

# **TENDER DOCUMENT**

**“MAINTENANCE/UPGRADATION OF NEWLY ESTABLISHED SMEDA  
OFFICE AT EVACUEE TRUST COMPLEX, ISLAMABAD”**



**Small & Medium Enterprises Development  
Authority (SMEDA)**

**Tender No.: SMEDA/OM-A&CS/022**

**Issued on December 16, 2025**

# Tender Document

for

## **“Maintenance/Upgradation of Newly Established SMEDA Office at Evacuee Trust Complex, Islamabad”**

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**PART-A**  
**BIDDING PROCEDURE & REQUIREMENTS**



# SECTION I: INVITATION FOR BIDS

Tender No.: SMEDA/OM-A&CS/022

## **REQUEST FOR BIDS**

1. SMEDA invites electronic bids from eligible Bidders, registered with Income Tax and Sales Tax Department and also registered with Pakistan Engineering Council (PEC) in category C-3 or above and also registered with Pakistan Engineering Council (PEC) in category C-3 or above for Maintenance/Upgradation of Newly Established SMEDA Office at Evacuee Trust Complex, Islamabad
2. E-Bidding documents, as per regulations, containing detailed terms & conditions, and requirements etc. are available for registered bidders on E-Pak Acquisition & Disposal System (EPADS) at [www.eprocure.gov.pk](http://www.eprocure.gov.pk), [www.smeda.org.pk](http://www.smeda.org.pk) and [www.ppra.gov.pk](http://www.ppra.gov.pk).
3. The electronic bids prepared in accordance with the instructions prescribed in the electronic bidding documents must be submitted by using EPADS on or before 02:00 PM, December 31, 2025. Electronic bids will be opened on the same day at 02:30 PM on [www.eprocure.gov.pk](http://www.eprocure.gov.pk).
4. Single Stage One Envelop (SSOE) Method of Procurement in terms of Rule 36(a) will be used in line with the Public Procurement Rules, 2004, Regulations and Instructions issued by the Authority (from time to time).
5. All bids must be accompanied by a Bid Security in the form of Bank Guarantee/Pay Order/Demand Draft amounting to Rs. 1,500,000/-. Scanned copy of Bid Security must be uploaded on EPADS along with bid submission. Original Bid Security must be submitted at the address given below prior to the bid opening date and time.
6. In terms of Rules 48 of Public Procurement Rules, 2004 Grievance Redressal Committee (GRC) is notified for the subject procurement and notification copy is available on EPADS at [www.eprocure.gov.pk](http://www.eprocure.gov.pk), procuring agency's website [www.smeda.org.pk](http://www.smeda.org.pk) and on Authority's website at [www.ppra.org.pk](http://www.ppra.org.pk).

**General Manager – Outsourcing Management Division**  
**(Procuring Division: Administration & Central Support Division)**  
**Small and Medium Enterprises Development Authority**  
**4<sup>th</sup> Floor, Building No.3, Aiwan-e-Iqbal Complex, Egerton Road Lahore, Pakistan**  
**Ph: +92 42 111-111- 456 website ([www.smeda.org](http://www.smeda.org))**

## SECTION II: INSTRUCTION TO BIDDERS (ITBs)

### A. INTRODUCTION

<p><b>1. Scope of Bid</b></p>	<p>1.1</p>	<p>The Procuring agency/Employer (PA), as indicated in the <b>Bid Data Sheet</b> (BDS) invites Bids for the execution of Works as specified in the BDS and <b>Section V- Works Requirements, Technical Specifications, Drawings, Supplementary Information and Bill of Quantities</b>. The name, identification, and number of lots (contracts) of this National Competitive Bidding process are specified in the BDS.</p>
<p><b>2. Source of Funds</b></p>	<p>2.1</p>	<p>Source of funds as referred in Bid Data Sheet.</p>
<p><b>3. Eligible Bidders</b></p>	<p>3.1</p>	<p>A bidder may be natural person, company or firm or any combination of them with a formal existing agreement (on Judicial Papers) in the form of a joint venture or consortium. In the case of a joint venture or consortium, all members shall be jointly and severally liable for the execution of the Contract in accordance with the terms and conditions of the Contract. The joint venture or consortium shall nominate a Lead Member as nominated in the BDS, who shall have the authority to conduct all business for and on behalf of any and all the members of the joint venture or consortium during the Bidding process, and in case of award of contract, during the execution of contract.</p> <p><i>(The limit on the number of members of JV or Consortium may be prescribed in BDS, in accordance with the guidelines issued by the PPRA).</i></p>
	<p>3.2</p>	<p>The appointment of Lead Member in the joint venture or consortium shall be confirmed by submission of a valid Power of Attorney to the Procuring agency/Employer</p>
	<p>3.3</p>	<p>Verifiable copy of the agreement that forms a joint venture or consortium shall be required to be submitted as part of the Bid.</p>
	<p>3.4</p>	<p>Any bid submitted by the joint venture or consortium shall indicate the part of proposed contract to be performed by each party and each party shall be evaluated (or post qualified if required) with respect to its contribution only, and the responsibilities of each party shall not be substantially altered without prior written approval of the Procuring agency/Employer and in line with any instructions issued by the Authority.</p>
	<p>3.5</p>	<p>The invitation for bids is open to all prospective bidders</p>

		subject to any provisions of incorporation or licensing by the respective national/ international incorporating agency or statutory body established for that particular trade or business.
	3.6 .	Foreign Bidders must be locally registered with the appropriate national incorporating body or the statutory body, before participating in the national/international competitive bidding with the exception of such procurements made by the foreign missions of Pakistan. For such purpose the bidder must have to initiate the registration process before the bid submission and the necessary evidence shall be submitted to the Procuring agency/Employer along with their bid, however, the final award will be subject to the complete registration process.
	3.7	<p>A Bidder shall not have a conflict of interest. All Bidders found to have a conflict of interest shall be disqualified. A Bidders may be considered to have a conflict of interest with one or more parties in this Bidding process, if they:</p> <ul style="list-style-type: none"> <li>a) are associated or have been associated in the past, directly or indirectly with a firm or any of its affiliates which have been engaged by the Procuring agency/Employer to provide consulting services for the preparation of design or technical specifications of the works that are the subject of the bid; or</li> <li>b) any of its affiliates has been hired (or is proposed to be hired) by the Procuring agency/Employer as Engineer for the Contract implementation; or</li> <li>c) The works to be executed are resulting from or directly related to consulting services for the preparation or implementation of the project that the bidder provided or were provided by any affiliate that directly or indirectly controls, is controlled by, or is under common control with that firm;</li> <li>d) have controlling shareholders in common; or</li> <li>e) receive or have received any direct or indirect subsidy from any of them; or</li> <li>f) have the same legal representative for purposes of this Bid; or</li> <li>g) have a relationship with each other, directly or through common third parties, that puts them in a position to have access to information about or influence on the bid of another bidder, or influence the decisions of the Procuring agency/Employer regarding this Bidding process; or</li> </ul>

		h) Submit more than one bid in this bidding process.
	3.8	<p>A Bidder may be ineligible if –</p> <ul style="list-style-type: none"> <li>(a) he is declared bankrupt or, in the case of company or firm, insolvent;</li> <li>(b) payments in favor of the bidder are suspended in accordance with the judgment of a court of law other than a judgment declaring bankruptcy and resulting (in accordance with the national laws) in the total or partial loss of the right to administer and dispose of its property;</li> <li>(c) legal proceedings are instituted against such bidder involving an order suspending payments and which may result, in accordance with the national laws, in a declaration of bankruptcy or in any other situation entailing the total or partial loss of the right to administer and dispose of the property;</li> <li>(d) the bidder is convicted, by a final judgment of a Court of Law or relevant Professional Statutory Body, of any offence involving professional conduct;</li> <li>(e) The bidder is debarred/ blacklisted by a national level Procuring agency/Employer and hence debarred due to involvement in corrupt and fraudulent practices, or performance failure or due to breach of bid securing declaration.</li> <li>(f) The bidder is blacklisted or debarred by a foreign country, international organization, or other foreign institutions for the period defined by them.</li> </ul>
	3.9	Bidders shall provide to the Procuring agency/Employer evidence of their eligibility, proof of compliance with the necessary legal requirements to carry out the contract effectively.
	3.10	Bidders shall provide such evidence of their continued eligibility to the satisfaction of the Procuring agency/Employer, as the Procuring agency/Employer shall reasonably request.
	3.11	Bidders shall submit proposal relating to the nature, conditions and modalities of sub-contracting wherever the sub-contracting of any elements of the contract is envisaged.

<b>4. Eligible Material and Equipment</b>	4.1	All the material and equipment to be mobilized under the contract shall have their origin in eligible source countries, and all expenditures made under the contract will be limited to such materials and equipment. For this purpose, ineligible countries are stated in the section-IV titled as “Eligible Countries”.
	4.2	For purposes of this Clause, “origin” means the place where the material, equipment is produced, manufactured, or processed, or through manufacture, procession, or assembly, another commercially recognized article results that differs substantially in its basic characteristics from its imported components or the place from where the services are/to be supplied.
	4.3	The nationality of the bidder shall not determine the origin of the material and equipment.
	4.4	To establish the eligibility of the material and equipment, Bidders shall fill the country-of-origin declarations included in the Form of Bid.
<b>5. One Bid per Bidder</b>	5.1	A bidder shall submit only one bid, in the same bidding process, either individually as a bidder or as a member in a joint venture or any similar arrangement.
	5.2	No bidder can be a sub-contractor while submitting a bid individually or as a member of a joint venture in the same bidding process.

<b>6. Cost of Bidding</b>	6.1	The Bidder shall bear all costs associated with the preparation and submission of its bid, and the Procuring agency/Employer shall in no case be responsible or liable for those costs, regardless of the conduct or outcome of the bidding process.
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**B. BIDDING DOCUMENTS**

<b>7. Contents of Bidding Documents</b>	7.1	The scope of Works, bidding procedures, and terms and conditions of the contract are prescribed in the bidding documents. In addition to the Invitation for Bids, the bidding documents which should be read in conjunction with any addenda issued in accordance with <b>ITB 9.2</b> include: <b>Section I</b> -Invitation for Bids <b>Section II</b> Instructions to Bidders (ITBs) <b>Section III</b> Bid Data Sheet (BDS) <b>Section IV</b> Eligibility & Evaluation Criteria <b>Section V</b> Works Requirements Technical Specifications & Schedule of Requirements <b>Section VI</b> Standard Bidding Forms <b>Section VII</b> General Conditions of Contract (GCC) <b>Section VIII</b> Special Conditions of Contract (SCC) <b>Section IX</b> Contract Forms
	7.2	The number of copies to be completed and submitted with the Bid is specified in the <b>BDS</b> .
	7.3	The Procuring agency/Employer is not responsible for the completeness of the bidding documents and their addenda, if they were not obtained directly from the Procuring agency/Employer or the signed pdf version downloaded from the website of the Procuring agency/Employer or the Authority’s website or e-Procurement System as the case may be. However, Procuring agency/Employer shall place both the pdf and editable version of the same on its website and Authority’s website or e-Procurement System to facilitate the bidder for filling the standard bidding forms.
	7.4	The bidder is expected to examine all instructions, forms, specifications, terms and conditions prescribed in the bidding documents. Failure to furnish all the information required in the bidding documents will be at the bidder’s risk and may result in the rejection of his bid.
<b>8. Clarification of Bidding Document, Pre-bid Meeting</b>	8.1	A prospective bidder requiring any clarification of the bidding document may notify the Procuring agency/Employer in writing or in electronic form that provides record of the contents of communication at the Procuring agency/Employer's address indicated in the <b>BDS</b> .
	8.2	The Procuring agency/Employer will within three (3) working

		days after receiving the request for clarification, respond in writing or in electronic form to any request for clarification provided that such request is received not later than three (03) days prior to the deadline for the submission of Bids as prescribed in <b>ITB 24.1</b> . However, this clause shall not apply in case of alternate methods of procurement.
	8.3	Copies of the Procuring agency/Employer's response will be forwarded to all identified prospective bidders through an identified source of communication, including a description of the inquiry, but without specifying its source. In case of downloading of the bidding documents from the website of Procuring agency/Employer or e-Procurement System, the response of all such queries will also be available on the same platform available at the website.
	8.4	Should the Procuring agency/Employer deem it necessary to amend the bidding documents as a result of a clarification, it shall do so following the procedure as prescribed under <b>ITB 09</b> .
	8.5	If indicated <b>in the BDS</b> , the bidder's designated representative is invited at the bidder's cost to attend a pre-bid meeting at the place, date and time mentioned in the <b>BDS</b> . During this pre-bid meeting, prospective bidders may request clarification of the schedule of requirement, the evaluation criteria or any other aspects of the bidding documents.
	8.6	Minutes of the pre-bid meeting, if applicable, including the text of the questions asked by bidders, including those during the meeting (without identifying the source) and the responses given, together with any responses prepared after the meeting will be transmitted promptly to all prospective bidders who have obtained the bidding documents. Any modification to the bidding documents that may become necessary as a result of the pre-bid meeting shall be made by the Procuring agency/Employer exclusively through the use of an Addendum pursuant to <b>ITB 9</b> . Non-attendance at the pre-bid meeting will not be a cause for disqualification of a bidder.
	8.7	The bidder is advised to visit and examine the Site of Works and its surroundings and obtain for itself on its own responsibility all information that may be necessary for preparing the bid and entering into a contract for construction of the Works. The costs of visiting the Site shall be at the bidder's own expense.
	8.8	The bidder and any of its authorized personnel will be granted permission by the Procuring agency/Employer to enter upon its premises and lands for the purpose of such visit, but only

		upon the express condition that the bidder and its personnel will release and indemnify the Procuring agency/Employer from and against all liability in respect thereof, and will be responsible for death or personal injury, loss of or damage to property, and any other loss, damage, costs, and expenses incurred as a result of the inspection.
<b>9. Amendment of Bidding Documents</b>	9.1	Before the deadline for submission of bids, the Procuring agency/Employer for any reason, whether at its own initiative or in response to a clarification requested by a prospective bidder or pre-bid meeting may modify the bidding documents by issuing addenda.
	9.2	Any addendum issued including the notice of any extension of the deadline shall be part of the bidding documents pursuant to <b>ITB 7.1</b> and shall be communicated in a timely manner and on equal opportunity basis. Where notification of such change, addition, modification or deletion becomes essential, such notification shall be made in a manner similar to the original advertisement.  <i>Provided that the bidder who had either already submitted their bid or handed over the bid to the courier prior to the issuance of any such addendum shall have the right to withdraw his already filed bid and submit the revised bid prior to the original or extended bid submission deadline.</i>
	9.3	To give prospective bidders reasonable time in which to take an addendum/corrigendum into account in preparing their bids, the Procuring agency/Employer may, at its discretion, extend the deadline for the submission of bids:  <i>Provided that the Procuring agency/Employer shall extend the deadline for submission of bid, if such an addendum is issued within last three (03) days of the bid submission deadline.</i>

**C. PREPARATION OF BIDS**

<b>10. Language of Bid</b>	10.1	The bid prepared by the bidder, as well as all correspondence and documents relating to the bid exchanged by the bidder and the Procuring agency/Employer shall be written in the English language unless specified in the <b>BDS</b> . Supporting documents and printed literature furnished by the bidder may be in another language provided they are accompanied by an accurate translation of the relevant pages in the English language unless specified in the <b>BDS</b> , in which case, for purposes of
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		interpretation of the bidder, the translation shall govern.
<b>11. Documents Establishing Eligibility of Material, Equipment and Works, their Conformity to Bidding Documents</b>	11.1	<p>The bid prepared by the bidder shall constitute the following components: -</p> <ul style="list-style-type: none"> <li>a) Documentary evidence established in accordance with <b>ITB 11</b> that the material, equipment and services to be provided by the Bidder are eligible material, equipment and services, and conform to the Bidding Documents;</li> <li>b) Documentary evidence established in accordance with <b>ITB 12</b> that the bidder has been authorized to carry out the Construction works;</li> <li>c) Documentary evidence established in accordance with <b>ITB 12</b> that the bidder is eligible and/or qualified for the subject bidding process;</li> <li>d) Form of Bid and Bid Prices completed in accordance with <b>ITB 14 and 15</b>;</li> <li>e) Completed schedules as required, including priced Bill of Quantities in accordance with <b>ITB 13 &amp; 15</b>.</li> <li>f) Technical Proposal completed in all aspects in accordance with <b>ITB-17</b>.</li> <li>g) Bid security or Bid Securing Declaration furnished in accordance with <b>ITB 19</b>;</li> <li>h) Alternative bids, if permissible, in accordance with <b>ITB 20</b>;</li> <li>i) Duly Notarized Power of Attorney authorizing the signatory of the Bidder to submit the bid; and</li> <li>j) Any other document required in the <b>BDS</b>.</li> </ul>
	11.2	In addition to the requirements, bids submitted by a JV shall include a copy of the Joint Venture Agreement entered into by all members. Alternatively, a letter of intent to execute a Joint Venture Agreement in the event of a successful bid shall be signed by all members and submitted with the bid, together with a copy of the proposed Agreement.
	11.3	The bidder shall furnish, as part of its bid, all those documents establishing the eligibility in conformity to the terms and conditions specified in the bidding documents for all material, equipment and works which the bidder proposes to execute.
	11.4	<p>The documentary evidence of conformity of the material, equipment and works to the Bidding Documents may be in the form of literature, drawings, and data, and shall consist of:</p> <ul style="list-style-type: none"> <li>a) a detailed description of the work methodology, approach, schedule and resources to be mobilized at site;</li> <li>b) an item-by-item commentary on the Procuring agency/Employer's Technical Specifications</li> </ul>

		<p>demonstrating substantial responsiveness of the material, equipment and works to those specifications, or a statement of deviations and exceptions to the provisions of the Technical Specifications;</p> <p>c) any other procurement specific documentation requirement as stated in the <b>BDS</b>.</p>
	11.5	The required documents and other accompanying documents must be in English. In case any other language than English is used the pertinent translation into English shall be attached to the original version.
<b>12. Documents Establishing Eligibility and Qualification of the Bidder</b>	12.1	The bidder shall furnish, as part of its bid, all those documents establishing the bidder's eligibility to participate in the bidding process and/or its qualification to perform the contract if its bid is accepted.
	12.2	The documentary evidence of the bidder's eligibility to bid shall establish to the satisfaction of the Procuring agency/Employer that the bidder, at the time of submission of its bid, is from an eligible country as defined in Section-IV titled as "Eligible Countries".
	12.3	<p>The documentary evidence of the bidder's qualification to perform the contract if its bid is accepted shall establish to the satisfaction of Procuring agency/Employer that:</p> <p>a) The bidder has the financial and technical capability necessary to perform the Contract, meets the qualification criteria specified in Section-V, Evaluation and Qualification Criteria and <b>BDS</b>.</p> <p>b) In the case of a bidder not doing business within Pakistan, the bidder is or will be (if awarded the contract) represented by a local bidder (Joint Venture) in accordance with the PEC works bylaws, and in case of award of works such foreign firm is required to participate in the execution of works to carry out its obligations as prescribed in the Conditions of Contract and /or Technical Specifications.</p> <p>c) That the bidder meets the qualification criteria listed in Section-V, Evaluation and Qualification Criteria and <b>BDS</b>.</p>
<b>13. Letter of Bid and Schedules</b>	13.1	The Letter of Bid (Technical or Financial as the case may be) and Schedules, including the Bill of Quantities, shall be prepared using the relevant forms furnished in Standard Bid Forms. The forms must be completed without any alterations to the text, and no substitutes shall be accepted except as provided under <b>ITB 22</b> . All blank spaces shall be filled in with the information requested.
<b>14. Letter of Bid</b>	14.1	The bidder shall fill the Letter of Bid (Technical or Financial as

		the case may be) furnished in the bidding documents. The Standard Bid Forms must be completed without any alterations to its format and no substitute shall be accepted.
<b>15. Bid Prices</b>	15.1	The bid prices quoted by the bidder in the Standard bid Forms, Bill of Quantities and in the Price Schedules shall conform to the requirements specified below or exclusively mentioned hereafter in the bidding documents.
	15.2	The bidder shall fill in rates and prices for all items of the Works described in the Bill of Quantities. If a Price Schedule shows items listed but not priced, their prices shall be construed to be included in the prices of other items in the Bill of Quantities and will not be paid for separately by the Procuring agency/Employer.
	15.3	Items not listed in the Price Schedule shall be assumed not to be included in the bid, and provided that the bid is still substantially responsive in their absence or due to their nominal nature, the corresponding average price of the respective item(s) of the remaining substantially responsive bidder(s) shall be construed to be the price of those missing item(s): Provided that: <ul style="list-style-type: none"> <li>a) where there is only one (substantially) responsive bidder, or</li> <li>b) where there is provision for alternate proposals and the respective items are not listed in the other bids,</li> </ul> The Procuring agency/Employer may fix the price of missing items in accordance with market survey, and the same shall be considered as final price.
	15.4	The Bid price to be quoted in the Form of Bid in accordance with <b>ITB 15.1</b> shall be the total price of the bid.
	15.5	Unless otherwise specified in the <b>BDS</b> and the Contract, the rates and prices quoted by the bidder are subject to adjustment during the performance of the Contract in accordance with the provisions of the Conditions of Contract.
	15.6	If so specified in <b>ITB 1.1</b> , bids may be invited for individual lots (contracts) or for any combination of lots (packages).
	15.7	Prices quoted by the Bidder shall be fixed during the bidder's performance of the contract and not subject to variation on any account. A bid submitted with an adjustable price will be treated as non-responsive and shall be rejected, pursuant to <b>ITB 30</b> , unless otherwise price adjustment is permissible under Conditions of the Contract.
	15.8	All duties, taxes, and other levies payable by the Contractor

		under the Contract, or for any other cause, as of the date twenty-eight (28) days prior to the deadline for submission of bids, shall be included in the rates and prices and the total bid price submitted by the bidder.
<b>16. Currencies of Bid and Payment</b>	16.1	The currency(ies) of the bid and the currency(ies) of payments shall be as specified in the <b>BDS</b> .
	16.2	For the purposes of comparison of bids quoted in different currencies, the price shall be converted into a single currency specified in the bidding documents. The rate of exchange shall be the selling rate, prevailing on the date of opening of (financial part of) bids specified in the bidding documents, as notified by the State Bank of Pakistan on that day.
	16.3	Bidders shall indicate details of their expected foreign currency requirements in the Bid, if prescribed in the <b>BDS</b> .
	16.4	Bidders may be required by the Procuring agency/Employer to clarify their foreign currency requirements, if prescribed in the <b>BDS</b> and to substantiate that the amounts included in Lump Sum and in the <b>SCC</b> are reasonable and responsive to <b>ITB 16.1</b> .
<b>17. Documents Comprising the Technical Proposal</b>	17.1	The bidder shall furnish a Technical Proposal including a statement of work methods, equipment, personnel, schedule and any other information as stipulated in <b>Section IV – Standard Bid Forms</b> , in sufficient detail to demonstrate the adequacy of the bidder’s proposal to meet the work requirements and the completion time.
<b>18. Bid Validity Period</b>	18.1	Bids shall remain valid for the period specified in the <b>BDS</b> after the bid submission deadline prescribed by the Procuring agency/Employer. A bid valid for a shorter period shall be rejected by the Procuring agency/Employer as non-responsive. The period of bid validity will be determined from the complementary bid securing instrument i.e. the expiry period of bid security or bid securing declaration as the case may be.
	18.2	Under exceptional circumstances, prior to the expiration of the initial bid validity period, the Procuring agency/Employer may request the bidders’ consent to an extension of the period of validity of their bids only once, for the period not more than the period of initial bid validity. The request and the bidders’ responses shall be made in writing or in electronic forms that provide record of the content of communication. The Bid Security provided under <b>ITB 19</b> shall also be extended 28 days beyond the deadline of extended bid validity period. A bidder may refuse the request for the extension of his bid without forfeiting his bid security or causing to be executed his Bid Securing Declaration. A bidder agreeing to the request will not

		be required nor permitted to modify its bid but will be required to extend the validity of its Bid Security or Bid Securing Declaration for the period of the extension, and in compliance with <b>ITB 19</b> in all respects.
<b>19. Bid Security or Bid Securing Declaration</b>	19.1	<p>Pursuant to <b>ITB 11.1</b> unless otherwise specified in the <b>BDS</b>, the bidder shall furnish as part of its bid, a Bid Security in form of fixed amount not exceeding five percent of the estimated value of procurement determined by the Procuring agency/Employer and in the amount and currency specified in the <b>BDS</b> or Bid Securing Declaration as specified in the <b>BDS</b> in the format provided in <b>Section VI (Standard Bidding Forms)</b>.</p> <p>In case Procuring agency/Employer is inviting bids in lots / packages, the bidder shall be required to submit his bid security against the respective lot/ package for which he is submitting his bid, which shall not exceed five percent of the estimated value of that particular lot/ package.</p>
	19.2	The Bid Security or Bid Securing Declaration is required to protect the Procuring agency/Employer against the risk of Bidder's conduct before award of the contract to the most advantageous bidder which would warrant the security's forfeiture, pursuant to <b>ITB 19.9</b> .
	19.3	<p>The Bid Security shall be denominated in the local currency or in another freely convertible currency, and it shall be in the form specified in the <b>BDS</b> which shall be in any of the following:</p> <p>a) A bank guarantee, an irrevocable letter of credit issued by a Scheduled bank in the form provided in the Bidding Documents or another form acceptable to the Procuring agency/Employer and valid for twenty-eight (28) days beyond the end of the validity of the Bid. This shall also apply if the period for Bid Validity is extended. In either case, the form must include the complete name of the bidder;</p> <p>b) A cashier's or certified cheque; or</p> <p>c) Another security as indicated in the <b>BDS</b>.</p>
	19.4	The Bid Security or Bid Securing Declaration shall be in accordance with the Form of the Bid Security or Bid Securing Declaration included in <b>Section VI (Standard Bidding Forms)</b> or another form approved by the Procuring agency/Employer prior to the bid submission.
	19.5	The Bid Security shall be payable promptly upon written demand by the Procuring agency/Employer in case any of the

		conditions listed in <b>ITB 19.9</b> are invoked.
	19.6	Any bid not accompanied by a Bid Security or Bid Securing Declaration in accordance with <b>ITB 19.1</b> or <b>19.3</b> shall be rejected by the Procuring agency/Employer and shall be declared as non-responsive bid, pursuant to <b>ITB 30</b> .
	19.7	<p>Unsuccessful bidders' Bid Security will be discharged or returned as promptly as possible, however in no case later than thirty (30) days after the expiration of the period of Bid Validity prescribed by the Procuring agency/Employer pursuant to <b>ITB 18</b>. The Procuring agency/Employer shall make no claim to the amount of the Bid Security, and shall promptly return the Bid Security document, after whichever of the following that occurs earliest:</p> <ul style="list-style-type: none"> <li>(a) The expiry of the Bid Security;</li> <li>(b) The entry into force of a procurement contract and the provision of a performance security (or guarantee), for the performance of the contract if such a security (or guarantee), is required by the Bidding documents;</li> <li>(c) The rejection by the Procuring agency/Employer of all Bids;</li> <li>(d) The withdrawal of the bid prior to the deadline for the submission of bids, unless the bidding documents stipulate that no such withdrawal is permitted.</li> </ul>
	19.8	The successful bidder's Bid Security will be discharged upon the bidder signing the contract pursuant to <b>ITB 47</b> , or furnishing the performance security (or guarantee), pursuant to <b>ITB 48</b> .
	19.9	<p>The Bid Security may be forfeited or the Bid Securing Declaration executed:</p> <ul style="list-style-type: none"> <li>a) if a Bidder: <ul style="list-style-type: none"> <li>i) Withdraws its Bid during the period of Bid Validity as specified by the Procuring agency/Employer, and referred by the bidder on the Form of Bid except as provided for in <b>ITB 18.2</b>; or</li> <li>ii) Does not accept the correction of errors pursuant to <b>ITB 32</b>; or</li> </ul> </li> <li>b) In the case of a successful bidder, if the bidder fails: <ul style="list-style-type: none"> <li>i) to sign the contract in accordance with <b>ITB 47</b>; or</li> <li>ii) to furnish performance security (or guarantee) in accordance with <b>ITB 48</b>.</li> </ul> </li> </ul>
	19.10	In case of Bid Security issued by the foreign bank is allowed by the Procuring agency/Employer, the same should be counter guaranteed by a corresponding bank in Pakistan. Furthermore,

		in case of joint venture, it should be in the name of Joint venture to ensure joint responsibility.
<b>20. Alternative Bids by Bidders</b>	20.1	Bidders shall submit offers that comply with the requirements of the bidding documents, including the basic bidder's technical design as indicated in the specifications and Bill of Quantities. Alternatives will not be considered, unless specifically allowed for in the <b>BDS</b> . If so allowed, <b>ITB 20</b> shall prevail.
	20.2	When alternative schedule for execution of works is explicitly invited, a statement of that effect will be included in the <b>BDS</b> as will the method for evaluating different schedule for execution of works.
	20.3	If so allowed in the <b>BDS</b> , bidders wishing to offer technical alternatives to the requirements of the bidding documents must also submit a bid that complies with the requirements of the bidding documents, including the basic technical design as indicated in the specifications. In addition to submitting the basic bid, the bidder shall provide all information necessary for a complete evaluation of the alternative by the Procuring agency/Employer, including technical specifications, breakdown of prices, and other relevant details. Only the technical alternatives, if any, of the Most Advantageous Bidder conforming to the basic technical requirements (without altering the bid price) shall be considered by the Procuring agency/Employer.
<b>21. Withdrawal of Bids</b>	21.1	Before bid submission deadline, any bidder may withdraw, substitute, or modify its bid after it has been submitted by sending a written notice, duly signed by an authorized representative, and the corresponding must accompany the respective written notice.
	21.2	Bids requested to be withdrawn in accordance with <b>ITB 21.1</b> shall be returned unopened to the bidders.
<b>22. Format and Signing of Bid</b>	22.1	The bidder shall prepare and submit his bid with due diligence after carefully reading all the terms and conditions before submission through EPADS..
	22.2	Any interlineations, erasures, or overwriting shall be valid only if they are signed by the person(s) authorized for signing the Bid.

