

**ESTABLISHMENT OF PERFORMANCE MANAGEMENT &  
REFORMS UNIT (PMRU) GILGIT**



**Name of Firm/Contractor:** \_\_\_\_\_

**PERFORMANCE MANAGEMENT &  
REFORMS UNIT GB**

**Ph # 05811 940158**



GOVERNMENT OF GILGIT-BALTISTAN  
PERFORMANCE MANAGEMENT & REFORMS UNIT (PMRU GB)  
&  
GILGIT-DEVELOPMENT AUTHORITY



INVITATION FOR BIDS

1. Performance Management & Reforms Unit, PMRU GB Office of the Chief Secretary Gilgit-Baltistan & Gilgit Development Authority (GDA) invite bids for the below-tabulated works based on single stage Two envelopes basis (SSTE from eligible firms or contractors licensed by the Pakistan Engineering Council in the category C-6 and above for the Current Financial Year 2024-25.

2.

Name of Work	Bid Security	Tender Submission	Tender Opening Schedule
<b>ESTABLISHMENT OF PERFORMANCE MANAGEMENT &amp; REFORMS UNIT ADP NO. 1091 (2024-25)</b> Sub head: Repair / Renovation of Establishment of Performance Management & Reforms Unit" office Gilgit. (Estimated Cost: Rs. 10.639 m)	2% of Estimated cost	10-12-2024 11:00 AM	10-12-2024 11:30 AM

3. Interested firms/contractors may obtain complete set of bidding documents from the office of undersigned during office hours upon payment of a non-refundable fee of Rs.5000/- on or before 10<sup>th</sup> December 2024.
4. All bids must be accompanied by Bid Security mentioned against each work from any scheduled bank of Pakistan / KCBL in favor of Director PMRU GB and must be delivered to undersigned office at or before the date and time. Bids will be opened on schedule mentioned above.
5. Bidding documents will be issued to bidders who can provide following documents with application.
- Valid PEC registration renewed for the CFY 2024-25.
  - No Blacklisting / Litigation certificate from any Govt or Semi Govt Department / Organization.
  - The bidder must have a JV agreement with an Architect / Architectural firm duly registered with PCATP (Pakistan council of architects and town planners Pakistan). The Architect will supervise the project.
  - The bidder must have a dealership of furniture supplier and manufacturer or furniture supplier and manufacturer (Itself or JV).
  - Original CNIC of the applicant / Firm owner (Documents will be issued to directly to the owners only).
6. This advertisement is also available on [www.gbppra.gov.pk](http://www.gbppra.gov.pk) and [www.pmrugb.gov.pk](http://www.pmrugb.gov.pk)
7. This Authority reserves the right to reject any or all the proposals as per PPRA Rules.

  
DIRECTOR PMRU GB  
Chief Secretary Office, Gilgit.  
Email: [info@pmrugb.gov.pk](mailto:info@pmrugb.gov.pk)  
Phone: 058611-640158




### CORRIGENDUM

1. Refence to this office invitation for bids dated 26<sup>th</sup> November, of following tender.
- 2.

Name of Work	Bid Security	Tender Submission	Tender Opening Schedule
<b>ESTABLISHMENT OF PERFORMANCE MANAGEMENT &amp; REFORMS UNIT ADP NO. 1091 (2024-25)</b> Sub head: Repair / Renovation of Establishment of Performance Management & Reforms Unit" office Gilgit. (Estimated Cost: Rs. 10.639 m)	2% of Estimated cost	10-12-2024 11:00 AM	10-12-2024 11:30 AM

3. The following amendments have been made in the tender.
  - vi) The bidder must have a dealership of furniture supplier and manufacturer or furniture supplier and manufacturer (Itself or JV).
4. The remaining terms and conditions shall remain the same.

  
DIRECTOR PMRU GB  
Chief Secretary Office, Gilgit.  
Email: info@pmruggb.gov.pk  
Phone: 05581-040158

# INSTRUCTIONS TO BIDDERS

## A. GENERAL

### **IB.1 Scope of Bid & Source of Funds**

#### **1.1 Scope of Bid**

It is intended to receive Bids for the Works summarized in the Bidding Data (hereinafter referred to as “the Works”).

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

#### **1.2 Source of Funds**

The Employer has arranged funds from its own sources. [or any other source which may be indicated accordingly]

### **IB.2 Eligible Bidders**

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

- a) duly licensed by the Pakistan Engineering Council (PEC) in the appropriate category for value of Works.

### **IB.3 Cost of Bidding**

3.1 The bidder shall bear all costs associated with the preparation and submission of its bid and the Employer will in no case be responsible or liable for those costs, regardless of the conduct or outcome of the bidding process.

## **B. BIDDING DOCUMENTS**

### **IB.4 Contents of Bidding Documents**

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

1. Instructions to Bidders & Bidding Data
2. Form of Bid & Schedules to Bid  
Schedules to Bid comprise the following:
  - (i) Schedule A: Schedule of Prices
  - (ii) Schedule B: Specific Works Data
  - (iii) Schedule C: Works to be Performed by Subcontractors
  - (iv) Schedule D: Proposed Program of Works
  - (v) Schedule E: Method of Performing Works
  - (vi) Schedule F: Integrity Pact
3. Conditions of Contract & Contract Data
4. Standard Forms:
  - (i) Form of Bid Security
  - (ii) Form of Performance Security
  - (iii) Form of Contract Agreement
  - (iv) Form of Bank Guarantee for Advance Payment
5. Specifications
6. Drawings

### **IB.5 Clarification of Bidding Documents**

- 5.1 A prospective bidder requiring any clarification(s) in respect of the Bidding Documents may notify the Employer at the Employer's address indicated in the Bidding Data.
- 5.2 The Employer will respond to any request for clarification which it receives earlier than ten (10) days prior to the deadline for the submission of Bids. Copies of the Employer's response will be forwarded to all prospective bidders, at least five(5) days prior to dead line for submission of Bids, who have received the Bidding Documents including a description of the enquiry but without identifying its source.

### **IB.6 Amendment of Bidding Documents**

- 6.1 At any time prior to the deadline for submission of Bids, the Employer may, for any reason, whether at his own initiative or in response to a clarification requested by a prospective bidder, modify the Bidding Documents by issuing addendum.
- 6.2 Any addendum thus issued shall be part of the Bidding Documents pursuant to Sub-Clause 6.1 hereof, and shall be communicated in writing to all purchasers of the Bidding Documents. Prospective bidders shall acknowledge receipt of each addendum in

writing to the Employer.

- 6.3 To afford prospective bidders reasonable time in which to take an addendum into account in preparing their Bids, the Employer may at its discretion extend the deadline for submission of Bids.

## **C. PREPARATION OF BIDS**

### **IB.7 Language of Bid**

- 7.1 The bid prepared by the bidder and all correspondence and documents relating to the Bid, exchanged by the bidder and the Employer shall be written in the English language, provided that any printed literature furnished by the bidder may be written in another language so long as accompanied by an English translation of its pertinent passages in which case, for purposes of interpretation of the Bid, the English translation shall govern.

