



**KARACHI METROPOLITAN CORPORATION**  
**OFFICE OF THE EXECUTIVE ENGINEER (CM)**  
**ENGINEERING DEPARTMENT(E&M)**

Camp Office No.1 Behind Dawood Engineering  
University Muslimabad Gurumander , Karachi.

No. EE/(CM)/E&M/KMC/33/18

Dated:- 22 / 01 / 2018

Director(CB),  
Sindh Public Procurement Regulatory Authority,  
Government of Sindh,  
**KARACHI.**

**SUBJECT:- HOISTING OF NIT NO. EE/(CM)/E&M.KMC/32/2018,**  
**dated 22-01-2018.**

Enclosed please find herewith the subject NIT along with following documents with request to upload on the SPPRA's website.

- NIT No. EE/(CM)/E&M.KMC/32/2018, dated 22-01-2018.
- BOQ's along with duly filled bidding data.
- Notification of Procurement Committee along the approval of head of department.
- Notification of Complaint Redressel Committee.
- A Soft copy of C.D. containing the above documents.
- Procurement plan for the year 2017-2018.
- Standard Bidding Documents

  
**Executive Engineer (C.M)**  
**(E&M) Engineering Deptt. KMC.**

Copy to the:

- D.G.(Tech. Services), Engg: Department, KMC .
- Chief Engineer (E&M), KMC.
- Office Copy.

SPPRA INWARD DIARY  
NO : 4920  
DATED 23-01-2018



**KARACHI METROPOLITAN CORPORATION**  
**OFFICE OF THE EXECUTIVE ENGINEER (CM)**  
**ENGINEERING DEPARTMENT (E&M)**

Camp Office No.1 Behind Dawood Engineering  
University Muslimabad Gurumander , Karachi.

No. EE/(CM)/E&M/KMC/ 32 /18

Dated:- 22 / 01 /2018

**NOTICE INVITING TENDER**  
Through Website SPPRA & KMC

Tender in sealed cover is invited on Schedule Plug Offer rates basis through single stage one envelope method for the following works from the reputable and experienced firm/contractor have NIT certificate, valid Professional Tax Certificate, Registered with Sindh Revenue Board and statement of turnover at least 3 years.

Sr #	Tender Reference #.	Name Of Work	Estimated Cost	Bid Security (Rs.)	Tender cost (Rs.)
1.	KMC/CM/ E&M/10/2018	Annual Contract for Clock Tower of KMC Head Office Building M.A Jinnah Road, Karachi.	Rs. 9,60,000/-	Rs.19,200/=	Rs.2500/=

Tender schedule shall be as follows:

SCHEDULE	DATE & TIME	VENUE
1. Receiving of Application & Issuance of Tender.	From <u>15-02-2018</u> to <u>05-03-2018</u> During Office Hours	Chief Engineer (E&M) KMC at Camp Office No.1 Behind Dawood Engineering University Muslimabad Gurumander Karachi.
2. Dropping of Tender.	on <u>07-03-2018</u> 2:00 P.M	Chief Engineer (E&M) KMC at Camp Office No.1 Behind Dawood Engineering University Muslimabad Gurumander Karachi.
3. Opening of Tender.	<u>07-03-2018</u> At 2:30 P.M	Chief Engineer (E&M) KMC at Camp Office No.1 Behind Dawood Engineering University Muslimabad Gurumander Karachi.

