



**KARACHI WATER AND SEWERAGE BOARD**  
**OFFICE OF THE EXECUTIVE ENGINEER**  
**KARACHI DIVISION CIVIL-I**  
 Block-B, 9<sup>th</sup> Mile Karsaz, Shakra-e-Faisal, Near Awami Markaz,

Office # 99245119

**NOTICE INVITING TENDERS THROUGH WEBSITE**  
**(ON ITEM RATE BASIS)**

Sealed Tenders are invited single stage one envelope system as per SPPRA Rules-2010 for the works mentioned below:-

S.No.	Name of Work	Detail
1.	Name Of Work	REPAIR AND MAINTENANCE OF OFFICE OF DY. DIRECTOR (TAX) ORANGI TOWN.
2.	Name, Address & Phone No of D.D.O	Executive Engineer (Karachi Division Civil-I), located at Block "B", 9 <sup>th</sup> Mile Karsaz, Karachi.
3.	Eligibility of Firm / Bidder	I. Minimum three 03 years experience of relevant field. II. Turn over at least 2.5 Million of last three years. III. Registration with federal Board of Revenue (FBR) for income Tax, sale tax in case of procurement of Goods registration with Pakistan Engineer Council (Where applicable) Bidder / Contractor should having NTN / Registration with Sindh Revenue Board (SRB) IV. Any other factor deemed to be relevant by the procuring agency subject to provision of Rule-44 (However this clause shall not be applied by KW&SB on this instant case).
4.	Tender can be purchased	In charge revenue accounts section finance department KW&SB head office Annexy building account of KBCA at civic centre Karachi from 09.00 A.M to 01.00 P.M in any working day except the date opening of the tender.
5.	Bid Security	2% of quoted amount in shape of par order/Bank draft from any schedule bank of Pakistan in the favor of KW&SB must be accompanied with the tender otherwise the tenders shall be treated as invalid & rejected
6.	Tender Fee	Rs.1000/- in shape of pay order in the same of KW&SB (non refundable)
7.	Start Date of Issuance of Tenders / Last date of issuance tenders	w.e.f. date of Hoisting of NIT on SPPRA website/one day before the date of opening tender.
8.	Date of Opening & submission of Tender	Tender will be submitted on <del>6-2</del> -2017 at 2.00 P.M and will be opened on the same date at 02.30 P.M.
9.	Un-responded, Tender will be again issued/submitted/opened on (2 <sup>nd</sup> attempt)	Issue date from 1 <sup>st</sup> day hosting to <del>22-2</del> -2017 submission on <del>23-2</del> -2017 at 02.00 p.m and will be opened at 02.30 p.m.
10.	Submission / opening Venue	Tender will be opened by the Procurement Committee-I at the office of the Convener / Director(D&E), KW&SB near COD Filter Plant, Gulshan-e-Iqbal, Block-17, Karachi.
11.	Source of Funding	Own Funds of KW & S.B.
12.	Scope of work.	To facilitate the employee.

- Tender and bidding documents can be seen and download from SPPRA Website [www.pprasindh.gov.pk](http://www.pprasindh.gov.pk).
- The participants must quote the rates both in words and figures along with telephone number, mobile numbers postal address fax number must be mentioned in bids.
- If any inconvenient situation created in the city or Govt. will announce any holiday on opening date of tender shall be submitted/opened on next working day at same time same venue
- The Procuring agency may reject any bid subject to relevant provision of SPP Rules, and may cancel the Bidding process at any time prior to acceptance of bid or proposal as rule-25 of SPPRA-2010
- Conditional tender or tenders from debarred contractor shall not be accepted shall be treated as rejected and invalid then & there.
- Bid must be in sealed cover and experience certificate for three 03 years of similar nature of job turnover of at least three years must be attached with the bid.
- Debarred Contactors bid cannot be accepted.
- In case of any required information regarding work to the concerned officer as per item No.1 may be contacted and may be visited.