### **IB.8 Documents Comprising the Bid**

- 8.1 The bid prepared by the bidder shall comprise the following components:
- (a) Covering Letter
  - (b) Form of Bid duly filled, signed and sealed, in accordance with Sub-Clause IB.14.3.
  - (c) Schedules (A to F) to Bid duly filled and initialed, in accordance with the instructions contained therein & in accordance with Sub-Clause IB.14.3.
  - (d) Bid Security furnished in accordance with Clause IB.13.
  - (e) Power of Attorney in accordance with Sub-Clause IB 14.5.
  - (f) Documentary evidence in accordance with Clause IB.11
  - (g) Documentary evidence in accordance with Clause IB.12.
  - (h) Design & Drawing proposal (Interior & Furniture)

### **IB.9 Sufficiency of Bid**

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

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

#### **IB.10 Bid Prices, Currency of Bid and Payment**

- 10.1 The bidder shall fill up the Schedule of Prices (Schedule A to Bid) indicating the unit rates and prices of the Works to be performed under the Contract. Prices in the Schedule of Prices shall be entered keeping in view the instructions contained in the Preamble to Schedule of Prices.
- 10.2 Unless otherwise stipulated in the Conditions of Contract, prices quoted by the bidder shall remain fixed during the bidder's performance of the Contract and not subject to variation on any account.
- 10.3 The unit rates and prices in the Schedule of Prices shall be quoted by the bidder in the currency as stipulated in Bidding Data.

#### **IB.11 Documents Establishing Bidder's Eligibility and Qualifications**

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

#### **IB.12 Documents Establishing Works' Conformity to Bidding Documents**

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

#### **IB.13 Bid Security**

- 13.1 Each bidder shall furnish, as part of his bid, at the option of the bidder, a Bid Security in the amount stipulated in Bidding Data in Pak. Rupees in the form of Deposit at Call or in favor of the Employer valid for a period up to twenty eight (28) days beyond the bid validity date.
- 13.2 Any bid not accompanied by an acceptable Bid Security shall be rejected by the Employer as non-responsive.
- 13.3 The bid securities of unsuccessful bidders will be returned upon award of contract to the successful bidder or on the expiry of validity of Bid Security whichever is earlier.

- 13.4 The Bid Security of the successful bidder will be returned when the bidder has furnished the required Performance Security, pursuant to Clause IB.21 and signed the Contract Agreement, pursuant to Sub-Clauses IB.20.2 & 20.3.
- 13.5 The Bid Security may be forfeited:
- (a) if a bidder withdraws his bid during the period of bid validity; or
  - (b) if a bidder does not accept the correction of his Bid Price, pursuant to Sub-Clause 16.4 (b) hereof; or
  - (c) in the case of a successful bidder, if he fails to:
    - (i) furnish the required Performance Security in accordance with Clause IB.21, or
    - (ii) sign the Contract Agreement, in accordance with Sub-Clauses IB.20.2 & 20.3.

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

- 14.1 Bids shall remain valid for the period stipulated in the Bidding Data after the date of bid opening.
- 14.2 All Schedules to Bid are to be properly completed and signed.
- 14.3 No alteration is to be made in the Form of Bid except in filling up the blanks as directed. If any alteration be made or if these instructions be not fully complied with, the bid may be rejected.
- 14.4 Each bidder shall prepare Original and number of copies specified in the Bidding Data of the documents comprising the bid as described in Clause IB.8 and clearly mark them "ORIGINAL" and "COPY" as appropriate. In the event of discrepancy between them, the original shall prevail.
- 14.5 The original and all copies of the bid shall be typed or written in indelible ink and shall be signed by a person or persons duly authorized to sign (in the case of copies, Photostats are also acceptable). This shall be indicated by submitting a written Power of Attorney authorizing the signatory of the bidder to act for and on behalf of the bidder.
- 14.6 The Bid shall be delivered in person or sent by registered mail at the address to Employer as given in Bidding Data.



## **D. SUBMISSION OF BID**

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

- 15.1 Bids must be received by the Employer at the address/provided in Bidding Data not later than the time and date stipulated therein.
- 15.2 Bids submitted through telegraph, telex, fax or e-mail shall not be considered.
- 15.3 Any bid received by the Employer after the deadline for submission prescribed in Bidding Data will be returned unopened to such bidder.
- 15.4 Any bidder may modify or withdraw his bid after bid submission provided that the modification or written notice of withdrawal is received by the Employer prior to the deadline for submission of bids.
- 15.5 Withdrawal of a bid during the interval between the deadline for submission of bids and the expiration of the period of bid validity specified in the Form of Bid may result in forfeiture of the Bid Security pursuant to Sub-Clause IB. 3.5(a).

## **E. BID OPENING AND EVALUATION**

### **IB.16 Bid Opening, Clarification and Evaluation**

- 16.1 The Employer will open the bids, in the presence of bidders' representatives who choose to attend, at the time, date and location stipulated in the Bidding Data.
- 16.2 The bidder's name, Bid Prices, any discount, the presence or absence of Bid Security, and such other details as the Employer at its discretion may consider appropriate, will be announced by the Employer at the bid opening. The Employer will record the minutes of the bid opening. Representatives of the bidders who choose to attend shall sign the attendance sheet.

Any Bid Price or discount which is not read out and recorded at bid opening will not be taken into account in the evaluation of bid.

- 16.3 To assist in the examination, evaluation and comparison of Bids the Employer may, at its discretion, ask the bidder for a clarification of its Bid. The request for clarification and the response shall be in writing and no change in the price or substance of the Bid shall be sought, offered or permitted.
- 16.4 (a) Prior to the detailed evaluation, pursuant to Sub-Clauses IB.16.7 to 16.9, the Employer will determine the substantial responsiveness of each bid to the Bidding Documents. For purpose of these Clauses, a substantially responsive bid is one which conforms to all the terms and conditions of the Bidding Documents without material deviations. It will include to determine the requirements listed in Bidding Data.
  - (b) Arithmetical errors will be rectified on the following basis:

If there is a discrepancy between the unit price and total price that is obtained

by multiplying the unit price and quantity, the unit price shall prevail and the total price shall be corrected. If there is a discrepancy between the words and figures the amount in words shall prevail. If there is a discrepancy between the Total Bid price entered in Form of Bid and the total shown in Schedule of Prices-Summary, the amount stated in the Form of Bid will be corrected by the Employer in accordance with the Corrected Schedule of Prices.

If the bidder does not accept the corrected amount of Bid, his Bid will be rejected and his Bid Security forfeited.

- 16.5 A Bid determined as substantially non-responsive will be rejected and will not subsequently be made responsive by the bidder by correction of the non-conformity.
- 16.6 Any minor informality or non-conformity or irregularity in a Bid which does not constitute a material deviation may be waived by Employer, provided such waiver does not prejudice or affect the relative ranking of any other bidders.
- 16.7 The Employer will evaluate and compare only the bids previously determined to be substantially responsive pursuant to Sub-Clauses IB.16.4 to 16.6 as per requirements given hereunder. Bids will be evaluated for complete scope of works. The prices will be compared on the basis of the Evaluated Bid Price pursuant to Sub-Clause 16.8 herein below.

(a) Technical Evaluation

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

(b) Commercial Evaluation

It will be examined in detail whether the bids comply with the commercial/contractual conditions of the Bidding Documents. It is expected that no material deviation/stipulation shall be taken by the bidders.

16.8 Evaluated Bid Price

In evaluating the bids, the Employer will determine for each bid in addition to the Bid Price, the following factors (adjustments) in the manner and to the extent indicated below to determine the Evaluated Bid Price:

- (i) making any correction for arithmetic errors pursuant to Sub-Clause 16.4 hereof.
- (ii) making an appropriate price adjustment for any other acceptable variation or deviation.
- (iii) making an appropriate price adjustment for Deviations in terms of Payments (if any and acceptable to the Employer).
- (iv) discount, if any, offered by the bidders as also read out and recorded at the time

of bid opening.