**TERMS & CONDITIONS.**

1. In case due to any reason, if the tenders are not responded on the above date, the next date of submission and opening will be 16-02-2018 and the tender documents will be available for sale up to 15-02-2018.
2. The tender documents will be issued to the contractor on submission of written request on letter head and on payment of non-refundable cost of tender price through pay order from any schedule Bank in favor of KMC along with experience certificate in relevant field. Bid Security in shape of pay order / bank guarantee from any schedule Bank in favor of KMC as mentioned above should be enclosed with the bid otherwise the tender will be rejected. No tender will be sold on the tender opening date.
3. In Case the date of opening or last date of sale is declared as public holiday by the Government or non working day due to any reason, the next official working day shall be deemed to be the date of sale and submission and opening of tenders accordingly. The time and venue shall remain the same.
4. The total bid amount as well as the rates of items must be filled both in figures and words and in case any correction made by the contractor himself then each correction must be initialed by the Contractor, otherwise the tenders are liable to be summarily rejected.
5. **Substantial Responsive Bid:**  
Only those bids, which comply with each eligibility criteria as well as minimum qualification criteria attached with the tender documents shall be declared substantially responsive bids at the time of tender opening and will be eligible for further evolution, otherwise the same will be declared as non-responsive / rejected.

6. The bidder is required to submit the above information, the signed evidence against evaluation criteria along with their bids. However Joint venture between two or more firms is allowed subject to compliance of conditions of stipulated rules of PEC.
7. If any fake documents are found then the tender is liable to be rejected/cancelled with out any compensation and with penalty as per rules.
8. Canvassing in connection with tenders is strictly prohibited and tenders submitted by the contractors who report canvassing will liable for rejection.
9. If a bidder submits a seriously unbalanced bid then he may be required to deposit extra performance security to a level sufficient to protect the procuring agency against financial losses, failing which his bid will be either rejected or the bid security be forfeited as deemed appropriate by KMC.
10. Bid Security of the unsuccessful bidder shall be released once the contract has been finalized with the successful bidder or the validity period has expired.
11. The procuring agency may reject all or any bid subject to the relevant provisions of SPPRA Rules 2010.
12. The conditions of contract are available on KMC's website ([www.karachicity.gov.pk](http://www.karachicity.gov.pk)).

  
**Executive Engineer (CM)**  
**Engineering Department (E&M), KMC**

Not to be Published

**Director (CB)SPPRA, GOS.**

With the request to upload on the SPPRA's website (Copy of BOQ, Bidding Data (duly filled) procurement plan for the year 2017-18 of each work and Standard Bidding Documents are also enclosed in soft copy(CD,

**Director (IT), Computer Section, Mayor Secretariat, KMC.**

With request to upload on the KMC's website.

**C.C to:-**

1. Director General (TS), KMC.
2. Chief Engineer,(CM), KMC / Chairman Tender / Procurement Committee.
3. Chief Engineer (Concerned).
4. Director Accounts, Engineering Department, KMC
5. PS to Mayor, KMC.
6. Office file.

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**KARACHI METROPOLITAN CORPORATION**  
**ENGINEERING DEPARTMENT**



**TENDER REFERENCE NO.KMC/CM/E&M/10/2017-18.**

**BILL OF QUANTITIES**

**ANNUAL CONTRACT FOR CLOCK TOWER OF K.M.C. HEAD OFFICE  
BUILDING M.A.JINNAH ROAD KARACHI.**

Estimated Cost: Rs.9,60,000/-

Earnest Money: Rs.19200/-

Tender Cost: Rs. 2500/- Each.

**KARACHI METROPOLITAN CORPORATION**  
**ENGINEERING DEPARTMENT**

*Subject: Annual Contract for Clock Tower of KMC Head Office Building  
M.A Jinnah Road Karachi.*

**SCHEDULE**

Estimated Cost: Rs.9,60,000/-

Earnest Money: Rs.19200/-

Tender Cost: Rs. 2500/- Each.

S.#	Description	Qty	Unit	Rate	in Word	Total
	<b>PART -'A'</b>					
1	Mandafry/Cleaning Servicing, oiling and greasing Clock Tower machine. a) Chiming parts, Allied Wheels, Gears, Plates and Livers. b) Striking parts, Allied Wheels, Gears, Plates and Livers. c) Bells and Allied components. The job is in lumpsum once a week, with the help of cotton clothes, waste cleaning chemical laqour, one Specialiste Mechanic, two skilled labours, complete as requirement.( four in a month)	12	Per Month			
	<b>Total</b>					
	<b>Grand Total Amount</b>			<b>Rs.</b>		

I/We hereby quoted Rates Rs. \_\_\_\_\_ (Rupees Total of Schedule and Non Schedule items rates.)

