



# **KARACHI WATER & SEWERAGE BOARD**

**OFFICE OF THE EXECUTIVE ENGINEER (SEW)**

**SADDAR TOWN, DISTRICT SOUTH**

**1<sup>ST</sup> Floor Cooperative Market, Saddar Regal Chowk, Karachi**

**Contact No. 0321-2286585**

## **NOTICE FOR INVITING TENDER**

**THROUGH AUTHORITY'S WEBSITE (On Offer Rate Basis).**

**Estimated Cost Rs.8,23,913/= (Below 01 Million).**

Sealed tenders are invited under SPP Rules-2010 for the work mentioned below :-

1.	Name of work :-	<b>CLEANING AND RESTORING THE CHOCKING SEWERS AT VARIOUS LOCATION AT BABA-E-URDU AND CHAND BIBI ROAD SADDAR TOWN, DISTRICT SOUTH, KW&amp;SB.</b>
2.	Eligibility of Contactor:	All eligible bidder should having NTN Certificate. GST Number / Registration. (i) Three Years Relevant work experience. (ii) Turn-over of at least Rs. 01 Million of last three years. (iii) Registration with Sindh Revenue Board (SRB).
3.	Tender can be purchased.	Tenders documents can be purchased from the Office of the Accounts Officer (Revenue), KW&SB at KW&SB Head Office, at 1 <sup>st</sup> Floor Old KBCA Annex Building, Behind Civic Centre, Gulshan-e-Iqbal Karachi, between 9.00 am to 1.00 pm in any working day except the date of opening of the tenders or can be down loaded from SPPRA's Website.
4.	Source of Funding.	KW&SB's own funds.
5.	Bid Security.	2% bid security of the quoted cost / price in shape of pay order / Bank Draft or Bank Guarantee from any schedule bank of Pakistan in favour of KW&SB. Bid Security must be accompanied with the Tender documents otherwise the tenders shall be treated as invalid / rejected.
6.	Tender Fee.	<b>Rs.1,000/=</b> Non-Refundable in shape of Pay Order in favour of KW&SB.
7.	Last date of issuing tender documents.	One day before the date of opening tender, since 1 <sup>st</sup> hoisting i.e. <del>07/03/2016</del> .
8.	Date & time of submission of tenders & Opening of Tenders.	<del>08/03/2016</del> , upto 2.00 PM and will be opened at 2.30 PM.
9.	Place of Opening.	Tenders will be opened by the <b>Procurement Committee-I, KW&amp;SB</b> , at the office of the Chief Engineer (IPD), KW&SB at 9 <sup>th</sup> Mile Karsaz, Shahrah-e-Faisal Karachi.
10.	Scope of work	<b>Improvement of Sewerage System.</b>

Note :-

- Tender / bidding documents may be downloaded from SPPRA Website.
- The Procuring Agency may rejected any bid subject to relevant provision of SPP Rules-2010.
- In case of any unforeseen situation resulting in closure of office on the date of opening or if Government declares Holiday the tender shall be submitted / opened on the next working day at the same time & venue.
- No tender shall be issued on the date of opening of tender.

**KARACHI WATER & SEWERAGE BOARD**



## **TENDER DOCUMENTS**

**FOR THE WORK OF**

**CLEANING & RESTORING THE CHOCKIGN  
SEWERS AT VARIOUS LOCATION AT BABA-E-  
URDU AND CHAND BIBI ROAD SADDAR TOWN,  
DISTRICT SOUTH, KW&SB.**

**EXECUTIVE ENGINEER (SEW)  
SADDAR TOWN, DISTRICT SOUTH**

**KARACHI WATER & SEWERAGE BOARD**

**KARACHI WATER & SEWERAGE BOARD**  
**OFFICE OF THE EXECUTIVE ENGINEER (SEW)**  
**SADDAR TOWN, DISTRICT SOUTH**

SUBJECT:- **CLEANING & RESTORING THE CHOCKIGN SEWERS AT VARIOUS LOCATION AT BABA-E-URDU AND CHAND BIBI ROAD SADDAR TOWN, DISTRICT SOUTH, KW&SB.**

Estimated Cost      On Item Rate Basis.  
Tender Cost.        Rs.1,000/=   
Time Limit.         90 Days.  
Penalty                Rs.1,000/= Per Day

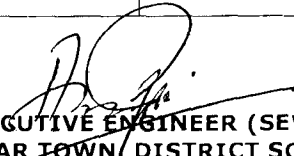
Issued to M/s. \_\_\_\_\_  
Pay Order No. \_\_\_\_\_ Dated: \_\_\_\_\_