#### 16.9 Evaluation Methods

Pursuant to Sub-Clause 16.8, Para (ii), and (iii) following evaluation methods for price adjustments will be followed:

(i) Price Adjustment for Technical Compliance

The cost of making good any deficiency resulting from technical noncompliance will be added to the Corrected Total Bid Price for comparison purposes only. The adjustments will be applied taking the highest price quoted by other bidders being evaluated in detail in their original Bids for corresponding item. In case of non-availability of price from other bidders, the price will be estimated by the Employer.

(ii) Price Adjustment for Commercial Compliance

The cost of making good any deficiency resulting from any quantifiable variations and deviations from the Bid Schedules and Conditions of Contract, as determined by the Employer will be added to the Corrected Total Bid Price for comparison purpose only. Adjustment for commercial compliance will be added to the Corrected Total Bid Prices.

(iii) Price Adjustment for Deviation in Terms of Payments

Refer to Bidding Data

#### **IB.17 Process to be Confidential**

17.1 Subject to Sub-Clause IB.16.3 heretofore, no bidder shall contact Employer on any matter relating to its Bid from the time of the Bid opening to the time the bid evaluation result is announced by the Employer. The evaluation result shall be announced at least ten (10) days prior to award of Contract. The announcement to all bidders will include table(s) comprising read out prices, discounted prices, price adjustments made, final evaluated prices and recommendations against all the bids evaluated.

17.2 Any effort by a bidder to influence Employer in the Bid evaluation, Bid comparison or Contract Award decisions may result in the rejection of his Bid. Whereas, any bidder feeling aggrieved may lodge a written complaint not later than fifteen (15) days after the announcement of the bid evaluation result, however, mere fact of lodging a complaint shall not warrant suspension of procurement process.

## **F. AWARD OF CONTRACT**

### **IB.18. Post Qualification**

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

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

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

### **IB.19 Award Criteria & Employer's Right**

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

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

### **IB.20 Notification of Award & Signing of Contract Agreement**

- 20.1 Prior to expiration of the period of bid validity prescribed by the Employer, the Employer will notify the successful bidder in writing ("Letter of Acceptance") that his bid has been accepted.
- 20.2 Within seven (7) days from the date of furnishing of acceptable Performance Security under the Conditions of Contract, the Employer will send the successful bidder the Form of Contract Agreement provided in the Bidding Documents, incorporating all agreements between the parties.
- 20.3 The formal Agreement between the Employer and the successful bidder shall be executed within seven(7) days of the receipt of Form of Contract Agreement by the successful bidder from the Employer.

### **IB.21 Performance Security**

- 21.1 The successful bidder shall furnish to the Employer a Performance Security in the form

and the amount stipulated in the Conditions of Contract within a period of fourteen (14) days after the receipt of Letter of Acceptance.

- 21.2 Failure of the successful bidder to comply with the requirements of Sub-Clauses IB.20.2 & 20.3 or 21.1 or Clause IB.22 shall constitute sufficient grounds for the annulment of the award and forfeiture of the Bid Security.

**IB.22 Integrity Pact**

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

## **BIDDING DATA**

### **Instructions to Bidders**

#### **Clause Reference**

#### **1.1 Name of Employer**

**Performance Management & Reforms Unit-GB**

#### **Brief Description of Works**

**“ESTABLISHMENT OF PERFORMANCE MANAGEMENT & REFORMS UNIT GILGIT”**

#### **5.1 (a) Employer’s address:**

**Office of the Chief Secretary, Director Performance Management &  
Reforms Unit Gilgit Baltistan. Ph # 05811-940158**

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

**11.2 The bidder/manufacture has the financial, technical and production capability necessary to perform the Contract as follows:**

#### **Technical Capabilities:**

1. Valid PEC registration renewed for the CFY 2024-25 with in Category-6 or above.
2. No Blacklisting / Litigation certificate from any Govt or Semi Govt Department / Organization.
3. Experience certificate of Civil work and Renovation with any Government Department duly signed with Executive Engineer, experience more than three years.
4. The bidder must have a JV agreement with an Architect / Architectural firm duly registered with PCATP (Pakistan council of architects and town planners Pakistan). The Architect will supervise the project.
5. All documents must be duly signed and stamped by the bidder / firm and must be in sequence with page numbering at bottom of the page.
6. The bidder must have a dealership of furniture supplier and manufacturer, or the bidder must be furniture supplier and manufacturer (Itself or JV).
7. The bidder will submit the 2D & 3D design. (The employer shall guide and arrange site visit if requested by any bidder)

**Financial Capabilities:**

- The bidder will have to submit the bank statement of Schedule Bank having a bank balance of **20%** of Project estimated cost. The statement must not be older than Six Months from the date of Advertisement

**13.1 Amount of Bid Security**

02% of estimated rate.

**14.1 Period of Bid Validity**

60 days.

**14.2 Number of Copies of the Bid to be Submitted**

One Copy

**14.3 ( a) Employer's Address for the Purpose of Bid Submission**

as above.

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

Venue: Office of the Director PMRU-GB, Chief Secretary Office  
Gilgit.

Time: 11:00AM

Date: 09-12-2024

**16.4 Responsiveness of Bids**

- ii. The Bid is valid till required period.
- iii. The Bid prices are firm during currency of contract (if it is a fixed price bid)
- iv. Completion period offered is within specified limits,

- v. The Bidder/Manufacturer is eligible to Bid and possesses the requisite experience, capability and qualification.
- vi. The Bid does not deviate from basic technical requirements and
- vii. The Bids are generally in order, etc.
- viii. Any bidder quoting rates 10% below than the Engineer's estimated rates as mentioned in advertisement shall furnish a bid security of difference amount beyond 10% of the estimated cost in shape of Call Deposit of any scheduled bank as part of bid in favor of Director PMRU-GB, failing which the bid will be rejected without considering for further evaluation.
- ix. Original Affidavit on Stamp Paper that the firm has not been black listed / No litigation from any Government/ Semi Government Department till date shall be provided.
- x. Experience certificate of Civil work and Renovation with any Government Department duly signed with Executive Engineer, experience more than three years.
- xi. Above conditions i.e i to x are compulsory failing which the bid will be rejected.

**15.1 Deadline for Submission of Bids**

11:00 AM on 10-12-2024

**21.1 Performance Security**

The successful bidder shall furnish 10% Performance security from any scheduled bank of Pakistan or any double AA rating insurance company within a period of fourteen (14) days after the receipt of Letter of Acceptance.



**FORM OF BID**

(LETTER OF OFFER)

Bid Reference No. \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

(Name of Works)

To:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Gentlemen,

1. Having examined the Bidding Documents including Instructions to Bidders, Bidding Data, Conditions of Contract, Contract Data, Specifications, Drawings, if any, Schedule of Prices and Addenda Nos. \_\_\_\_\_ for the execution of the above-named Works, we, the undersigned, being a company doing business under the name of and address \_\_\_\_\_ and being duly incorporated under the laws of Pakistan hereby offer to execute and complete such Works and remedy any defects therein in conformity with the said Documents including Addenda thereto for the Total Bid Price of Rs \_\_\_\_\_ (Rupees \_\_\_\_\_) or such other sum as may be ascertained in accordance with the said Documents.
2. We understand that all the Schedules attached hereto form part of this Bid.
3. As security for due performance of the undertakings and obligations of this Bid, we submit herewith a Bid Security in the amount of \_\_\_\_\_ drawn in your favor or made payable to you and valid for a period of twenty eight (28) days beyond the period of validity of Bid.
4. We undertake, if our Bid is accepted, to commence the Works and to deliver and complete the Works comprised in the Contract within the time(s) stated in Contract Data.
5. We agree to abide by this Bid for the period of \_\_\_\_\_ days from the date fixed for receiving the same and it shall remain binding upon us and may be accepted at any time before the expiration of that period.
6. Unless and until a formal Agreement is prepared and executed, this Bid, together with your written acceptance thereof, shall constitute a binding contract between us.
7. We undertake, if our Bid is accepted, to execute the Performance Security referred to in Conditions of Contract for the due performance of the Contract.
8. We understand that you are not bound to accept the lowest or any bid you may

receive.