I/we the under signed is/are hereby under take to strictly abide all the terms & condition of the tender which are currently in force for the work of Karachi Metropolitan Corporation.

I/We have attached a pay order bearing No. \_\_\_\_\_ Dated: \_\_\_\_\_ issued from \_\_\_\_\_ Bank amount to Rs. \_\_\_\_\_ as per NIT.

Time Limit : 365 Days

Penalty : Rs. 2500/- Per day.

Checked by: \_\_\_\_\_

SIGNATURE OF CONTRACTOR  
ADRESS & CELL NO.

XEN (E&M) C.M. KMC

BUDGET CODE	Main Sub As	ذاتی	VIII-A-6	13-00-00 - انجمن علمی	بجٹ	2015-2016	2016-2017	2016-2017	2017-2018
						اصل صارف	مقررہ بجٹ	الٹا	بجٹ
						12,175,837	75,600,000	24,100,000	65,700,000
610 641 001				(xiii) عمارتوں کی مرمت و تعمیرات	بجٹ	---	2,000,000	1,000,000	2,000,000
610 601 006				(xii) طبی سہولتوں کی مرمت و تعمیرات	بجٹ	---	5,000,000	1,000,000	3,500,000
610 601 005				(xi) طبی سہولتوں کی مرمت و تعمیرات	بجٹ	1,918,685	3,500,000	3,500,000	5,000,000
610 601 004				(x) اجلاسوں کی مرمت و تعمیرات	بجٹ	973,060	---	---	---
610 611 001				(ix) آئینہ زینہ اور دیگر سہولتوں کی مرمت و تعمیرات	بجٹ	---	3,000,000	---	3,000,000
610 601 003				(viii) کتب خانوں اور دیگر سہولتوں کی مرمت و تعمیرات	بجٹ	6,985,451	50,000,000	10,000,000	40,000,000
610 641 000				(vii) دیگر سہولتوں کی مرمت و تعمیرات	بجٹ	---	100,000	100,000	200,000
610 611 000				(vi) عمارتوں کی مرمت و تعمیرات	بجٹ	674,688	5,000,000	2,000,000	5,000,000
610 601 002				(v) طبی سہولتوں کی مرمت و تعمیرات	بجٹ	163,025	1,500,000	1,500,000	1,500,000
610 601 001				(iv) کتب خانوں کی مرمت و تعمیرات	بجٹ	---	2,000,000	2,000,000	2,000,000
610 601 000				(iii) دیگر سہولتوں کی مرمت و تعمیرات	بجٹ	11,825	1,500,000	1,500,000	1,500,000
610 631 002				(ii) طبی سہولتوں کی مرمت و تعمیرات	بجٹ	64,500	1,000,000	500,000	1,000,000
610 631 001				(i) عمارتوں کی مرمت و تعمیرات	بجٹ	1,384,603	1,000,000	1,000,000	1,000,000

بجٹ (حصہ اول) 2017-2018



# KARACHI METROPOLITAN CORPORATION ENGINEERING DEPARTMENT

Engr. Shahab Anwer  
Director General (Technical Services)

512 JM, New M.A. Jinnah Road, Karachi  
Phone: 99230951 Fax: 99230952

No. DG/TS/KMC/535/2017

20. November, 2017

**Subject: CONSTITUTION OF PROCUREMENT COMMITTEE FOR  
PROCUREMENT OF ELECTRICAL & MECHANICAL WORKS,  
ENGINEERING DEPARTMENT, KMC**

In Pursuance of Rule-7 of Sindh Public Procurement Regulatory Authority Rules, 2010, Procurement Committee comprising the following officers is hereby notified for procurement of E&M Works and performing responsibilities as per Rule-8 of the ibid rules:-