ISSUING AUTHORITY

S.NO.	DESCRIPTION	QTY.	RATE		PER UNIT / ITEM	AMOUNT IN RUPEES
			Rupees in Figures.	Rupees in Words.		
1.	Cleaning inside sewerage lines completely restoring original silt free space / diameter of pipe lines by labour and equipment (mechanically / electrically driven) i/c accessories like pulleys steal rope, buckets and draggers sizing from 6" to 18" dia. Their "to and fro" pulling action (no of passes shall be as many as required) would be undertaken into phases (1" phase entire length from down stream to up stream) bringing down peak hours sewerage to flow inside pipe liens (as free flow) and in 2 <sup>nd</sup> phase from up stream to down stream of entire length causing no silt is observed in the buckets (6" dia to 18" dia) except only sewage water and finally passing a steal ball of dia 12" lesser than the diameter of pipe but not exceeding 48" dia. Ball even for larger dia. Pipe to ensure a perfect cleaning. The job includes all the hire/cost of equipment and accessories of above winching machine / devices alongwith tractors/engines with drum set having steal rope pulley mounted over it, steal bucket from 6" dia to 18" dia hooks and other protection like safety barriers, traffic signs, traffic cones, ensuring no damage to pipeline alongwith ensuring safety to labour and other public properly / lives and removal of silt / solids during the silting and clearance of site etc complete as per full satisfaction of site engineer.					
	15" Dia	1600 Rft			P/Rft	
	18" Dia	2500 Rft			P/Rft	
	24" Dia	1400 Rft			P/Rft	

(Continued on Next Page )

S.NO.	DESCRIPTION	QTY.	RATE		PER UNIT / ITEM	AMOUNT IN RUPEES
			Rupees in Figures.	Rupees in Words.		
2	Manufacturing and Supplying RCC Ring Slabs of 21" dia inside diameter 36" outside diameter 7.5" width and 6" thick i/c 3/8" dia tor steel bars two concentric rings with 3/8" dia 8 Nos cross linked bars welded and two sunk type hooks casted in 1:1-1/2:3 concrete with embedded 15 Kg C.I frame in perfect position i/c transportation charges for an average lead of 20 km per trip from casting yard to town offices (A minimum of 25 slabs per trip will be transported).	22 Nos.			Each	
3	Shifting to the site and fixing of 36" dia Ring Slab in perfect position on damaged manholes including cutting of damaged portion of manhole in proper shape and laying of cement mortar of 2" thickness and disposal of debris.	22 Nos.			Each	
<b>TOTAL</b>						

  
 EXECUTIVE ENGINEER (SEW)  
 SADDAR TOWN, DISTRICT SOUTH  
 K.W.&S.B.

I hereby quoted Amounting to Rs. \_\_\_\_\_ (In words) \_\_\_\_\_

Note :- All existing SPPRA Rule will be abide.

Signature & Stamp of the Contractor

Address \_\_\_\_\_

## CONTRACT DATA

### **Sub-Clauses of Conditions of Contract**

1.1.3 Procuring Agency's Drawings, if any  
(To be listed by the Procuring Agency)

1.14 **The Procuring Agency** means

**Karachi Water & Sewerage Board**

1.1.5 **The Contractor** means

### **To be Executed through firm.**

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** **90 Days**

1.1.20 Engineer (mention the name alongwith the designation including whether he belongs to department or consultant) and other details **Mr. Mohammad Aslam  
EE (Sew) Saddar Town, KW&SB.**

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 Prices.
- (g) The Drawings, if any.
- (h) The Specifications.

*(The Procuring Agency 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 Sit: On the Commencement Date

3.1 Authorized person : Mr. Mohammad Aslam, (EE - Sew) Saddar Town  
District South, KW&SB.

3.2 Name and address of Engineer's/Procuring Agency's representative **Mr. Mohammad  
Aslam (E.E) Sew Saddar Town District South KW&SB**

---

#### 4.4 Performance Security:

Amount **2% of Bid Cost.**

Validity **90 Days.**

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

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

Specification Clause Nos **N/A.**

#### 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 **0.05%** per day upto a maximum of (10%) of sum stated in the Letter Acceptance (Usually the liquidated damages are set between 0.05 percent and 0.10 percent per day.