**KARACHI WATER AND SEWERAGE BOARD**  
**OFFICE OF THE EXECUTIVE ENGINEER**  
**KARACHI DIVISION CIVIL-I**

Block-B, 9<sup>th</sup> Mile Karsaz, Shakra-e-Faisal, Near Awami Markaz,

Office # 99245119

NO: E.E./KDC-I/Acctt/KWSB/2016/17/22

Dated: 12/1/2016  
12/1/2016

To,

**The Director (CB).**  
SPPRA Sindh,  
Karachi.

SUBJECT:- N.I.T. NO. E.E./KDC-I/ACCTT/2016/21 DATED:- 12-1-2016

Enclosed please find herewith TENDER DOCUMENT of the subjected NIT as per Rule 21-A (AMENDED 2014) of SPPRA 2010, for kind information, please.

**Encl: As above.**

  
Executive Engineer,  
Karachi Division Civil-I,  
K.W.&.S.B.

Copy to :-

1. The D.M.D(T.S), KWSB.
2. The C.E.(B.T), KW&SB.
3. The Dir(D&E), KW&SB.
4. The S.E(BWSC), KWSB.
5. The Director(Accounts), KWSB.
6. The A.O(Revenue), KWSB.
7. Office copy.

**KARACHI WATER AND SEWERAGE BOARD**



**TENDER DOCUMENTS**

**FOR THE WORK OF**

**REPAIR AND MAINTENANCE OF OFFICE OF DY.  
DIRRECTOR (TAX) ORANGI TOWN.**

**EXECUTIVE ENGINEER  
KARACHI DIVISION CIVIL-I**

**Block-B, 9<sup>th</sup> Mile Karsaz, Shakra-e-Faisal, Near Awami Markaz,  
Office # 99245119**



# Karachi Water & Sewerage Board

## EXECUTIVE ENGINEER

(Karachi Division Civil-I)

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

Tel. No. 021 - 99245119

### NOTICE INVITING TENDERS THROUGH WEBSITE (ON ITEM RATE BASIS)

ISSUED TO M/S. \_\_\_\_\_

VIDE RECEIPT NO. \_\_\_\_\_ Dated \_\_\_\_\_

The Executive Engineer, Karachi Division Civil-I, KW&SB invites sealed Tender single stage one envelope through Notice Board for the works mentioned below on the SPPR Rule, 2010 in the presence of other members of Procurement Committee-I & interested bidders or their representative who may be present.

1. Name of Work : REPAIR AND MAINTENANCE OF OFFICE OF DY. DIRRECTOR (TAX) ORANGI TOWN.
2. Amount put to Tender : In Pak Rupees
3. Tender Cost : *Rs. 1000/-*
4. Earnest Money : 2%
5. Date of Opening : *06-02-2017*

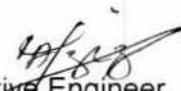
### GENERAL TERMS & CONDITIONS / ELIGIBILITY AND BID EVALUATION CRITERIA FOR THE GUIDANCE OF CONTRACTORS

- 1) Debarred and blacklisted firms are not eligible.
- 2) Conditional bid will not be accepted.
- 3) Bid shall be properly signed by contractor with stamp, address & contact number.
- 4) Contractor should attached the copy of NTN and in case of supply item copy of GST Registration and valid registration with SRB relevant experience of last one year & atleast 3 years turn over.
- 5) The Pay Order of Bid Security as mentioned in NIT must be attached alongwith tender.
- 6) All overwriting & corrections if any must be initialed by the bidder.
- 7) Schedule of work to quote the rate is enclosed.
- 8) The authority shall have the right of rejecting all or any of the Tender and will not be bound to accept the lowest Tender as per relevant provisions of SPPR 2010.
- 9) The Specification, drawings and details can be seen in the office of E.E (KDC-I), KW&SB.
- 10) All prevailing rules regarding contract data will be applicable.
- 11) Must be having relevant experience.
- 12) Evaluation criteria is attached herewith for evaluation of bid.