- |   |                    |
|---|--------------------|
| ✓ 1. Mr. Anis Ahmed Khan<br>Chief Engineer (E&M)<br>Engineering Department, KMC | Chairman           |
| 2. Atta Muhammad Memon<br>Executive Engineer Low Cost Housing, KDA              | Member             |
| 3. Wajahat Hussain Zuberi<br>Accountant, Engineering Deptt. KMC                 | Member / Secretary |

*[Signature]*  
Director General (Technical Services)  
Karachi Metropolitan Corporation

Copy to:-

1. Metropolitan Commissioner, KMC
2. Dy. Director (Enf-I) Sindh Public Procurement Regulatory Authority (SPPRA) Karachi
3. Procurement Committee Members through Chief Engineer (E&M) Engg Deptt. KMC
4. Director Accounts, Engineering Department, KMC
5. Secretary to Mayor, Karachi

AAD  
Keep in file  
*[Signature]*

Pl. circulate to all XENs  
Add. Dy. (Admin) E&M  
circulated to all XENs (E/M)  
ADCE(M)  
Hi 1.1 Shahab  
20/11/17  
XEN (E&M) KMC  
20/11/17



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# KARACHI METROPOLITAN CORPORATION

## ENGINEERING DEPARTMENT

512 JM, New M.A. Jinnah Road, Karachi  
Phone: 99230951 Fax: 989230952

No.Staff Engr/Engg/KMC/344/...../ 2017

06, November, 2017

**Subject: COMPLAINT REDRESAL COMMITTEE**

Consequent upon restructuring of Engineering Department, KMC vide order No.Secy/MC/KMC/1207 dated 23-20-2017 issued by the Metropolitan Commissioner, KMC, the formation of Complaint Redressal Committee previously constituted vide letter No.EE/CM/Engg.Dept/KMC/718/15 dated 03-12-2015 is hereby modified as under:

- |  |                    |
|--|--------------------|
| 1. Director General (Technical Services) KMC   | Chairman           |
| 2. Director (Planning) F&A, KMC  | Member             |
| 3. Chief Engineer (Buildings) Engg Deptt. KMC  | Member / Secretary |
| 4. An independent professional from the relevant Field concerning the procurement progress in Question to be nominated by the Head of procuring agency (as per approval by the competent authority from time to time and case to case basis) | Member             |
| 5. Director Accounts, Engg. Deptt. KMC   | Member             |

In case of complaints of buildings works, the Chief Engineer (Buildings) KMC will be replaced with the Chief Engineer (Zone-A) KMC.

This issues with the approval of Director General (Technical Services) KMC.

*Sewer*  
03/11/17  
Staff Engineer  
Engineering Department, KMC

Copy to:-

1. Director Technical, Mayor Secretariat, KMC
2. Financial Advisor, KMC
3. Chief Engineers, Engineering Department, KMC (all)
4. Committee Members
5. Office Copy

A/SO



# NOTE SHEET

Paras

( 3 )

Reference

Subject:- ADMINISTRATIVE APPROVAL.

18

The Chief Engineer, E&M KMC has forwarded the case for Administrative approval for the work of "Annual Contract for Clock Tower of KMC Head Office Building M.A Jinnah Road Karachi.

19

It is stated that the expenditure of the subjected work will be charged under BG No.VIII-A-6 (xiii).

20

In view of the above, it is proposed that the case may be forwarded to competent Authority for the approvals as under:-

- Approval for cost of work amounting to Rs.10,38,000/- per annum. <sup>9,60,000/-</sup>
- Contract period of ~~Two (2) years i.e. 2x365 days.~~ <sup>2 years</sup>
- Approval of Calling tenders through ~~press website~~ <sup>press website</sup>

*[Signature]*  
Assistant Accounts Officer  
Engineering Department KMC

21

Dy: Director (Finance)  
Engineering Department KMC

22

Director (Accounts)  
Engineering Department KMC

23

Director General (TS) KMC

24

Financial Advisor, KMC

Metropolitan Commissioner, KMC

Mayor, KMC

CE (E&M)

Sh  
22/11/18

*[Signature]*  
20/11/18

McC -

*[Signature]*  
1/1/18

*[Signature]*  
28/12/17

PL prouss further.