#### 9.1 Period for remedying defects **(90 days).**

#### 10.2 (e) Variation procedures:

Day work rates **N/A** (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 Procuring Agency 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 Schedule Bank in Pakistan to the Procuring Agency.

(ii) Contractor will pay interest on the mobilization advance at the rate of 10% per annum on the advance; and

(iii) The 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<sup>th</sup> 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 recovered of the Mobilization Advance.

OR

**2) Secured Advance on Materials.**

- (a) The Contractor shall be entitled to receive from the Procuring Agency 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 proving evidence of ownership and payment thereof;
  - (v) Ownership of such materials shall be deemed to vest in the Procuring Agency and these materials shall not be removed from the Site or otherwise disposed of without written permission of the Procuring Agency;
  - (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 standard 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 previous certificate or reduce the proportion of any item previously certified in any certificate in the light of later information.

(iv) 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 as prepaid (details) , or

ii) Lump sum price with schedules or 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) (N/A).

#### 11.3 **Percentage of retention \*: Five (5%).**

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

14.1 **Insurances :** *(Procuring Agency 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 damaged to property **Through Insurance (CAR)**  
*The minimum amount of third party insurance should be assessed by the Procuring Agency and entered).*

Workers:

.....  
.....

Other cover\*:

**CAR.**

*(In each case name of insured is Contractor and Procuring Agency)*

**14.2 Amount to be recovered.**

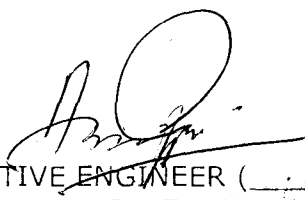
Premium plus **10%** percent (    %) )

**15.3 Arbitration\*\***

Place of Arbitration: **Karachi.**

*\*(Procuring Agency to specially as appropriate)*

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

  
EXECUTIVE ENGINEER (.....)  
DISTRICT SOUTH  
K.W.&S.B. .

## ELIGIBILITY EVALUATION CRITERIA OF THE TENDR UPTO 1.00 MILLION

Bid shall be evaluated on the basis of following information are available with a the bid :-

1. Bid shall be in sealed cover.
2. Bid shall be properly signed by the Contractor with stamp.
3. Name of firm, postal address, telephone number, Fax number, E-mail address must be written.
4. Rate must be quoted in figures and words as well.
5. National Tax Number.
6. Contractor should be registered with Sindh Revenue Board in terms of Rule-46(I) (iii) of SPP Rules, 2010 (Amended-2014).
7. Relevant experience of work of last (03) Three Years.
8. Turnover at least Rs.01 Million of last (03 ) years.
9. 2% Bid Security of Bid Cost.
10. Conditional bid will not be considered.
11. Bid will be evaluated accordingly to SPPR-2010 (Amended-2014).
12. Debarred contractors bid cannot be accept.



KARACHI WATER & SEWERAGE BOARD  
HUMAN RESOURCES DEVELOPMENT AND ADMINISTRATION DEPARTMENT  
PHONE NO. 021 - 99231464 - 021 - 99231463

No. KW&SB/D.M.D/HRD&A/919

Dated: 22-10-2015

OFFICE ORDER

With immediate effect, for compliance of Rule-31 of SPPR, A Complaint Redressal Committee (CRC) is constituted comprising of the following:

- |    |  |                  |
|----|--|------------------|
| 1. | Dy. Managing Director (Finance), KW&SB     | Convener         |
| 2. | Chief Engineer (Korangi), KW&SB            | Member/Secretary |
| 3. | Chief Engineer (Central), KMC              | Member           |
| 4. | Director Administration, KMC               | Member           |
| 5. | Divisional Accounts Officer (South), KW&SB | Member           |

This issues on the recommendation of Dy. Managing Director (TS), KW&SB, Dy. Managing Director (Planning), KW&SB and with the approval of Managing Director, KW&SB.

