will also be acceptable. The following clause may be inserted in the Specifications.

Sample Clause: Equivalency of Standards and Codes

Wherever reference is made in the Specifications to specific standards and codes to be met by Works to be furnished and tested, the provisions of the latest current edition or revision of the relevant shall apply, unless otherwise expressly stated in the Contract. Other authoritative standards that ensure equivalence to the standards and codes specified will be acceptable.]

***DRAWINGS**

MAY BE OBTAINED FROM THE DIVISIONAL OFFICE FOR EACH WORK