#### **D. SUBMISSION OF BIDS**

<b>23. Sealing and Marking of Bids</b>	23.1	Bidding procedure shall be as per Rule 36(b) of PPR 2004 i.e. Single Stage Two Envelop Procedure. The Bid shall comprise two PDF Files uploaded simultaneously; one called the
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		Technical Proposal and the other Financial Proposal. Both PDF Files to be uploaded separately.
	23.2	<p>The PDF file of Technical Proposal and Financial Proposal shall:</p> <ul style="list-style-type: none"> <li>a) bear the name and identification number of the contract as defined in the <b>Section I</b>.</li> <li>b) PDF file of Technical Proposal shall mark a warning not to open before the time and date for bid opening, pursuant to <b>ITB 24.1</b>.</li> </ul> <p>PDF file of Financial Proposal shall mark a warning not to open with technical proposal.</p>
	23.3	<p>In case of Single Stage Two Envelope Procedure, The Bid shall comprise two PDF files submitted simultaneously, one called the Technical Proposal and the other Financial Proposal. Both PDF files shall be uploaded on EPADS as under:</p> <ul style="list-style-type: none"> <li>a) Bidder shall submit scanned copies of his <b>TECHNICAL PROPOSAL</b> and <b>FINANCIAL PROPOSAL</b> on EPADS separately.</li> </ul>
	23.4	<p>The scanned copies of both Proposals shall;</p> <ul style="list-style-type: none"> <li>a) be addressed to the Procuring agency/Employer at the address provided in the <b>BDS</b>;</li> <li>b) bear the name and identification number of the contract as defined in the <b>BDS</b>; and provide a warning not to open before the time and date for bid opening, as specified in the <b>BDS</b> pursuant to <b>ITB 24.1</b>.</li> </ul>
<b>24. Deadline for Submission of Bids</b>	24.1	Bids shall be uploaded on or before the date and time specified in the <b>BDS</b> .
	24.2	The Procuring agency/Employer may, under exceptional circumstances and at its discretion, extend the deadline for the submission of bids by amending the Bidding Documents in accordance with <b>ITB 9</b> , in which case all rights and obligations of the Procuring agency/Employer and bidders previously subject to the deadline will thereafter be subject to the new deadline.
<b>25. Late Bids</b>	25.1	The Procuring agency/Employer shall not consider for evaluation of any bid that arrives after the deadline for submission of bids, in accordance with <b>ITB 24</b> .
	25.2	Any bid received by the Procuring agency/Employer after the deadline for submission of bids shall be declared late, recorded, rejected and returned unopened to the bidder.

<b>26. Substitution and Modification of bids</b>	26.1	A bidder may substitute or modify his bid after it has been uploaded, provided that written notice of the substitution or modification of the bid, is received through EPADS prior to the deadline for submission of bids.
	26.2	Revised bid may be uploaded after the substitution or modification made in the original bid in accordance with the provisions referred in <b>ITB 22</b> .

**E. OPENING AND EVALUATION OF BIDS**

<b>27. Opening of Bids</b>	27.1	The Procuring agency will open all bids through EPADS, in the presence of bidders' or their representatives who choose to attend, and other parties with a legitimate interest in the bid proceedings at the place, on the date and at the time specified in the <b>BDS</b> . The bidders' representatives present shall sign an attendance sheet as a proof of their attendance.
	27.2	First, PDF file marked " <b>WITHDRAWAL</b> " shall be opened and read out and the PDF file with the corresponding bid shall not be opened but returned to the bidder. No bid withdrawal shall be permitted unless the corresponding withdrawal notice contains a valid authorization to request the withdrawal is uploaded on EPADS and is read out at bid opening.
	27.3	Second, PDF file marked " <b>SUBSTITUTION</b> " shall be opened and shall be exchanged for the corresponding Original Bid being substituted, which is to be returned to the bidder unopened. No PDF file shall be substituted unless the corresponding Substitution Notice contains a valid authorization to request the substitution is uploaded on EPADS and is read out and recorded at bid opening.
	27.4	Next, PDF file marked " <b>MODIFICATION</b> " shall be opened. No Technical Proposal and/or Financial Proposal shall be modified unless the corresponding Modification Notice contains a valid authorization to request the modification is uploaded on EPADS and is read out and recorded at the opening of the bids. The PDF files of Technical Proposal, both Original as well as Modification, are to be opened, read out, and recorded at the opening. The PDF files of Financial Proposal, both Original and Modification, will remain unopened till the prescribed financial bid opening date.
	27.5	Other PDF files holding the bids shall be opened one at a time, in case of Single Stage One Envelope Procedure, the bidders' names, the bid prices, the total amount of each bid and of any alternative bid (if alternatives have been requested or permitted), the presence or absence of Bid Security, Bid Securing Declaration and such other details as the Procuring

		agency/Employer may consider appropriate, will be announced by the Procurement Evaluation Committee.
	27.6	In case of Single Stage Two Envelope Procedure, the Procuring agency/Employer will open the Technical Proposals in public at the address, date and time specified in the <b>BDS</b> in the presence of bidders' designated representatives who choose to attend and other parties with a legitimate interest in the bid proceedings. The Financial Proposals will remain unopened and will be held in custody of the Procuring agency/Employer until the specified time of their opening.
	27.7	The PDF files holding the Technical Proposals shall be opened one at a time, and the following read out and recorded: (a) the name of the bidder; (b) whether there is a modification or substitution; (c) the presence of a Bid Security or Bid Securing Declaration, if required; and (d) Any other details as the Procuring agency/Employer may consider appropriate.
	27.8	Bids not opened and not read out at the bid opening shall not be considered further for evaluation, irrespective of the circumstances.
	27.9	Bidders are advised to send in a representative with the knowledge of the content of the bid who shall verify the information read out from the submitted documents. Failure to send a representative or to point out any un-read information by the sent bidder's representative shall indemnify the Procuring agency/Employer against any claim or failure to read out the correct information contained in the bidder's bid.
	27.10	No bid will be rejected at the time of bid opening except for late bids which will be returned unopened to the bidder, pursuant to <b>ITB 25</b> .
	27.11	The Procuring agency/Employer shall prepare minutes of the bid opening. The record of the bid opening shall include, as a minimum: the name of the bidder and whether or not there is a withdrawal, substitution or modification, the bid price if applicable and the presence or absence of a Bid Security or Bid Securing Declaration.
	27.12	The bidders' representatives who are present shall be requested to sign on the attendance sheet. The omission of a bidder's signature on the record shall not invalidate the contents and affect the record. A copy of the record shall be distributed to all the bidders.
	27.13	A copy of the minutes of the bid opening shall be furnished to individual bidders upon request.
	27.14	In case of Single Stage -Two Envelop Bidding Procedure, after

		the announcement of technical evaluation report, the Procuring agency/Employer, shall at a time within the bid validity period, publicly open the financial proposals of the technically responsive bidder only. The financial proposal of bidders found technically non-responsive shall be returned un-opened to the respective bidders after seven days of the announcement of technical evaluation report, except those aggrieved bidder(s) whose complaints are pending before the Grievance Redressal Committee.
<b>28. Confidentiality</b>	28.1	Information relating to the examination, clarification, evaluation and comparison of bids and recommendation of contract award shall not be disclosed to bidders or any other persons not officially concerned with such process until the time of the announcement of the respective evaluation report through EPADS.
	28.2	Any effort by a bidder to influence the Procuring agency/Employer processing of bids or award decisions may result in the rejection of its bid.
	28.3	Notwithstanding <b>ITB 28.2</b> from the time of bid opening to the time of contract award, if any bidder wishes to contact the Procuring agency/Employer on any matter related to the bidding process, it should do so in writing or in electronic forms that provides record of the content of communication.
<b>29. Clarification of Bids</b>	29.1	To assist in the examination, evaluation and comparison of bids, the Procuring agency/Employer may ask any bidder for a clarification of its bid including breakdown of prices invariably in writing. Any clarification submitted by a bidder that is not in response to a request by the Procuring agency/Employer shall not be considered.
	29.2	The request for clarification and the response shall be in writing or in electronic forms that provide record of the content of communication. No change in the prices or substance of the bid shall be sought, offered, or permitted, except clarification for the correction of arithmetic errors discovered by the Procuring agency/Employer during the evaluation of bids which shall be sought in accordance with <b>ITB 32</b> .
	29.3	The alteration or modification in the bid, which in any case affects the following parameters, will be considered as a change in the substance of a bid: <ul style="list-style-type: none"> <li>a) evaluation &amp; qualification criteria;</li> <li>b) required scope of work;</li> <li>c) contract price;</li> <li>d) all securities requirements;</li> </ul>

		<ul style="list-style-type: none"> <li>e) tax requirements;</li> <li>f) terms and conditions of bidding documents.</li> <li>g) change in the ranking of the bidder</li> </ul>
	29.4	From the time of bid opening to the time of Contract award if any bidder wishes to contact the Procuring agency/Employer on any matter related to the bid it should do so in writing or in electronic forms that provide record of the content of communication.
<b>30. Preliminary Examination of Bids</b>	30.1	<p>Prior to the detailed evaluation of bids, the Procuring agency/Employer will determine whether each bid:</p> <ul style="list-style-type: none"> <li>a) meets the eligibility criteria defined in <b>ITB 3</b> and <b>ITB 4</b>;</li> <li>b) has been prepared as per the format and contents defined by the Procuring agency/Employer in the bidding documents;</li> <li>c) has been properly signed;</li> <li>d) is accompanied by the required securities; and</li> <li>e) is substantially responsive to the requirements of the bidding documents.</li> </ul> <p>The Procuring agency/Employer's determination of a bid's substantial responsiveness will be based on the contents of the bid itself.</p>
	30.2	<p>A substantially responsive Bid is one which conforms to all the terms, conditions, and specifications of the Bidding Documents, without material deviation or reservation. A material deviation or reservation is one that: -</p> <ul style="list-style-type: none"> <li>a) affects in any substantial way the scope, quality, or performance of the Works;</li> <li>b) limits in any substantial way, inconsistent with the bidding documents, the Procuring agency/Employer's rights or the bidders' obligations under the Contract; or</li> <li>c) if rectified, would affect unfairly the competitive position of other bidders presenting substantially responsive bids.</li> </ul>
	30.3	The Procuring agency/Employer will confirm that the documents and information specified under <b>ITB 11, 12</b> and <b>13</b> have been provided in the bid. If any of these documents or information is missing or is not provided in accordance with the Instructions to Bidders, the bid shall be rejected.

	30.4	<p>The Procuring agency/Employer may waive-off any minor informality, nonconformity, or irregularity in a bid which does not constitute a material deviation, provided such waiver does not prejudice or affect the relative ranking of any Bidder.</p> <p><b>Explanation:</b> <i>A minor informality, non-conformity or irregularity is one that is merely a matter of form and not of substance. It also pertains to some immaterial defect in a Bid or variation of a bid from the exact requirements of the invitation that can be corrected or waived without being prejudicial to other bidders. The defect or variation is immaterial when the effect on quantity, quality, or delivery is negligible when contrasted with the total cost or scope of the works. The Procuring agency/Employer either shall give the bidder an opportunity to cure any deficiency resulting from a minor informality or irregularity in a bid or waive the deficiency, whichever is advantageous to the Procuring agency/Employer. Examples of minor informalities or irregularities include failure of a bidder to –</i></p> <ul style="list-style-type: none"> <li>(a) <i>Submit the number of copies of signed bids required by the invitation;</i></li> <li>(b) <i>Furnish required information concerning the number of its employees;</i></li> <li>(c) <i>the firm submitting a bid has formally adopted or authorized, before the date set for opening of bids, the execution of documents by typewritten, printed, or stamped signature and submits evidence of such authorization and the bid carries such a signature.</i></li> </ul>
	30.5	<p>Provided that a Technical Bid is substantially responsive, the Procuring agency/Employer may request the bidder to submit the necessary information or documentation, within a reasonable period of time, to rectify nonmaterial nonconformities or omissions in the Technical Bid related to documentation requirements. Requesting information or documentation on such nonconformities shall not be related to any such aspect of the technical Proposal linked with the ranking of the bidders. Failure of the bidder to comply with the request may result in the rejection of its bid.</p>
	30.6	<p>Provided that a Technical Bid is substantially responsive, the Procuring agency/Employer shall rectify quantifiable nonmaterial nonconformities or omissions related to the Financial Proposal. To this effect, the Bid Price shall be adjusted, for comparison purposes only, to reflect the price of</p>

		the missing or nonconforming item or component.
	30.7	If a bid is not substantially responsive, it will be rejected by the Procuring agency/Employer and may not subsequently be evaluated for complete technical responsiveness.
<b>31. Examination of Terms and Conditions; Technical Evaluation</b>	31.1	The Procuring agency/Employer shall examine the bid to confirm that all terms and conditions specified in the <b>GCC</b> and the <b>SCC</b> have been accepted by the bidder without any material deviation or reservation. For this purpose: “Deviation” means departure from the requirements specified in the Bidding Document. “Reservation” means setting of limiting conditions or withholding from complete acceptance of the requirements specified in the Bidding Document.
	31.2	The Procuring agency/Employer shall evaluate the technical aspects of the bid submitted in accordance with <b>ITB 31</b> , to confirm that all requirements specified in <b>Section V – Works Requirement, Technical Specifications</b> of the Bidding Documents have been met without material deviation or reservation.
	31.3	If after the examination of the terms and conditions and the technical evaluation, the Procuring agency/Employer determines that the bid is not substantially responsive in accordance with <b>ITB 30</b> , it shall reject the bid.

<p><b>32. Correction of Arithmetic Errors</b></p>	<p>32.1</p>	<p>Bids determined to be substantially responsive will be checked for any arithmetic errors. Errors will be corrected as follows: -</p> <ul style="list-style-type: none"> <li>a) if there is a discrepancy between unit prices and the sub-total price that is obtained by multiplying the unit price and quantity, the unit price shall prevail, and the sub-total price shall be corrected, unless in the opinion of the Procuring agency/Employer there is an obvious misplacement of the decimal point in the unit price, in which the total price as quoted shall govern and the unit price shall be corrected;</li> <li>b) if there is an error in a total corresponding to the addition or subtraction of sub-totals, the sub-totals shall prevail, and the total shall be corrected; and</li> <li>c) where there is a discrepancy between the amounts in figures and in words, the amount in words will govern.</li> <li>d) Where there is discrepancy between grand total of price schedule and amount mentioned on the Form of Bid, the amount referred in Price Schedule shall be treated as correct subject to elimination of other errors.</li> </ul>
	<p>32.2</p>	<p>The amount stated in the Bid will be rectified by the Procuring agency/Employer in accordance with the above procedure for the correction of errors and, with, the concurrence of the bidder, shall be considered as binding upon the bidder. If the bidder does not accept the corrected amount, its bid shall be rejected after forfeiture of Bid Security or execution of the Bid Securing Declaration, as the case may be, in accordance with <b>ITB 19.9.</b></p>

<p><b>33. Conversion to Single Currency</b></p>	<p>33.1</p>	<p>The unit rates and the prices shall be quoted by the bidder entirely in Pak rupees. A bidder expecting to incur expenditures in other currencies for inputs to the Works from outside the Procuring agency/Employer’s country (referred to as the “Foreign Currency Requirements”) shall indicate the same in the letter of bid-financial proposal. The proportion of the Bid Price (excluding Provisional Sums) needed by him for the payment of such Foreign Currency Requirements either (i) entirely in the currency of the Bidder’s home country or, (ii) at the bidder’s option, entirely in Pak rupees provided always that a bidder expecting to incur expenditures in a currency or currencies other than those stated in (i) and (ii) above for a portion of the foreign currency requirements, and wishing to be paid accordingly, shall indicate the respective portions in his bid.</p>
	<p>33.2</p>	<p>To facilitate evaluation and comparison, the Procuring agency/Employer will convert all bid prices expressed in the amounts in various currencies in which the bid prices are payable. For the purposes of comparison of bids quoted in different currencies, the price shall be converted into a single currency specified in the bidding documents. The rate of exchange shall be the selling rate, prevailing on the date of opening of (financial part of) bids specified in the bidding documents, as notified by the State Bank of Pakistan on that day.</p>
	<p>33.3</p>	<p>The currency selected for converting bid prices to a common base for the purpose of evaluation, along with the source and date of the exchange rate, are specified in the <b>BDS</b>.</p>
<p><b>34. Evaluation of Bids</b></p>	<p>34.1</p>	<p>The Procuring agency/Employer shall evaluate and compare only the bids determined to be substantially responsive, pursuant to <b>ITB 30</b>.</p>
	<p>34.2</p>	<p>In evaluating the Technical Proposal of each Bid, the Procuring agency/Employer shall use the criteria and methodologies listed in the <b>BDS</b> and in terms of works requirement. No other evaluation criteria or methodologies shall be permitted.</p>
	<p>34.3</p>	<p>The Procuring agency/Employer’s evaluation of a bid will take into account:</p> <ul style="list-style-type: none"> <li>a) the bid price, excluding provisional sums and the provision, if any, for contingencies in the summary bill of quantities, but including day work items, where priced competitively;</li> <li>b) price adjustment for correction of arithmetic errors in</li> </ul>

		<p>accordance with <b>ITB 32.1</b>;</p> <p>c) converting the amount resulting from applying (a) and (b) above, if relevant, to a single currency in accordance with <b>ITB 33</b>;</p>
	34.4	The estimated effect of the price adjustment provisions of the Conditions of Contract, applied over the period of execution of the Contract, shall not be taken into account in bid evaluation.
	34.5	If these bidding documents allow bidders to quote separate prices for different lots, and the award to a single bidder of multiple lots, the methodology of evaluation to determine the lowest evaluated lot combinations in the Form of Bid, is specified in the <b>BDS</b> .
	34.6	<p>If the bid, which results in the Evaluated Bid Price (Most Advantageous Bid), is seriously unbalanced or front loaded in the opinion of the Employer, the Employer may require the Bidder to produce detailed price analyses for any or all items of the Bill of Quantities, to demonstrate the internal consistency of those prices with the construction methods and schedule proposed. After evaluation of the price analyses, taking into consideration the schedule of estimated Contract payments, the Employer may require that the amount of the performance security be increased at the expense of the Bidder to a level sufficient to protect the Employer against financial loss in the event of default of the successful Bidder under the Contract.</p> <p><b>Explanation:</b>  <i>“Unbalanced” or “front-loaded” bids consist of deliberately submitting bids with artificially high prices or unit rates for the early stages of a construction project, offset by artificially low prices or unit rates for the later stages of the project, to improve the contractor’s cash flow.</i></p>

<b>35. Domestic Preference</b>	35.1	If the <b>BDS</b> so specifies, the Procuring agency/Employer will grant a margin of preference to the domestic contractor in line with the rules, regulations, regulatory guides or instructions issued by the Authority from time to time.
<b>36. Determination of Most Advantageous Bid</b>	36.1	The Procuring agency/Employer shall compare the evaluated bids in accordance with the predefined bidding procedure, of all substantially responsive bids to determine the Most Advantageous bidder.
<b>37. Qualification of Bidder</b>	37.1	The Procuring agency/Employer shall determine to its satisfaction whether the bidder is substantially responsive and whose bid is declared as most advantageous bid either continues to meet (if prequalification applies) or meets (if post-qualification applies) the qualifying criteria specified in Evaluation and Qualification Criteria.
	37.2	The determination shall be based upon an examination of the documentary evidence of the bidder's qualifications submitted by the bidder, pursuant to <b>ITB 12</b> .
	37.3	Prior to contract award, the Procuring agency/Employer will verify that the successful bidder (including each member of a JV) is not blacklisted/debarred. The Procuring agency/Employer will conduct the same verification for each sub-contractor proposed by the successful bidder.
<b>38. Sub-Contractors</b>	38.1	The bidder shall provide details regarding any specialized sub-contractor to the Procuring agency/Employer. In case change of sub-contractors, the bidder shall promptly notify the Procuring agency/Employer and obtain approval for replacement of sub-contractors.
	38.2	Bidders may propose sub-contracting up to the percentage of total value of contracts or the volume of works as specified in the <b>BDS</b> .

<p><b>39. Abnormally Low Financial Bid</b></p>	<p>39.1</p>	<p>Where the bid price is considered to be abnormally low, the Procuring agency/Employer shall perform price analysis either during determination of Most Advantageous Bid or as a part of the post-qualification process. The following process shall apply:</p> <ul style="list-style-type: none"> <li>a) The Procuring agency/Employer may reject a bid if the Procuring agency/Employer has determined that the price in combination with other constituent elements of the bid is abnormally low in relation to the subject matter of the procurement (i.e. scope of the procurement or ancillary services) and raises concerns as to the capability and capacity of the respective Bidder to perform that contract;</li> <li>b) Before rejecting an abnormally low bid the Procuring agency/Employer shall request the bidder an explanation of the bid or of those sections which it considers contribute to the bid being abnormally low; take account of the evidence provided in response to a request in writing; and subsequently verify the bid or parts of the bid being abnormally low;</li> <li>c) The decision of the Procuring agency/Employer to reject a bid and reasons for the decision shall be recorded in the procurement proceedings and promptly communicated to the bidder concerned;</li> <li>d) The Procuring agency/Employer shall not incur any liability solely by rejecting abnormally bid; and</li> <li>e) An abnormally low bid means, in the light of the Procuring agency/Employer’s estimate and of all the bids submitted, the bid appears to be abnormally low by not providing a margin for normal levels of profit.</li> </ul> <p><b>Guidance for Procuring agency/Employer:</b> In order to identify the Abnormally Low Bid (ALB) following approaches can be considered to minimize the scope of subjectivity:</p> <ul style="list-style-type: none"> <li>(i) Comparing the bid price with the cost estimate;</li> <li>(ii) Comparing the bid price with the bids offered by other bidders submitting substantially responsive bids; and</li> <li>(iii) Comparing the bid price with prices paid in similar contracts in the recent past either government- or development partner-funded.</li> </ul>
	<p>39.2</p>	<p>The Procuring agency/Employer will determine to its satisfaction whether the bidder that is selected as having submitted the most advantageous bid is qualified to perform</p>

		the contract satisfactorily, in accordance with the criteria listed in <b>ITB 12</b>
	39.3	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 bidder’s qualifications submitted by the bidder, pursuant to <b>ITB 12</b> , as well as such other information as the Procuring agency/Employer deems necessary and appropriate. Factors not included in these bidding documents shall not be used in the evaluation of the bidders’ qualifications.
	39.4	Procuring agency/Employer may seek “Certificate for Independent Price Determination” from the bidder and the results of reference checks may be used in determining award of contract.  <i><b>Explanation:</b> The Certificate shall be furnished by the bidder. The bidder shall certify that the price is determined keeping in view of all the essential aspects such as raw material, its processing, value addition, optimization of resources due to economy of scale, transportation, insurance and margin of profit etc.</i>
	39.5	An affirmative determination will be a prerequisite for award of the contract to the bidder. A negative determination will result in rejection of the bidder’s bid, in which event the Procuring agency/Employer will proceed to the next ranked bidder to make a similar determination of that bidder’s capabilities to perform satisfactorily.

**F. AWARD OF CONTRACT**

<p><b>40. Criteria of Award</b></p>	<p>40.1</p>	<p>Subject to <b>ITB 36</b> and <b>37</b>, the Procuring agency/Employer will award the Contract to the bidder whose bid has been determined to be substantially responsive to the bidding documents and who has been declared as Most Advantageous Bidder, provided that such bidder has been determined to be:</p> <ul style="list-style-type: none"> <li>a) eligible in accordance with the provisions of <b>ITB 3</b>;</li> <li>b) is determined to be qualified to perform the Contract satisfactorily; and</li> <li>c) Successful negotiations have been concluded, if any.</li> </ul>
<p><b>41. Negotiations</b></p>	<p>41.1</p>	<p>The Committee of the Procuring agency/Employer may negotiate with the Most Advantageous Bidder relating to the following areas:</p> <ul style="list-style-type: none"> <li>(a) a minor alteration to the technical (drawings, design technical specifications) details of the statement of works;</li> <li>(b) Methodology, work plan, staffing in view to streamline the work;</li> <li>(c) a minor amendment to the special conditions of Contract;</li> <li>(d) finalizing payment arrangements;</li> <li>(e) clarifying details that were not apparent or could not be finalized at the time of Bidding;</li> </ul>
	<p>41.2</p>	<p>Where negotiation fails to result into an agreement, the Procuring agency/Employer may invite the next ranked bidder for negotiations. Where negotiations are commenced with the next ranked bidder, the Procuring agency/Employer shall not reopen earlier negotiations.</p>
<p><b>42. Procuring agency/Employer's Right to reject All Bids</b></p>	<p>42.1</p>	<p>Notwithstanding <b>ITB 37</b>, the Procuring agency/Employer reserves the right to reject all the bids, and to annul the bidding process at any time prior to acceptance of bid, without thereby incurring any liability to the affected bidder(s). However, the Authority (i.e. PPRA) may call from the Procuring agency/Employer the justification of those grounds.</p>
	<p>42.2</p>	<p>Notice of the rejection of all bids shall be given promptly to all bidders that have submitted bids.</p>
	<p>42.3</p>	<p>The Procuring agency/Employer shall upon request communicate to any bidder the grounds for its rejection of its bids but is not required to justify those grounds.</p>

<p><b>43. Variations</b></p>	<p>43.1</p>	<p>The Engineer shall make any variation in the quantity of the Works or any part thereof that may, in his opinion, be necessary and for that purpose, or if for any other reason it shall, in his opinion, be appropriate, he shall have the authority to instruct the Contractor to do and the Contractor shall do any of the following:</p> <ul style="list-style-type: none"> <li>a) increase or decrease the quantity of any work included in the Contract,</li> <li>b) omit any such work (but not if the omitted work is to be carried out by the Employer or by another contractor),</li> <li>c) change the character or quality or kind of any such work,</li> <li>d) change the levels, lines, position and dimensions of any part of the Works,</li> <li>e) execute additional work of any kind necessary for the completion of the Works, or</li> <li>f) change any specified sequence or timing of construction of any part of the Works.</li> </ul> <p>No such variation shall in any way vitiate or invalidate the Contract, but the effect, if any, of all such variations shall be valued in accordance with <b>ITB 15</b>. Provided that where the issue of an instruction to vary the Works is necessitated by some default of or breach of contract by the Contractor or for which he is responsible, any additional cost attributable to such default shall be borne by the Contractor.</p>
<p><b>44. Instructions for variations</b></p>	<p>44.1</p>	<p>The Contractor shall not make any such variation without an instruction of the Engineer. Provided that no instruction shall be required for increase or decrease in the quantity of any work where such increase or decrease is not the result of an instruction given under this Clause but is the result of the quantities exceeding or being less than those stated in the Bill of Quantities.</p>
<p><b>45. Valuation of Variations</b></p>	<p>45.1</p>	<p>All variations and any additions to the Contract Price which are required to be determined in accordance with <b>ITB 15</b> (for the purposes of this Clause referred to as "varied work"), shall be valued at the rates and prices set out in the Contract if, in the opinion of the Engineer, the same shall be applicable. If the Contract does not contain any rates or prices applicable to the varied work, the rates and prices in the Contract shall be used as the basis for valuation so far as may be reasonable, failing which, after due consultation by the Engineer with the Procuring agency/Employer and the Contractor, suitable rates or prices shall be agreed upon between the Engineer and the Contractor. In the event of disagreement, the Engineer shall fix</p>

		such rates or prices as are, in his opinion, appropriate and shall notify the Contractor accordingly, with a copy to the Employer. Until such time as rates or prices are agreed or fixed, the Engineer shall determine provisional rates or prices to enable on-account payments to be included in certificates issued in accordance with <b>ITB 15</b> .
<b>46. Notification of Award</b>	46.1	Prior to the award of contract, the Procuring agency/Employer shall issue a Final Evaluation Report giving justification for acceptance or rejection of the bids.
	46.2	Where no complaints have been lodged, the bidder whose bid has been accepted will be notified of the award by the Procuring agency/Employer prior to expiration of the bid validity period in writing or through electronic means that provide record of the content of communication. However, the Procuring agency/Employer shall not award any procurement contract at least for fifteen (15) days after the acceptance of bid. The notification letter (herein after and in the condition of the contract and contract form called "Letter of Acceptance" will specify the sum that the Procuring agency/Employer will pay the successful bidder in consideration for the execution and completion of the works as prescribed by the Contract (hereinafter and in the Contract called the "Contract Price).
	46.3	The notification of award will constitute the formation of the Contract, subject to the bidder furnishing the Performance Security (or guarantee) in accordance with <b>ITB 48</b> and signing of the contract in accordance with <b>ITB 47</b> .
	46.4	Upon the successful bidder's furnishing of the performance security (or guarantee) pursuant to <b>ITB 48</b> , the Procuring agency/Employer will promptly notify each unsuccessful bidder, the name of the successful bidder and the Contract amount and will discharge the Bid Security or Bid Securing Declaration of the bidder(s) pursuant to <b>ITB 19</b> .
<b>47. Signing of Contract</b>	47.1	Promptly after notification of award, Procuring agency/Employer shall send the successful bidder the draft agreement, incorporating all terms and conditions as agreed by the parties to the contract.
	47.2	Immediately after the Redressal of grievance by the GRC, and after fulfillment of all conditions precedent of the Contract Form, the successful bidder and the Procuring agency/Employer shall sign the contract.
	47.3	Where no formal signing of a contract is required, work order issued to the bidder shall be construed to be the contract.

<b>48. Performance Security (or Guarantee)</b>	48.1	After the receipt of the Letter of Acceptance, the successful bidder, within the specified time, shall deliver to the Procuring agency/Employer a Performance Guarantee in the amount and in the form stipulated in the <b>BDS and SCC</b> , denominated in the type and proportions of currencies in the Letter of Acceptance and in accordance with the Conditions of Contract.
	48.2	<p>If the Performance Guarantee is provided by the successful bidder and it shall be in the form specified in the <b>BDS</b> which shall be in any of the following:</p> <ul style="list-style-type: none"> <li>(a) certified cheque, cashier’s or manager’s cheque, or bank draft;</li> <li>(b) irrevocable letter of credit issued by a scheduled bank of Pakistan or in the case of an irrevocable letter of credit issued by a foreign bank, the letter shall be confirmed or authenticated by a scheduled bank of Pakistan;</li> <li>(c) bank guarantee confirmed by a reputable local bank or, in the case of a successful foreign bidder, bonded by a foreign bank; or</li> <li>(d) surety bond callable upon demand issued by any reputable surety or insurance company.</li> </ul> <p>Any Performance Guarantee submitted shall be enforceable in Pakistan.</p>
	48.3	Failure of the Most Advantageous Bidder to comply with the requirement of <b>ITB 47</b> shall constitute sufficient grounds for the annulment of the award and forfeiture of the Bid Security or declare blacklisted (in case bid securing declaration is submitted) in which event the Procuring agency/Employer may make the award to the next most advantageous bidder or reinstate the procurement process afresh (as a case may be).
<b>49. Advance Payment</b>	49.1	Advance payment will be provided to the bidder in percentage and in the manner as agreed by the both parties in terms of Conditions of the Contract.
	49.2	The Procuring agency/Employer will provide an advance payment as stipulated in the Conditions of Contract, subject to a maximum amount, as stated and/or Conditions of the Contract. The advance payment request shall be accompanied by an advance payment security (guarantee) in the form provided in Section X. For the purpose of receiving the advance payment, the bidder shall make and estimate of, and include in its bid, the expenses that will relate to the purchase of equipment, machinery, materials, and on the engagement of labor during the first month beginning with the date of the Procuring agency/Employer’s “Notice to Commence” as specified in the

		<b>SCC.</b>
<b>50. General Performance of the Bidders</b>	50.1	The Procuring agency/Employer reserves the right to obtain information regarding performance of the bidders on their previously awarded contracts / works. The Procuring agency/Employer may seek information / report from the previous employer for consideration. However, the Procuring agency/Employer shall incorporate such parameters in the evaluation criteria and accordingly decide the fate of the bid submitted.
<b>51. Corrupt &amp; Fraudulent Practices</b>	51.1	Procuring agencies (including beneficiaries of Government funded projects and procurement) as well as Bidders/Suppliers/Contractors under Government financed contracts, observe the highest standard of ethics during the procurement and execution of such contracts, and will avoid to engage in any corrupt and fraudulent practices.