(Syed Shakeel Ahmed)  
Dy. Managing Director (HRD&A)  
KW&SB

DISTRIBUTION

1. Dy. Managing Director (TS) KW&SB
2. Dy. Managing Director (Finance) KW&SB/Convener Committee
3. Dy. Managing Director (Planning) KW&SB
4. Chief Engineer, Korangi, KW&SB/Member/Secretary Committee.
5. Chief Engineer, Central, KMC/Member of the Committee.
6. Director Administration, KMC/Member of the Committee.
7. Divisional Accounts Officer (South) KW&SB
8. Director (IT) KW&SB
9. Director Personnel, KW&SB
10. Director Administration, KW&SB
11. AD (LFA) KW&SB
12. AO (ESTT) KW&SB
13. Office Copy.
14. Master File.

c.c. to Managing Director, KW&SB



# KARACHI WATER & SEWERAGE BOARD

HUMAN RESOURCES, DEVELOPMENT & ADMINISTRATION DEPARTMENT  
PHONE NO. 021-99231464, 021-99231463

No: KW&SB/HRD&A/DMD/944

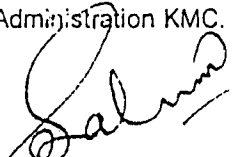
Dated: 30.10.2015

## CORRIGENDUM

In pursuance of office order issued vide No.KW&SB/DMD//HRD&A/919 dated 22.10.2015 regarding of rules-31 of SPPR, A complaint redressal committee (CRC) is Constituted, requires appropriate correction as under:

Sr. No.04    May Be Read as    :    Sr. Director (HRM) KMC.

                  Instead of                   :    Director Administration KMC.

  
( SYED SHAKEEL AHMED )  
DY. MANAGING DIRECTOR  
KW&SB

### Distribution

1. Dy. Managing Director (TS) KW&SB.
2. Dy. Managing Director (Finance) KW&SB / Convener Committee.
3. Dy. Managing Director (Planning) KW&SB.
4. The Chief Engineer Korangi KW&SB / Member Secretary Committee.
5. The Chief Engineer Central KMC / Member of the Committee.
6. The Senior Director HR-II KMC / Member of the Committee.
7. The Divisional Account Officer (South), KW&SB.
8. The Director (IT), KW&SB.
9. The Director Administration, KW&SB.
10. The Asstt. Director (LFA), KW&SB.
11. The Accounts Officer (Estt), KW&SB.
12. Office Copy.
13. Master File.

C.C. to Managing Director, KW&SB.



# KARACHI WATER & SEWERAGE BOARD

## OFFICE OF THE CHIEF ENGINEER (IPD)

Block-B, 9<sup>th</sup> Mile Karsaz, Shahra-e-Faisal, Karachi

Telephone # 99245161

No.KW&SB/CE(IPD)/2013/236

Dated: /5-03-2013

### OFFICE ORDER

In pursuance of Rule-07 of the Sindh Public Procurement Rules, 2010, instruction of SPPRA communicated vide No.Dir(Enf-1)/SPPRA/1-3/(GEN)/12-13/8001, dated: 26-02-2013 and with the approval of Managing Director, KW&SB, Procurement Committee is hereby re-constituted for performing the functions prescribed in Rule-08 of Rules ibid for the works for which evaluation report required to be hoisted on Sindh Public Procurement Authority's Web Site, as under:

S.No	Nominee	Position in P.C
1	Chief Engineer (IPD)	Convener
2	Chief Engineer (Concerned)	Member
3	Representative of D.G (TS) KMC	Member
4	Representative of Finance Advisor, KMC	Member
5	Accounts Officer (Concerned)	Member / Secretary

The office of the Convener / Chief Engineer (IPD), shall be headquarter for Procurement Committee.

The Concerned office of Chief Engineer shall maintain the record of procurement proceedings as required under Rule-9 of SPPRA 2010.

Uniform criteria for assessment of bids shall be used by all the Procurement Committees, to ensure uniformity of assessment of similar items and works.

This modifies the earlier order bearing No.MD/KW&SB/2011/197/L dated:18-06-2011.

This issue with the approval of Managing Director, KW&SB.

Chief Engineer (IPD) 2013  
KW&SB

#### Copy to:

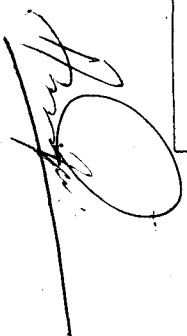
1. The Managing Director, KW&SB.
2. The All DMD's KW&SB.
3. The All C.E's KW&SB.
4. The Assistant Director (LFA), KW&SB.
5. The P.S to Chairman, KW&SB.
6. The All Accounts Officer, KW&SB.

#### Copy also to:

1. The Administrator, KMC.
2. The Chief Officer / Municipal Commissioner, KMC.
3. The Director General (T.S), KMC.
4. The Financial Advisor, KMC.
5. The Director (C.B) SPPRA, GOS.