9. We do hereby declare that the Bid is made without any collusion, comparison of figures or arrangement with any other person or persons making a bid for the Works.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 20

Signature \_\_\_\_\_

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

\_\_\_\_\_  
(Name of Bidder in Block Capitals)

(Seal)

Address

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Witness:

(Signature) \_\_\_\_\_

Name: \_\_\_\_\_

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

\_\_\_\_\_

**[SCHEDULES TO BID INCLUDE THE FOLLOWING:**

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

## **PREAMBLE TO SCHEDULE PRICES**

### **1. General**

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

### **2. Description**

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

### **3. Units & Abbreviations**

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

---

---

(Note: The abbreviations to be used in the Schedule of Prices to be defined by the Employer).

### **4. Rates and Prices**

- 4.1 Except as otherwise expressly provided under the Conditions of Contract, the rates and amounts entered in the Schedule of Prices shall be the rates at which the Contractor shall be paid and shall be the full inclusive value of the works set forth or implied in the Contract; except for the amounts reimbursable, if any to the Contractor under the Contract.
- 4.2 Unless otherwise stipulated in the Contract Data, the rates and prices entered by the bidder shall not be subject to adjustment during the performance of the Contract.
- 4.3 All duties, taxes and other levies payable by the Contractor shall be included in the rates and prices.
- 4.4 The whole cost of complying with the provisions of the Contract shall be included in the items provided in the Schedule of Prices, and where no items are provided, the cost shall be deemed to be distributed among the rates and prices entered for the related items of the Works and no separate payment will be made for those items.

The rates, prices and amounts shall be entered against each item in the

Schedule of Prices. Any item against which no rate or price is entered by the bidder will not be paid for by the Employer when executed and shall be deemed covered by the rates and prices for other items in the Schedule of Prices.

- 4.5 (a) The bidder shall be deemed to have obtained all information as to and all requirements related thereto which may affect the bid price.

\*(b) The Contractor shall be responsible to make complete arrangements for the transportation of the Plant to the Site.

\*(Employer may modify as appropriate)

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

## **5. Bid Prices**

### **5.1 Break-up of Bid Prices**

The various elements of Bid Prices shall be quoted as detailed by the Employer in the format of Schedule of Prices.

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

### **5.2 Total Bid Price**

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

## **6. Provisional Sums**

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

NIT

**General Abstract of Cost**

**Name of Work : Repair / Renovation of "Establishment of Performance Management & Reforms Unit" Office Gilgit.**

<b>S#</b>	<b>Description</b>	<b>Amount</b>
1	Sub Head No.1: Civil Works	
2	Sub Head No.2: Internal Electrification.	
3	Sub Head No.3: Supply of Furniture.	

**ASSISTANT DIRECTOR (ENGINEERING)  
GILGIT DEVELOPMENT AUTHORITY**

**DEPUTY DIRECTOR (ENGINEERING)  
GILGIT DEVELOPMENT  
AUTHORITY**

**Name of Work : Repair / Renovation of "Establishment of Performance Management & Reforms Unit" Office Gilgit.**

**Sub Head No.1: Civil Works**

S#	Description	Qty	Rate	Unit	Amount
1	Dismantling of C.G.I Sheet (Sr.23, P.342)	180.00	273	%Sft	492
2	Dismantling of stone masonry in lime or cement mortar in foundation, plinth and ground floor including stacking salvaged material (serviceable) and disposing surplus stuff as directed within three chains (91.5 mm). (Sr.3, P. 340)	275.00	1,569	%Cft	4,315
3	Dismantling of Solid block masonry in cement (Sr.11 , P.341)	198.00	989	%Cft	1,958
4	Taking out carefully door/ window/ ventilator frames (Sr.45 , P.343)	4.00	198	Each	791
5	Taking out carefully shutters of doors/windows (Sr.47 , P.343)	12.00	127	Each	1,525
6	Dismantling of hard board ceiling including wooden buttens (MR)	2063.54	5	P.Sft	10,318
7	Providing and laying coursed rubble masonry in 1:6 cement in s/s (Sr.24 - 1520 , P.120+121)	235.00	25,302	%Sft	59,461
8	Providing and laying 1:3:6 cement concrete solid block masonry more than 6 inch (152mm) thick using graded screened bajri ¾ inch (19 mm) and down gauge set in lime cement mortar 1:1:6 including scaffolding, raking out joints and curing etc. complete in ground floor super-structure + Add, for solid block masonry set in 1:6 cement mortars instead of 1:1:6 lime cement mortar for item 11 to 30 and 33 to 64. (Sr.34+100, P.76+82)	351.78	13,991	%Cft	49,216
9	Providing and laying reinforced cement concrete using screened graded bajri ¾ inch (19mm) and down gauge having a minimum works cube crushing strength of 2250 lbs.per sq inch (15.52 N/mm <sup>2</sup> ) at 28 days with a mix not leaner than 1:2:4 in ordinary cantilevered slab, horizontal sun-shade or chajja tapered or straight average 3 inches (76 mm) to less than 5 inches (127 mm) thick including form work and its removal, compacting and curing etc. complete but excluding the cost of reinforcement, in basement plinth and ground floor. (Sr.59, P.145)	6.60	21,650	%Cft	1,429
10	Providing and laying 1:2:4 R.C.C lintel (Sr. 38 , P.141)	3.96	19,780	%Cft	783
11	Providing and laying ribbed deformed steel reinforcement bars with guaranteed minimum yield stress of 40,000 psi with and including the cost of straightening, cutting, bending, binding, wastage, complete in all kinds of RCC work.(Sr.167, P. 159)	0.66	5,247	P.Cwt	3,463

12	Providing and fixing with iron screws hold fasts of flat iron bifurcated at one end as per approved design and size including painting with black bitumastic paints two coats including the cost of embedding with cement concrete 1:2:4 curing etc, complete in any floor. (Sr.35, P.239)	6.53	115	P.Lbs	753
13	Providing and fixing mild steel anchor or holding down bolts with nuts and washer, welded with M.S.plates if required including painting two coats of cement concrete.(Sr.36, P.239)	6.00	83	P.Lbs	500
14	Providing and fixing of M.S Post (4" X 4") size 16 guage with paints & fixed in position including welding & fixing etc complete (MR)	286.00	950	P.Rft	271,700
15	Providing and fixing of M.S Trusses & battern with (1-1/2" x 1/2" ) size square pipe of 16 guage including cutting, welding, jointing and painting etc complete. (MR)	591.00	460	P.Rft	271,860
16	Providing and fixing of G.I Eave board 12" wide of 18 guage sheet with painting of approved make & shade (MR)	118.00	350	P.Rft	41,300
17	Providing and Fixing of C.G.I sheet 24 guage (Sr. 4 , P.177)	1250.00	7,785	%Sft	97,315
18	Providing and fixing 22 B.W.G plain galvanized iron sheet standard ridges with galvanized iron bolts, nuts, limpets and bitumen washers etc. complete in ground floor.(Sr.18, P.178)	80.00	140	P.Rft	11,215
19	½" (19mm) thick cement plaster 1:6 on walls and columns etc. in basement, plinth, mezzanine and ground floor including making edges corners, and curing etc .complete.(Sr.6, P.320)	950.00	1,683	%Sft	15,987
20	Providing and laying floor of 6 mm (approx: ¼") thick coloured glazed tiles 12"x12" (304mm x 304mm) of master make (Pakistani) first grade in ground floor laid over 1" (25mm) thick cement mortar 1:2 (1 cement and 2 sand) including jointing and washing the tiles with white cement slurry a matching colour (by using pigment in white cement) and curing etc. complete (Sr.63, P.196)	56.00	18,360	%Sft	10,281
21	Providing and fixing ¼" (6mm approx.) thick of Pakistani make first grade coloured glazed tiles 8"x 10" (203mm x 254mm) size in dado and skirting in ground floor over ½" (13mm) thick base of cement mortar 1:3 sitting of tiles in slurry of grey cement over mortar base including filling the joint with white cement slurry to matching the colour and 11washing the tile, curing and cleaning etc. complete.(Sr.49, P.218)	121.50	14,767	%Sft	17,942
22	Providing and fixing of granite tiles (2' x 2') size of approved quality & colour laid with 1:3 cement on floors with finishing and curing etc complete. (MR)	1818.80	600	P.Sft	1,091,280
23	Providing and laying pre-polished marble tiles ¾" thick making edges laid over 1:2 cement base etc complete (MR)	108.00	1,000	P.Sft	108,000
24	Providing and fixing of stainless steel sink (36" x 18") size with all accessories fittings etc complete. (MR)	1.00	25,000	Each	25,000