**F. GRIEVANCE REDRESSAL & COMPLAINT REVIEW MECHANISM**

<b>52. Constitution of Grievance Redressal</b>	52.1	Procuring agency/Employer shall constitute a Grievance Redressal Committee (GRC), on EPADS, comprising of odd number of persons with proper power and authorization to address the complaint. The GRC shall not have any of the members of Procurement Evaluation Committee. The committee must have one subject specialist depending the nature of the procurement.
<b>53. GRC Procedure</b>	53.1	Any party can file its written complaint, on EPADS, against the eligibility parameters or any other terms and conditions prescribed in the prequalification or bidding documents found contrary to provision of Procurement Regulatory Framework, and the same shall be addressed by the GRC well before the bid submission deadline.
	53.2	Any bidder feeling aggrieved by any act of the Procuring agency/Employer after the submission of his bid may lodge a written complaint concerning his grievances not later than seven days of the announcement of technical evaluation report and five days after issuance of final evaluation report.

	53.3	In case, the complaint is filed against the technical evaluation report, the GRC shall suspend the procurement proceedings.
	53.4	In case the complaint is filed after the issuance of the final evaluation report, the complainant cannot raise any objection on technical evaluation of the report: Provided that the complainant may raise the objection on any part of the final evaluation report in case where single stage one envelope bidding procedure is adopted.
	53.5	The GRC, in both the cases shall investigate and decide upon the complaint within ten days of its receipt.
	53.6	Any bidder or the Procuring agency/Employer not satisfied with the decision of the GRC may file Appeal before the Appellate Committee of the Authority on prescribed format after depositing the Prescribed fee.
	53.7	The Committee, upon receipt of the Appeal against the decision of the GRC complete in all respect shall serve notices in writing upon all the parties to Appeal.
	53.8	The committee shall call the record from the concerned Procuring agency/Employer or the GRC as the case may be, and the same shall be provided within prescribed time.
	53.9	The committee may after examination of the relevant record and hearing all the concerned parties, shall decide the complaint within fifteen (15) days of receipt of the Appeal.
	53.10	The decision of the Committee shall be in writing and shall be signed by the Head and each Member of the Committee. The decision of the committee shall be final.

#### **G. MECHANISM OF BLACKLISTING**

<b>54. Mechanism of Blacklisting</b>	54.1	The Procuring agency/Employer shall bar for not more than the time prescribed in Rule-19 of the Public Procurement Rules, 2004, from participating in their respective procurement proceedings, bidder or contractor who either: Involved in corrupt and fraudulent practices as defined in Rule-2 of Public Procurement Rules. i) Fails to perform his contractual obligations; and ii) Fails to abide by the id securing declaration;
	54.2	The show cause notice shall contain: (a) precise allegation, against the bidder or contractor; (b) the maximum period for which the Procuring agency/Employer proposes to debar the bidder or contractor from participating in any public procurement of the Procuring agency/Employer; and (c) the statement, if needed, about the intention of the Procuring agency/Employer to make a request to the Authority for

		debaring the bidder or contractor from participating in public procurements of all the procuring agencies.
	54.3	The Procuring agency/Employer shall give minimum of seven days to the bidder or contractor for submission of written reply of the show cause notice.
	54.4	In case, the bidder or contractor fails to submit written reply within the requisite time, the Procuring agency/Employer may issue notice for personal hearing to the bidder or contractor/ authorize representative of the bidder or contractor, and the Procuring agency/Employer shall decide the matter on the basis of available record and personal hearing, if availed.
	54.5	In case the bidder or contractor submits written reply of the show cause notice, the Procuring agency/Employer may decide to file the matter or direct issuance of a notice to the bidder or contractor for personal hearing.
	54.6	The Procuring agency/Employer shall give minimum of seven days to the bidder or contractor for appearance before the designated officer of the Procuring agency/Employer for personal hearing. The designated officer shall decide the matter on the basis of the available record and personal hearing of the bidder or contractor, if availed.

	54.7	The Procuring agency/Employer shall decide the matter within fifteen (15) days from the date of personal hearing unless the personal hearing is adjourned to a next date and in such an eventuality, the period of personal hearing shall be reckoned from the last date of personal hearing.
	54.8	The Procuring agency/Employer shall communicate to the bidder or contractor the order of debarring the bidder or contractor from participating in any public procurement with a statement that the bidder or contractor may, within thirty (30) days, prefer a representation against the order before the Authority.
	54.9	Such blacklisting or barring action shall be communicated by the Procuring agency/Employer to the Authority and respective bidder or bidders in the form of decision containing the grounds for such action. The same shall be publicized by the Authority after examining the record whether the procedure defined in blacklisting and debarment mechanism has been adhered to by the Procuring agency/Employer.
	54.10	The bidder may file the review petition before the Review Petition Committee Authority within thirty (30) days of communication of such blacklisting or barring action after depositing the prescribed fee and in accordance with “Procedure of filing and disposal of review petition under Rule-19(3) Regulations, 2021”. The Committee shall evaluate the case and decide within ninety (90) days of filing of review petition.
	54.11	The committee shall serve a notice in writing upon all respondent of the review petition. The notices shall be accompanied by the copies of review petition and all attached documents of the review petition including the decision of the Procuring agency/Employer. The parties may file written statements along with essential documents in support of their contentions. The Committee may pass such order on the representation may deem fit.
	54.12	The Authority on the basis of decision made by the committee either may debar a bidder or contractor from participating in any public procurement process of all or some of the procuring agencies for such period as the deemed appropriate or acquit the bidder from the allegations. The decision of the Authority shall be final.

## **SECTION III: BID DATA SHEET**

### ***Bid Data Sheet (BDS)***

The following specific data for the for the procurement of works shall complement, supplement, or amend the provisions in the Instructions to Bidders (ITBs). Whenever there is a conflict, the provisions herein shall prevail over those in ITBs.

<b>BDS Clause Number</b>	<b>ITB Number</b>	<b>Amendments of, and Supplements to, Clauses in the Instruction to Bidders</b>
<b>A. Introduction</b>		
<b>1.</b>	<b>1.1</b>	Name of Procuring agency/Employer: SMEDA The subject of procurement is <b>Maintenance/Upgradation of Newly Established SMEDA Office at Evacuee Trust Complex, Islamabad.</b> Period for completion of the works: 60 Days Commencement date execution of the works: 3 days after award of work Type of Procurement: National competitive bidding
<b>2.</b>	<b>2.1</b>	Financial year for the operations of the Procuring agency/Employer: 2025-2026 Name of Project: Maintenance/Upgradation of Newly Established SMEDA Office at Evacuee Trust Complex, Islamabad Name of financing institution: SMEDA Identification number of the Contract: <b>SMEDA/OM-A&amp;CS/022</b> Budget Provision/Estimated Cost: Rs. <span style="background-color: yellow;">-----</span>

## B. Bidding Documents

## C. Preparation of Bids

3.	10.1	The Language of all correspondences and documents related to the Bid is: English
4.	15.6	Name of the works: Maintenance/Upgradation of Newly Established SMEDA Office at Evacuee Trust Complex, Islamabad. The identification No. <b>SMEDA/OM-A&amp;CS/022</b>
5.	16.1	The currency of the Bid shall be Pak Rupees;
6.	18.1	The Bid Validity period shall be <b>120</b> days.
7.	19.1	The amount of Bid Security shall be <b>Rs. 1,500,000/-</b>  The currency of the Bid Security shall be Pak Rupees
8.	19.3	The Bid Security shall be in the form of Bank Guarantee/Demand Draft/Pay Order/CDR

## D. Submission of Bids

9.	24.1	The deadline for Bid submission through EPADS is  a) Day: Wednesday  b) Date: December 31, 2025  c) Time: 02:00 pm
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## E. Opening and Evaluation of Bids

10.	27.1	The Bid opening shall take place through EPADS at: Small & Medium Enterprises Development Authority (SMEDA) 4 <sup>th</sup> Floor, Building No. 3, Aiwan-e-Iqbal Complex Egerton Road, Lahore. Day: Wednesday  Date: December 31, 2025  Time: 02:30 pm
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<b>11.</b>	<b>33.3</b>	The bids shall be quoted in Pak Rupees
<b>12.</b>	<b>34</b>	<p><b>Evaluation Techniques</b></p> <p><b>Least Cost Based Selection (LCBS)</b></p> <p>After meeting the requirements of eligibility, qualification and substantial responsiveness, the bid in compliance with all the mandatory (drawings/ design/ technical specifications /requirements and/or requisite quality threshold (if any) and having lowest evaluated cost (or financial proposal) shall be considered highest ranked bid.</p>
<b>F. Award of Contract</b>		
<b>13.</b>	<b>48</b>	The Performance Security (or guarantee) shall be 5 percent of the contract price.
<b>14.</b>	<b>48</b>	The Performance Security (or guarantee) shall be in the form of Bank Guarantee/Demand Draft
<b>G. Review of Procurement Decisions</b>		
<b>15.</b>	<b>53.6</b>	<p>The Address of PPRA to submit a <b>copy</b> of appeal:</p> <p>Grievance Redressal Appellate Committee, Public Procurement Regulatory Authority 1<sup>st</sup> Floor, G-5/2, Islamabad, Pakistan Tel: +92-51-9202254</p>

## **Section IV. Eligibility & Evaluation Criteria**

### **Eligibility Criteria**

- Registration of bidder with Pakistan Engineering Council (PEC) as C-3 or above contractor.
- Must have valid Income Tax & Sales Tax Registration Certificates.
- Must be on Active Taxpayer List (ATL) of the Federal Board of Revenue (FBR).
- Provide an undertaking on legal stamp paper of minimum of Rs. 100 that the contractor is neither debarred by any Govt. department nor included in blacklisted bidders list displayed on Authority website and has read and understood SMEDA Backlisting Policy 2023.
- Proof of Financial stability, minimum average Rs. 10 million turnover of last two financial years (Provide, Audited Accounts / Bank statements or Income Tax returns, of last two year).

### **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:
  - Making any correction for arithmetic errors.
  - Making an appropriate price adjustment for any other acceptable variation or deviation.
  - Making an appropriate price adjustment for Deviations in terms of Payments (if any and acceptable to the Employer).
  - Discount, if there is any, offered by the bidders as also read out and recorded at the time of bid opening.

### **Evaluation Methods:**

- Prior to the detailed evaluation, the Employer will determine the substantial responsiveness of each bid to the Bidding Documents. For this purpose, a substantially responsive bid is one which conforms to all the terms and conditions of the Bidding Documents without material deviations.
- 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.

**Evaluation Criteria:**

The bidder must obtain at least 70% marks for financial evaluation.

<b>Sr. No.</b>	<b>Attributes</b>	<b>Max. Marks</b>	<b>Requirement</b>
1	Total experience of the Contractor. (No. of years since its registration with PEC)	30	Maximum Marks will be assigned to the contractor having 10 years or above of experience. Relative Marking for others. Attach: PEC Registration Certificate
2	Successful completion of referenceable projects of similar nature within 10 years. (Including Govt. projects)	50	Maximum Marks will be assigned to contractor who has successfully completed 5 or more C-4 or above Projects. Relative marking for others. Attach: Work Order/Contract Agreement / Completion Certificates with clearly mentioned start & end dates of projects
3	Financial Strength	20	Highest marks for average Rs. 5 Mn Turnover or above of last three financial years, relative marking for others. Attach: Annual Audited Accounts / Bank Statement or Tax Return of last 3 years.
	<b>TOTAL</b>	<b>100</b>	

**Note:** The bidders passing the technical score threshold i.e. 70% of total score shall then be treated equally and evaluated on the basis of cost only.

**SECTION V (PART-A): WORKS REQUIREMENT, TECHNICAL SPECIFICATIONS, DRAWINGS AND BILL OF QUANTITIES**

## OFFICE DESIGN IN EVACUEE COMPLEX ISLAMABAD

SMALL & MEDIUM ENTERPRISES DEVELOPMENT AUTHORITY (SMEDA)

S.NO	Description	Unit	Qty	Rate	Amount
1	<b>GLASS PARTITION</b> 6"x6" supporting pillar as shown in drawing up to ceiling in lasana wood topped with ash wood panel polished in desired color. 12 mm plain glass fixed partition (tempered) for partition of all rooms.	Sft	1818	2300	4,181,400.00
2	<b>GLASS DOORS</b> 12 mm plain tempered glass doors openings as shown in plan with complete fitting machine and handle.	Sft	1650	1800	2,970,000.00
3	<b>FALSE CEILING</b> False ceiling in POP as per given design	Sft	4000	240	960,000.00
4	<b>EXECUTIVE BATH</b> Masonry work as per given design walls plaster with 1:3 with mortar, electric work complete with all aspects. Porta commode and wash basin, Taps and accessories of Grohee/porta, wall mirror, accessories like towel rode soap tray etc.	Job	1	450000	450,000.00
5	<b>LADIES AND GENTS BATHS</b> Masonry work as per given design complete plaster, flooring, electric work and sanitary work includes with all aspects. Porta comode and wash basin, Taps and assesries of Master or equilent, wall mirror, assesries like towel rode soap tray etc.	Job	1	650000	650,000.00
6	<b>KITCHEN</b> Kitchen counter and wall cabinets in laminated board front doors will be in high gloss sheet top marble in granite marble with complete burner + hob + sink + tap	Job	1	400000	400,000.00
7	<b>ELECTRIC WORK</b> Concealed electric wiring with best quality PVC conduits in Popular or equivalent as per electrical drawing. 2'x2' ceiling light in ceiling will be provided as per electric drawing. light plugs and power plugs for AC will be provided as per electric drawings.	Job	1	2350000	2,350,000.00

8	<b>FLOORING</b> Granite tiles 3'X6' high quality local or imported in range of Rs. 10000/sqm. will be used for floor finish. Skirting to all floors shall be with 1/2" thick 4" high in same tiles to walls with 1:2 cement mortar.	Sft	3643	1600	5,828,800.00
9	<b>DOORS AND DOOR FRAMES</b> Bath room doors and door frames shall be cabinet frames of full wall width manufactured in yellow pine / mahagni wood under frame and topped with 3/4" thick panel of same wood. Door lock will be in range of Rs. 10000/each.	Sft	160	8500	1,360,000.00
10	<b>AIR CONDITIONING.</b> Ac units of 1.5 ton capacity in DGM offices GM offices Pa office and retiring room will be provided with complete wiring up to outdoor unit on roof with complete fitting	No	9	390000	3,510,000.00
11	<b>AIR CONDITIONING</b> Ac units of 2 ton capacity in executive room, main staff hall and conference room will be provided with complete wiring up to outdoor unit on roof with complete fitting.	No	5	475000	2,375,000.00
12	<b>CCT TV CAMERA.</b> Cctv camera will be provided as per given drawing with complete installation.	Job	1	350000	350,000.00
13	<b>INTERCOME AND EXCHANGE.</b> All rooms will be having telephone and inter come points as shown in drawing. Telephone exchange at reception area will be provided.	Job	1	275000	275,000.00
14	<b>DECORATIVE PANEL ON MAIN ENTRANCE.</b> There will be Decorative panel in reception area as mentioned in drawing measuring 8'x9' in lassaani wood and chiseled glass + roted aluminum Jali. As per design.	Sft	72	6000	432,000.00
15	Polishing wax/Sprit Polish on wood work.	Sft	576	750	432,000.00
16	<b>PAINT</b> Plastic emulsion paints ICI/Nippon on walls and ceiling after preparing base filling and rubbing according to color scheme.	Sft	7000	140	980,000.00
17	Ceramic Tiles in Executive bath Rs. 8000 /sqm	Sft	310	1500	

					465,000.00
<b>18</b>	Ceramic Tiles in Ladies and Gents Baths Rs. 4000 /sqm	Sft	950	900	855,000.00
<b>19</b>	Ceramic Tiles in Kitchen Area Rs. 3000 /sqm	Sft	400	800	320,000.00
<b>20</b>	Plumbing in all bath rooms using popular brand PN 25 for hot and cold water supply and D class for sewerage.	Per No	5	95000	475,000.00
<b>21</b>	Wall treatemet on back wall of CEO office measuring 12'-6"x9' in lasani panel with decorative moulding as per given design comple in paint finish	sqft.	112.5	3000	337,500.00
<b>22</b>	<b>Furniture</b>				
	<b>CEO Office</b>				
	<p>1- Executive Table</p> <p>About the Item:</p> <ul style="list-style-type: none"> <li>• Crafted from high-quality ash wood and rich oak veneer, ensuring both durability and a refined aesthetic.</li> <li>• Finished in a sophisticated smoked walnut and black stain with an elegant inlay design.</li> <li>• The spacious top offers ample room for your computer, documents, and other work essentials.</li> <li>• Three drawers provide convenient storage for office supplies, files, and stationery.</li> <li>• The shutter features a fixed shelf inside, perfect for storing books, binders, or electronics.</li> <li>• Metallic knobs with a golden finish add a luxurious touch to the overall design.</li> <li>• Sturdy wooden legs provide reliable support and stability.</li> </ul> <p>Specifications:</p> <ul style="list-style-type: none"> <li>• Size: 71 W   35.4 D   30 H (Inches)</li> <li>• Material: Ash Wood / Oak Veneer</li> <li>• Finish: Smoked Walnut &amp; Black Stain</li> <li>• Legs: Wooden</li> <li>• No. of Drawers: 3</li> <li>• Shutters: 1</li> <li>• Knob: Metallic with Golden Finish</li> </ul>	No	1	382000	382,000.00

2- Side Rack

About the Item:

- Crafted from high-quality ash wood and rich oak veneer, ensuring both durability and a refined aesthetic.
- The striking inlay on the top edges gives an artistic touch to the overall design.
- A sleek black stain finish contrasted with a smoked walnut top adds a touch of modern sophistication to any space.
- One spacious drawer and a shutter with soft-closing channels provide ample storage for all your documents, office supplies, and personal items.
- Metallic knobs with a luxurious golden finish enhance the overall elegance of the design.
- A spacious top surface offers additional storage space for files, documents, and other decorative accents.
- Sturdy wooden legs ensure stability and long-lasting durability.

Specifications:

- Size: 47 W | 24 D | 30 H (Inches)
- Material: Ash Wood / Oak Veneer
- Finish: Smoked Walnut & Black Stain
- Legs: Wooden
- No. of Drawers: 1
- Shutters: 1
- Knob: Metallic with Golden Finish

No	1	210000	210,000.00
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<p>3- Credenza</p> <p>About the Item:</p> <ul style="list-style-type: none"> <li>• Crafted from high-quality ash wood and rich oak veneer, ensuring both durability and a refined aesthetic.</li> <li>• Striking inlay on the top edges gives an artistic touch to the overall design.</li> <li>• A sleek black stain finish contrasted with a smoked walnut top adds a touch of modern sophistication to any space.</li> <li>• Three spacious drawers with soft-closing channels provide ample storage for all your documents, office supplies, and personal items.</li> <li>• Two shuttered compartments with a fixed shelf offer organized storage solutions for all larger and smaller items.</li> <li>• Metallic knobs with a luxurious golden finish enhance the overall elegance of the design.</li> <li>• A spacious top surface is ideal for displaying decorative items, storing work essentials, or hosting coffee break essentials.</li> <li>• Sturdy wooden legs ensure stability and long-lasting durability.</li> </ul> <p>Specifications:</p> <ul style="list-style-type: none"> <li>• Size: 71 W   20 D   30 H (Inches)</li> <li>• Material: Ash Wood / Oak Veneer</li> <li>• Top Finish: Smoked Walnut</li> <li>• Legs: Wooden</li> <li>• Finish: Black Stain</li> <li>• No. of Drawers: 3</li> <li>• Shutters: 2</li> <li>• Knob: Metallic with Golden Finish</li> </ul>	<p>No</p>	<p>2</p>	<p>250000</p>	<p>500,000.00</p>
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	<p>4- Executive Chair</p> <p>About the Item:</p> <ul style="list-style-type: none"> <li>• Fully upholstered in black fabric for a luxurious and elegant appeal.</li> <li>• Supreme foam padding ensures enduring seated comfort with exceptional pressure relief, support, and long-lasting durability without sagging over time.</li> <li>• Height adjustable with a gas lift feature for customizable seat height.</li> <li>• Tilt mechanism with a torsion bar allows reclining of the backrest while keeping the seat fixed, promoting a comfortable posture.</li> <li>• 360° rotation enables users to swivel in any direction without moving the chair's base.</li> <li>• Nylon base provides durability and stability, and castors allow effortless movement on various floor surfaces.</li> </ul> <p>Specifications:</p> <ul style="list-style-type: none"> <li>• Size: 29 W   23 D   27 H (Inches)</li> <li>• Upholstery: Fabric (Black)</li> <li>• Foam: Supreme</li> <li>• Base: Nylon with Casters</li> </ul>	No	1	94000	94,000.00
	<p>5- Visitor Chair</p> <p>About the Item:</p> <ul style="list-style-type: none"> <li>• Fully upholstered in black waffle fabric offers a textured feel.</li> <li>• Supreme foam padding ensures enduring seated comfort with exceptional pressure relief, support, and long-lasting durability without sagging over time.</li> <li>• Armless design for greater mobility and easy access</li> <li>• Durable wooden base with a vintage, natural-grain finish for rustic charm and long-lasting sturdiness</li> <li>• Elegant finish with smoked walnut legs contrasting beautifully with black upholstery, adding modern elegance to any office interior.</li> </ul> <p>Specifications:</p> <ul style="list-style-type: none"> <li>• Size: 26 W   19 D   36 H (Inches)</li> <li>• Upholstery: Black Waffle Fabric</li> <li>• Foam: Supreme</li> <li>• Base: Wooden in Smoked Walnut Polish</li> </ul>	No	2	48000	96,000.00

	<p>6- 2 Sofa Seater</p> <p>About the Item:</p> <ul style="list-style-type: none"> <li>• Black leatherette upholstery with subtle tufted line for a refined look.</li> <li>• Solid structure ensures durability and strength.</li> <li>• Polished acacia wood base plinth enhances its sophisticated finish.</li> <li>• Combines style and functionality, perfect for any work setting.</li> </ul> <p>Specifications:</p> <ul style="list-style-type: none"> <li>• Upholstery: Leatherette (Black)</li> <li>• Base: Acacia Wood with Polish Finish</li> <li>• 2-Seater Size: 55 W   30 D   30 H (Inches)</li> </ul>	No	2	95000	190,000.00
	<p>7- Center Table</p> <p>About the Item:</p> <ul style="list-style-type: none"> <li>• Crafted from high-quality oak and ash wood/veneer for a premium look and feel.</li> <li>• Its luxurious smoked walnut finish on the tabletop adds warmth and character</li> <li>• A sturdy base with a sleek black stain finish provides robust support.</li> <li>• The expansive rectangular surface offers ample space for documents, devices, and decor.</li> <li>• Lower shelf provides additional storage or display space for enhanced functionality.</li> <li>• Intricate inlay detailing along the edges adds a touch of sophistication.</li> <li>• It combines elegance with practical functionality for a lasting office addition.</li> </ul> <p>Specifications:</p> <ul style="list-style-type: none"> <li>• Size: 41 W   24 D   20 H (Inches)</li> <li>• Material: Oak, Ash Wood / Veneer</li> <li>• Finish: Smoke Walnut &amp; Black Stain Finish</li> </ul>	No	1	74000	74,000.00

<p>8- Side Table</p> <p>About the Item:</p> <ul style="list-style-type: none"> <li>• Crafted from high-quality oak and ash wood/veneer for a premium look and feel.</li> <li>• Its luxurious smoked walnut finish on the tabletop adds warmth and character</li> <li>• A sturdy base with a sleek black stain finish provides robust support.</li> <li>• The expansive rectangular surface offers ample space for documents, devices, and decor.</li> <li>• Lower shelf provides additional storage or displays space for enhanced functionality.</li> <li>• Intricate inlay detailing along the edges adds a touch of sophistication.</li> <li>• It combines elegance with practical functionality for a lasting office addition.</li> </ul> <p>Specifications:</p> <ul style="list-style-type: none"> <li>• Size: 24 W   24 D   20 H (Inches)</li> <li>• Material: Oak, Ash Wood / Veneer</li> <li>• Finish: Smoke Walnut &amp; Black Stain Finish</li> </ul>	No	2	58500	117,000.00
<b>OFFICES</b>				
<p>1- Chairs</p> <p>About the Item:</p> <ul style="list-style-type: none"> <li>• Breathable mesh upholstery for all-day comfort.</li> <li>• High-density injected foam seat that retains shape and cushions long hours.</li> <li>• Durable fixed nylon armrests for everyday support.</li> <li>• Synchronize tilt mechanism with basic lock for smooth, natural recline.</li> <li>• Adjustable recline tension for personalized comfort.</li> <li>• Reinforced nylon base for stability and durability.</li> <li>• Smooth nylon castors for effortless movement across floors.</li> <li>• Ergonomic design suitable for workstations, offices, and collaborative spaces.</li> <li>• Breathable mesh backrest for cool, all-day comfort.</li> <li>• High-density injected foam seat that stays supportive over long hours.</li> <li>• Synchronize tilt mechanism with lock and adjustable tension.</li> <li>• Durable fixed nylon armrests and reinforced nylon base.</li> <li>• Smooth nylon castors for easy movement on most floors.</li> </ul>	No	4	28000	112,000.00

2- Managerial Desk

About the Item:

- Large tabletop space for PCs, monitors, laptops, and short meetings for 2 to 3 users.
- Versatile design with industrial and rustic textured top, Halifax oak, and Kerala concrete finish.
- Easy maintenance with abrasion- and scratch-resistant dense surface.
- Drawer locking system with handle-less profile, soft closing channels, and lockable drawers for added safety.
- Highly durable structure with metallic legs and powder-coated off-white base for stability and modern elegance.
- Protective glides at the base to defend floors from scratches.
- Smart cable management system in side rack for hidden and organized cables.
- Suitable for any orientation, available in right and left configurations to fit any office layout.

Specifications:

- Manager Desk with Side Rack Size: 72 W | 69 D | 30 H (inches)
- Manager Desk Top Size: 65 W | 30 D (inches)
- Side Rack Size: 63 W | 19 D | 26 H (inches)
- Desk Top and Vanity Panel: Halifax Oak
- Side Rack: Halifax Oak with Kerala concrete
- Carcass: Kerala Concrete
- Base: Metallic base with MS Pipe
- Base Finish: Off-White Powder-Coat
- Glides: Rubber

No	4	188000	752,000.00
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<p>3- Visitor Chair</p> <p>About the Item:</p> <ul style="list-style-type: none"> <li>• Breathable mesh upholstery for all-day comfort.</li> <li>• High-density injected foam seat that retains shape and cushions long hours.</li> <li>• Durable fixed nylon armrests for everyday support.</li> <li>• Reinforced cantilever chrome base for stability and durability.</li> <li>• Ergonomic design suitable for workstations, offices, and collaborative spaces.</li> <li>• Breathable mesh backrest for cool, comfortable seating.</li> <li>• High-density injected foam seat that stays supportive over time.</li> <li>• Durable fixed nylon armrests for everyday use.</li> <li>• Reinforced chrome cantilever base for sturdy, stable support.</li> <li>• Ergonomic design suited for offices, meeting rooms, and visitor areas.</li> </ul> <p>Specifications:</p> <ul style="list-style-type: none"> <li>• Size: W23 x D25 x H39 (Inches)</li> </ul>	No	8	26000	208,000.00
<p>4- Two-Seater Sofa</p> <p>About the Item:</p> <ul style="list-style-type: none"> <li>• Versatile design for casual and professional spaces.</li> <li>• Simple and contemporary style adds refined elegance.</li> <li>• Luxurious combination of caramel grey fabric and rich brown leatherette.</li> <li>• Supreme foam padding ensures enduring seated comfort with exceptional pressure relief, support, and long-lasting durability without sagging over time.</li> <li>• Compact and practical dimensions for easy fitting in any space.</li> <li>• Sturdy construction supported by sleek black-stained mahogany wooden legs.</li> </ul> <p>Specifications:</p> <ul style="list-style-type: none"> <li>• Two-Seater Size: 55 W   31 D   32 H (Inches)</li> <li>• Material: Fabric (Caramel Beige) &amp; Leatherette (Brown)</li> <li>• Structure: Plywood</li> <li>• Foam: Supreme</li> <li>• Legs: Mahogany wood with Black Stain</li> </ul>	No	4	112000	448,000.00

	<p>5- Medium Height Cabinet</p> <p>About the Item:</p> <ul style="list-style-type: none"> <li>• Superior construction with Aland Pine MFC carcass and White MFC fronts/top.</li> <li>• Sleek industrial design with built-in PVC handles.</li> <li>• Two large cabinets for ample storage.</li> <li>• Adjustable shelf for customizable storage space.</li> <li>• Advanced locking system for additional security.</li> <li>• High-quality, scratch-resistant surface for durability.</li> <li>• Glides at the base protect the floor from scuffs and scratches.</li> </ul> <p>Specifications:</p> <ul style="list-style-type: none"> <li>• Size: 39 W   17 L   33 H (inches)</li> <li>• Top and Front: White MFC</li> <li>• Carcass: Aland Pine MFC</li> <li>• Handle: PVC (White and Grey)</li> <li>• Shelves: 2</li> <li>• Glides: Rubber</li> </ul>	No	4	42000	168,000.00
<b>CONFERENCE ROOM</b>					
	<p>1- Meeting Tables</p> <p>About the Item:</p> <ul style="list-style-type: none"> <li>• Designed for 10-person capacity, perfect for collaborative meetings.</li> <li>• Crafted from premium ash wood with an elegant black stain finish.</li> <li>• Timeless oak veneer surface ensuring durability and beauty.</li> <li>• Two discreet sliding sockets for seamless connectivity.</li> <li>• Robust oak ash base provides strong support and stability.</li> <li>• Carpet glides offers effortless mobility without leaving marks.</li> <li>• Ideal for enhancing the aesthetics and functionality of any boardroom.</li> </ul> <p>Specifications:</p> <ul style="list-style-type: none"> <li>• Size: 142 W   42 D   30 H (Inches)</li> <li>• Material: Ash Wood / Oak Veneer</li> <li>• Finish: Black Stain</li> <li>• Glides: Carpet</li> </ul>	No	2	340000	680,000.00

<p>2- Chairs</p> <p>About the Item:</p> <ul style="list-style-type: none"> <li>• Breathable mesh upholstery for all-day comfort.</li> <li>• High-density injected foam seat that retains shape and cushions long hours.</li> <li>• Durable fixed nylon armrests for everyday support.</li> <li>• Synchronize tilt mechanism with basic lock for smooth, natural recline.</li> <li>• Adjustable recline tension for personalized comfort.</li> <li>• Reinforced nylon base for stability and durability.</li> <li>• Smooth nylon castors for effortless movement across floors.</li> <li>• Ergonomic design suitable for workstations, offices, and collaborative spaces.</li> <li>• Breathable mesh backrest for cool, all-day comfort.</li> <li>• High-density injected foam seat that stays supportive over long hours.</li> <li>• Synchronize tilt mechanism with lock and adjustable tension.</li> <li>• Durable fixed nylon armrests and reinforced nylon base.</li> <li>• Smooth nylon castors for easy movement on most floors.</li> </ul>	No	22	28000	616,000.00
<b>WORKSTATIONS</b>				