**ANNEXTURE-II**  
**PROCUREMENT PLAN (NON-DEVELOPMENT)**  
**SADDAR TOWN (SEW), DISTRICT SOUTH, KW&SB (F.Y. 2015-16).**

SR NO.	FUND HEAD & SUB HEAD	NAME OF WORK AND BREAK UP	ALLOCATED FUNDS AND BREAK UP FOR DIFFERENT LOCATIONS / SITES	ITEMS TO BE EXECUTED	METHOD OF PROCUREMENT	ANTICIPATED /	ANTICIPATED /	ANTICIPATED /	REMARKS
						ACTUAL DATE OF ADVERTISEMENT	ACTUAL DATE OF START	ACTUAL DATE OF COMPLETION	
A	B	C	D	E	F	G	H	I	J
1	F-023-11	Procurement of Consumable Material	Rs 3,00,000/=	Procurement of Store Material	Through Quotation / Authority's Website.				
2	F-023-13	Procurement of Hollow Bamboos	Rs. 30,00,000/=	Procurement of Hollow Bamboos for cleaning of sewerage lines	Through Quotation / Authority's Website.				
3	F-023-14	Providing of Manhole Covers	Rs 45,00,000/=	Procurement of Manhole Covers for coving of manholes	Through Quotation / Authority's Website.				
4	F-023-17	Repair & Maintenance of sewerage lines, raising of manholes, manufacturing of ring slabs etc sewerage system	Rs. 45,00,000/=	Repair & Maintenance of sewerage lines, raising of manholes, manufacturing of ring slabs etc sewerage system	Through Quotation / Authority's Website.				
5	F-023-18	Repair & Maintenance of old sewerage system of Saddar Town comprising of UC-01 to UC-11, Saddar Town.	Rs. 90,00,000/=	Repair & Maintenance of old sewerage system of Saddar Town comprising of UC-01 to UC-11, Saddar Town.	Through Quotation / Authority's Website.				



# **SPPRA BIDDING DOCUMENT**

**STANDARD BIDDING DOCUMENT**  
**PROCUREMENT OF WORKS**  
*(For Contracts Costing up to Rs 2.5 MILLION)*

*Standard Bidding Document* is intended as a model for admeasurements (Percentage Rate/unit price for unit rates in a Bill of Quantities) types of contract. The main text refers to admeasurements contracts.

## **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



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.
7. Bidders shall provide evidence of their eligibility as and when requested by the Procuring Agency.
8. Any bid received by the Agency after the deadline for submission of bids shall be rejected and returned unopened to the bidder.
9. Prior to the detailed evaluation of bids, the Procuring Agency will determine whether the bidder fulfills all codal requirements of eligibility criteria given in the tender notice such as registration with tax authorities, registration with PEC (where applicable), turnover statement, experience statement, and any other condition mentioned in the NIT and bidding document. If the bidder does not fulfill any of these conditions, it shall not be evaluated further.
10. Bid without bid security of required amount and prescribed form shall be rejected.
11. Bids determined to be substantially responsive shall be checked for any arithmetic errors. Arithmetical errors shall be rectified on the following basis;
  - (A) **In case of schedule rates**, the amount of percentage quoted above or below will be checked and added or subtracted from amount of bill of quantities to arrive the final bid cost.
  - (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.

## BIDDING DATA

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

- (a). Name of Procuring Agency \_\_\_\_\_
- (b). Brief Description of Works \_\_\_\_\_
- (c). Procuring Agency's address:- \_\_\_\_\_
- (d). Estimated Cost:- \_\_\_\_\_
- (e). Amount of Bid Security:- \_\_\_\_\_ (Fill in lump sum amount or in % age of bid amount /estimated cost, but not exceeding 5%)
- (f). Period of Bid Validity (days):- \_\_\_\_\_ (Not more than sixty days).
- (g). Security Deposit:- (including bid security):- \_\_\_\_\_  
(in % age of bid amount /estimated cost equal to 10%)
- (h). Percentage, if any, to be deducted from bills :- \_\_\_\_\_
- (i). Deadline for Submission of Bids along with time :- \_\_\_\_\_
- (j). Venue, Time, and Date of Bid Opening:- \_\_\_\_\_
- (k). Time for Completion from written order of commence: - \_\_\_\_\_
- (L). Liquidity damages:- \_\_\_\_\_ (0.05 of Estimated Cost or Bid cost per day of delay, but total not exceeding 10%).
- (m). Deposit Receipt No: Date: Amount: (in words and figures)

(Executive Engineer/Authority issuing bidding document)

### **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 prorate 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.

### **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

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.

- (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.