25	Providing and fixing wooden limination floor imported quality 12 mm thick of approved design & shape for meeting room. (MR)	532.00	650	P.Sft	345,800
26	Providing and fixing of painted lasani shelves / cabinet with shutters including lockers & handles etc complete. (MR)	52.00	750	P.Sft	39,000
27	Providing and fixing of PoP falls ceiling of approved design & shape with distempiring of approved make & shade etc complete. (MR)	750.00	250	P.Sft	187,500
28	Providing and fixing of aluminum door shutters with transparent glass of 10mm thick including all accessories fittings. (MR)	77.00	1,800	P.Sft	138,600
29	Providing and fixing of aluminium partition with 7mm thick glass including all accessories etc complete. (MR)	210.00	1,500	P.Sft	315,000
30	Providing and fixing approved aluminium curtain rails with double rooler runner, clamps, etc., including the cost of chromium plated screws, rawal plugs if required as per direction of Engineer-in-charge. (Sr.27, P.300)	105.00	303	P.Rft	31,818
31	Supplying and fixing venation strip blinds horizontal/vertical of approved shade, quality and design including the cost of all accessories etc. complete as pe direction of the Engineer incharge. (Sr. 179, P.361)	555.00	62	P.Sft	34,499
32	Providing and fixing of painted lasani false ceiling of approved desing & shape including wooden batterns in panel etc complete. (MR)	964.54	250	P.Sft	241,135
33	Providing and fixing of aluminum windows with transparent glass of 7mm thick including accessories fittings etc complete. (MR)	394.50	2,000	P.Sft	789,000
34	Providing and fixing of M.S door frame (9" x 2") size of 16 guage with painting etc complete. (MR)	35.00	750	P.Rft	26,250
35	Re-fixing of door/window frame with shutters (MR)	3.00	250	Each	750
36	Providing and fixing of 1-1/2" thick kail wood door shutters fully pannelled of approved design & shape with hings & T.bolts etc complete. (MR)	143.43	1,800	P.Sft	258,174
37	Providing and fixing of 1-1/2" thick kail wood shutters fully glazed with 5mm thick transparent glass panes, hinges &T.bolts etc complete. (MR)	10.66	1,200	P.Sft	12,792
38	Providing and fixing of w.c pan europeon style (Sr.5 , P.43)	1.00	4,601	Each	4,601
39	Providing and fixing of w.h B including pedistal (Sr.8 + 10 , P.44)	2.00	5,932	Each	11,864
40	Providing and fixing of PPR pipe 3/4" dia with specials (MR)	52.00	60	P.Rft	3,120
41	Providing and fixing of bath room accessories fittings set wash hand mixer + double bib cock, stop cock etc complete (MR)	1.00	30,000	P.Set	30,000
42	Providing and fixing of floor trapes 4" dia with jali (MR)	2.00	3,500	Each	7,000

43	Providing and fixing 2" dia pvc pipe with specials (Sr.23 , P.57)	10.00	110	P.Rft	1,103
44	Providing and fixing of bath set 7 pieces of approved quality (MR)	1.00	5,500	P.Set	5,500
45	Providing and fixing of Fiberglass tank double ply best quality 2000 Gallons capacity including all accessories fittings etc complete. (MR)	1.00	45,000	Each	45,000
46	Distemping with vinyle distemper (ICI) dulux painted of approved make and shade in two coats over and including the coast of one priming coat of lime wash including and papering, dusting, and filling the holes, cracks and inequalities, if any, at any height in any floor.(Sr.151, P.333)	2151.93	1,115	%Sft	24,003
47	Rock walling of approved make & shade to plaster surface, wall scrubbed into the wall, finishing smooth etc complete. (MR)	377.50	150	P.Sft	56,625
48	Polishing to wood work of approved make including cleaning / scraping of the old surface etc complete. (MR)	1195.20	250	P.Sft	298,800
49	Providing and fixing approved brass sliding bolts or aldrop bolts 10"x5/8" (254mm x 16mm) size with necessary brass screws and iron bolts and nuts.(Sr.124, P.307)	6.00	1,064	Each	6,383
50	Providing and fixing oxidized handles 7" (178mm) size heavy type with necessary brass screws.(Sr.162, P.309)	12.00	232	Each	2,787
51	Providing and fixing approved oxidized brass handles 5" (127mm) size heavy type with necessary brass.(Sr.63, P.390)	4.00	179	Each	717
	<b>Total</b>				<b>5,014,706</b>
	Add 140% above on all SR items	395202.66			553,284
	<b>Total</b>				<b>5,567,990</b>
	<b>Say</b>				<b>5,567,990</b>