<p>1- Workstations Series - 1</p> <p>About the Item:</p> <ul style="list-style-type: none"> <li>• 4-Person configuration with ample tabletop space for PCs and laptops.</li> <li>• Soft board partition in durable steel grey mesh fabric for privacy and notes.</li> <li>• Modern design in Aland Pine and grey finish with white base for a stylish look.</li> <li>• Stationery tray and white spine cable management for clutter-free office space.</li> <li>• Built-in storage unit with two drawers and spacious compartment space offer ample storage and allows you to keep personal belongings and other office essentials near hand.</li> <li>• Rubber glides to protect the floor while ensuring easy movement.</li> <li>• Add-on drawer pedestal for compact storage under the desk.</li> <li>• Add-on CPU trolley with lockable castor wheels for computer unit safety.</li> </ul> <p>Specifications:</p> <ul style="list-style-type: none"> <li>• Top Size: 47 W x 24 D (inches) (per person), 18 mm Thickness</li> <li>• Total Size: 47 W   24 D   29 H (inches)</li> <li>• Storage Unit Size: 13 W   49 D   48.6 H (inches)</li> <li>• Material: Aland Pine MFC</li> <li>• Base: Aluminum Casted Metal Base with White Powder Coat</li> <li>• Other Accessories: White Plastic Stationery Cable Cover, White Spine Vertical Cable Management</li> <li>• Partition: Steel Grey Mesh fabric Softboard Partition</li> </ul>	No	3	247000	741,000.00
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<p>2- Workstations Series - 2</p> <p>About the Item:</p> <ul style="list-style-type: none"> <li>• 1-Person configuration with ample tabletop space for PCs and laptops.</li> <li>• Soft board partition in durable steel grey mesh fabric for privacy and notes.</li> <li>• Modern design in Aland Pine and grey finish with white base for a stylish look.</li> <li>• Stationery tray and white spine cable management for clutter-free office space.</li> <li>• Rubber glides to protect the floor while ensuring easy movement.</li> <li>• Add-on drawer pedestal for compact storage under the desk.</li> <li>• Add-on storage unit with two drawers and spacious compartment.</li> <li>• Add-on CPU trolley with lockable castor wheels for computer unit safety.</li> </ul> <p>Specifications:</p> <ul style="list-style-type: none"> <li>• Top Size: 47 W x 24 D (inches) (per person), 18 mm Thickness</li> <li>• Total Size: 47 W   24 D   29 H (inches)</li> <li>• Material: Aland Pine MFC</li> <li>• Base: Aluminum Casted Metal Base with White Powder Coat</li> <li>• Other Accessories: White Plastic Stationery Cable Cover, White Spine Vertical Cable Management</li> <li>• Partition: Steel Grey Mesh fabric Softboard Partition</li> </ul>	No	6	93000	558,000.00
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<p>3- Chairs</p> <p>About the Item:</p> <ul style="list-style-type: none"> <li>• Breathable mesh upholstery for all-day comfort.</li> <li>• High-density injected foam seat that retains shape and cushions long hours.</li> <li>• Durable fixed nylon armrests for everyday support.</li> <li>• Synchronize tilt mechanism with basic lock for smooth, natural recline.</li> <li>• Adjustable recline tension for personalized comfort.</li> <li>• Reinforced nylon base for stability and durability.</li> <li>• Smooth nylon castors for effortless movement across floors.</li> <li>• Ergonomic design suitable for workstations, offices, and collaborative spaces.</li> <li>• Breathable mesh backrest for cool, all-day comfort.</li> <li>• High-density injected foam seat that stays supportive over long hours.</li> <li>• Synchronize tilt mechanism with lock and adjustable tension.</li> <li>• Durable fixed nylon armrests and reinforced nylon base.</li> <li>• Smooth nylon castors for easy movement on most floors.</li> </ul>	No	20	28000	560,000.00
<p>4- Additional Partition</p> <p>About the Item:</p> <ul style="list-style-type: none"> <li>• Built-in top compartment designed for planters</li> <li>• Dual handle-less shutters with sleek white profile</li> <li>• Warm Classic Ash shutters paired with crisp white matte finish</li> <li>• Perfect for home or office environments</li> <li>• Skirted base for a clean, grounded appearance</li> </ul> <p>Specifications:</p> <ul style="list-style-type: none"> <li>• Simple and minimal look, can fit into different interior styles.</li> <li>• Upper/Top compartment is for the planters to add a lively vibe in home and office environments.</li> <li>• Two shutters at the bottom providing more storage space.</li> <li>• Handless shutter bears white horizontal profile at the top for easy opening of shutters.</li> <li>• Skirting at the bottom provides it clean and finish look.</li> <li>• Size (inches): 50 W x 17 D x 30 H</li> <li>• Carcass: White Lamination</li> <li>• Shutters: Classic Ash Lamination</li> </ul>	No	3	300000	900,000.00

RECEPTION AREA					
	<p>1- Single Seat Sofa</p> <p>About the Item:</p> <ul style="list-style-type: none"> <li>• Wrapped in sleek black leatherette upholstery for a sophisticated look.</li> <li>• Sturdy wooden legs add natural elegance and strength.</li> <li>• Extra foam cushioning on the arms and thickly padded seat offer exceptional support.</li> <li>• Removable back cushions allow for customizable comfort.</li> <li>• Its elegant design complements both formal meeting areas and casual lounges.</li> <li>• Durable construction ensures long-lasting use in any office environment.</li> </ul> <p>Specifications:</p> <ul style="list-style-type: none"> <li>• 1-Seater Size: 41 W   33 D   31 H (Inches)</li> <li>• Upholstery: Leatherette (Black)</li> <li>• Legs: Wooden</li> </ul>	No	2	85000	170,000.00
	<p>2- Two Seater Sofa</p> <p>About the Item:</p> <ul style="list-style-type: none"> <li>• Wrapped in sleek black leatherette upholstery for a sophisticated look.</li> <li>• Sturdy wooden legs add natural elegance and strength.</li> <li>• Extra foam cushioning on the arms and thickly padded seat offer exceptional support.</li> <li>• Removable back cushions allow for customizable comfort.</li> <li>• Its elegant design complements both formal meeting areas and casual lounges.</li> <li>• Durable construction ensures long-lasting use in any office environment.</li> </ul> <p>Specifications:</p> <ul style="list-style-type: none"> <li>• 2-Seater Size: 66 W   33 D   31 H (Inches)</li> <li>• Upholstery: Leatherette (Black)</li> <li>• Legs: Wooden</li> </ul>	No	1	119000	119,000.00

	<p>3-Three Seater Sofa</p> <p>About the Item:</p> <ul style="list-style-type: none"> <li>• Wrapped in sleek black leatherette upholstery for a sophisticated look.</li> <li>• Sturdy wooden legs add natural elegance and strength.</li> <li>• Extra foam cushioning on the arms and thickly padded seat offer exceptional support.</li> <li>• Removable back cushions allow for customizable comfort.</li> <li>• Its elegant design complements both formal meeting areas and casual lounges.</li> <li>• Durable construction ensures long-lasting use in any office environment.</li> </ul> <p>Specifications:</p> <ul style="list-style-type: none"> <li>• 3-Seater Size: 88 W   33 D   31 H (Inches)</li> <li>• Upholstery: Leatherette (Black)</li> <li>• Legs: Wooden</li> </ul>	No	1	150000	150,000.00
	4- Center Table		1	45000	45,000.00
	<p>5- Reception Counter</p> <p>Top Size: 39" W x 30" D x 35" H (inches)  Top: Corian  Carcass: Grey concrete MFC  Front Panel: Mid-Oak MFC  Plinth: Stainless-Steel</p>	No	1	210000	210,000.00

	<p>6- Reception Counter Chair</p> <p>About the Item:</p> <ul style="list-style-type: none"> <li>• Breathable mesh upholstery for all-day comfort.</li> <li>• High-density injected foam seat that retains shape and cushions long hours.</li> <li>• Durable fixed nylon armrests for everyday support.</li> <li>• Synchronize tilt mechanism with basic lock for smooth, natural recline.</li> <li>• Adjustable recline tension for personalized comfort.</li> <li>• Reinforced nylon base for stability and durability.</li> <li>• Smooth nylon castors for effortless movement across floors.</li> <li>• Ergonomic design suitable for workstations, offices, and collaborative spaces.</li> <li>• Breathable mesh backrest for cool, all-day comfort.</li> <li>• High-density injected foam seat that stays supportive over long hours.</li> <li>• Synchronize tilt mechanism with lock and adjustable tension.</li> <li>• Durable fixed nylon armrests and reinforced nylon base.</li> <li>• Smooth nylon castors for easy movement on most floors.</li> </ul>	No	1	28000	28,000.00
	<b>Grand Total</b>				<b>38,084,700.00</b>

## **SECTION VI: STANDARD BIDDING FORMS**

# Letter of Bid – Technical Proposal

**Date of this Bid submission:** *[insert date (as day, month and year) of Bid submission]*

**RFB No.:** *[insert number of Bidding process]*

To:

**Small & Medium Enterprises Development Authority (SMEDA)**

Building No. 3, Aiwan-e-Iqbal Complex, Egerton Road

Lahore

We, the undersigned Bidder, hereby submit the first part of our Bid, the Technical Proposal

In submitting our Bid we make the following declarations:

- (a) **No reservations:** We have examined and have no reservations to the bidding document, including addenda issued in accordance with Instructions to Bidders (**ITB 9**);
- (b) **Eligibility:** We meet the eligibility requirements and have no conflict of interest in accordance with ITB 3;
- (c) **Bid/Proposal-Securing Declaration:** We have not been suspended nor declared ineligible by the Procuring agency/Employer based on execution of a Bid Securing Declaration;
- (d) **Conformity:** We offer to execute works in conformity with the bidding document and in accordance with the works requirements: *[Maintenance/Upgradation of Newly Established SMEDA Office at Evacuee Trust Islamabad]*;
- (e) **Bid Validity Period:** Our Bid shall be valid for the period specified in **BDS 18.1** (as amended, if applicable) from the date fixed for the Bid submission deadline specified in **BDS 24.1** (as amended, if applicable), and it shall remain binding upon us, and may be accepted at any time before the expiration of that period;
- (f) **Performance Security:** If our Bid is accepted, we commit to obtain a performance security in accordance with the bidding document;
- (g) **One Bid per Bidder:** We are not submitting any other Bid(s) as an individual Bidder, and we are not participating in any other bid(s) as a Joint Venture member or as a subcontractor, and meet the requirements, other than Alternative Bids submitted in accordance with **ITB 20**;
- (h) **Suspension and Debarment:** We, along with any of our subcontractors, suppliers, consultants, manufacturers, or service providers for any part of the contract, are not subject to, and not controlled by any entity or individual that is subject to, a temporary suspension or a debarment imposed by the Procuring agency/Employer. Further, we are not ineligible under Pakistan laws;
- (i) **State-owned enterprise or institution:** *We are not a state-owned enterprise or institution*
- (j) **Binding Contract:** We understand that this Bid, together with your written acceptance thereof included in your Letter of Acceptance, shall constitute a binding contract between us, until a formal contract is prepared and executed;
- (k) **Not Bound to Accept:** We understand that you are not bound to accept the Most Advantageous Bid or any other Bid that you may receive; and
- (l) **Fraud and Corruption:** We hereby certify that we have taken steps to ensure that no person acting for us, or on our behalf, engages in any type of Fraud and Corruption.

**Name of the Bidder:** *\*[insert complete name of Bidder]*

**Name of the person duly authorized to sign the Bid on behalf of the Bidder:** \*\* [*insert complete name of person duly authorized to sign the Bid*]

**Title of the person signing the Bid:** [*insert complete title of the person signing the Bid*]

**Signature of the person named above:** [*insert signature of person whose name and capacity are shown above*]

**Date signed** [*insert date of signing*] **day of** [*insert month*], [*insert year*]

\*: In the case of the Bid submitted by a Joint Venture specify the name of the Joint Venture as Bidder.

\*\* : Person signing the Bid shall have the power of attorney given by the Bidder. The power of attorney shall be attached with the Bid Schedules.

# Letter of Bid - Financial Proposal

**Date of this Bid submission:** *[insert date (as day, month and year) of Bid submission]*

**Request for Bid No.:** *[insert number of bidding process]*

**Name of Project.:** *[insert identification]*

**To:**

**Small & Medium Enterprises Development Authority (SMEDA)**

4<sup>th</sup> Floor, Building No. 3, Aiwan-e-Iqbal Complex, Egerton Road

Lahore.

We, the undersigned Bidder, hereby submit the second part of our Bid, the Financial Proposal

In submitting our Financial Proposal we make the following additional declarations:

- (a) **Bid Validity Period:** Our Bid shall be valid for the period specified in **BDS 18.1** (as amended, if applicable) from the date fixed for the bid submission deadline specified in **BDS 24.1** (as amended, if applicable), and it shall remain binding upon us and may be accepted at any time before the expiration of that period;
- (b) **Total Price:** The total price of our Bid is:
- (c) **Binding Contract:** We understand that this Bid, together with your written acceptance thereof included in your Letter of Acceptance, shall constitute a binding contract between us, until a formal contract is prepared and executed.

**Name of the Bidder:\****[insert complete name of the Bidder]*

**Name of the person duly authorized to sign the Bid on behalf of the Bidder: \*\*** *[insert complete name of person duly authorized to sign the Bid]*

**Title of the person signing the Bid:** *[insert complete title of the person signing the Bid]*

**Signature of the person named above:** *[insert signature of person whose name and capacity are shown above]*

**Date signed** *[insert date of signing]* **day of** *[insert month]*, *[insert year]*

\*: In the case of the Bid submitted by a Joint Venture specify the name of the Joint Venture as Bidder.

\*\* : Person signing the Bid shall have the power of attorney given by the Bidder. The power of attorney shall be attached with the Bid Schedules.

## OFFICE DESIGN IN EVACUEE COMPLEX ISLAMABAD

SMALL & MEDIUM ENTERPRISES DEVELOPMENT AUTHORITY (SMEDA)

S.NO	Description	Unit	Qty	Rate	Amount
1	<b>GLASS PARTITION</b> 6"x6" supporting pillar as shown in drawing up to ceiling in lasana wood topped with ash wood panel polished in desired color. 12 mm plain glass fixed partition (tempered) for partition of all rooms.	Sft	1818		
2	<b>GLASS DOORS</b> 12 mm plain tempered glass doors openings as shown in plan with complete fitting machine and handle.	Sft	1650		
3	<b>FALSE CEILING</b> False ceiling in POP as per given design	Sft	4000		
4	<b>EXECUTIVE BATH</b> Masonry work as per given design walls plaster with 1:3 with mortar, electric work complete with all aspects. Porta commode and wash basin, Taps and accessories of Grohee/porta, wall mirror, accessories like towel rode soap tray etc.	Job	1		
5	<b>LADIES AND GENTS BATHS</b> Masonary work as per given design complete plaster, flooring, electric work and sanitary work includes with all aspects. Porta comode and wash basin, Taps and assesries of Master or equilent, wall mirror, assesries like towel rode soap tray etc.	Job	1		
6	<b>KITCHEN</b> Kitchen counter and wall cabinets in laminated board front doors will be in high gloss sheet top marble in granite marble with complete burner + hob + sink + tap	Job	1		
7	<b>ELECTRIC WORK</b> Concealed electric wiring with best quality PVC conduits in Popular or equivalent as per electrical drawing. 2'x2' ceiling light in ceiling will be provided as per electric drawing. light plugs and power plugs for AC will be provided as per electric drawings.	Job	1		

8	<b>FLOORING</b> Granite tiles 3'X6' high quality local or imported in range of Rs. 10000/sqm. will be used for floor finish. Skirting to all floors shall be with 1/2" thick 4" high in same tiles to walls with 1:2 cement mortar.	Sft	3643		
9	<b>DOORS AND DOOR FRAMES</b> Bath room doors and door frames shall be cabinet frames of full wall width manufactured in yellow pine / mahagni wood under frame and topped with 3/4" thick panel of same wood. Door lock will be in range of Rs. 10000/each.	Sft	160		
10	<b>AIR CONDITIONING.</b> Ac units of 1.5 ton capacity in DGM offices GM offices Pa office and retiring room will be provided with complete wiring up to outdoor unit on roof with complete fitting	No	9		
11	<b>AIR CONDITIONING</b> Ac units of 2 ton capacity in executive room, main staff hall and conference room will be provided with complete wiring up to outdoor unit on roof with complete fitting.	No	5		
12	<b>CCT TV CAMERA.</b> Cctv camera will be provided as per given drawing with complete installation.	Job	1		
13	<b>INTERCOME AND EXCHANGE.</b> All rooms will be having telephone and inter come points as shown in drawing. Telephone exchange at reception area will be provided.	Job	1		
14	<b>DECORATIVE PANEL ON MAIN ENTRANCE.</b> There will be Decorative panel in reception area as mentioned in drawing measuring 8'x9' in lassaani wood and chiseled glass + roted aluminum Jali. As per design.	Sft	72		
15	Polishing wax/Sprit Polish on wood work.	Sft	576		
16	<b>PAINT</b> Plastic emulsion paints ICI/Nippon on walls and ceiling after preparing base filling and rubbing according to color scheme.	Sft	7000		
17	Ceramic Tiles in Executive bath Rs. 8000 /sqm	Sft	310		

18	Ceramic Tiles in Ladies and Gents Baths Rs. 4000 /sqm	Sft	950		
19	Ceramic Tiles in Kitchen Area Rs. 3000 /sqm	Sft	400		
20	Plumbing in all bath rooms using popular brand PN 25 for hot and cold water supply and D class for sewerage.	Per No	5		
21	Wall treatemet on back wall of CEO office measuring 12'-6"x9' in lasani panel with decorative moulding as per given design comple in paint finish	sqft.	112.5		
22	<b>Furniture</b>				
	<b>CEO Office</b>				
	<p>1- Executive Table</p> <p>About the Item:</p> <ul style="list-style-type: none"> <li>• Crafted from high-quality ash wood and rich oak veneer, ensuring both durability and a refined aesthetic.</li> <li>• Finished in a sophisticated smoked walnut and black stain with an elegant inlay design.</li> <li>• The spacious top offers ample room for your computer, documents, and other work essentials.</li> <li>• Three drawers provide convenient storage for office supplies, files, and stationery.</li> <li>• The shutter features a fixed shelf inside, perfect for storing books, binders, or electronics.</li> <li>• Metallic knobs with a golden finish add a luxurious touch to the overall design.</li> <li>• Sturdy wooden legs provide reliable support and stability.</li> </ul> <p>Specifications:</p> <ul style="list-style-type: none"> <li>• Size: 71 W   35.4 D   30 H (Inches)</li> <li>• Material: Ash Wood / Oak Veneer</li> <li>• Finish: Smoked Walnut &amp; Black Stain</li> <li>• Legs: Wooden</li> <li>• No. of Drawers: 3</li> <li>• Shutters: 1</li> <li>• Knob: Metallic with Golden Finish</li> </ul>	No	1		

2- Side Rack

About the Item:

- Crafted from high-quality ash wood and rich oak veneer, ensuring both durability and a refined aesthetic.
- The striking inlay on the top edges gives an artistic touch to the overall design.
- A sleek black stain finish contrasted with a smoked walnut top adds a touch of modern sophistication to any space.
- One spacious drawer and a shutter with soft-closing channels provide ample storage for all your documents, office supplies, and personal items.
- Metallic knobs with a luxurious golden finish enhance the overall elegance of the design.
- A spacious top surface offers additional storage space for files, documents, and other decorative accents.
- Sturdy wooden legs ensure stability and long-lasting durability.

Specifications:

- Size: 47 W | 24 D | 30 H (Inches)
- Material: Ash Wood / Oak Veneer
- Finish: Smoked Walnut & Black Stain
- Legs: Wooden
- No. of Drawers: 1
- Shutters: 1
- Knob: Metallic with Golden Finish

No	1		
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3- Credenza

About the Item:

- Crafted from high-quality ash wood and rich oak veneer, ensuring both durability and a refined aesthetic.
- Striking inlay on the top edges gives an artistic touch to the overall design.
- A sleek black stain finish contrasted with a smoked walnut top adds a touch of modern sophistication to any space.
- Three spacious drawers with soft-closing channels provide ample storage for all your documents, office supplies, and personal items.
- Two shuttered compartments with a fixed shelf offer organized storage solutions for all larger and smaller items.
- Metallic knobs with a luxurious golden finish enhance the overall elegance of the design.
- A spacious top surface is ideal for displaying decorative items, storing work essentials, or hosting coffee break essentials.
- Sturdy wooden legs ensure stability and long-lasting durability.

Specifications:

- Size: 71 W | 20 D | 30 H (Inches)
- Material: Ash Wood / Oak Veneer
- Top Finish: Smoked Walnut
- Legs: Wooden
- Finish: Black Stain
- No. of Drawers: 3
- Shutters: 2
- Knob: Metallic with Golden Finish

No 2

<p>4- Executive Chair</p> <p>About the Item:</p> <ul style="list-style-type: none"> <li>• Fully upholstered in black fabric for a luxurious and elegant appeal.</li> <li>• Supreme foam padding ensures enduring seated comfort with exceptional pressure relief, support, and long-lasting durability without sagging over time.</li> <li>• Height adjustable with a gas lift feature for customizable seat height.</li> <li>• Tilt mechanism with a torsion bar allows reclining of the backrest while keeping the seat fixed, promoting a comfortable posture.</li> <li>• 360° rotation enables users to swivel in any direction without moving the chair's base.</li> <li>• Nylon base provides durability and stability, and castors allow effortless movement on various floor surfaces.</li> </ul> <p>Specifications:</p> <ul style="list-style-type: none"> <li>• Size: 29 W   23 D   27 H (Inches)</li> <li>• Upholstery: Fabric (Black)</li> <li>• Foam: Supreme</li> <li>• Base: Nylon with Casters</li> </ul>	No	1		
<p>5- Visitor Chair</p> <p>About the Item:</p> <ul style="list-style-type: none"> <li>• Fully upholstered in black waffle fabric offers a textured feel.</li> <li>• Supreme foam padding ensures enduring seated comfort with exceptional pressure relief, support, and long-lasting durability without sagging over time.</li> <li>• Armless design for greater mobility and easy access</li> <li>• Durable wooden base with a vintage, natural-grain finish for rustic charm and long-lasting sturdiness</li> <li>• Elegant finish with smoked walnut legs contrasting beautifully with black upholstery, adding modern elegance to any office interior.</li> </ul> <p>Specifications:</p> <ul style="list-style-type: none"> <li>• Size: 26 W   19 D   36 H (Inches)</li> <li>• Upholstery: Black Waffle Fabric</li> <li>• Foam: Supreme</li> <li>• Base: Wooden in Smoked Walnut Polish</li> </ul>	No	2		

<p>6- 2 Sofa Seater</p> <p>About the Item:</p> <ul style="list-style-type: none"> <li>• Black leatherette upholstery with subtle tufted line for a refined look.</li> <li>• Solid structure ensures durability and strength.</li> <li>• Polished acacia wood base plinth enhances its sophisticated finish.</li> <li>• Combines style and functionality, perfect for any work setting.</li> </ul> <p>Specifications:</p> <ul style="list-style-type: none"> <li>• Upholstery: Leatherette (Black)</li> <li>• Base: Acacia Wood with Polish Finish</li> <li>• 2-Seater Size: 55 W   30 D   30 H (Inches)</li> </ul>	No	2		
<p>7- Center Table</p> <p>About the Item:</p> <ul style="list-style-type: none"> <li>• Crafted from high-quality oak and ash wood/veneer for a premium look and feel.</li> <li>• Its luxurious smoked walnut finish on the tabletop adds warmth and character</li> <li>• A sturdy base with a sleek black stain finish provides robust support.</li> <li>• The expansive rectangular surface offers ample space for documents, devices, and decor.</li> <li>• Lower shelf provides additional storage or display space for enhanced functionality.</li> <li>• Intricate inlay detailing along the edges adds a touch of sophistication.</li> <li>• It combines elegance with practical functionality for a lasting office addition.</li> </ul> <p>Specifications:</p> <ul style="list-style-type: none"> <li>• Size: 41 W   24 D   20 H (Inches)</li> <li>• Material: Oak, Ash Wood / Veneer</li> <li>• Finish: Smoke Walnut &amp; Black Stain Finish</li> </ul>	No	1		

<p>8- Side Table</p> <p>About the Item:</p> <ul style="list-style-type: none"> <li>• Crafted from high-quality oak and ash wood/veneer for a premium look and feel.</li> <li>• Its luxurious smoked walnut finish on the tabletop adds warmth and character</li> <li>• A sturdy base with a sleek black stain finish provides robust support.</li> <li>• The expansive rectangular surface offers ample space for documents, devices, and decor.</li> <li>• Lower shelf provides additional storage or displays space for enhanced functionality.</li> <li>• Intricate inlay detailing along the edges adds a touch of sophistication.</li> <li>• It combines elegance with practical functionality for a lasting office addition.</li> </ul> <p>Specifications:</p> <ul style="list-style-type: none"> <li>• Size: 24 W   24 D   20 H (Inches)</li> <li>• Material: Oak, Ash Wood / Veneer</li> <li>• Finish: Smoke Walnut &amp; Black Stain Finish</li> </ul>	No	2		
<b>OFFICES</b>				
<p>1- Chairs</p> <p>About the Item:</p> <ul style="list-style-type: none"> <li>• Breathable mesh upholstery for all-day comfort.</li> <li>• High-density injected foam seat that retains shape and cushions long hours.</li> <li>• Durable fixed nylon armrests for everyday support.</li> <li>• Synchronize tilt mechanism with basic lock for smooth, natural recline.</li> <li>• Adjustable recline tension for personalized comfort.</li> <li>• Reinforced nylon base for stability and durability.</li> <li>• Smooth nylon castors for effortless movement across floors.</li> <li>• Ergonomic design suitable for workstations, offices, and collaborative spaces.</li> <li>• Breathable mesh backrest for cool, all-day comfort.</li> <li>• High-density injected foam seat that stays supportive over long hours.</li> <li>• Synchronize tilt mechanism with lock and adjustable tension.</li> <li>• Durable fixed nylon armrests and reinforced nylon base.</li> <li>• Smooth nylon castors for easy movement on most floors.</li> </ul>	No	4		

<p><b>2- Managerial Desk</b></p> <p>About the Item:</p> <ul style="list-style-type: none"> <li>• Large tabletop space for PCs, monitors, laptops, and short meetings for 2 to 3 users.</li> <li>• Versatile design with industrial and rustic textured top, Halifax oak, and Kerala concrete finish.</li> <li>• Easy maintenance with abrasion- and scratch-resistant dense surface.</li> <li>• Drawer locking system with handle-less profile, soft closing channels, and lockable drawers for added safety.</li> <li>• Highly durable structure with metallic legs and powder-coated off-white base for stability and modern elegance.</li> <li>• Protective glides at the base to defend floors from scratches.</li> <li>• Smart cable management system in side rack for hidden and organized cables.</li> <li>• Suitable for any orientation, available in right and left configurations to fit any office layout.</li> </ul> <p>Specifications:</p> <ul style="list-style-type: none"> <li>• Manager Desk with Side Rack Size: 72 W   69 D   30 H (inches)</li> <li>• Manager Desk Top Size: 65 W   30 D (inches)</li> <li>• Side Rack Size: 63 W   19 D   26 H (inches)</li> <li>• Desk Top and Vanity Panel: Halifax Oak</li> <li>• Side Rack: Halifax Oak with Kerala concrete</li> <li>• Carcass: Kerala Concrete</li> <li>• Base: Metallic base with MS Pipe</li> <li>• Base Finish: Off-White Powder-Coat</li> <li>• Glides: Rubber</li> </ul>	No	4	
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<p>3- Visitor Chair</p> <p>About the Item:</p> <ul style="list-style-type: none"> <li>• Breathable mesh upholstery for all-day comfort.</li> <li>• High-density injected foam seat that retains shape and cushions long hours.</li> <li>• Durable fixed nylon armrests for everyday support.</li> <li>• Reinforced cantilever chrome base for stability and durability.</li> <li>• Ergonomic design suitable for workstations, offices, and collaborative spaces.</li> <li>• Breathable mesh backrest for cool, comfortable seating.</li> <li>• High-density injected foam seat that stays supportive over time.</li> <li>• Durable fixed nylon armrests for everyday use.</li> <li>• Reinforced chrome cantilever base for sturdy, stable support.</li> <li>• Ergonomic design suited for offices, meeting rooms, and visitor areas.</li> </ul> <p>Specifications:</p> <ul style="list-style-type: none"> <li>• Size: W23 x D25 x H39 (Inches)</li> </ul>	No	8		
<p>4- Two-Seater Sofa</p> <p>About the Item:</p> <ul style="list-style-type: none"> <li>• Versatile design for casual and professional spaces.</li> <li>• Simple and contemporary style adds refined elegance.</li> <li>• Luxurious combination of caramel grey fabric and rich brown leatherette.</li> <li>• Supreme foam padding ensures enduring seated comfort with exceptional pressure relief, support, and long-lasting durability without sagging over time.</li> <li>• Compact and practical dimensions for easy fitting in any space.</li> <li>• Sturdy construction supported by sleek black-stained mahogany wooden legs.</li> </ul> <p>Specifications:</p> <ul style="list-style-type: none"> <li>• Two-Seater Size: 55 W   31 D   32 H (Inches)</li> <li>• Material: Fabric (Caramel Beige) &amp; Leatherette (Brown)</li> <li>• Structure: Plywood</li> <li>• Foam: Supreme</li> <li>• Legs: Mahogany wood with Black Stain</li> </ul>	No	4		

	<p>5- Medium Height Cabinet</p> <p>About the Item:</p> <ul style="list-style-type: none"> <li>• Superior construction with Aland Pine MFC carcass and White MFC fronts/top.</li> <li>• Sleek industrial design with built-in PVC handles.</li> <li>• Two large cabinets for ample storage.</li> <li>• Adjustable shelf for customizable storage space.</li> <li>• Advanced locking system for additional security.</li> <li>• High-quality, scratch-resistant surface for durability.</li> <li>• Glides at the base protect the floor from scuffs and scratches.</li> </ul> <p>Specifications:</p> <ul style="list-style-type: none"> <li>• Size: 39 W   17 L   33 H (inches)</li> <li>• Top and Front: White MFC</li> <li>• Carcass: Aland Pine MFC</li> <li>• Handle: PVC (White and Grey)</li> <li>• Shelves: 2</li> <li>• Glides: Rubber</li> </ul>	No	4		
	<b>CONFERENCE ROOM</b>				
	<p>1- Meeting Tables</p> <p>About the Item:</p> <ul style="list-style-type: none"> <li>• Designed for 10-person capacity, perfect for collaborative meetings.</li> <li>• Crafted from premium ash wood with an elegant black stain finish.</li> <li>• Timeless oak veneer surface ensuring durability and beauty.</li> <li>• Two discreet sliding sockets for seamless connectivity.</li> <li>• Robust oak ash base provides strong support and stability.</li> <li>• Carpet glides offers effortless mobility without leaving marks.</li> <li>• Ideal for enhancing the aesthetics and functionality of any boardroom.</li> </ul> <p>Specifications:</p> <ul style="list-style-type: none"> <li>• Size: 142 W   42 D   30 H (Inches)</li> <li>• Material: Ash Wood / Oak Veneer</li> <li>• Finish: Black Stain</li> <li>• Glides: Carpet</li> </ul>	No	2		

<p>2- Chairs</p> <p>About the Item:</p> <ul style="list-style-type: none"> <li>• Breathable mesh upholstery for all-day comfort.</li> <li>• High-density injected foam seat that retains shape and cushions long hours.</li> <li>• Durable fixed nylon armrests for everyday support.</li> <li>• Synchronize tilt mechanism with basic lock for smooth, natural recline.</li> <li>• Adjustable recline tension for personalized comfort.</li> <li>• Reinforced nylon base for stability and durability.</li> <li>• Smooth nylon castors for effortless movement across floors.</li> <li>• Ergonomic design suitable for workstations, offices, and collaborative spaces.</li> <li>• Breathable mesh backrest for cool, all-day comfort.</li> <li>• High-density injected foam seat that stays supportive over long hours.</li> <li>• Synchronize tilt mechanism with lock and adjustable tension.</li> <li>• Durable fixed nylon armrests and reinforced nylon base.</li> <li>• Smooth nylon castors for easy movement on most floors.</li> </ul>	No	22		
<b>WORKSTATIONS</b>				

<p>1- Workstations Series - 1</p> <p>About the Item:</p> <ul style="list-style-type: none"> <li>• 4-Person configuration with ample tabletop space for PCs and laptops.</li> <li>• Soft board partition in durable steel grey mesh fabric for privacy and notes.</li> <li>• Modern design in Aland Pine and grey finish with white base for a stylish look.</li> <li>• Stationery tray and white spine cable management for clutter-free office space.</li> <li>• Built-in storage unit with two drawers and spacious compartment space offer ample storage and allows you to keep personal belongings and other office essentials near hand.</li> <li>• Rubber glides to protect the floor while ensuring easy movement.</li> <li>• Add-on drawer pedestal for compact storage under the desk.</li> <li>• Add-on CPU trolley with lockable castor wheels for computer unit safety.</li> </ul> <p>Specifications:</p> <ul style="list-style-type: none"> <li>• Top Size: 47 W x 24 D (inches) (per person), 18 mm Thickness</li> <li>• Total Size: 47 W   24 D   29 H (inches)</li> <li>• Storage Unit Size: 13 W   49 D   48.6 H (inches)</li> <li>• Material: Aland Pine MFC</li> <li>• Base: Aluminum Casted Metal Base with White Powder Coat</li> <li>• Other Accessories: White Plastic Stationery Cable Cover, White Spine Vertical Cable Management</li> <li>• Partition: Steel Grey Mesh fabric Softboard Partition</li> </ul>	No	3		
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2- Workstations Series - 2

About the Item:

- 1-Person configuration with ample tabletop space for PCs and laptops.
- Soft board partition in durable steel grey mesh fabric for privacy and notes.
- Modern design in Aland Pine and grey finish with white base for a stylish look.
- Stationery tray and white spine cable management for clutter-free office space.
- Rubber glides to protect the floor while ensuring easy movement.
- Add-on drawer pedestal for compact storage under the desk.
- Add-on storage unit with two drawers and spacious compartment.
- Add-on CPU trolley with lockable castor wheels for computer unit safety.