XEN (RM) ESM

A.O  
PL: process  
upon process  
df  
ST/1/18

# NOTE SHEET

Paras

( 2 )

Reference

CE/E 4M/287/13  
Date 28/11/17

331  
28/11/17

As discussed, the estimate has been re-framed considering the ~~labour~~ number of labour one instead of Two, therefore its cost would be Rs. 80,000/-, therefore its annual cost will be Rs. ~~10,38,000/-~~  $9,60,000^2$  CE (4M)

Forwarded for following approvals from Worthy Mayor, please.

- 1) Cost of work amounting to Rs. ~~10,38,000/-~~ 9,60,000/- per annum.
- 2) Contract period of ~~2 Years i.e. 730 days~~ 365 days.
- 3) To call NIT through ~~press~~ website.


14 Submitted please.

15 DG (T/S.) 28/11/17

16 Pl. examine & put up.

17 Dir Accounts Answer.  
29/11/17

DDA Please examine



DG (T/S) (M)E 1803  
 Inward / Letter No. 11/11/17  
 Dated 28/11/17

# NOTE SHEET

Paras

( 1 )

Reference

SUBJECT: ANNUAL CONTRACT FOR CLOCK TOWER OF K.M.C. HEAD OFFICE BUILDING M.A. JINNAH ROAD, KARACHI.

Enclosed please find herewith an estimate for the subject work, cost of the work would be Rs. 12,78,000/- per year.

The estimate case is based on market unit prices inclusive of labour charges etc.

As it is aware of the fact that KMC Building and its clock Tower has historic importance, therefore annual contract has been made to keep the clock in operation all the time.

Work file is submitted to Honorable Mayor KMC for obtaining the following approvals.

1. Cost of the work Rs. 12,78,000/- Per year.
2. Contract period Two years 2x365 days.
3. Monthly payment of Rs. 1,00,000/- for item No.1 being mandatory work.
4. To call N.I.T through press.

Submitted for approval of Para 3 & 4/N

*d/o*  
Executive Engineer (E&M)  
Contract Management Section  
K.M.C

~~Superintending Engineer (E&M)  
Contract Management Section  
K.M.C~~ / CE (E&M)

The case may kindly be forwarded for approval of para 4/n please.

DG (T.S.) KMC

*Qaiser*  
08/11/17

The quotation seems on higher side.  
Pl. examine & put up.

SE (I&QC)

Pl. do the needful as desired.  
XEN (E&M)

Pl. provide the break up & replies  
09/11/17  
accnd  
13/11

15/11/17  
SE (I&QC) (E&M)

Award No. 502  
Dated: 13-11-17  
S.E. (I&QC) Engg. Deptt. KMC

DG (TS) KMC/625  
Inward Letter No. 09/11/17  
Dated: 09/11/17

# 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 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.

**Divisional Accountant**

**Contractor**

**Executive Engineer/Procuring Agency**

**BILL OF QUANTITIES**

**(A) Description and rate of Items based on Composite Schedule of Rates.**

Item No	Quantities	Description of item to be executed at site	Rate	Unit	Amount in Rupees
1	2	3	4	5	6

Amount TOTAL (a)

----- % above/below on the rates of CSR.

Amount to be added/deducted on the basis  
Of premium quoted. TOTAL (b)

Total (A) = a+b in words & figures:

Contractor

Executive Engineer/Procuring Agency

**(B) Description and rate of Items based on Market (Offered rates)**

Item No	Quantities	Description of item to be executed at site	Rate	Unit	Amount in Rupees

Total (B) in words & figures:

Contractor

Executive Engineer/Procuring Agency



Summary of Bill of Quantities.

Cost of Bid

Amount

1. (A) Cost based on Composite Schedule of Rates.

2. (B) Cost based on Non/Offered Schedule of Rates.

TOTAL COST OF BID (C) = Total (A) + Total (B)

Contractor

Executive Engineer/Procuring Agency