Director

Performance Management  
& Reforms Unit GB

<b>Name of Work: Establishment of Performance Management &amp; Reforms Unit (PMRU) Gilgit.</b>					
<b>Sub Head No.2 : Internal Electrification.</b>					
<b>S.#</b>	<b>Description of items</b>	<b>Qty</b>	<b>Rate</b>	<b>Unit</b>	<b>Amount</b>
1	Supply and Wiring of light,fan or call bell circuit from DB to switchboard and switchboard to switchboard with 3 Nos. (LNE) 2.5mm <sup>2</sup> single core LSZH (Low smoke zero halogen) insulated 300/500 volt grade cables and in & including PVC conduit 3/4" dia installed recessed in slab/wall or as required as per site conditions. Complete with all conduit accessories junction boxes, pull boxes as required for UPS & Solar system Wiring complete in all respects and drawing.(MR)	50.00		Point	-
2	Supply & wiring of 3 pin 13 Amp international switch socket (Power Plug) outlet wired with 3 Nos. (Line) 4mm <sup>2</sup> single core LSZH (low smoke zero halogen) cable in and including 1" dia PVC pipe and all pipe accessories from DB including 3 pin 13 Amp international switch socket outlet make CLIPSAL/LEGRAND installed on including 16-SWG sheet back box recessed in wall/column/work station, complete in all respect. (MR)	24.00		Each	-
3	Providing & installing 140Cm (56") sweep ceiling fan with blades, canopy , stranded length of down rod including connection with 14.0076" flexible wire complete as required. With regulator) Millat, Asia, Pak , Younus , Climax, Royal.(MR)	10.00		Each	-
4	Wiring for sub-main (For AC) with (2 x 7.036) PVC insulated wire 250/400 volts grads, single core copper conductor wire in 20mm (3/4") PVC conduit fitted on surface as required.(MR)	9.00		Point	-
5	Supply & wiring of 3 pin 16 Amp and 20 Amp international switch socket ( Power Plug) wired with 3 Nos (line) for 2 Ton ACs and 4 Ton ACs	8.00		Point	-
6	Supply and installation of 12" plastic body exhaust fan make ROYAL/PAK/GFC complete in all respect. (MR)	4.00		Each	-
7	Supply, Laying & Connecting up of 4 pair UTP Cat-6 Network Cable (23 AWG) Support 10 Giga at 500 Mhz up to 100 meter length make 3M/CLIPSAL/VIVANCO from each data point to data switch for datanetworking to be laid in pre-laid PVC pipe, complete in all respects, as per drawings and specifications.(MR)	18.00		Each	-
8	Supply & Installation of data outlet RJ-45 with single shutter face plate with UTP-Cat-6 keystone jack support 10 Giga at 500 Mhz, make 3M/CLIPSAL/ VIVANCO installed in wall / wooden surface with 16-SWG sheet steel back boxes. (MR)	12.00		Each	-
9	Supply, Laying & Connecting up of UTP-Cat6 Patch Panel with 24 modular UTP-Cat-6 keystone jacks toolless, Support 10 Giga Network including rear cable management make 3M/CLIPSAL/VIVANCO.				
	i) 16 Ports. (MR)	3.00		Each	-
10	Supply & Installation of following size lockable flush wall mounted cabinet suitable for patch panels and computer switch including cable management through, labels, label holders, cable guide, etc, with lockable glass door including fan, shelves, PDU/4x13A flat pin switch socket outlet and earth point, complete with all accessories (Note;- Data switches 24 port shall be installed in same cabinets)				
	i) 6 U. (MR)	1.00		Each	-

Supply, Laying & Connecting up of UTP-Cat6 Patch Cords Support 10 Giga Network at 500 Mhz with machine RJ-45 Connectors make 3M/CLIPSAL/VIVANCO, cords with 4-pairs modular plugs, as follows;-				
i) 1.0m (patch cord). (MR)	14.00		Each	-
ii) 3.0m (drop cord). (MR)	22.00		Each	-
Providing and Fixing of rubber board with piano switch, 2pin socket etc complete with all connections etc. (MR)				
10 Points	2.00		Each	-
6 Points	5.00		Each	-
4 Points	2.00		Each	-
2 Points	4.00		Each	-
P/F of penal board set for Indoor & outdoor light control complete with all connections etc.(MR) • 3 phase circuit breaker. • Grip 100 Amp • Change over. • Main Switch. • Digital Voltmeter + Volt selector switch. • Phase indication light+Control fuses/MCB's.etc Complete.(MR)	2.00		P.Job	-
Providing and Fixing of Electric GEYSER 15 gallon. (MR)	1.00		Each	-
Providing and Fixing of LED recessed mounted Philips Smart Panel Light fixture with 600x600mm size along with frame, the light should be minimum of 42W with at least 3400 system lumens output and having 700mA driver of approved manufacturer.(MR)	40.00		Each	-
S/F of Microwave Oven machine 2L (Haier) (MR)	1.00		Each	-
Supply of Juicer Machine ( Haier) (MR)	1.00		Each	-
Supply of Tea Machine tea And Coffee vending machine (MR)	1.00		Each	-
S/F of Refrigerator Large size ( Haier) (Invertor)	1.00		Each	-
S/F of Cooking Stove. (MR)	1.00		Each	-
Supply of Gas Cylinder and connection + accessories	2.00		Each	-
<b>Total</b>				-

Director  
Performance Management  
& Reforms Unit GB



<b>Name of Work: Establishment of Performance Management &amp; Reforms Unit (PMRU) Gilgit.</b>					
<b>Sub Head No.3 : Supply of Furniture.</b>					
<b>S.#</b>	<b>Description of items</b>	<b>Qty</b>	<b>Rate</b>	<b>Unit</b>	<b>Amount</b>
1	Supply of Executive revolving Chairs in good quality foam and leather with imported hydraulic sysytem. (MR)	3.00		Each	-
2	Supply of revolving chairs for conference room in good quality foam and leather with imported hydraulic sysytem. (MR)	18.00		Each	-
3	Supply of Handler chairs for back seating in meeting room in wooden legs and arms with good quality foam and fabric/Leather. (MR)	12.00		Each	-
4	Supply and fixing of conference table for 20 Persons in wood and veneer with data cables Extentions and leatherite on top. (MR)	1.00		Each	-
5	Supply of visitor chairs for visitors in meeting room in wooden legs and arms with good quality foam and fabric/Leather. (MR)	20.00		Each	-
6	Supply and fixing of Kitchen counter (cabinets in lamination with pvc edging size (8 x 2.5). With black grenite top. (MR)	1.00		Each	-
7	Supply of reception counter as per approved design. (MR)	1.00		Each	-
8	Supply of 3 seater (Chester Field) in Molty foam and leather of approved color. (MR)	2.00		Each	-
9	Supply of Single seater (Chester Field) in Molty foam and leather of approved color. (MR)	2.00		Each	-
10	Supply of indoor planters. (MR)	8.00		Each	-
11	Supply of coffe table in lamination with pvc edging and metal powder coated base. (MR)	2.00		Each	-
12	Supply of revolving chairs for ADs. in good quality foam and leatherite. (MR)	4.00		Each	-
13	Supply of Exective office tables for Director offices in lamaintion with pvc edging with metal base.(MR)	1.00		Each	-
	Supply of Exective office tables for Deputy Director offices in lamaintion with pvc edging with metal base.(MR)	3.00		Each	-
	Supply of standard office tables for AD offices in lamaintion with pvc edging with metal base.(MR)	5.00		Each	-
	Supply and fixing of executive office almareh in lamination with pvc	4.00		Each	-
	Supply and fixing of office almareh in lamination with pvc	4.00		Each	-
	<b>Total</b>				
	Add Premium on scheduled items			(+)	
	<b>Total</b>				

Director

Performance Management  
& Reforms Unit GB



**SCHEDULE - B TO BID**

**SCHEDULE OF PRICES – SUMMARY OF BID PRICES**



**SCHEDULE - B TO BID**

**\*SPECIFIC WORKS DATA**

(To be prepared and incorporated by the Employer)

\*(Note: The Employer shall spell out the information & data required to be filled out by the bidder and to furnish complementary information).

**SCHEDULE – C TO BID**

**WORKS TO BE PERFORMED BY SUBCONTRACTORS**

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

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

**Note:**

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

## **SCHEDULE – D TO BID**

### **PROPOSED PROGRAMME OF WORKS**

Bidder shall provide a program in a bar-chart showing the sequence of work items by which he proposes to complete the Works of the entire Contract. The program should indicate the sequence of work items and the period of time during which he proposes to complete the Works including the activities like designing, schedule of submittal of drawings, ordering and procurement of materials, manufacturing, delivering, construction of civil works, erection, testing and commissioning of Works to be supplied under the Contract.

## **SCHEDULE – E TO BID**

### **METHOD OF PERFORMING WORKS**

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

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

## **CONDITIONS OF CONTRACT**

## **CONDITIONS OF CONTRACT**

### **1. GENERAL PROVISIONS**

#### **1.1 Definitions**

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

##### **The Contract**

- 1.1.1 “Contract” means the Contract Agreement and the other documents listed in the Contract Data.
- 1.1.2 “Specifications” means the document as listed in the Contract Data, including Employer’s requirements in respect of design to be carried out by the Contractor (if any), and any Variation to such document.
- 1.1.3 “Drawings” means the Employer’s drawings of the Works as listed in the Contract Data, and any Variation to such drawings.