Specifications:

- Top Size: 47 W x 24 D (inches) (per person), 18 mm Thickness
- Total Size: 47 W | 24 D | 29 H (inches)
- Material: Aland Pine MFC
- Base: Aluminum Casted Metal Base with White Powder Coat
- Other Accessories: White Plastic Stationery Cable Cover, White Spine Vertical Cable Management
- Partition: Steel Grey Mesh fabric Softboard Partition

No

6

	<p>3- Chairs</p> <p>About the Item:</p> <ul style="list-style-type: none"> <li>• Breathable mesh upholstery for all-day comfort.</li> <li>• High-density injected foam seat that retains shape and cushions long hours.</li> <li>• Durable fixed nylon armrests for everyday support.</li> <li>• Synchronize tilt mechanism with basic lock for smooth, natural recline.</li> <li>• Adjustable recline tension for personalized comfort.</li> <li>• Reinforced nylon base for stability and durability.</li> <li>• Smooth nylon castors for effortless movement across floors.</li> <li>• Ergonomic design suitable for workstations, offices, and collaborative spaces.</li> <li>• Breathable mesh backrest for cool, all-day comfort.</li> <li>• High-density injected foam seat that stays supportive over long hours.</li> <li>• Synchronize tilt mechanism with lock and adjustable tension.</li> <li>• Durable fixed nylon armrests and reinforced nylon base.</li> <li>• Smooth nylon castors for easy movement on most floors.</li> </ul>	No	20		
	<p>4- Additional Partition</p> <p>About the Item:</p> <ul style="list-style-type: none"> <li>• Built-in top compartment designed for planters</li> <li>• Dual handle-less shutters with sleek white profile</li> <li>• Warm Classic Ash shutters paired with crisp white matte finish</li> <li>• Perfect for home or office environments</li> <li>• Skirted base for a clean, grounded appearance</li> </ul> <p>Specifications:</p> <ul style="list-style-type: none"> <li>• Simple and minimal look, can fit into different interior styles.</li> <li>• Upper/Top compartment is for the planters to add a lively vibe in home and office environments.</li> <li>• Two shutters at the bottom providing more storage space.</li> <li>• Handleless shutter bears white horizontal profile at the top for easy opening of shutters.</li> <li>• Skirting at the bottom provides it clean and finish look.</li> <li>• Size (inches): 50 W x 17 D x 30 H</li> <li>• Carcass: White Lamination</li> <li>• Shutters: Classic Ash Lamination</li> </ul>	No	3		

RECEPTION AREA					
<p>1- Single Seat Sofa</p> <p>About the Item:</p> <ul style="list-style-type: none"> <li>• Wrapped in sleek black leatherette upholstery for a sophisticated look.</li> <li>• Sturdy wooden legs add natural elegance and strength.</li> <li>• Extra foam cushioning on the arms and thickly padded seat offer exceptional support.</li> <li>• Removable back cushions allow for customizable comfort.</li> <li>• Its elegant design complements both formal meeting areas and casual lounges.</li> <li>• Durable construction ensures long-lasting use in any office environment.</li> </ul> <p>Specifications:</p> <ul style="list-style-type: none"> <li>• 1-Seater Size: 41 W   33 D   31 H (Inches)</li> <li>• Upholstery: Leatherette (Black)</li> <li>• Legs: Wooden</li> </ul>	No	2			
<p>2- Two Seater Sofa</p> <p>About the Item:</p> <ul style="list-style-type: none"> <li>• Wrapped in sleek black leatherette upholstery for a sophisticated look.</li> <li>• Sturdy wooden legs add natural elegance and strength.</li> <li>• Extra foam cushioning on the arms and thickly padded seat offer exceptional support.</li> <li>• Removable back cushions allow for customizable comfort.</li> <li>• Its elegant design complements both formal meeting areas and casual lounges.</li> <li>• Durable construction ensures long-lasting use in any office environment.</li> </ul> <p>Specifications:</p> <ul style="list-style-type: none"> <li>• 2-Seater Size: 66 W   33 D   31 H (Inches)</li> <li>• Upholstery: Leatherette (Black)</li> <li>• Legs: Wooden</li> </ul>	No	1			

	<p>3-Three Seater Sofa</p> <p>About the Item:</p> <ul style="list-style-type: none"> <li>• Wrapped in sleek black leatherette upholstery for a sophisticated look.</li> <li>• Sturdy wooden legs add natural elegance and strength.</li> <li>• Extra foam cushioning on the arms and thickly padded seat offer exceptional support.</li> <li>• Removable back cushions allow for customizable comfort.</li> <li>• Its elegant design complements both formal meeting areas and casual lounges.</li> <li>• Durable construction ensures long-lasting use in any office environment.</li> </ul> <p>Specifications:</p> <ul style="list-style-type: none"> <li>• 3-Seater Size: 88 W   33 D   31 H (Inches)</li> <li>• Upholstery: Leatherette (Black)</li> <li>• Legs: Wooden</li> </ul>	No	1		
	4- Center Table		1		
	<p>5- Reception Counter</p> <p>Top Size: 39" W x 30" D x 35" H (inches)</p> <p>Top: Corian</p> <p>Carcass: Grey concrete MFC</p> <p>Front Panel: Mid-Oak MFC</p> <p>Plinth: Stainless-Steel</p>	No	1		

	<p>6- Reception Counter Chair</p> <p>About the Item:</p> <ul style="list-style-type: none"> <li>• Breathable mesh upholstery for all-day comfort.</li> <li>• High-density injected foam seat that retains shape and cushions long hours.</li> <li>• Durable fixed nylon armrests for everyday support.</li> <li>• Synchronize tilt mechanism with basic lock for smooth, natural recline.</li> <li>• Adjustable recline tension for personalized comfort.</li> <li>• Reinforced nylon base for stability and durability.</li> <li>• Smooth nylon castors for effortless movement across floors.</li> <li>• Ergonomic design suitable for workstations, offices, and collaborative spaces.</li> <li>• Breathable mesh backrest for cool, all-day comfort.</li> <li>• High-density injected foam seat that stays supportive over long hours.</li> <li>• Synchronize tilt mechanism with lock and adjustable tension.</li> <li>• Durable fixed nylon armrests and reinforced nylon base.</li> <li>• Smooth nylon castors for easy movement on most floors.</li> </ul>	No	1		
	<b>Grand Total</b>				

The Bidder shall quote Item Wise Rates as per detail given above to quote his Financial Bid for this Project.

# FORM ELI 1

## Bidder Information Form

*[The Bidder shall fill in this Form in accordance with the instructions indicated below. No alterations to its format shall be permitted and no substitutions shall be accepted.]*

Date: *[insert date (as day, month and year) of Bid submission]*

RFB No.: *[insert number of Bidding process]*

1. Bidder's Name <i>[insert Bidder's legal name]</i>
2. In case of JV, legal name of each member : <i>[insert legal name of each member in JV]</i>
3. Bidder's year of registration: <i>[insert Bidder's year of registration]</i>
4. Bidder's Address: <i>[insert Bidder's legal address in country of registration]</i>
5. Bidder's Authorized Representative Information Name: <i>[insert Authorized Representative's name]</i> Address: <i>[insert Authorized Representative's Address]</i> Telephone/Fax numbers: <i>[insert Authorized Representative's telephone/fax numbers]</i> Email Address: <i>[insert Authorized Representative's email address]</i>
6. Attached are copies of original documents of <i>[check the box(es) of the attached original documents]</i> <input type="checkbox"/> Articles of Incorporation (or equivalent documents of constitution or association), and/or registration documents of the legal entity named above. <input type="checkbox"/> In case of JV, JV agreement, in accordance with ITB 3.3. <input type="checkbox"/> Establishing that the Bidder is not under the supervision of the Procuring agency/Employer[ in case of subsidiaries]
7. Included are the organizational chart, a list of Board of Directors, and the beneficial ownership.

## ELI2

### Bidder's JV Members Information Form

*[The Bidder shall fill in this Form in accordance with the instructions indicated below. The following table shall be filled in for the Bidder and for each member of a Joint Venture]].*

Date: *[insert date (as day, month and year) of Bid submission]*

RFB No.: *[insert number of RFB process]*

1. Bidder's Name: <i>[insert Bidder's legal name]</i>
2. Bidder's JV Member's name: <i>[insert JV's Member legal name]</i>
4. Bidder's JV Member's year of registration: <i>[insert JV's Member year of registration]</i>
5. Bidder's JV Member's legal address: <i>[insert JV's Member legal address in country]</i>
6. Bidder's JV Member's authorized representative information Name: <i>[insert name of JV's Member authorized representative]</i> Address: <i>[insert address of JV's Member authorized representative]</i> Telephone/Fax numbers: <i>[insert telephone/fax numbers of JV's Member authorized representative]</i> Email Address: <i>[insert email address of JV's Member authorized representative]</i>
7. Attached are copies of original documents of <i>[check the box(es) of the attached original documents]</i> <input type="checkbox"/> Articles of Incorporation (or equivalent documents of constitution or association), and/or registration documents of the legal entity named above.
8. Included are the organizational chart, a list of Board of Directors, and the beneficial ownership.

**Form CON – 2**

## Historical Contract Non-Performance, Pending Litigation and Litigation History

Bidder's Name: \_\_\_\_\_

Date: \_\_\_\_\_

JV Member Name \_\_\_\_\_

ICB/NCB No. and title: \_\_\_\_\_

Page \_\_\_\_\_ of \_\_\_\_\_ pages

Non-Performed Contracts in accordance with Qualification Criteria			
<input type="checkbox"/> Contract non-performance did not occur January [ <i>insert year</i> ]			
<input type="checkbox"/> Contract(s) not performed since [ <i>insert year</i> ]			
Year	Non-performed portion of contract	Contract Identification	Total Contract Amount (current value, currency, exchange rate and PKR equivalent)
		Contract Identification: Name of Procuring agency/Employer(PA): Address of PA: Reason(s) for nonperformance:	
Pending Litigation, in accordance with Qualification Criteria			
<input type="checkbox"/> No pending litigation			
<input type="checkbox"/> Pending litigation			

<b>Year of dispute</b>	<b>Amount in dispute (currency)</b>	<b>Contract Identification</b>	<b>Total Contract Amount</b>
		Contract Identification: _____ Name of PA: _____ Address of PA: _____ Matter in dispute: _____ Party who initiated the dispute: _____  Status of dispute: _____	
<b>Litigation History in accordance with Section III, Evaluation and Qualification Criteria of the Prequalification document</b>			
<input type="checkbox"/> No Litigation History <input type="checkbox"/> Litigation History			
<b>Year of award</b>	<b>Outcome as percentage of Net Worth</b>	<b>Contract Identification</b>	<b>Total Contract Amount (currency), PKR Equivalent (exchange rate)</b>
<i>[insert year]</i>	<i>[insert percentage]</i>	Contract Identification: <i>[indicate complete contract name, number, and any other identification]</i> Name of PA: <i>[insert full name]</i> Address of PA: <i>[insert street/city/country]</i> Matter in dispute: <i>[indicate main issues in dispute]</i> Party who initiated the dispute: <i>[indicate "Procuring agency/Employer" or "Contractor"]</i> Reason(s) for Litigation and award decision <i>[indicate main reason(s)]</i>	<i>[insert amount]</i>

# Financial Situation

## Form FIN – 3.1:

### Financial documents

The Bidder shall provide copies of financial statements for last three years pursuant to Eligibility and Evaluation Criteria. The financial statements shall:

- (a) reflect the financial situation of the Bidder or in case of JV member, and not an affiliated entity (such as parent company or group member).
  - (b) be independently audited or certified in accordance with local legislation.
  - (c) be complete, including all notes to the financial statements.
  - (d) correspond to accounting periods already completed and audited.
- Attached are copies of financial statements for the last three years required above; and complying with the requirements

**Form FIN – 3.2:**  
**Current Contract Commitments / Works in Progress**

Bidders and each member to a JV should provide information on their current commitments on all contracts that have been awarded, or for which a letter of intent or acceptance has been received, or for contracts approaching completion, but for which an unqualified, full completion certificate has yet to be issued.

<b>Current Contract Commitments</b>					
No.	Name of Contract	Procuring agency/Employer's Contact Address, Tel, Fax	Value of Outstanding Work [PKR Equivalent]	Estimated Completion Date	Average Monthly Invoicing Over Last Six Months [PKR/month]
1					
2					
3					
4					
5					

# Appendix-A

## Form of Bid Security

### (Bank Guarantee)

*[The bank shall fill in this Bank Guarantee Form in accordance with the instructions indicated.]*

*[Guarantor letterhead or SWIFT identifier code]*

**Beneficiary:** SMEDA, 4<sup>th</sup> Floor, Building No. 3, Aiwan-e-Iqbal Complex, Egerton Road, Lahore

**No.:** *[Purchaser to insert reference number for the Request for Bids]*

**Date:** *[Insert date of issue]*

**BID GUARANTEE No.:** *[Insert guarantee reference number]*

**Guarantor:** *[Insert name and address of place of issue, unless indicated in the letterhead]*

We have been informed that \_\_\_\_\_ *[insert name of the Bidder, which in the case of a joint venture shall be the name of the joint venture (whether legally constituted or prospective) or the names of all members thereof]* (hereinafter called "the Applicant") has submitted or will submit to the Beneficiary its Bid (hereinafter called "the Bid") for the execution of \_\_\_\_\_ under Request for Bids No. \_\_\_\_\_ ("the RFB").

Furthermore, we understand that, according to the Beneficiary's conditions, Bids must be supported by a Bid guarantee.

At the request of the Applicant, we, as Guarantor, hereby irrevocably undertake to pay the Beneficiary any sum or sums not exceeding in total an amount of \_\_\_\_\_ (\_\_\_\_\_) upon receipt by us of the Beneficiary's complying demand, supported by the Beneficiary's statement, whether in the demand itself or a separate signed document accompanying or identifying the demand, stating that either the Applicant:

- (a) has withdrawn its Bid during the period of Bid validity set forth in the Applicant's Letter of Bid ("the Bid Validity Period"), or any extension thereto provided by the Applicant; or
- (b) having been notified of the acceptance of its Bid by the Beneficiary during the Bid Validity Period or any extension thereto provided by the Applicant, (i) has failed to sign the contract agreement, or (ii) has failed to furnish the performance security, in accordance with the Instructions to Bidders ("ITB") of the Beneficiary's bidding document.

This guarantee will expire: (a) if the Applicant is the successful Bidder, upon our receipt of copies of the Contract agreement signed by the Applicant and the performance security issued to the Beneficiary in relation to such Contract agreement; or (b) if the Applicant is not the successful Bidder, upon the earlier of (i) our receipt of a copy of the Beneficiary's notification to the Applicant of the results of the Bidding process; or (ii) twenty-eight days after the end of the Bid Validity Period.

Consequently, any demand for payment under this guarantee must be received by us at the office indicated above on or before that date.

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*[Signature(s)]*

## Appendix-B

### Formula for Price Adjustment

*[Note to Procuring agency/Employer: It is recommended that in the case of very large and/or complex works contracts, it may be necessary to specify several families of price adjustment formulae corresponding to the different works involved. **When finalizing the contract document, ensure that the finalized Schedule of Cost Indexation is attached to the Contract Agreement.]***

- a) Price Adjustment/ escalation shall not be applicable on Civil, Mechanical and Electrical projects /contracts having contract life less than 365 days from the date of the signing of the contract.
- b) Procuring Agency/Employer is advised not to change any provisions hereof unless otherwise stated by the Authority.
- c) No method, other than given in this formula will be applicable to compute the price adjustment.
- d) This document will be applicable only for Price Adjustment in local currency (Pak. Rs.). Price Adjustment in foreign currency is not allowed.
- e) Price Adjustment formula and corresponding references to be inferred for price adjustment shall be agreed and firmed up before signing of the contract. Procuring agency and contractor shall firm up the weightages and co-efficient for respective items before signing of the contract and there shall be no change permissible in the weightages after signing of the contract.
- f) For imported plant/ equipment and materials quoted in local currency (Pak. Rs.), foreign currency, exchange rates shall be fixed at the respective interbank currency exchange rates, 28 days prior to the tender opening date. The change in foreign currency exchange rate will be applicable to the foreign currency component stated in the Letter of Credit established by the Contractor or his Vendor.
- g) This procedure is to assist the Procuring agency/Employer and bidder for the preparation of provisions for price adjustment in their bidding / contract documents. All the coefficients of the price adjustment formula shall be specified in the bidding document at the time of advertisement.

*[The formulae for price adjustment shall be of the following general type:]*

$$P_n = A + b \frac{L_n}{L_o} + c \frac{M_n}{M_o} + d \frac{E_n}{E_o} + \dots$$

where,

“**P<sub>n</sub>**” is the Price Adjustment factor for the work carried out in the period “**n**”.

“**A**” is a constant or the Non-Adjustable Portion of the Price Adjustment Factor to be specified in Appendix-C to Bid, representing the Non-Adjustable Portion of the Contract Price.

“**b, c, d.....**” are Coefficients or weightages of the order of 0.xx (i.e., fractions rounded off to two decimals) for each specified element of adjustment in the Contract. The sum of **A, b, c, d**, etc., shall be one.

“**L<sub>n</sub>**”, “**E<sub>n</sub>**”, “**M<sub>n</sub>**”, ... are the current cost indices or reference prices for period “**n**”, expressed in the relevant currency of payment, each of which is applicable to the relevant tabulated cost element on the date 28 days prior to the last day of the period (to which the particular Payment Certificate relates); and

“**L<sub>o</sub>**”, “**E<sub>o</sub>**”, “**M<sub>o</sub>**”, ... are the base cost indices or reference prices, expressed in the relevant currency of payment, each of which is applicable to the relevant tabulated cost element on the Base Date.

1. Construction schedule should be provided by the contractor as required in the Contract. Price Adjustment shall be applicable as payable in full for the original scheduled completion period.
2. In the event the completion of contract exceeds the original scheduled period:
  - 2.1 In case of default on the part of the contractor causing delay in original scheduled completion, the rate of Price Adjustment will be frozen at the original scheduled date of completion; however Price Adjustment will be applicable till actual completion. While computing Price Adjustment beyond the scheduled completion period, in the event the rate is reduced, then that reduced rate will be applied.
3. The Price Adjustment will be payable in full for the extended period if the contractor has been granted an extension of time for no fault on the part of the contractor, duly approved by the Employer.
4. Unless specifically stated otherwise in the contract, the basis for compensation will be only those elements, which are specifically listed as specified items in the tender documents. This list will specify the elements for Civil, Electrical, Mechanical, Sanitary, HVAC, etc., separately.
5. Formula for Price Adjustment provided herein will be applicable for all the contracts such as Civil, Electrical, Mechanical, etc.
6. There shall be no Price Adjustment for the elements which the Employer has either

supplied free of cost or at fixed prices as well as for those elements for which an umbrella *ex gratia* or escalation cover is provided by the Government through an Executive Order or Statutory Regulatory Order (SRO).

### **Weightages of Specified Items**

Each of the cost elements, having cost impact of five (05) percent or higher can be selected for adjustment.

In determining the weightages, the following procedure shall be adopted:

- a) Base Date Price alone of an element based on market rate shall be considered excluding cost of construction/ installation, overheads and profit.
- b) Engineer's Estimate shall be prepared for complete project.
- c) Appropriate Rate Analysis of the Engineer's Estimate shall be made to determine costs of the basic elements.
- d) For such cost elements having various types of a particular element, individual cost of such family of the element used in the project to be determined and added to work out the element cost. (Grade-40 and Grade-60 steel shall be treated under same category).
- e) Each cost element determined as above, shall be divided by the total amount of Engineer's Estimate to determine various weightages.

### **Weightage of Fixed Portion**

Weightage of fixed portion (Non-adjustable portion of the estimated cost of the contract), shall be determined as under:

- a) First the weightages of all the cost elements having value of five (5) percent or more to be added up to see whether the total is 75 percent or less. In that case the total is to be subtracted from one (01) to determine the weightage of the fixed portion,
- b) In case total weightage of the cost elements including HSD and labour exceeds 75 percent, the element(s) having lowest weightage(s) other than HSD and labour, shall be excluded in considering the adjustable costs elements.
- c) Fixed portion shall be 25 percent and in case the fixed portion exceeds 25 percent it shall be supported by calculations attached with the bidding documents.
- d) Sum of fixed portion and weightages b, c, d, ....etc., of the adjustable portion shall always be one (01).

### **Base Date Price**

The base date price (or base date index) of any element shall be the price of the element for the month on the day falling 28 days prior to the last day for submission of bids.

### **Current Date Price**

The current date price (or current date index) of any element shall be the price of the element for the month falling on the day 28 days prior to the last day of the period to which the particular Payment Certificate relates.

### **Sources of Prices**

The prices of elements subject to Price Adjustment shall be to the extent possible as given in the Statistical Bulletins published by Federal Bureau of Statistics (FBS), Statistical Division Government of Pakistan. Statutory notifications and official price from public sector organizations, where available, may be used at the option of the Employer. The source for prices of High-Speed Diesel (HSD) shall be either Statistical Bulletins or Pakistan State Oil (PSO) or Oil and Gas Regulatory Authority (OGRA). However, for a particular adjustable element, the same source should be used throughout the currency of contract as also stipulated in the tender documents before issuing the tender documents. The Base Date Prices and Current Date Prices of the specified elements shall be obtained from the sources specified in the contract.

### **Method for payment of bills**

The billed amount of the Works for each calendar month will be obtained from the checked bills submitted by the Contractor. In case the billed amount is for more than one month, the amount of the bill shall be segregated for actual workdone in each month.

### **Coefficient or Weightages**

- a) The coefficient for each specified element shall be calculated and given in the bidding/tender documents. The coefficient for each specified adjustable element shall be determined by the user proportionate to its ratio in the total amount of the Engineer's Estimate, in accordance with the prescribed procedure. The sum of these coefficients shall form the adjustable portion of the Contract, which shall not exceed 0.75.
- b) Coefficients for each adjustable item shall be agreed by both parties and shall be fixed and locked at the time of the signing of the contract and shall remain constant during the currency of the contract.

### **Price Adjustment for Lump Sum Contract**

- a) Formula of Price Adjustment shall be used in determining Price Adjustment for contracts having detailed breakdown of cost. However, when a contract is assigned on lump sum basis without detailed breakdown of quantities and cost, Price Adjustment for the Specified Elements in the contract will be computed as follows:

$$\text{Increase/ Decrease in Cost (Price Adjustment Factor)} = \frac{\text{Current Date Price} - \text{Base Date Price}}{\text{Base Date Price}}$$

- b) If the resulting Price Adjustment Factor is positive (+ve), the price should be added to the contractor's payable amount. If the result is negative (-ve), the price should be subtracted from the payable amount.
- c) The executed quantities of the elements subject to Price Adjustment can be obtained from the actual measurement or from certified invoice of the contractor or any other mode agreed between the parties which shall be stipulated in the contract.

## **Section VIII. General Conditions (GC)**



**General Conditions of the Contract (GCC)**

**A. General**

<p><b>1. Definitions</b></p>	<p>1.1 Unless the context otherwise requires, the following terms whenever used in this Contract shall have the same meaning and shall be interpreted as indicated</p> <ul style="list-style-type: none"> <li>(a) “Applicable Law” means the laws and any other instruments having the force of law in Pakistan.</li> <li>(b) “The Contract” means a contract agreement enforceable by law and the other documents listed in the contract data;</li> <li>(c) “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.</li> <li>(d) “Contractor” means the person named in the Contract and the legal successors in title to this person, but not (except with the consent of the Employer) any assignee.</li> <li>(e) “The Contract Price” means the price payable to the Contractor under the Contract for the full and proper performance of its contractual obligations;</li> <li>(f) “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.</li> <li>(g) ‘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.;</li> <li>(h) “Specifications” means the documents as listed in the Schedule of Forms, including employer’s requirements in respect of design to be carried out by the contractor (if any), and any variation to such document.</li> <li>(i) “GCC” means the General Conditions of Contract contained in this section;</li> <li>(j) “SCC” means the Special Conditions of Contract by which the GCC may be amended or supplemented;</li> <li>(k) “Day” means calendar day unless indicated otherwise;</li> <li>(l) “Effective Date” means the date on which this Contract comes into force and effect;</li> <li>(m) “Site”, means the place or 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;</li> <li>(n) “Government” means the Government of Pakistan;</li> <li>(o) “Local Currency” means the currency of Pakistan;</li> <li>(p) “In Writing” means communicated in written form with proof of receipt;</li> </ul>
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	<p>(q) “Completion Date” means the date of completion of the Works by the Contractor as certified by the Procuring Agency;</p> <p>(r) “Party” means the Procuring Agency or the Contractor, as the case may be, and “Parties” means both of them;</p> <p>(s) “Subcontractor” means any entity to which the Bidder</p> <p>(t) subcontracts any part of the Works with approval of PA.</p> <p>(u) “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.</p> <p>(v) ‘Materials” means things of all kinds (other than Plant) to be supplied and incorporated in the Works by the Contractor.</p> <p>(w) “Plant” means the machinery and apparatus intended to form or forming part of the Works.</p>
<b>2. Applicable Law</b>	<p>2.1 The contract shall be governed and interpreted in accordance with the laws of Pakistan.</p> <p>2.2 <b>Priority of Documents</b> 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.</p>
<b>3. Language</b>	<p>3.1 The Contract as well as all correspondence and documents relating to the Contract exchanged between the Contractor and the Procuring Agency, shall be written in the <b>English language</b>.</p>
<b>4. Notices</b>	<p>4.1 Any notice, request, or consent made pursuant to this Contract shall be in writing and shall be deemed to have been made when delivered in person to an authorized representative of the Party to whom the communication is addressed, or when sent by registered mail, telex, telegram, or facsimile to such Party at the address specified in the <b>SCC</b>.</p>
<b>5. Provision of Site</b>	<p>5.1 The Work shall be performed at such locations as the Procuring Agency may approve and as specified in <b>SCC</b>.</p> <p>5.2 The Employer shall, if requested by the Contractor, assist him in applying for permits, licenses or approvals which are required for the Works.</p> <p>5.3 The Contractor shall comply with all instructions given by the Employer, if notified by the Employer, in respect of the Works including the suspension of all or part of the Works.</p>
<b>6. Authorized Representatives of Employer and Contractor</b>	<p>6.1 Any action required or permitted to be taken, and any document required or permitted to be executed, under this Contract by the Procuring Agency or the Contractor may be taken or executed by the officials specified in the <b>SCC</b>.</p> <p>6.2 The Contractor shall appoint a representative, as per details in <b>SCC</b>,</p>

	<p>at site on full time basis to supervise the execution of work and to receive instructions on behalf of contractor with prior consent of the employer and subject to substitution/replacement by the contractor under intimation to employer.</p> <p>6.3 The contractor shall not subcontract the whole work except the provision of subcontracting given in respective form.</p>
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**B. Commencement, Completion, Modification, and Termination of Contract**

<b>7. Effectiveness of Contract</b>	7.1 This Contract shall come into effect on the date the Contract is signed by both parties and such other later date as may be stated in the SCC.
<b>8. Commencement of Work</b>	8.1 The Contractor shall confirm availability of Key Experts and begin carrying out the Work not later than the number of days after the Effective Date specified in the SCC.
<b>9. Program schedule</b>	9.1 Before commencement of the Work, the Contractor shall submit to the Procuring Agency for approval a Program showing the general methods, arrangements, order and timing for all activities. The Work shall be carried out in accordance with the approved Program as updated.
<b>10. Starting Date/Expiration Date</b>	<p>10.1 The Contractor shall start carrying out the Work fourteen (14) days after the date the Contract becomes effective.</p> <p>10.2 Unless terminated earlier pursuant to Clause <b>GCC 14</b> hereof, this Contract shall expire at the end of such time period after the Effective Date as specified in the SCC.</p> <p>10.3 The Contractor shall, within such time as may be reasonable under the circumstances, notify the Employer of any event(s) and request the Employer for a reasonable extension in the time for the completion of Works. Subject to the aforesaid, the Employer 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 within such period as may be prescribed by the Employer for the same; and the Employer shall extend the Time for Completion as determined.</p> <p>10.4 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 SCC for each day for which he fails to complete the Works.</p>
<b>11. Entire Agreement</b>	11.1 This Contract contains all covenants, stipulations and provisions agreed by the Parties. No agent or representative of either Party has authority to make, and the Parties shall not be bound by or be liable for any statement, representation, promise or agreement not set forth herein.