  
Executive Engineer(KDC-I)  
KW&SB

## BIDDING DATA

- (a). Name of Procuring agency K.D(C-I), KW&SB.
- (b). Brief Description of Works REPAIR AND MAINTENANCE OF OFFICE OF DY. DIRECTOR (TAX) ORANGI TOWN.
- (c). Source of Fund KW&SB.
- (d). Procuring Agency's address:- BLOCK "B" 9<sup>TH</sup> MILE KARSAZ, NEAR AWAMI MARKAT.
- (e). Estimated Cost:- **Rs. 9,69,837/-**
- (f). Amount of Bid Security:- 2% OF BID COST.
- (g). Period of Bid Validity (90 days):-
- (h). Security Deposit:- (including bid Security):- 10% including Bid Security.  
(In % age of bid amount / estimated cost equal to 10 %).
- (i). Percentage, if any, to be deducted from bills:- 7.5% Income Tax & 1 % WATER CHARGES
- (j). Deadline for issuance of Bids along with time :- 03-02-17 at 5:00 PM
- (k). Deadline for submission of Bids along with time :- 06-02-17 at 02:00 PM
- (l). Venue, Time, and Date of Bid Opening :- Convener / Director(D&E), KW&SB near COD Filter Plant, Gulshan-e-Iqbal, Block-17, Karachi. at 02:30 PM, 6-2-2017
- (m). Time for Completion from written order of commence:- 30 DAYS
- (n). Liquidity damages 0.05 of Estimated Cost of Bid cost per day of delay, but total not exceeding 10% of bid cost.

  
Executive Engineer,  
K.D(C-I), KW&SB.

OFFICE OF THE EXECUTIVE ENGINEER  
KARACHI DIVISION CIVIL-I, KW&SB

B.O.Q.

SUBJECT: REPAIR AND MAINTENANCE OF OFFICE OF DY. DIRRECTOR (TAX) ORANGI TOWN.


ITEM NO.	DESCRIPTION OF ITEMS	QTY	RATE		PER	AMOUNT
			Word	Figure		
Item No.1	P/L 1" thick topping cement concrete (1:2:4) i/c surface finishing and dividing panel 1 ½" thick.	1260			%Sft	
Item No.2	Cement Plaster 1:6 upto 12' height ½" thick	3799			%Sft	
Item No.3	P/F in position, door, windows and ventilator of 2"x2", ¼" angle iron frame and 1 ¾" thick commercial ply wood veneer shotters of deodar wood (3 Ply) on both sides i/c hold fast, cheats, iron towel bolts, handles, hinges and once mortice lock.	168			P/Sft	
Item No.4	Laying floors of approved coloured glazed tiles ¼" thick in white cement and a bed of ¾" thick cement mortar 1:2 complete.	600.50			% Sft	
Item No.5	Glazed tiles dodo ¼" thick laid in pigment over 1:2 cement sand mortar ¾" thick i/c finishing	373.04			%Sft	
Item No.6	Supplying & fixing in position aluminum channel framing for sliding windows & ventilator of Alcop made with 5mm thick tinted glass glazing (Belgium) & Aluminum fly screen i/c handle stopper & locking arrangement etc complete Deluxe model (Bronze)	120			P/Sft	
Item No.7	Supplying & fixing in position iron / steel grill of ¾" x ¼" size flat iron of approved design i/c painting 3 coats etc complete (weight not to be less then 3.7 Lbs/Sq. fort of finished grill).	146.25			P/Sft	
Item No.8	Distempering two coats	3799			%Sft	
Item No.9	Painting old surface painting doors & windows any type first coat of each subsequent coat.	336			%Sft	