##### **Persons**

- 1.1.4 “Employer” means the person named in the Contract Data and the legal successors in title to this person, but not (except with the consent of the Contractor) any assignee.
- 1.1.5 “Contractor” means the person named in the Contract Data and the legal successors in title to this person, but not (except with the consent of the Employer) any assignee.
- 1.1.6 “Party” means either the Employer or the Contractor.

##### **Dates, Times and Periods**

- 1.1.7 “Commencement Date” means the date fourteen (14) days after the date the Contract comes into effect or any other date named in the Contract Data.
- 1.1.8 “Day” means a calendar day
- 1.1.9 “Time for Completion” means the time for completing the Works as stated in the Contract Data (or as extended under Sub-Clause 7.3), calculated from the Commencement Date.

##### **Money and Payments**

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

## **Other Definitions**

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

## **1.2 Interpretation**

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

## **1.3 Priority of Documents**

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

## **1.4 Law**

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

## 1.5 **Communications**

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

## 1.6 **Statutory Obligations**

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

## 2. **THE EMPLOYER**

### 2.1 **Provision of Site**

The Employer shall provide the Site and right of access thereto at the times stated in the Contract Data.

### 2.2 **Permits etc.**

The Employer shall, if requested by the Contractor, assist him in applying for permits, licenses or approvals which are required for the Works.

### 2.3 **Engineer's/Employer's Instructions**

The Contractor shall comply with all instructions given by the Employer or the Engineer, if notified by the Employer, in respect of the Works including the suspension of all or part of the Works.

### 2.4 **Approvals**

No approval or consent or absence of comment by the Employer shall affect the Contractor's obligations.

## 3. **ENGINEER'S/EMPLOYER'S REPRESENTATIVES**

### 3.1 **Authorized Person**

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

### 3.2 **Engineer's/Employer's Representative**

The name and address of Engineer's/Employer's Representative is given in Contract Data. However the Contractor shall be notified by the Employer, the delegated duties and authority before the Commencement of Works.



## **4. THE CONTRACTOR**

### **4.1 General Obligations**

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

### **4.2 Contractor's Representative**

The Contractor shall appoint a representative at site on full time basis to supervise the execution of work and to receive instructions on behalf of the Contractor but only after obtaining the consent of the Employer for such appointment which consent shall not be unreasonable withheld by the Employer. Such authorized representative may be substituted/replaced by the Contractor at any time during the Contract Period but only after obtaining the consent of the Employer as aforesaid.

### **4.3 Subcontracting**

The Contractor shall not subcontract the whole of the Works. The Contractor shall not subcontract any part of the Works without the consent of the Employer.

### **4.4 Performance Security**

The Contractor shall furnish to the Employer within fourteen(14) days after receipt of Letter of Acceptance a Performance Security at the option of the bidder, in the form of Bank Draft or Bank Guarantee or an insurance company having atleast AA rating from PACRA/JCR for the amount and validity specified in Contract Data.

## **6. EMPLOYER'S RISKS**

### **6.1 The Employer's Risks**

The Employer's Risks are:-

- a) war, hostilities (whether war be declared or not), invasion, act of foreign enemies, within the Country;
- b) rebellion, terrorism, revolution, insurrection, military or usurped power, or civil war, within the Country;
- c) riot, commotion or disorder by persons other than the Contractor's personnel and other employees including the personnel and employees of Sub-Contractors, affecting the Site and/or the Works;
- d) ionising radiations, or contamination by radio-activity from any nuclear fuel, or from any nuclear waste from the combustion of nuclear fuel, radio-active toxic explosive, or other hazardous properties of any explosive nuclear assembly or nuclear component of such an assembly, except to the extent to

which the Contractor/Sub-Contractors may be responsible for the use of any radio-active material;

- e) Pressure waves caused by aircraft or other aerial devices travelling at sonic or supersonic speeds;
- f) use or occupation by the Employer of any part of the Works, except as may be specified in the Contract;
- g) late handing over of sites, anomalies in drawings, late delivery of designs and drawings of any part of the Works by the Employer's personnel or by others for whom the Employer is responsible;
- h) a suspension under Sub-Clause 2.3 unless it is attributable to the Contractor's failure; and
- i) physical obstructions or physical conditions other than climatic conditions, encountered on the Site during the performance of the Works, for which the Contractor immediately notified to the Employer and accepted by the Employer.

## **7. TIME FOR COMPLETION**

### **7.1 Execution of the Works**

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

### **7.2 Programme**

Within the time stated in the Contract Data, the Contractor shall submit to the Employer a programme for the Works in the form stated in the Contract Data.

### **7.3 Extension of Time**

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

the Employer shall extend the Time for Completion as determined.

#### 7.4 **Late Completion**

If the Contractor fails to complete the Works within the Time for Completion, the Contractor's only liability to the Employer for such failure shall be to pay the amount stated in the Contract Data for each day for which he fails to complete the Works.

### 8. **TAKING-OVER**

#### 8.1 **Completion**

The Contractor may notify the Employer when he considers that the Works are complete.

#### 8.2 **Taking-Over Notice**

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

### 9. **REMEDYING DEFECTS**

#### 9.1 **Remedying Defects**

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

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

#### 9.2 **Uncovering and Testing**

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

## **10. VARIATIONS AND CLAIMS**

### **10.1 Right to Vary**

The Employer/Engineer may issue Variation Order(s) in writing. Where for any reason it has not been possible for the Employer/Engineer to issue such Variations Order(s), the Contractor may confirm any verbal orders given by the Employer/Engineer in writing and if the same are not refuted/denied by the Employer/Engineer within seven (7) days of the receipt of such confirmation the same shall be deemed to be a Variation Orders for the purposes of this Sub-Clause.

### **10.2 Valuation of Variations**

Variations shall be valued as follows:

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

### **10.3 Early Warning**

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

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

### **10.4. Valuation of Claims**

If the Contractor incurs Cost as a result of any of the Employer's Risks, the Contractor shall be entitled to the amount of such Cost. If as a result of any Employer's Risk, it is necessary to change the Works, this shall be dealt with as a Variation subject to Contractor's notification for intention of claim to the Employer within fourteen (14) days of the occurrence of cause.

## 10.5 **Variation and Claim Procedure**

The Contractor shall submit to the Employer an itemised make-up of the value of variations and claims within twenty eight(28) days of the instruction or of the event giving rise to the claim. The Employer shall check and if possible agree the value. In the absence of agreement, the Employer shall determine the value.

## 11. **CONTRACT PRICE AND PAYMENT**

### 11.1 (a) **Terms of Payments**

The amount due to the Contractor under any Interim Payment Certificate issued by the Engineer pursuant to this Clause, or to any other terms of the Contract, shall , subject to Clause 47, be paid by the Employer to the Contractor within 30 days after such Interim Payment Certificate has been jointly verified by Employer and Contractor, or, in the case of the Final Certificate referred to in Sub Clause 60.8, within 60 days after such Final Payment Certificate has been jointly verified by Employer and Contractor; Provided that the Interim Payment shall be caused in 42 days and Final Payment in 60 days in case of foreign funded project. In the event of the failure of the Employer to make payment within the times stated, the Employer shall pay to the Contractor compensation at the 28 days rate of KIBOR+2% per annum in local currency and LIBOR+1% for foreign currency, upon all sums unpaid from the date by which the same should have been paid. The provisions of this Sub-Clause are without prejudice to the Contractor's entitlement under Clause 69.