<p><b>12. Modification</b></p>	<p>12.1 Any modification or variation of the terms and conditions of this Contract, including any modification or variation of the scope of the Work, may only be made by written agreement between the Parties. However, each Party shall give due consideration to any modification(s) or variation(s) made by the other Party.</p> <p>12.2 In cases of any modification(s) or variation(s), the prior written consent of the Procuring Agency is required.</p>
<p><b>13. Force Majeure</b></p>	<p><b>13.1 Definition</b> For the purposes of this Contract, “Force Majeure” means an event which is beyond the reasonable control of a Contractor and which makes a Contractor’s performance of its obligations under the Contract impossible or so impractical as to be considered impossible under the circumstances.</p> <p><b>13.2 No Breach of Contract</b> The failure of a Party to fulfill any of its obligations under the contract shall not be considered to be a breach of, or default under, this Contract in so far as such inability arises from an event of Force Majeure, provided that the Party affected by such an event (a) has taken all reasonable precautions, due care and reasonable alternative measures in order to carry out the terms and conditions of this Contract, and (b) has informed the other Party as soon as possible about the occurrence of such an event.</p> <p><b>13.3 Extension of Time</b> Any period within which a Contractor shall, pursuant to this Contract, complete any action or task, shall be extended for a period equal to the time during which such Party was unable to perform such action as a result of Force Majeure.</p> <p><b>13.4 Payments</b> During the period of their inability to perform the Works as a result of an event of Force Majeure, the Contractor shall be entitled to continue to be paid under the terms of this Contract.</p>

<p><b>14. Termination</b></p>	<p><b>14.1 By the Procuring Agency</b></p> <p>The Procuring Agency may terminate this Contract in case of the occurrence of any of the events specified in paragraphs (a) through (e) of this Clause. In such an occurrence the Procuring Agency shall give at least thirty (30) calendar days' written notice of termination to the Contractor in case of the events referred to in (a) through (d); at least sixty (60) calendar days' written notice in case of the event referred to in (e);</p> <ul style="list-style-type: none"> <li>(a) If the Contractor fails to remedy a failure in the performance of its obligations hereunder, as specified in a notice of suspension;</li> <li>(b) If the Contractor becomes (or, if the Contractor consists of more than one entity, if any of its members becomes) insolvent or bankrupt or enter into any agreements with their creditors for relief of debt or take advantage of any law for the benefit of debtors or go into liquidation or receivership whether compulsory or voluntary;</li> <li>(c) If the Contractor fails to comply with any final decision reached as a result of arbitration proceedings;</li> <li>(d) If, as the result of Force Majeure, the Contractor is unable to perform a material portion of the Works for a period of not less than sixty (60) calendar days;</li> <li>(e) If the Procuring Agency, in its sole discretion and for any reason whatsoever, decides to terminate this Contract;</li> </ul> <p><b>14.2 By the Contractor</b></p> <p>The Contractor may terminate this Contract, by not less than thirty (30) calendar days' written notice to the Procuring Agency, in case of the occurrence of any of the events specified in paragraphs (a) through (d) of this Clause.</p> <ul style="list-style-type: none"> <li>(a) If the Procuring Agency fails to pay any money due to the Contractor pursuant to this Contract and not subject to dispute within forty-five (45) calendar days after receiving written notice from the Contractor that such payment is overdue;</li> <li>(b) If, as the result of Force Majeure, the Contractor is unable to perform a material portion of the Works for a period of not less than sixty (60) calendar days;</li> <li>(c) If the Procuring Agency fails to comply with any final decision reached as a result of arbitration;</li> <li>(d) If the Procuring Agency is in material breach of its obligations pursuant to this Contract and has not remedied the same within forty-five (45) days (or such longer period as the Bidder may have subsequently approved in writing) following the receipt by the Procuring Agency of the Contractor's notice specifying such breach.</li> </ul>
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## C. Obligations of the Contractor

<b>15. (a) General</b>	<p><b>15.1 Standard of Performance</b></p> <ol style="list-style-type: none"><li>i. Programme for execution of contract will be provided as per SCC.</li><li>ii. The Contractor shall perform the Works and carry out the Works with all due diligence, efficiency and economy, in accordance with generally accepted professional standards and practices, and shall observe sound management practices, and employ appropriate technology and safe and effective equipment, machinery, materials and methods. The Contractor shall always act, in respect of any matter relating to this Contract or to the Works, as a faithful adviser to the Procuring Agency, and shall at all times support and safeguard the Procuring Agency's legitimate interests in any dealings with the third parties;</li><li>iii. The Contractor shall employ and provide such qualified and experienced Experts and Sub-Contractors as are required to carry out the Works.</li></ol> <p><b>15.2 Law Applicable to Work</b></p> <p>The Contractor shall perform the Works in accordance with the Contract and in accordance with the Law of Pakistan and shall take all practicable steps to ensure that any of its Experts and Sub-contractor, comply with the Applicable Law.</p> <p><b>15.3 Contractor's Representative</b></p> <p>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.</p> <p><b>15.4 Remedying Defects</b></p> <p>The Contractor shall for a period stated in the SCC 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 machinery, equipment and works and which is so identified by the Employer 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 shall issue a Maintenance Certificate whereupon all obligations of the Contractor under this Contract shall come to an end.</p> <p>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.</p>
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	<p><b>15.5 Uncovering and Testing</b> 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.</p> <p><b>15.6 Contractor’s Design</b> The Contractor shall carry out design to the extent specified, as referred to in SCC. The Contractor shall promptly submit to the Employer all designs prepared by him. Within fourteen (14) days of receipt the Employer shall notify any comments or, if the design submitted is not in accordance with the Contract, shall reject it stating the reasons. The Contractor shall not construct any element of the Works designed by him within fourteen (14) days after the design has been submitted to the Employer or which has been rejected. Design that has been rejected shall be promptly amended and resubmitted. The Contractor shall resubmit all designs commented on taking these comments into account as necessary.</p> <p><b>15.7 Responsibility for Design</b> The Contractor shall remain responsible for his bided design and the design under this Clause, both of which shall be fit for the intended purposes defined in the Contract and he shall also remain responsible for any infringement of any patent or copyright in respect of the same. The Employer shall be responsible for the Specifications and Drawings.</p>
<p><b>15 (b). Price Adjustment</b></p>	<p>15.8 Following evaluation methods for price adjustments will be followed:</p> <p>(i) <b>Price Adjustment for Technical Compliance</b> The cost of making good any deficiency resulting from technical non-compliance 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.</p> <p>(ii) <b>Price Adjustment for Commercial Compliance</b> 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.</p> <p>(iii) <b>Price Adjustment for Deviation in Terms of Payments</b> If a bid deviates from the terms of payment/payment</p>

	<p>conditions as specified in the Conditions of Contract and if such deviation is considered acceptable to the Employer, mark-up earned for any earlier payments involved in the terms outlined in the Bid as compared to those stipulated in the Conditions of Contract shall be calculated at the mark-up rate for the time being enforce and shall be added to the Corrected Total Bid Price for comparison purposes only.</p>
<b>16. Conflict of Interests</b>	<p><b>16.1 Contractor Not to Benefit from Commissions and Discounts</b></p> <p>The remuneration of the Contractor shall constitute the Contractor’s sole remuneration in connection with this Contract or the Services, and the Contractor shall not accept for their own benefit any trade commission, discount, or similar payment in connection with activities pursuant to this Contract or to the Services or in the discharge of their obligations under the Contract, and the Contractor shall use their best efforts to ensure that the Personnel, any Subcontractors, and agents of either of them similarly shall not receive any such additional remuneration.</p> <p><b>16.2 Contractor and Affiliates Not to be Otherwise Interested in Project</b></p> <p>The Contractor agrees that, during the term of this Contract and after its termination, the Contractor and its affiliates, as well as any Subcontractor and any of its affiliates, shall be disqualified from providing Services (other than the Services and any continuation thereof) for any project resulting from or closely related to the Services.</p>
	<p><b>16.3 Prohibition of Conflicting Activities</b></p> <p>Neither the Bidder nor its Subcontractors nor the Personnel shall engage, either directly or indirectly, in any of the following activities:</p> <p>(a) during the term of this Contract, any business or professional activities in Pakistan which would conflict with the activities assigned to them under this Contract;</p> <p>(b) during the term of this Contract, neither the Contractor nor their Subcontractors shall hire public employees in active duty or on any type of leave, to perform any activity under this Contract;</p> <p>(c) after the termination of this Contract, such other activities as may be specified in the SCC.</p>
<b>17. Insurance to be Taken Out by the Contractor</b>	<p>17.1 The Contractor(a) shall take out and maintain, and shall cause any Subcontractors to take out and maintain, at its (or the Subcontractors’, as the case may be) own cost but on terms and conditions approved by the Procuring Agency, insurance against the risks, and for the coverage, as shall be specified in the SCC; and (b) at the Procuring Agency’s request, shall provide evidence to the Procuring Agency showing that such insurance has been taken out and maintained and that the current premiums have been paid.</p>

<p><b>18. Contractor's Actions Requiring Procuring Agency's Prior Approval</b></p>	<p>18.1 The Contractor shall obtain the Procuring Agency's prior approval in writing before taking any of the following actions:</p> <ul style="list-style-type: none"> <li>(a) appointing such members of the Personnel not provided by the Contractor;</li> <li>(b) changing the Program of activities; and</li> <li>(c) any other action that may be specified in the SCC.</li> </ul>
<p><b>19. Reporting Obligations</b></p>	<p>19.1 The Contractor shall submit to the Procuring Agency the reports and documents in the numbers, and within the periods as prescribed by the Procuring Agency.</p>
<p><b>20. Liquidated Damages</b></p>	<p><b>20.1 Payments of Liquidated Damages</b>  The Contractor shall pay liquidated damages to the Procuring Agency at the rate per day stated in the SCC for each day that the Completion Date is later than the Intended Completion date. The total amount of liquidated damages shall not exceed the amount defined in the SCC. The Procuring Agency may deduct liquidated damages from payments due to the Contractor. Payment of liquidated damages shall not affect the Contractor's liabilities.</p> <p><b>20.2 Correction for Over-payment</b>  If the Intended Completion Date is extended after liquidated damages have been paid, the Procuring Agency shall correct any overpayment of liquidated damages by the Contractor by adjusting the next payment certificate. The Contractor shall be paid interest on the overpayment, calculated from the date of payment to the date of repayment, at the rates specified in SCC.</p> <p><b>20.3 Lack of performance penalty</b>  If the Contractor has not corrected a Defect within the time specified in the Procuring Agency's notice, a penalty for Lack of performance will be paid by the Contractor. The amount to be paid will be calculated as a percentage of the cost of having the Defect corrected, assessed as specified in the Contractor</p>

<p><b>21. Performance Guarantee</b></p>	<p>21.1 Within the time stipulated in the acceptance letter from the Procuring Agency, the successful Bidder shall furnish the Performance Guarantee in shape and amount <b>specified in SCC</b>.</p> <p>21.2 The proceeds of the Performance Guarantee shall be payable to the Procuring agency as compensation for any loss resulting from the Contractor's failure to complete its obligations under the Contract.</p> <p>21.2 The Performance Guarantee shall be denominated in the currency of the Contract, or in a freely convertible currency acceptable to the Procuring agency and shall be in the acceptable form as specified in <b>SCC</b>.</p> <p>21.3 The Performance Guarantee will be discharged by the Procuring agency and retained for twelve (12) months following the date of completion of the Contractor's performance obligations under the Contract, including any warranty obligations, unless otherwise <b>specified in SCC</b>.</p> <p>21.4 <b>Integrity Pact</b>  The contractor shall sign an Integrity Pact with employer on prescribed format to safeguard the interest and benefits of the Procuring Agency. 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:</p> <ul style="list-style-type: none"> <li>(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;</li> <li>(b) terminate the Contract; and</li> <li>(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.</li> </ul> <p>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 after having deducted the amounts due to the Employer.</p>
<p><b>22. Sustainable Procurement</b></p>	<p>22.1 The Contractor shall conform to the sustainable procurement contractual provisions, if and as specified in the <b>SCC</b>.</p>

## D. Obligations of the Procuring Agency

<b>25. Services and Facilities</b>	<p>25.1 The Procuring Agency shall make available to the Contractor, for the purposes of the Works, free of any charge, the services, facilities and at site.</p> <p>25.2 In case that such services, facilities and property shall not be made available to the Contractor, the Parties shall agree on (i) any time extension that it may be appropriate to grant to the Contractor for the performance of the Services, (ii) the manner in which the Contractor shall procure any such services, facilities and property from other sources, and (iii) the additional payments, if any, to be made to the Contractor as a result thereof.</p>
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## E. Payments to the Contractor

<p><b>26. Contract Price</b></p>	<p>26.1 The price payable shall be in Pakistani Rupees unless otherwise specified in the SCC.</p>
<p><b>27. Terms and Conditions of Payment</b></p>	<p>27.1 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 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 within 60 days after such Final Payment Certificate has been jointly verified by Employer and Contractor. In the event of the failure of the Employer making payment within the times stated, the Employer shall pay to the Contractor compensation at the 28 days rate of KIBOR per annum in local currency, upon all sums unpaid from the date by which the same should have been paid.</p> <p>27.2 The Contractor shall be entitled to be paid at monthly intervals as per the value of the Works executed.</p> <p>27.3 The Contractor shall submit each month to the Engineer/Employer a statement showing the amounts to which he considers himself entitled.</p> <p>27.4 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.</p> <p>27.5 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 SCC, or the remedying of notified defects, or the completion of outstanding work, , whichever is the later.</p> <p>27.6 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.</p> <p>27.7 Within sixty (60) days from the date of receipt of the verified final account from the Engineer, the Employer shall pay 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.</p>

<p><b>28. Quality Control Identifying Defects</b></p>	<p>28.1 The principle and modalities of Inspection of the Works by the Procuring Agency shall be as indicated in the SCC. The Procuring Agency shall check the Contractor's performance and notify him of any Defects that are found. Such checking shall not affect the Contractor's responsibilities. The Procuring Agency may instruct the Contractor to search for a Defect and to uncover and test any service that the Procuring Agency considers may have a Defect. Defect Liability Period is as defined in the SCC.</p>
<p><b>29. Correction of Defects, and Lack of Performance Penalty</b></p>	<p>29.1 The Procuring Agency shall give notice to the contractor of any Defects before the end of the Contract. The Defects liability period shall be extended for as long as Defects remain to be corrected.</p> <p>29.2 Every time notice a Defect is given; the contractor shall correct the notified Defect within the length of time specified by the Procuring Agency's notice.</p> <p>29.3 If the contractor has not corrected a Defect within the time specified in the Procuring Agency's notice, the Procuring Agency will assess the cost of having the Defect corrected, the contractor will pay this amount, and a Penalty for Lack of Performance.</p>
<p><b>30. Settlement of Disputes Amicable Settlement</b></p>	<p>30.1 The Parties shall use their best efforts to settle amicably all disputes arising out of or in connection with this Contract or its interpretation.</p> <p>30.2 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 Project Director SIDC. 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 Project Director SIDC shall give notice of his decision to the Employer and the Contractor.</p> <p>30.3 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 Project Director</p>

	<p>unless and until the same shall be revised, as hereinafter provided in an arbitral award.</p> <p><b>Notice of Dissatisfaction</b></p> <p>30.4 If a Party is dissatisfied with the decision of the Project Director or if no decision is given within the time set out in Sub-Clause 15.1 here above, the Party may give notice of dissatisfaction referring to this Sub-Clause within fourteen (14) days of receipt of the decision or the expiry of the time for the decision. If no notice of dissatisfaction is given within the specified time, the decision shall be final and binding on the Parties. If notice of dissatisfaction is given within the specified time, the decision shall be binding on the Parties who shall give effect to it without delay unless and until the decision of the Project Director is revised by an arbitrator.</p>
<p><b>31. Dispute Settlement</b></p>	<p><b>Arbitration</b></p> <p>31.1 Any dispute in respect of which a notice of intention to commence arbitration has been given, in accordance with <b>GCC sub-clause 30.4</b>, shall be finally settled by arbitration. Arbitration may be commenced prior to or after completion of the Contract. Arbitration proceedings shall be conducted in accordance with Arbitration Act 1940.</p> <p>31.2 CEO SMEDA will be the arbitrator for any kind of dispute arising between employer and contractor. The place of arbitration will be SMEDA Head Office, Lahore</p> <p>31.3 Legal proceedings of any kind of disputes, if arises, between employer and contractor will be filed in Sialkot courts.</p> <p>31.4 Notwithstanding any reference to arbitration herein, the parties shall continue to perform their respective obligations under the Contract unless otherwise agreed. The Procuring Agency shall continue to pay the Contractor any undisputed amounts due under the Contract during the resolution of any dispute.</p>
<p><b>32 Blacklisting</b></p>	<p><b>Integrity Pact</b></p> <p>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:</p> <p>(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;</p>

	<p>(b) terminate the Contract; and</p> <p>(c) recover from 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.</p> <p>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.</p>
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## **Section IX. Special Conditions of the Contract**

*The following Special Conditions of Contract shall supplement the General Conditions of Contract. Whenever there is a conflict, the provisions herein shall prevail over those in the General Conditions of Contract. The corresponding clause number of the GCC is indicated in parentheses.*

Number of GC Clause	Amendments of, and Supplements to, Clauses in the General Conditions of Contract
GCC 4	<p><b>Notices:</b>  <b>The addresses for the notices are:</b>  <b>The Procuring Agency:</b>            SMEDA/ Administration &amp; Central Support Division            4<sup>th</sup> Floor, Building No.3, Aiwan-e-Iqbal            Complex, Egerton Road Lahore, Pakistan            Ph: +92 42 111-111- 456 website (<a href="http://www.smeda.org">www.smeda.org</a>)</p> <p><b>The Contractor:</b>            [Name, address and telephone number].            The Contractor/ Bidder’s Representative(s)            [Name, address, telephone number and e-mail address]</p>
GCC 6.1	<p><b>The Authorized Representatives are: For the Procuring Agency:</b>  <b>Name: Ahmad Raza</b>  <b>Designation: <u>Manager</u></b>  <b>Address: 4<sup>th</sup> Floor, Building No.3, Aiwan-e-Iqbal Complex, Egerton Road Lahore,</b>  <b>For the Contractor:</b>  <b><u>Name: .....</u></b>  <b><u>Designation: .....</u> <u>Address:</u></b>  <b><u>.....</u></b></p>
GCC 7	<p><b>Effectiveness of the contract</b>            The contract shall be effective within three (03) days from the date of signature of the Contract by both parties</p>
GCC 8	<p><b>Commencement of Work:</b>            The Contractor shall commence the work from the effective date of contract.</p>
GCC 10.2	<p><b>Expiration of Contract:</b>            The time period shall be 60 days from commencement of work.</p>
GCC 15.1, 15.3 & 15.5	<p>Programme will be submitted within (07) days of the Commencement Date.            Period for remedying defects will be 12 months from the issuance of certificates as per GCC 15.3            Design, if any, manuals and drawings wherever required by the Employer shall be prepared and provided by the Contractor as per GGC 15.3.</p>

GCC 16.3	<p><b>Conflict of Interest:</b> The Procuring Agency reserves the right to determine on a case- by-case basis whether the Contractor should be disqualified from execution of work due to a conflict of a nature described in Clause GCC 17.</p>
GCC 17	<p><b>Arrangements</b> The Contractor shall, prior to commencing the Works, effect insurances of the types, in the amounts and naming as insured. 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.</p> <p><b>Default</b> 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.</p>
GCC 20	<p><b>Liquidated Damages:</b> If the Contractor fails to execute works as required under the contract, the Contractor shall pay to the procuring agency as Liquidated Damages at a rate of <b>0.1% to 10%</b> of the Contract value, in accordance with the extent of performance failure &amp; the cost of investigating such incidents as judged by the Authority.</p>
GCC 21	<p><b>Performance Guarantee:</b> The amount of performance guarantee shall be <b>5%</b> of the contract price in the form Bank Guarantee/Demand Draft/ Pay Order in favor of SMEDA. Validity: 12 months from the issuance of completion certificate. Cost of any expenditure / defect correction, if remain unpaid by the contractor shall be adjusted in the performance guarantee.</p>
GCC 27	<p><b>Terms of Payment:</b> Payment of Contract Price shall be made in the following manners:  Payments shall be released by the Employer to the Contractor, at Employer's choice, either full or part payments in the form of Cheque/(s). All payments will be released upon employer certificates.  Contractor shall be responsible to complete Works at Site with payment including all taxes, duties, charges freights etc.</p>

	<p><b>Valuation of the Works:</b></p> <p><i>i)</i> Lump sum price with schedules of rates, or</p> <p><i>ii)</i> Lump sum price with bill of quantities (details),</p> <p><i>iii)</i> Remeasurement with estimated/bid quantities in the Schedule of Prices</p>
<p><b>GCC 28</b></p>	<p><b>Identifying Defects:</b></p> <p>The procuring agency reserves the right at any time to inspect project site and evaluate pace of work to be executed by the contractor and detect any defect in execution of work, if any.</p>

## **SECTION VIII: CONTRACT FORMS**



## Form of Contract

**THIS AGREEMENT made the \_\_\_\_\_ day of \_\_\_\_\_  
20 \_\_\_\_\_** between “Small & Medium Enterprises Development  
Authority”

of Pakistan (hereinafter called “the Procuring agency/Employer”) of the one part and *[name of Contractor]* of *[city and country of Contractor]* (hereinafter called “the ”) of Contractor other part:

WHEREAS the Procuring agency/Employer desired that the works “Maintenance/Upgradation of Newly Established SMEDA Office at Evacuee Trust Complex, Islamabad” should be executed by the contractor and has accepted a Bid by the contractor for the execution and completion of these works and remedying of any defects therein, in the sum of *[contract price in words and figures]* (hereinafter called “the Contract Price”).

### **NOW THIS CONTRACT WITNESSETH AS FOLLOWS:**

1. In this Contract words and expressions shall have the same meanings as are respectively assigned to them in the Conditions of Contract referred to.
2. The following documents shall be deemed to form and be read and construed as part of this Contract, In the event of any ambiguity or conflict between the Contract Documents listed below, the order of precedence shall be the order in which the Contract Documents are listed below:-
  - (a) This form of Contract;
  - (b) Letter of Acceptance;
  - (c) the completed Form of Bid
  - (d) the Works Requirements;
  - (e) the Technical Specifications;
  - (f) the Drawings;
  - (g) the General Conditions of the Contract
  - (h) the Special Conditions of Contract,
  - (i) the completed schedule including Bill of Quantities;
  - (j) Annexures
3. In consideration of the payments to be made by the Procuring agency/Employer to the contractor as mentioned in this contract, the contractor hereby covenants with Procuring agency/Employer to execute the works to remedy defects therein in conformity in all respects with the provisions of the Contract.
4. The Procuring agency/Employer hereby covenants to pay the Contractor in consideration of the execution and completion of the Works and the remedying of defects therein; 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 to be executed in accordance with their respective laws the day and year first above written.

Signed, sealed, delivered by _____ the _____ (for the Procuring agency/Employer)	Signed, sealed, delivered by _____ the _____ (for the Contractor)
Witness to the signatures of the Procuring agency/Employer .....	Witness to the signatures of the Contractor .....

## Performance Guarantee Form

To:

WHEREAS *[name of Contractor]* (hereinafter called “the contractor”) has undertaken, in pursuance of Contract No. *[reference number of the contract]* dated *[insert date]* for the execution of *[insert name of the works and its brief description]* (hereinafter called “the Contract”).

AND WHEREAS it has been stipulated by you in the said Contract that the contractor shall furnish you with a Bank Guarantee by a reputable bank for the sum specified therein as security for compliance with the Contractor’s performance obligations in accordance with the Contract.

AND WHEREAS we have agreed to give the Contractor a guarantee:

THEREFORE, WE hereby affirm that we are Guarantors and responsible to you, on behalf of the Contractor, up to a total of *[amount of the guarantee in words and figures]*, and we undertake to pay you, upon your first written demand declaring the Contractor to be in default under the Contract and without cavil or argument, any sum or sums within the limits of *[amount of guarantee]* as aforesaid, without your needing to prove or to show grounds or reasons for your demand or the sum specified therein.

This guarantee is valid until the: *[insert date]*

Signature and seal of the Guarantors

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*[name of bank or financial institution]*

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*[address]*

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*[date]*

## Retention Money Security Demand Guarantee

\_\_\_\_\_ *[Guarantor letterhead or SWIFT identifier code]*  
**Beneficiary:** \_\_\_\_\_ *[Insert name and Address of Procuring agency/Employer]*

**Date:** \_\_\_\_\_ *[Insert date of issue]*

**RETENTION MONEY GUARANTEE No.:** \_\_\_\_\_ *[Insert guarantee reference number]*

**Guarantor:** *[Insert name and address of place of issue, unless indicated in the letterhead]*

We have been informed that \_\_\_\_\_ *[insert name of Contractor, which in the case of a joint venture shall be the name of the joint venture]* (hereinafter called "the Contractor") has entered into Contract No. \_\_\_\_\_ *[insert reference number of the contract]* dated \_\_\_\_\_ with the Procuring agency/Employer, for the execution of \_\_\_\_\_ *[insert name of contract and brief description of Works]* (hereinafter called "the Contract").

Furthermore, we understand that, according to the conditions of the Contract, the Procuring agency/Employer retains moneys up to the limit set forth in the Contract ("the Retention Money"), and that when the Taking-Over Certificate has been issued under the Contract and the first half of the Retention Money has been certified for payment, payment of *[insert the second half of the Retention Money or if the amount guaranteed under the Performance Guarantee when the Taking-Over Certificate is issued is less than half of the Retention Money, the difference between half of the Retention Money and the amount guaranteed under the Performance Security and, if required, the ES Performance Security]* is to be made against a Retention Money guarantee.

At the request of the Applicant, we, as Guarantor, hereby irrevocably undertake to pay the Beneficiary any sum or sums not exceeding in total an amount of \_\_\_\_\_ *[insert amount in figures]* ( \_\_\_\_\_ ) *[amount in words]* upon receipt by us of the Procuring agency/Employer's complying demand supported by the Beneficiary's statement, whether in the demand itself or in a separate signed document accompanying or identifying the demand, stating that the Applicant is in breach of its obligation(s) under the Contract, without your needing to prove or show grounds for your demand or the sum specified therein.

A demand under this guarantee may be presented as from the presentation to the Guarantor of a certificate from the Procuring agency/Employer's bank stating that the second half of the Retention Money as referred to above has been credited to the contractor on its account number \_\_\_\_\_ at \_\_\_\_\_ *[insert name and address of Contractor's bank]*.

This guarantee shall expire no later than the .... day of ....., 2..., and any demand for payment under it must be received by us at the office indicated above on or before that date.

\_\_\_\_\_  
*[signature(s)]*

*Note: All italicized text (including footnotes) is for use in preparing this form and shall be deleted from the final product.*

## Integrity Pact

### **DECLARATION OF FEES, COMMISSION AND BROKERAGE ETC. PAYABLE BY THE SUPPLIERS OF GOODS, SERVICES & WORKS IN CONTRACTS WORTH RS.10.00 MILLION OR MORE**

Contract Number: \_\_\_\_\_  
Contract Value: \_\_\_\_\_  
Contract Title: \_\_\_\_\_

Dated: \_\_\_\_\_

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

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

[Name of Contractor] certifies that it has made and will make full disclosure of all agreements and arrangements with all persons in respect of or related to the transaction with GoP and has not taken any action or will not take any action to circumvent the above declaration, representative or warranty.

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

Notwithstanding any rights and remedies exercised by GoP in this regard, [Name of Contractor] agrees to indemnify GoP for any loss or damage incurred by it on account of its corrupt business practices and further pay compensation to GoP in an amount equivalent to ten time the sum of any commission, gratification, bribe, finder's fee or kickback given by [Name of

Contractor] as aforesaid for the purpose of obtaining or inducing the procurement of any contract, right, interest, privilege or other obligation or benefit in whatsoever form from GoP.