ITEM NO.	DESCRIPTION OF ITEMS	QTY	RATE		PER	AMOUNT
			Word	Figure		
Item No.10	P/F European type white glazed earthen where was down W.C. Pan complete with & i/c cost of white / black plastic seat (best quality) & laid with C.P. brass hinges quality and 3 gallons plastic finishing with internal fitting with clamp 3/4" dia and cutting & making requisite number of holes in walls, plinth & for pipe connection & making good in cement concrete 1:2:4	03 Nos.			Each	
Item No.11	P/F 24x18" lavatory basin in white glazed earthen wave complete with and i/c the cost of WI or CI cantilever brackets 6" built into walls, painted white in two coats after a primary coats of red lead paint 1/2" dia chrome plated mixture 1 1/4" dia brass waste of approved pattern 1 1/4 dia makeable or CP brass traps makeable iron or brass unions and making requisite chamber of holes in walls plinth and floor for pipe connections and making good in CC 1:2:4 (Foreign or equivalent) add extra for labor for providing & fixing of earthen wave pedestal white or colored glazed (Foreign or equivalent).	02			Each	
Item No.12	Supplying & fixing fiber glass tank of approved quality and design and wall thickness as specified i/c cost of nuts bolts and fixing in plateform of cement concrete 1:3:6 and making connections for in let & outlet & over flow pipes etc complete 500 Gallons wall thickness 4.5mm.	01			Each	
Item No.13	P/L (main or sub main) PVC insulated with size 2-7/.044(6mm copper conductor in 1" dia meter PVC conduit on surface	100			P/Mtr.	
Item No.14	Wiring for light or fan point with (3/.029) PVC insulated wire in 20mm (3/4" PVC conduit recessed in the wall or column as required.	22			P/ Point	



ITEM NO.	DESCRIPTION OF ITEMS	QTY	RATE		PER	AMOUNT
			Word	Figure		
Item No.15	P/L (main or sub main) PVC insulated with size 7/29 copper conductor in 3/4" dia meter PVC CONDUIT on surface	200			P/ Meter	
Amount in words (					<b>Total Rs.</b>	)

I / We hereby quoted the cost of Rs. \_\_\_\_\_  
for execution of the above work and I / We hereby undertaking  
to accept all clauses of SPPR, 2010.

  
Executive Engineer,  
(KDC-I), KWSB.

Signature of Contractor  
with Name of Firm & Seal

Address : \_\_\_\_\_  
\_\_\_\_\_

Contact # \_\_\_\_\_

1. Tender's received in Sealed Cover (Y/N) and opened by Procurement Committee-I
2. No cutting and overwriting found.
3. Pay order No. \_\_\_\_\_ drawn Bank \_\_\_\_\_ dated \_\_\_\_\_ amount \_\_\_\_\_.
4. Quoted Amount Rs. \_\_\_\_\_ (words \_\_\_\_\_ )  
After rebate if any.

Accounts Officer(B.T)                      Superintending Engineer KMC

Add. Dir(LA) KMC                      Superintending Engineer(BWSC)  
KW&SB

Director (Design & Estimate)  
K.W.&.S.B.



## ELIGIBILITY AND EVALUATION CRITERIA

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

1. Bid shall be in sealed cover.
2. Bid shall be properly signed by Contractor with stamp, cutting and overwriting must be initialed.
3. Name of firm, postal address, telephone number, fax number, email address must be written.
4. Rate must be quoted in figures and words.
5. NTN, SRB Certificate, and PEC (Valid) Registration (where applicable).
6. Relevant experience Minimum (01) One Year.
7. Turnover at least (03) Three Years (Equal to the tender Estimate value / amount).
8. Bid security of required amount.
9. Conditional bid will not be considered.
10. Bid will be evaluated according to SPPR 2010.(Amended 2014)
11. The bid of the black listed and debarred contractors will not be considered.
12. The contractor shall submit / Produce / attach above mentioned documents / certificates (attested) along-with bidding documents.