### (b) **Valuation of the Works**

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

### 11.2 **Monthly Statements**

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

- a) the value of the Works executed; and
- b) The percentage of the value of Materials and Plant reasonably delivered to the Site, as stated in the Contract Data, subject to any additions or deductions which may be due.

The Contractor shall submit each month to the Employer a statement showing the amounts to which he considers himself entitled.

### 11.3 **Interim Payments**

Within a period not exceeding seven (7) days from the date of submission of a

statement for interim payment by the Contractor, the Engineer shall verify the same and within a period not exceeding thirty (30) days from the said date of submission by the Contractor, the Employer shall pay to the Contractor the sum verified by the Engineer less retention money at the rate stated in the Contract Data.

#### 11.4 **Retention**

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

#### 11.5 **Final Payment**

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

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

#### 11.6 **Currency**

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

### 12. **DEFAULT**

#### 12.1 **Default by Contractor**

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

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

#### 12.2 **Default by Employer**

If the Employer fails to pay in accordance with the Contract, or is, despite a written complaint, in breach of the Contract, the Contractor may give notice referring to this Sub-Clause and stating the default. If the default is not remedied within fourteen(14) days after the Employer's receipt of this notice, the Contractor may

suspend the execution of all or parts of the Works.

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

### 12.3 **Insolvency**

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

### 12.4 **Payment upon Termination**

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

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

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

## 13. **RISKS AND RESPONSIBILITIES**

### 13.1 **Contractor's Care of the Works**

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

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

## 13.2 **Force Majeure**

If Force Majeure occurs, the Contractor shall notify the Employer immediately. If necessary, the Contractor may suspend the execution of the Works and, to the extent agreed with the Employer demobilize the Contractor's Equipment.

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

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

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

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

## 14. **INSURANCE**

### 14.1 **Arrangements**

The Contractor shall, prior to commencing the Works, effect insurances of the types, in the amounts and naming as insured the persons stipulated in the Contract Data except for items (a) to (e) and (i) of the Employer's Risks under Sub-Clause 6.1. The policies shall be issued by insurers and in terms approved by the Employer. The Contractor shall provide the Employer with evidence that any required policy is in force and that the premiums have been paid.

### 14.2 **Default**

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

## 15. **RESOLUTION OF DISPUTES**

### 15.1 **Engineer's Decision**

If a dispute of any kind whatsoever arises between the Employer and the Contractor in connection with the Works, the matter in dispute shall, in the first place, be referred in writing to the Engineer, with a copy to the other party. Such reference



shall state that it is made pursuant to this Clause. No later than the twenty eight (28) days after the day on which he received such reference, the Engineer shall give notice of his decision to the Employer and the Contractor.

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

#### 15.2 **Notice of Dissatisfaction**

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

#### 15.3 **Arbitration**

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

### 16 **INTEGRITY PACT**

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

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

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

## CONTRACT DATA

### Sub-Clauses of Conditions of Contract

#### 1.1.1 The Employer:

**THE DIRECTOR PERFORMANCE MANAGEMENT & REFORMS UNIT-GB**

#### 1.1.2 The Contractor:

\_\_\_\_\_

\_\_\_\_\_

1.1.3 **Commencement Date:** 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.

1.1.4 **Time for Completion: 180 days**

#### 1.1.5 Engineer

Engineer GDA

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

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

2.1 **Provision of Site:** Will be provided after signing of contract

3.1 **Authorized person:** Director PMRU-GB

#### 3.2 Name and address of Engineer's/Employer's representative

Office of the Chief Secretary GB, Director Performance Management & Reforms Unit-  
Gilgit

4.4 **Performance Security:**

10%

- 5.1 **Requirements for Contractor's design (if any):**  
Specification Clause No's : Nil
- 7.2 **Programme:**  
**Time for submission:** Within fourteen (14) days\* of the Commencement Date.  
**Form of programme:** Bar Chart.
- 7.4 Amount payable due to failure to complete shall be **0.07** % per day up to a maximum of (10%) \* of sum stated in the Letter of Acceptance
- 9.1 **Period for remedying defects**  
180 days
- 10.2 (e) **Variation procedure:**  
Daywork rates: N/A
- 11.1 **\*(a) Terms of Payments**  
Payment of Contract Price shall be made in the following manners:  
i) Hundred percent (100%) shall be paid in accordance with submission of bills as per work done at site.
- 11.3 **Percentage of retention: 10%**
- 11.6 **Currency of payment: Pak Rupees**

## STANDARD FORMS

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

**FORM OF BID SECURITY**  
(Bank Guarantee)

Guarantee No. \_\_\_\_\_  
Executed on \_\_\_\_\_

(Letter by the Guarantor to the Employer)

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

Name of Principal (Bidder) with  
address: \_\_\_\_\_

Penal Sum of Security (express in words and  
figures): \_\_\_\_\_

Bid Reference No. \_\_\_\_\_ Date of Bid \_\_\_\_\_

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

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

WHEREAS, the Employer has required as a condition for considering the said Bid that the Principal furnishes a Bid Security in the above said sum to the Employer, conditioned as under:

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

the entire sum be paid immediately to the said Employer for delayed completion and

not as penalty for the successful bidder's failure to perform.

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

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

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

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

\_\_\_\_\_  
Guarantor (Bank)

Witness:

1. Signature \_\_\_\_\_

1. \_\_\_\_\_

2. Name \_\_\_\_\_

\_\_\_\_\_  
Corporate Secretary (Seal)

3. Title \_\_\_\_\_

2. \_\_\_\_\_

\_\_\_\_\_  
(Name, Title & Address)

Corporate Guarantor (Seal)

**FORM OF PERFORMANCE SECURITY  
(Bank Guarantee)**

Guarantee No. \_\_\_\_\_  
Executed on \_\_\_\_\_

(Letter by the Guarantor to the Employer)

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

Name of Principal (Contractor) with  
address: \_\_\_\_\_  
\_\_\_\_\_

Penal Sum of Security (express in words and  
figures) \_\_\_\_\_  
\_\_\_\_\_

Letter of Acceptance No. \_\_\_\_\_ Dated \_\_\_\_\_

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

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

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

Our total liability under this Guarantee is limited to the sum stated above and it is a condition of any liability attaching to us under this Guarantee that the claim for payment in writing shall be received by us within the validity period of this Guarantee, failing which we shall be discharged of our liability, if any, under this Guarantee.

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

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

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

	_____ Guarantor (Bank)
Witness:	
1. _____	1. Signature _____
_____	2. Name _____
Corporate Secretary (Seal)	3. Title _____
2. _____	
_____	_____
(Name, Title & Address)	Corporate Guarantor (Seal)



## FORM OF CONTRACT AGREEMENT

THIS CONTRACT AGREEMENT (hereinafter called the "Agreement") made on the day of \_\_\_\_\_ 200 \_\_\_\_ between \_\_\_\_\_ (hereinafter called the "Employer") of the one part and \_\_\_\_\_ (hereinafter called the "Contractor") of the other part.

WHEREAS the Employer is desirous that certain Works, viz \_\_\_\_\_ should be executed by the Contractor and has accepted a Bid by the Contractor for the execution and completion of such Works and the remedying of any defects therein.

NOW this Agreement witnesseth as follows:

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

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

Signature of the Contactor

\_\_\_\_\_  
(Seal)

Signature of the Employer

\_\_\_\_\_  
(Seal)

Signed, Sealed and Delivered in the presence of:

Witness:

\_\_\_\_\_

(Name, Title and Address)

Witness:

\_\_\_\_\_

(Name, Title and Address)

## **SPECIFICATIONS**

## DRAWINGS