\_\_\_\_\_  
[Procuring agency/Employer]

\_\_\_\_\_  
[Contractor]

## **DECLARATION OF BENEFICIAL OWNERS INFORMATION**

1. Name
2. Father's Name/Spouse's Name
3. CNIC(NICOP/Passport No.
4. Nationality
5. Residential address
6. Email address
7. Date on which shareholding, control or interest acquired in the business.
8. In case of indirect shareholding, control or interest being exercised through intermediary companies, entries or other legal persons or legal arrangements in the chain of ownership or control, following
9. Information about the Board of Directors (details shall be provided regarding number of shares in the capital of the company as set opposite respective names).

additional particulars to be provided:

1	2	3	4	5	6	7	8	9	10
Name	Legal form (company/Limited Liability Partnership/ Association of Persons/Single Member Company/partnership Firm/Trust/Any other individual, body corporate (to be specified)	Date of incorporation/ registration	Name of registering authority	Business Address	Country	Email address	Percentage of shareholding, control or interest of BO in the legal person or legal arrangement	Percentage of shareholding, control or interest of legal person or legal arrangement in the Company	Identify of natural person who ultimately owns or controls the legal person or arrangement

PART II] Information about the Board of Directors (details shall be provided)  
**THE GAZETTE OF PAKISTAN, EXTRA., MAY 14, 2022** 1145

1	2	3	4	5	6	7	8
Name and surname (In Block Letters)	CNIC No. (in case of foreigner, Passport No)	Father's/Husband's Name in full	Current Nationality	Any other Nationality (ies)	Occupation	Residential address in full or the registered/ principal office address for a subscribers other than natural person	Number of shares taken by cash subscriber(in figures and words)
			Total numbers of shares taken (in figures and words)				

10. Any other information incidental to or relevant to Beneficial Owner(s).

Name and signature  
 (Person authorized to issue notice on behalf of the company)

**SECTION V (PART-B): WORKS REQUIREMENT,  
TECHNICAL SPECIFICATIONS AND DRAWINGS**

# TENDER DRAWINGS

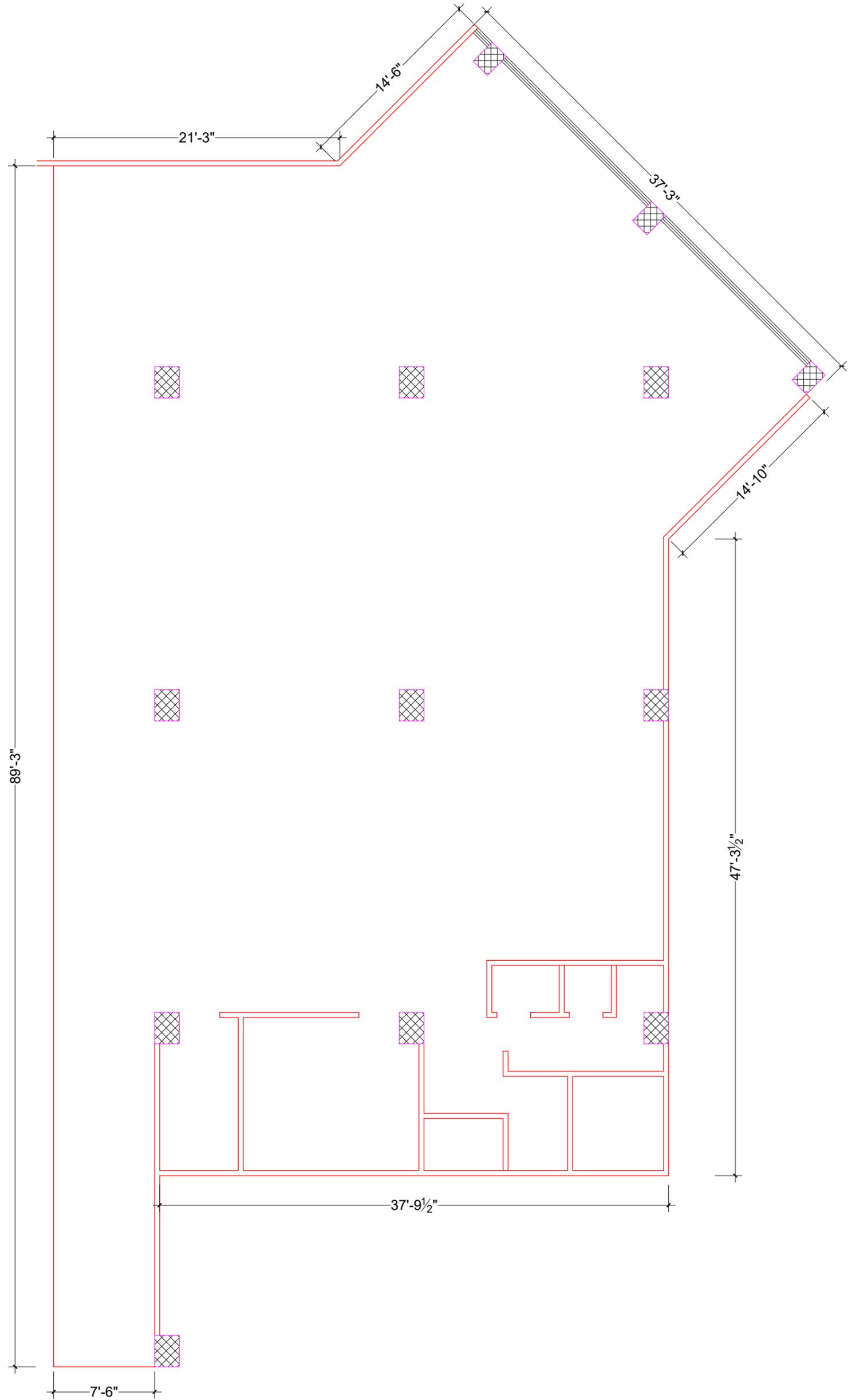
PROJECT TITLE

OFFICE DESIGN IN EVACUEE  
COMPLEX ISLAMABAD

CLINT

SMALL MEDIUM ENTERPRISES  
DEVELOPMENT AUTHORITY (SMEDA)

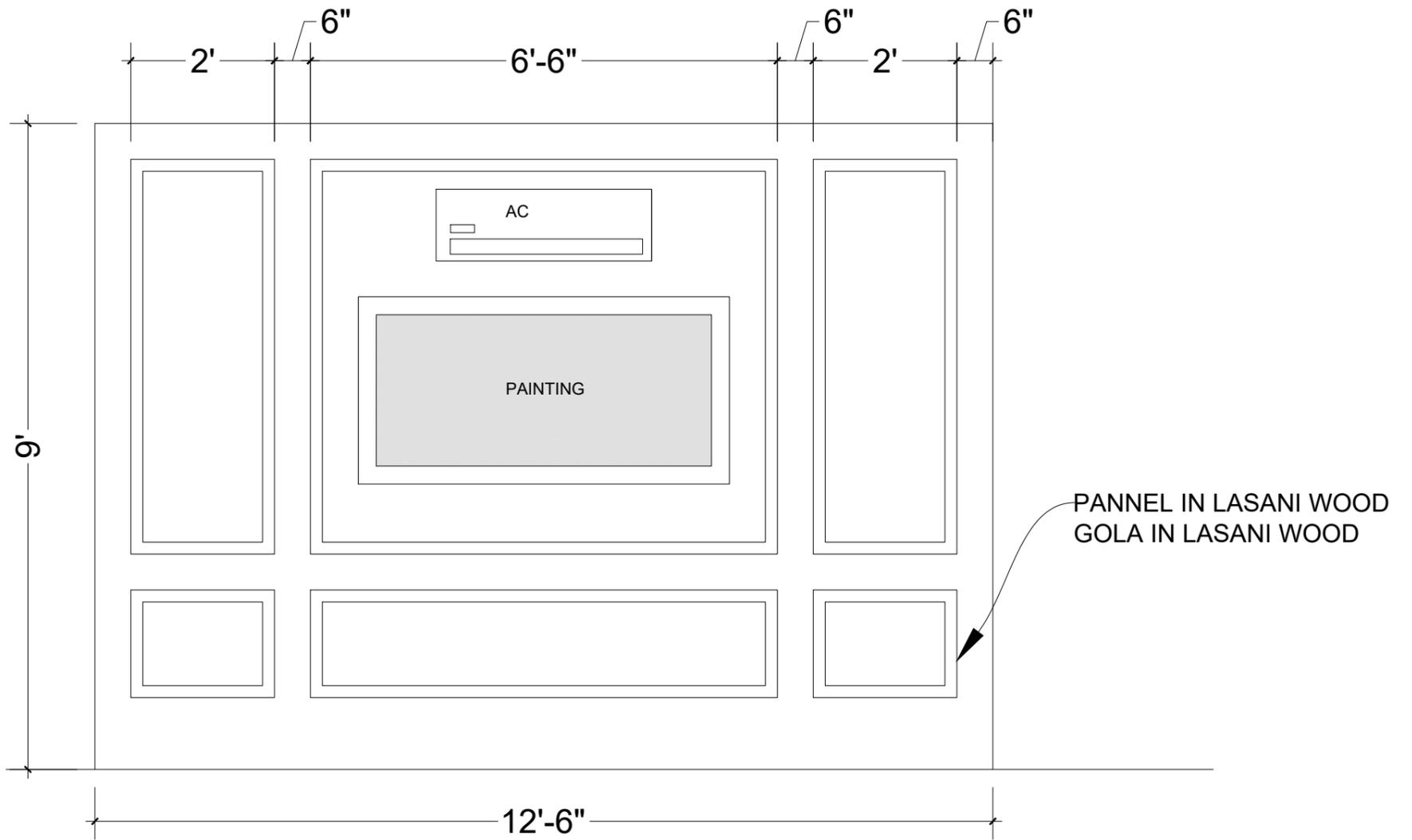
# ARCHITECTURAL DRAWINGS



Project Title:  OFFICE DESIGN IN EVACUEE COMPLEX ISLAMABAD	Owner:  SMALL MEDIUM ENTERPRISES DEVELOPMENT AUTHORITY (SMEDA)	Consulting Architect:   <b>46 Studio</b> Architecture . Interior . Landscape 2/LA Akber Market, kaima Chowk, Lahore studio46.pk@gmail.com Mob: 0300 8281988	Drawing Title:  EXISTING SITE PLAN	Rev	Date	Description	S.S						Design By: SAAD MUJAHID
			Architect's Signature:										
			Engineer's Signature:	<b>TENDER DRAWINGS</b>							Drawn:		
				Drawing No.	A-01					Scale:	Date: 12-12-2025		



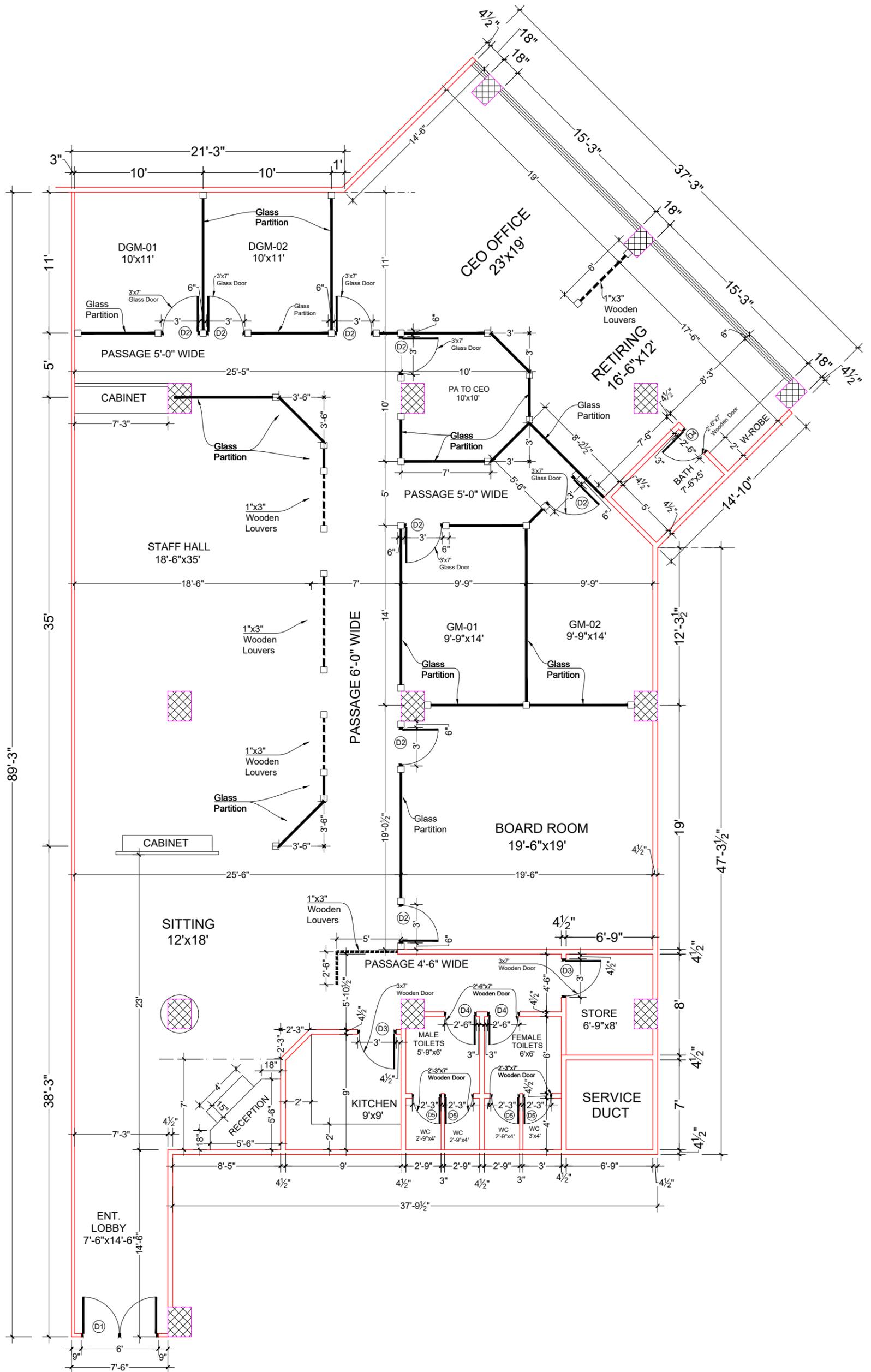
Project Title:  OFFICE DESIGN IN EVACUEE COMPLEX ISLAMABAD	Owner:  SMALL MEDIUM ENTERPRISES DEVELOPMENT AUTHORITY (SMEDA)	Consulting Architect:   Studio 46 Architecture . Interior . Landscape 2/LA Akber Market, kalma Chowk, Lahore studio46.pk@gmail.com Mob: 0300 8281988	Drawing Title:  CEO ROOM WALL PANEL	Rev	Date	Description	S.S	INT.	SING	INT.	SING	INT.	SING	Design By: SAAD MUJAHID
			Architect's Signature:	<b>TENDER DRAWINGS</b>										Checked By: MUJAHID ALI
			Engineer's Signature:	Drawing No. A-02										Drawn: Scale: Date: 12-12-2025



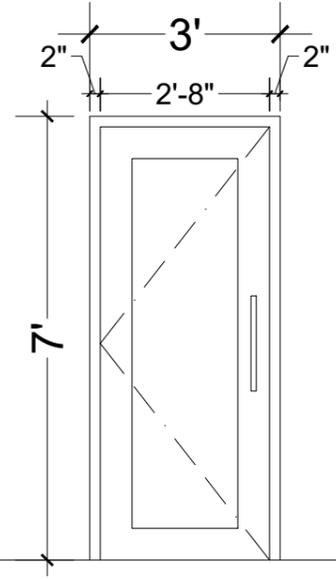
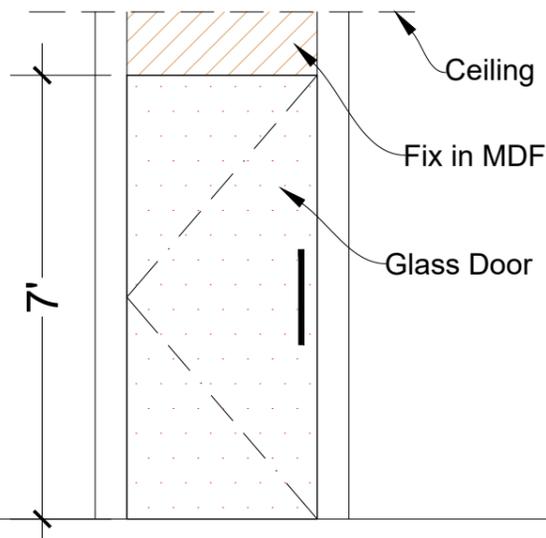
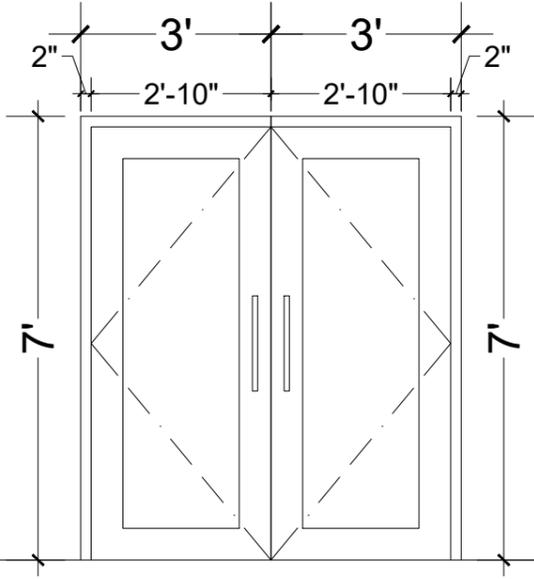
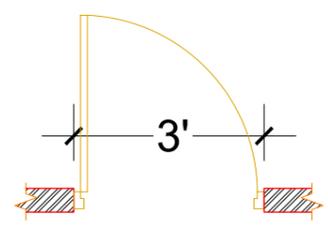
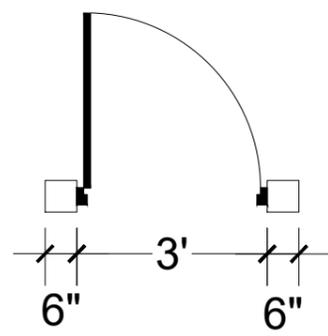
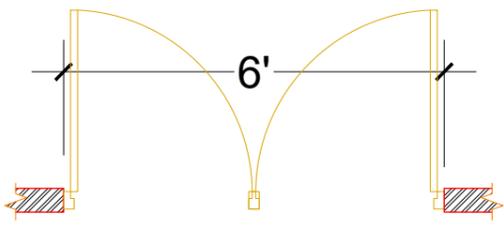
WALL PANEL IN CEO ROOM



Project Title:  OFFICE DESIGN IN EVACUEE COMPLEX ISLAMABAD	Owner:  SMALL MEDIUM ENTERPRISES DEVELOPMENT AUTHORITY (SMEDA)	Consulting Architect:   46 Architecture . Interior . Landscape 2/LA Akber Market, kalma Chowk, Lahore studio46.pk@gmail.com Mob: 0300 828 1988	Drawing Title:  PROPOSED LAYOUT PLAN	Rev	Date	Description	S.S					Design By: SAAD MUJAHID
			Architect's Signature:	INT.	SING	INT.	SING	INT.	SING	Checked By: MUJAHID ALI		
			Engineer's Signature:	<b>TENDER DRAWINGS</b>						Drawn:		
				Drawing No. A-02B						Scale:		
										Date: 12-12-2025		



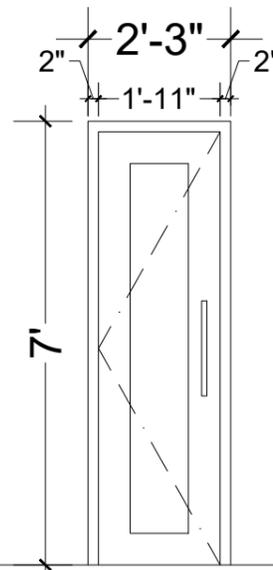
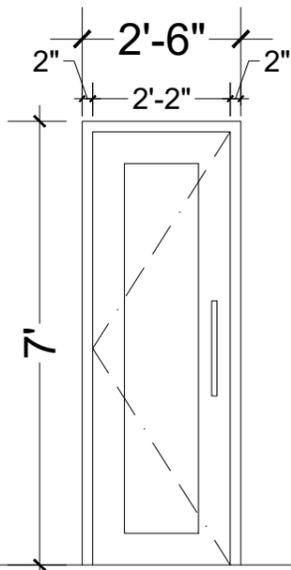
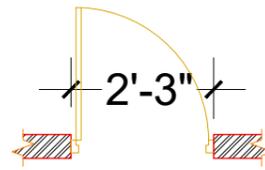
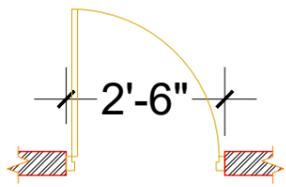
Project Title:  OFFICE DESIGN IN EVACUEE COMPLEX ISLAMABAD	Owner:  SMALL MEDIUM ENTERPRISES DEVELOPMENT AUTHORITY (SMEDA)	Consulting Architect:   <b>Studio 46</b> Architecture . Interior . Landscape 2/LA Akber Market, kaima Chowk, Lahore studio46.pk@gmail.com Mob: 0300 828 1988	Drawing Title:  WORKING PLAN	Rev	Date	Description	S.S					Design By: SAAD MUJAHID
			Architect's Signature:									Checked By: MUJAHID ALI
			Engineer's Signature:	<b>TENDER DRAWINGS</b>						Drawn:		
				Drawing No. A-03						Scale:		
										Date: 12-12-2025		



Door Type: D1  
(Wooden Door)  
6'-0"x7'-0"  
Nos. 01

Door Type: D2  
(Glass Door)  
3'-6"x7'-0"  
Nos. 08

Door Type: D3  
(Wooden Door)  
3'-0"x7'-0"  
Nos. 02



Door Type: D4  
(Wooden Door)  
2'-6"x7'-0"  
Nos. 03

Door Type: D5  
(Fiber Door)  
2'-3"x7'-0"  
Nos. 04

Project Title:  OFFICE DESIGN IN EVACUEE COMPLEX ISLAMABAD	Owner:  SMALL MEDIUM ENTERPRISES DEVELOPMENT AUTHORITY (SMEDA)	Consulting Architect:   Studio 46 Architecture . Interior . Landscape 2/LA Akber Market, kalma Chowk, Lahore studio46.pk@gmail.com Mob: 0300 8281988	Drawing Title:  DOOR DETAIL	Rev	Date	Description	S.S	INT.	SING	INT.	SING	INT.	SING	Design By: SAAD MUJAHID
							BY	CHK.D	APP.VD	Checked By: MUJAHID ALI				
Architect's Signature:				<b>TENDER DRAWINGS</b>										
Engineer's Signature:				Drawing No. A-04										
				Scale: Date: 12-12-2025										



# TENDER DRAWINGS

PROJECT TITLE

OFFICE DESIGN IN EVACUEE  
COMPLEX ISLAMABAD

CLINT

SMALL MEDIUM ENTERPRISES  
DEVELOPMENT AUTHORITY (SMEDA)

# ELECTRICAL DRAWINGS

# GENERAL & WIRING NOTES:-

- ALL ELECTRICAL WORKS PERTAINING TO WIRING OF ELECTRICAL SYSTEMS SHALL STRICTLY CONFORM TO I.E.E LATEST EDITION OF RULES & REGULATIONS.
- ALL WIRING SHALL BE DONE IN PVC CONDUIT TO BE CONCEALED IN WALLS, SLABS, COLUMNS AND FLOOR OR AS SHOWN ON DRAWINGS.
- THE WIRING SHOULD BE STARTED ONLY AFTER THE CONDUIT SYSTEM HAS BEEN COMPLETED AND ALL OUTLET BOXES ARE FIXED AT THEIR RESPECTIVE POSITIONS.
- ALL PVC CONDUITS SHALL BE OF 3/4" OR 1"Ø (DEPENDING UPON NUMBER OF WIRES) FROM SWITCH BOARD TO LIGHT POINTS & 1" DIA FROM DBs TO SWITCH BOARDS AND POWER SOCKETS OR AS SHOWN ON DRAWINGS.
- LIGHT / FAN POINT CONTROLLED BY ONE WAY SWITCH. WIRED WITH 1.5mm sq (AS OF WIRE) 2.5mm sq AS COMMEN NEUTRAL(N) AND EARTH(E) WIRE.
- LIGHTING CIRCUITS FROM RESPECTIVE DB TO SWITCH SOCKET WIRED WITH 2.5mm sq AS P+N+E
- SOCKETS WIRED IN PARALLEL WITH 2.5mm sq AS P+N+E
- POWER SOCKETS WIRED WITH 2.5mmSq AS P+N+E
- SA/C 1-1.5 TON WIRED WITH 4.0mmSq AS P+N+E
- SA/C 2- 2.5 TON WIRED WITH 4.0mmSq AS P+N+E
- NO LUBRICATION EXCEPT AS RECOMMENDED BY MANUFACTURER SHALL BE USED FOR PULLING OF WIRES IN PVC CONDUITS.
- COLOUR CODING FOR WIRING SHALL BE AS FOLLOWS: RED, YELLOW & BLUE FOR PHASES, BLACK FOR NEUTRAL & GREEN / YELLOW FOR CPC (EARTH).
- ALL LIGHT POINTS AND POWER SOCKETS SHALL BE PROPERLY EARTHED WITH 2.5mm sq PVC INSULATED WIRES OF COLOUR GREEN-YELLOW.
- THE NUMBER OF WIRES TO BE PULLED IN ANY CONDUIT FOR WIRING PURPOSES SHALL CONFORM TO IEE. TABLE
- 1" DIA PVC CONDUIT SHALL BE USED FOR WIRING OF ALL OTHER SYSTEMS UNLESS OTHERWISE MENTIONED ON PLANS OR AS INSTRUCTED BY SITE ENGR.
- ELECTRICAL CONTRACTOR TO CONSULT ELECTRICAL CONSULTANT/ENGINEER FOR ANY FURTHER CLARIFICATIONS. NO ASSUMPTIONS SHOULD BE MADE.
- A SECURED UPS POWER IS REQUIRED FOR ALL CAMERAS USE 2\*1.5mm TO SUPPLY POWER TO EACH CAMERA.
- FOR MONITORING USE A (HDMI) CABLE FROM ELECTRICAL ROOM TO LED LOCATION.

## WIRING ACCESSORIES

## FLUORESCENT & INCANDESCENT LIGHT FIXTURES

S.NO	SYMBOLS	DESCRIPTION	MAKE	MOUNTING HEIGHT
1		SWITCH	-	-
2		SYMBOL INDICATE 2 WAY GANG TYPE SWITCH 10 AMPS,	-CLIPSAL -MK -LEGRAND	3'-6" F.F.L
3		SYMBOL INDICATES 16 SWG M.S SWITCH BOARD WITH PLATE	LOCAL	3'-6" F.F.L
4		3 PIN COMBINED SWITCH SOCKET 5 AMPS, ON M.S BACK BOX 3"x3"	-CLIPSAL -MK -LEGRAND	0'-9" F.F.L
5		3 PIN COMBINED SWITCH SOCKET 15 AMPS, ON M.S BACK BOX 4"x4" (FLOOR MOUNTED)	-CLIPSAL -MK -LEGRAND	0'-9" F.F.L
6		3 PIN COMBINED SWITCH SOCKET 15 AMPS, ON M.S BACK BOX 4"x4"	-CLIPSAL -MK -LEGRAND	0'-9" F.F.L
7		INDICATES UNIVERSAL SHAVER SOCKET 115/240V, ON M.S BACK BOX 3"x3"	-CLIPSAL -MK -LEGRAND	12" ABOVE VANITY LEVEL
8		FAN SWITCH		
9		INDICATES WIRING IN 3/4" PVC CONDUIT BURIED IN SLAB	-POPULAR -SHAVYL	-IN WALL/ -BUF/BUG/ BIS/AFC
10		INDICATES WIRING IN 3/4" PVC CONDUIT BURIED IN WALL/CABLE TRAY	-BETA -POPULAR -SHAVYL	-IN WALL/ -BUF/BUG/ BIS/AFC
11		INDICATES CONDUITS BURIED UNDER GROUND/ UNDER FLOOR/IN SLAB/IN WALL/ABOVE FALSE CEILING	-	-
12		DVR/NVR	-	-
13		INDICATES CABNIT AIR CONDITIONNER (IN DOOR UNIT)	-	-
14		MANHOLE 12"x12x15"(INNER SIZE) WITH WATER TIGHT R.C.C COVER	-	-
15		INDICATES SPLIT AIR CONDITIONNER (IN DOOR UNIT)	-	-
16		INDICATES CABINET AIR CONDITIONNER (OUT DOOR UNIT)	-	-
17		INDICATES MIC PORT	-	3'-6" F.F.L
18		INDICATES BELL BUZZER ON 3"x3" M.S BOX	-CLIPSAL -MK -LEGRAND	7'-0" F.F.L ON WALL
19		ELECTRIC METER	-	-
20		ELECTRIC METER WIRING	-	-

S.NO	SYMBOLS	DESCRIPTION	MOUNTING HEIGHT
1		INDICATES FLUORESCENT LIGHT WITH 1x18 W TUBE & CAPACITOR TYPE GMP 015/118	12" ABOVE MIRROR
2		INDICATES FLUORESCENT LIGHT WITH 1x18 W TUBE & CAPACITOR TYPE TCW-097 PACIFIC	BLOW IN KITCHEN CABINET
3		INDICATES FLUORESCENT LIGHT WITH 1x36 W TUBE & CAPACITOR TYPE TMS 015/136	ON SLAB
4		INDICATES CEILING LIGHT POINT	ON SLAB
5		INDICATES LIGHT POINT ON COOKING RANGE	6'-6" FFL
6		INDICATES GATE LIGHT POINT	ON GATE PILLAR
7		INDICATES WALL BRACKET LIGHT POINT	ON WALL 7'-0" FFL
8		INDICATES WALL BRACKET WATER TIGHT BULK HEAD LIGHT POINT WITH 1x23W PLCE LAMP	6'-6" F.F.L ON WALL
9		INDICATES MULTI LAMP CHANDELIER	SLAB SUSPENDED
10		INDICATES MINI LAMP CHANDELIER	SLAB SUSPENDED
11		INDICATES CELLING EXHAUST FAN	SLAB
12		INDICATES FAN 48" SWEEP WITH 5/8" DIA M.S HOOK	SLAB SUSPENDED
13		INDICATES EXHAUST FAN DIA AS SHOWN ON DRAWING	SEE ELE. DRG.
14		INDICATES 24" DIA WALL BRACKET FAN	7'-0" F.F.L ON WALL
15		SPEAKER	ON 9"x9"x9" BRICK PEDISTAL
16		STEP LIGHT RECESSED IN WALL/STEP WITH 8W PLCE LAMP	IN STEP/WALL
17		INDICATES SWIMMING POOL UNDER WATER TIGHT LIGHT 300W-220/12V OR 35W LED LIGHT RECESSED IN SWIMMING POOL WALL	24" FROM TOP OF POOL LEVEL
18		INDICATES ELECTRIC LIGHT POINTS	
19		CEILING FAN 18"x18"	6'-6" F.F.L ON WALL
20		EMERGENCY CALL POINT	

Project Title:  
**OFFICE DESIGN IN EVACUEE COMPLEX ISLAMABAD**

Owner:  
**SMALL MEDIUM ENTERPRISES DEVELOPMENT AUTHORITY (SMEDA)**

Consulting Architect:



**Studio 46**  
Architecture, Interior, Landscape  
21/A Akber Market, Kalma Chowk, Lahore  
studio46.pk@gmail.com  
Mob: 0300 8281988

Drawing Title:  
**ELECTRICAL LEGENDS**

Architect's Signature:

Engineer's Signature:

Rev	Date	Description	S.S	INT.	SING	INT.	SING	INT.	SING

**TENDER DRAWINGS**

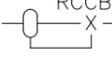
Drawing No. **E-01**

Design By:  
**SAAD MUJAHID**  
Checked By:  
**MUJAHID ALI**  
Drawn:  
Scale:  
Date: **12-12-2025**

## WIRING SYSTEM

S.NO	SYMBOLS	DESCRIPTION	MAKE	MOUNTING HEIGHT
1		AC WIRING	-	-
2		TELECOM WIRING	-	-
3		CCTV CAMERA WIRING	-	-
4		DOEM CAMERA WIRING	-	-
5		WIRING TRAY	-	-

## SWITCH GEAR

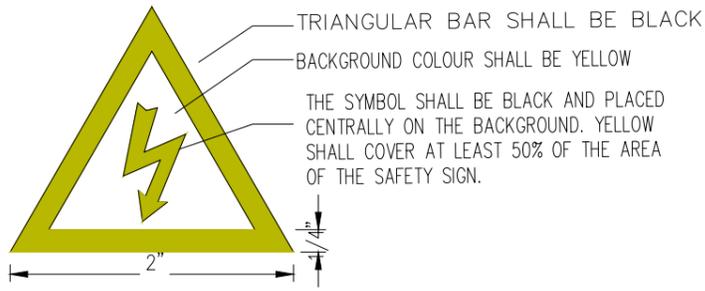
S.NO	SYMBOLS	DESCRIPTION	MAKE	MOUNTING HEIGHT
1		DISTRIBUTION BOARD WITH MBS FOR PROTECTION OF LIGHT & POWER SOCKETS CIRCUITS	REFER TO BOQ	4'-0" F.F.L
2		PHASE INDICATION LAMPS ON MPB, SMPB & DBs	REFER TO BOQ	SEE DRGS. /BOQ
3		MOULDED CASE CIRCUIT BREAKER - MCCB	REFER TO BOQ	SEE DRGS. /BOQ
4		RESIDUAL CURRENT CIRCUIT BREAKER SENSITIVITY 300 mA	REFER TO BOQ	SEE DRGS. /BOQ
5		SELECTOR SWITCH / VOLT METER / AMPERE METER SQUARE SHAPED	REFER TO BOQ	SEE DRGS. /BOQ
6		CURRENT TRANSFORMER	REFER TO BOQ	SEE DRGS. /BOQ
7		ATS PANEL		