**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 AND ADMINISTRATION DEPARTMENT  
 PHONE NO. 021 - 89231464 - 021 - 89231463

No. KW&SB/SR. DIR./HRD&A/397

Dated: 14<sup>th</sup> April, 2016

**OFFICE ORDER**

The Procurement Committee-I is re-constituted as per Rule-07 of Sindh Public Procurement Rules-2010, for performing the functions prescribed in Rule-08 of Sindh Public Procurement Authority as under:

Chief Engineer (W&S)  
 KW&SB  
 Inward No. 3052  
 Outward No.  
 Dated: 13/4/16

Sr. No.	Nominee	Position in P.C.
1.	Director Design & Estimate	Convener / Chairman
2.	Superintending Engineer (Concerned)	Member
3.	Representative of D.G. (TS), KMC	Member
4.	Representative of Finance Advisor, KMC	Member
5.	A.O. / D.A.O. / A.A.O. (Concerned)	Member/Secretary

The office of the Director Design shall be headquarter for Procurement Committee-I.

The Concerned Superintending Engineer shall maintain the record of Procurement proceedings as required under Rule-9 of SPPRA-2010.

This issues on the recommendation of Chief Engineer (IPD)/D.M.D. (Planning) KW&SB and with the approval of Managing Director, KW&SB vide para 5/N.

① All S.E.s  
 ② All District Account Officers  
 ③ Acc. Sub. File

*[Signature]*  
 14/4/2016  
 SR. DIRECTOR (HR)  
 KW&SB

**DISTRIBUTION**

1. Dy. Managing Director (TS) /C.E. (BT&D)/C.E. (WTM) KW&SB
2. Dy. Managing Director (Planning) / C.E. (IPD) KW&SB
3. Chief Engineer (W/S) KW&SB
4. Director Design & Estimate/Convener / Chairman Committee.
5. All Members of the Committee.
6. Sr. Director (Finance) KW&SB
7. Director (IT) KW&SB
8. Director (I&C) M.D Sectt: KW&SB
9. Staff Officer to Vice Chairman, KW&SB
10. AD (LFA) KW&SB
11. AO (ESTT) KW&SB
12. AO (Budget) KW&SB
13. IAO-II KW&SB
14. Office Copy.
15. Master File.

Mr. Mangoor  
 for information and circulate all concerned D.O's & record.

*[Signature]*  
 14/4/16

c.c. to Managing Director, KW&SB

ANNEXURE – A – II

PROCUREMENT PLAN (Non-Development) (Karachi Division Civil-I)  
FOR THE YEAR 2016 – 2017

Sr. No.	Fund Head & Sub Head	Name of work & Breakup	Allocated funds and breakup for different location / sites	Item to be executed	Method of Procurement	Anticipated / Actual Date of Advertisement	Anticipated / Actual Date of Start	Anticipated / Actual Date of Completion	Remarks
A	B	C	D	E	F	G	H	I	J
1.	5013-03	Unforeseen expenditure (Chairman Pool)	52,00,000/-	REPAIR AND MAINTENANCE OF OFFICE OF DY. DIRRECTOR (TAX) NORTH KARACHI TOWN.	Website				
2.				REPAIR AND MAINTENANCE OF OFFICE OF DY. DIRRECTOR (TAX) NORTH NAZIMABAD TOWN.	Website				
3.				REPAIR AND MAINTENANCE OF OFFICE OF DY. DIRRECTOR (TAX) ORANGI TOWN.	Website				

ARSHAD AHMED  
Divisional Engineer  
KD (C) LAWS&S

14/10/16  
Ghousia Gulistan  
Karachi (North Nazimabad)  
Car. Eng. Office, P.O.

# SPPRA BIDDING DOCUMENT

STANDARD BIDDING DOCUMENT

PROCUREMENT OF WORKS

(For Contracts going 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 contact work.
- (E) In case of quantities of work executed result the Initial Contract Price to be xceeded 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.

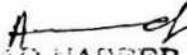


**Clause –18: Financial Assistance /Advance Payment.**

- (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.

  
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2