## TELECOM SYSTEM

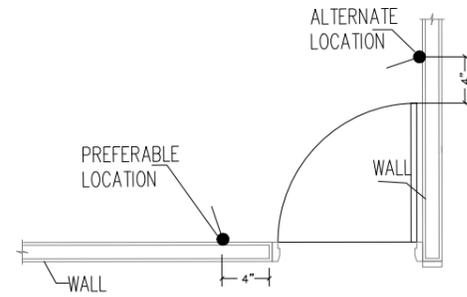
S.NO	SYMBOLS	DESCRIPTION	MAKE	MOUNTING HEIGHT
1		INDICATES LED POINT ON M.S	-CLIPSAL -MK -LEGRAND	0'-9" F.F.L
2		INDICATES TELEPHONE OUTLET ON M.S	-	-
3		SUB DISTRIBUTION PANEL FOR COMMUNICATION SYSTEM (TV/DATA/VOICE)	-	-
4		CCTV CAMERRA	-	-
5		INDICATES CAMERA CABLE DISTRIBUTOR	-	-
6			-	-

<b>Project Title:</b>  OFFICE DESIGN IN EVACUEE COMPLEX ISLAMABAD	<b>Owner:</b>  SMALL MEDIUM ENTERPRISES DEVELOPMENT AUTHORITY (SMEDA)	<b>Consulting Architect:</b>   <b>Studio 46</b> Architecture . Interior . Landscape 2/LA Akber Market, kalma Chowk, Lahore studio46.pk@gmail.com Mob: 0300 8281988	<b>Drawing Title:</b>  ELECTRICAL LEGENDS	<table border="1" style="font-size: 8px;"> <tr> <th>Rev</th> <th>Date</th> <th>Description</th> <th>S.S</th> <th>INT.</th> <th>SING</th> <th>INT.</th> <th>SING</th> <th>INT.</th> <th>SING</th> </tr> <tr> <td> </td> </tr> </table>	Rev	Date	Description	S.S	INT.	SING	INT.	SING	INT.	SING											Design By: <b>SAAD MUJAHID</b>  Checked By: <b>MUJAHID ALI</b>  Drawn:  Scale:  Date: 12-12-2025
			Rev	Date	Description	S.S	INT.	SING	INT.	SING	INT.	SING													
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<b>Engineer's Signature:</b>	Drawing No. <b>E-02</b>																								

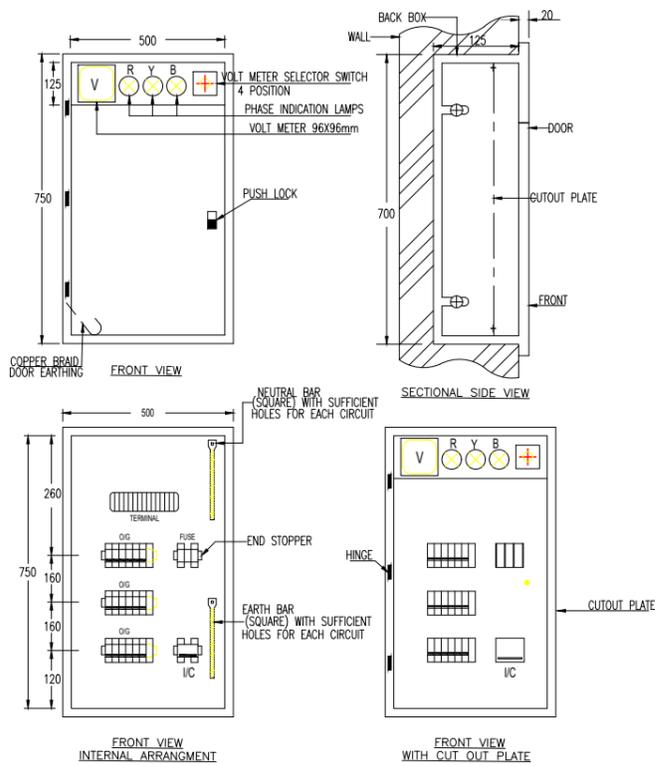
### WARNING SIGN



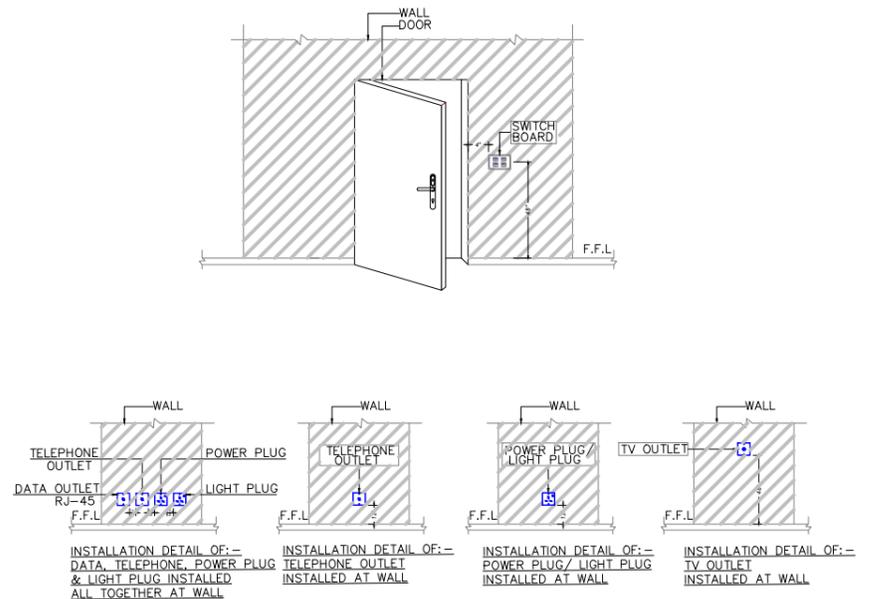
### SWITCH GANG LOCATION DETAIL



### SMDB DETAILS



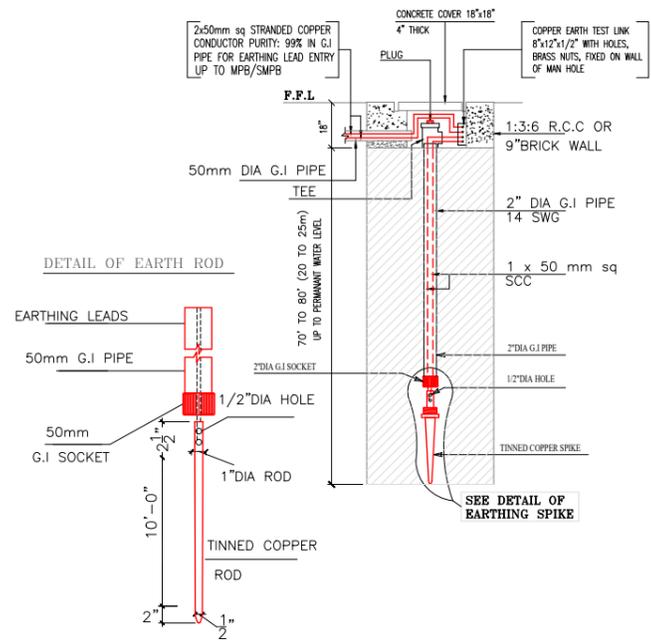
### SWITCH GANG & SOCKETS INSTALLATION DETAILS



### NOTES FOR EARTHING SYSTEM

1. EARTH BORE SHALL BE MADE AT 6'-0" AWAY FROM FOUNDATION.
2. DISTANCE BETWEEN 2 EARTH BORES SHALL NOT BE LESSTHEN 10ft SHALL NOT BE LESS THEN 10 ft (3m)
3. COPPER CONDUCTOR AT TOP OF G.I. PIPE SHALL BE BOLTED WITH THIMBLES, BRASS NUTS, BOLTS ETC.
4. JOINTS SHALL BE COVERED WITH BITUMEN
5. CONTRACTOR TO MEASURE EARTHING RESISTANCE IN THE PRESENCE OF SITE ENGINEER. BOTH THE SITE ENGINEER AND CONTRACTOR SHALL SIGN THE EARTH TESTING RESULT AND SUBMIT IT TO THE CLIENT FOR RECORD.

### EARTHING DETAIL BORE TYPE



Project Title:  
**OFFICE DESIGN IN EVACUEE COMPLEX ISLAMABAD**

Owner:  
**SMALL MEDIUM ENTERPRISES DEVELOPMENT AUTHORITY (SMEDA)**

Consulting Architect:  
**46 Studio**  
Architecture . Interior . Landscape  
2/A Akber Market, kalma Chowk, Lahore  
studio46.pk@gmail.com  
Mob: 0300 8281988

Drawing Title:  
**INSTALLATION DETAIL**

Architect's Signature:  
Engineer's Signature:

Rev	Date	Description	s.s	INT.	SING	INT.	SING	INT.	SING
				BY	CHK,D	APP,VD			

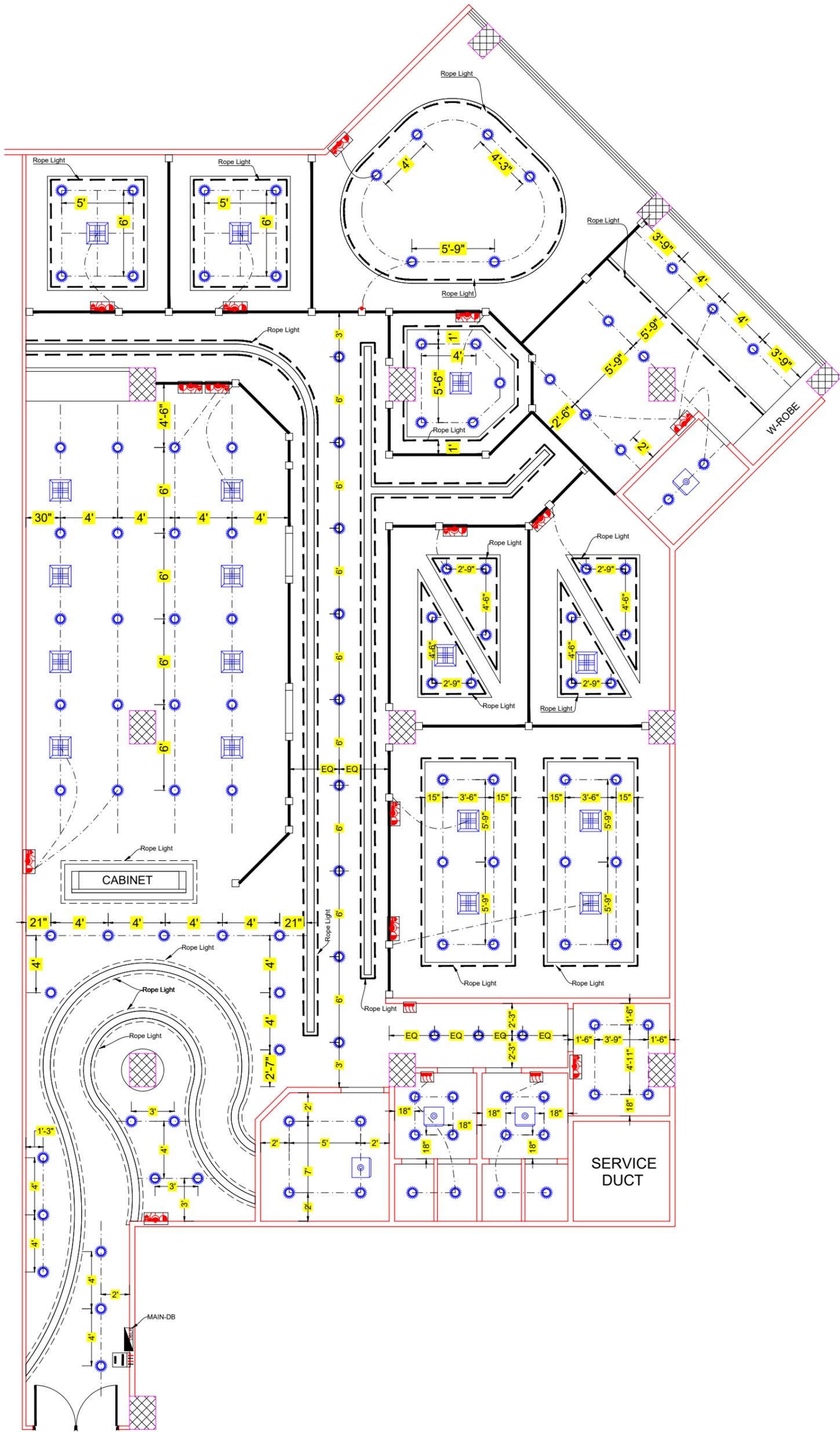
**TENDER DRAWINGS**

Drawing No. **E-03**

Design By:  
**SAAD MUJAHID**

Checked By:  
**MUJAHID ALI**

Drawn:  
Scale:  
Date: **12-12-2025**



Project Title:  
OFFICE DESIGN IN  
EVACUEE COMPLEX  
ISLAMABAD

Owner:  
SMALL MEDIUM ENTERPRISES  
DEVELOPMENT AUTHORITY (SMEDA)

Consulting Architect:



Studio 46  
Architecture, Interior, Landscape  
2/1A Akber Market, Kalma Chowk, Lahore  
studio46.pk@gmail.com  
Mob: 0300 8281986

Drawing Title:  
ILLUMINATION LAYOUT

Architect's Signature:

Engineer's Signature:

Rev	Date	Description	S.S	INT.	SING	INT.	SING	INT.	SING
			BY	CHKD	APP	VD			

TENDER DRAWINGS

Drawing No. E-04

Design By:

SAAD MUJAHID

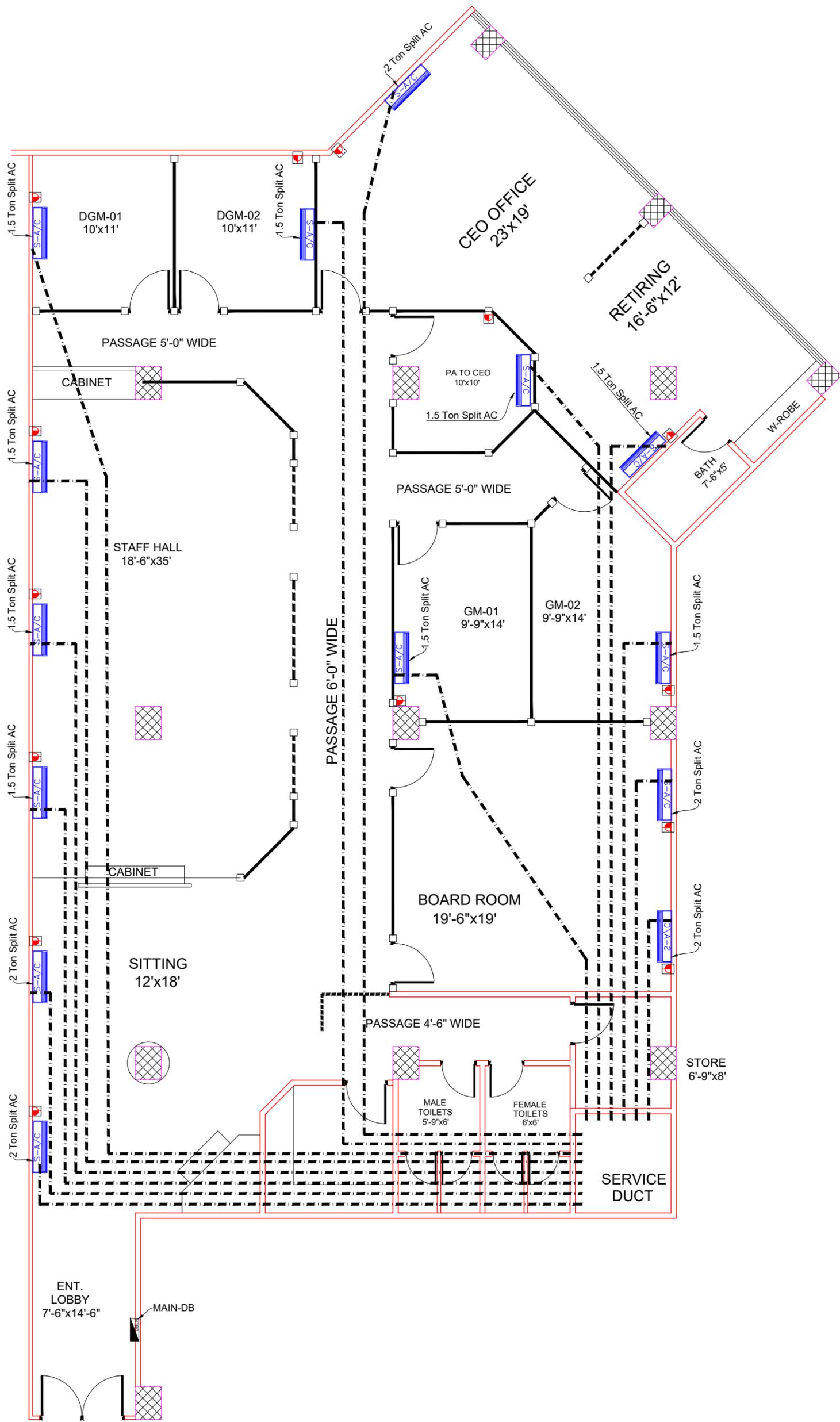
Checked By:

MUJAHID ALI

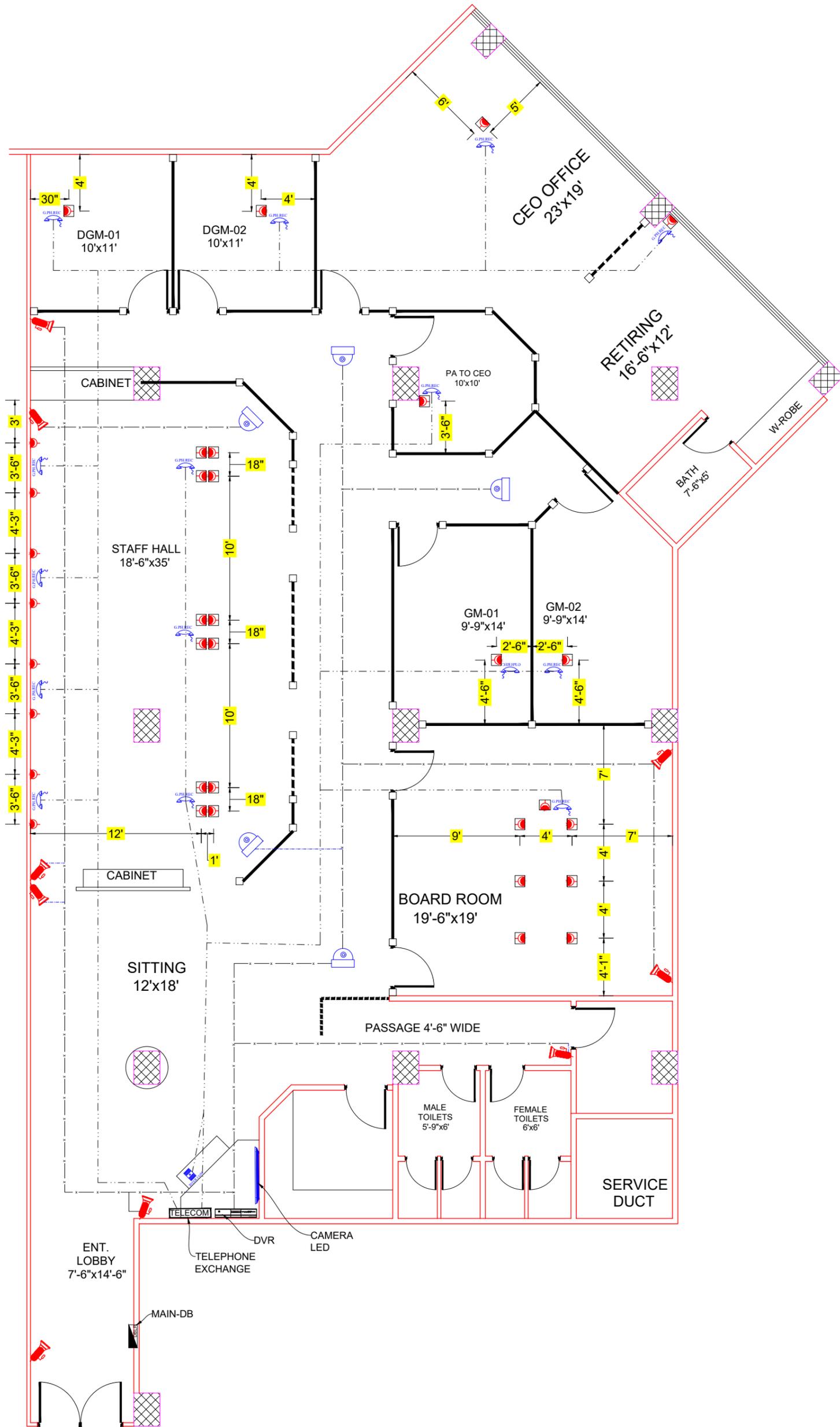
Drawn:

Scale:

Date: 12-12-2025



Project Title: <b>OFFICE DESIGN IN EVACUEE COMPLEX ISLAMABAD</b>	Owner: <b>SMALL MEDIUM ENTERPRISES DEVELOPMENT AUTHORITY (SMEDA)</b>	Consulting Architect:  <b>Studio 46</b> Architecture . Interior . Landscape 2/A Akber Market, Kalma Chowk, Lahore studio46.pk@gmail.com Mob: 0300 8281986	Drawing Title: <b>AC / HEAVY POWER LAYOUT</b>	Rev	Date	Description	S.S	INT.	SING	INT.	SING	Design By: <b>SAAD MUJAHID</b>
							BY	CHK.D	APP.VD	Checked By: <b>MUJAHID ALI</b>		
Architect's Signature:				<b>TENDER DRAWINGS</b>								
Engineer's Signature:				Drawing No. <b>E-05</b>				Scale:		Date: <b>12-12-2025</b>		



Project Title:  
OFFICE DESIGN IN  
EVACUEE COMPLEX  
ISLAMABAD

Owner:  
SMALL MEDIUM ENTERPRISES  
DEVELOPMENT AUTHORITY (SMEDA)

Consulting Architect:



**Studio 46**  
Architecture . Interior . Landscape  
2/A Akber Market, Kalma Chowk, Lahore  
studio46.pk@gmail.com  
Mob: 0300 8281986

Drawing Title:  
CAMERA, TELECOM & INTERNET  
LAYOUT

Architect's Signature:

Engineer's Signature:

Rev	Date	Description	S.S	INT.	SING	INT.	SING	INT.	SING
			BY	CHKD	APP	VD			
<b>TENDER DRAWINGS</b>									
Drawing No. E-06									

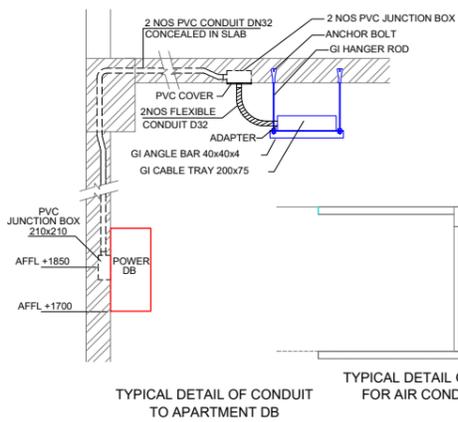
Design By:  
SAAD MUJAHID

Checked By:  
MUJAHID ALI

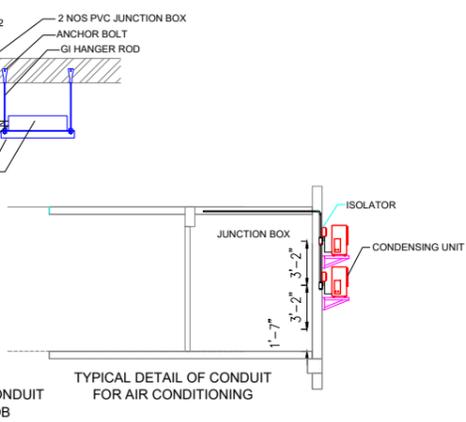
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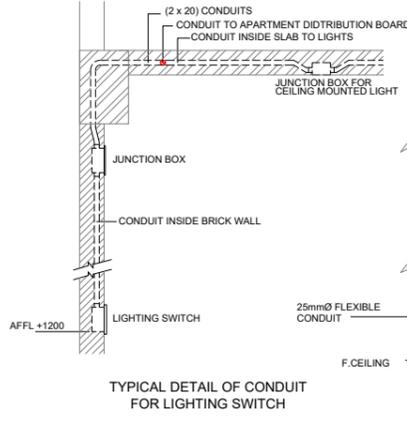
Date: 12-12-2025



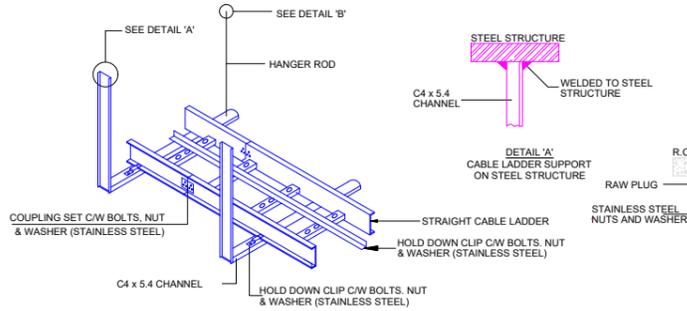
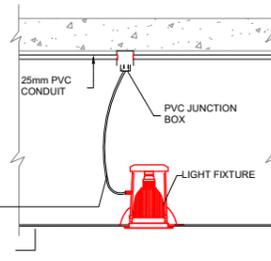
TYPICAL DETAIL OF CONDUIT TO APARTMENT DB



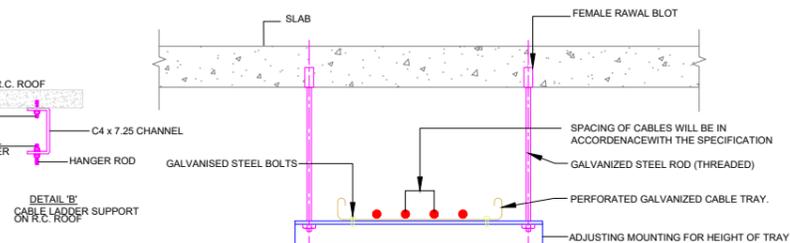
TYPICAL DETAIL OF CONDUIT FOR AIR CONDITIONING



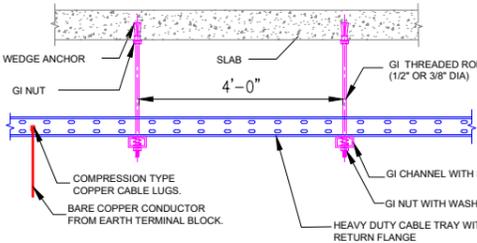
TYPICAL DETAIL OF CONDUIT FOR LIGHTING SWITCH



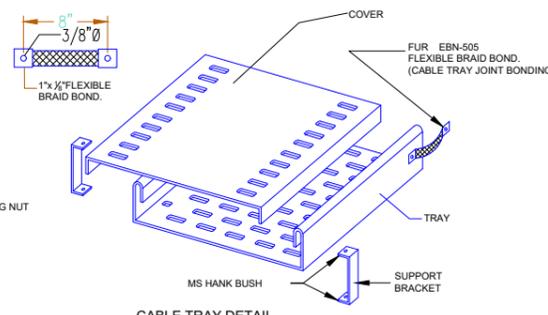
HORIZONTAL CABLE LADDER SUPPORT DETAIL



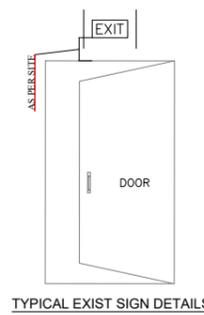
MOUNTING ARRANGEMENT OF CABLE TRAY



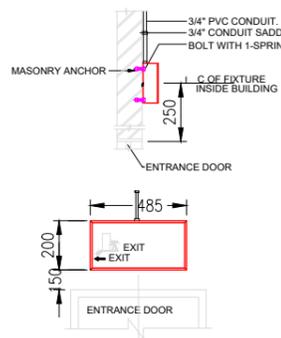
CABLE TRAY FIXING DETAILS



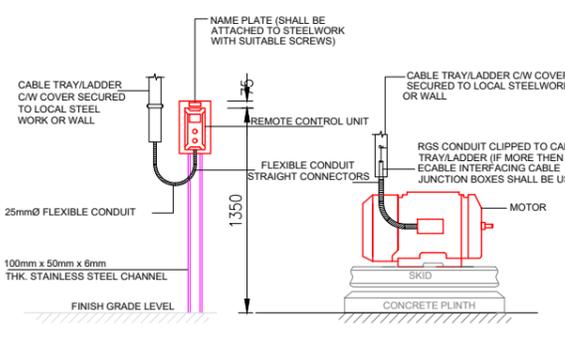
CABLE TRAY DETAIL



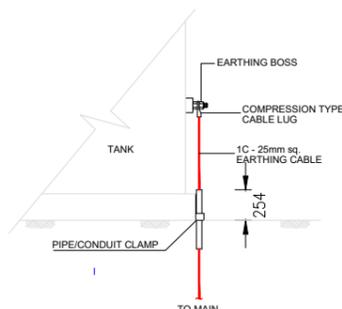
TYPICAL EXIST SIGN DETAILS



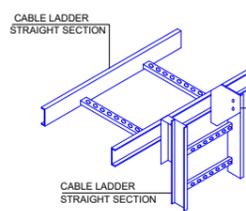
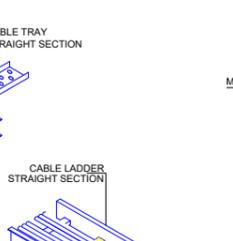
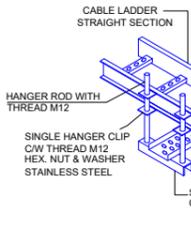
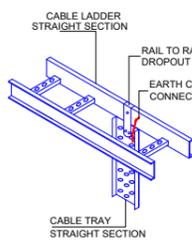
SURFACE MOUNTED 'EXIT' SIGN LIGHT FITTING DETAIL



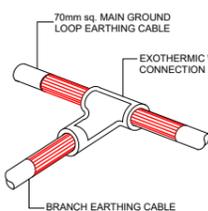
MOTOR/REMOTE CONTROL UNIT CABLING DETAIL



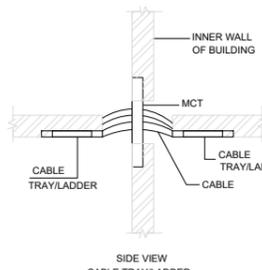
TANK EARTHING DETAIL



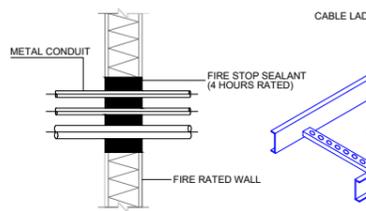
CABLE EXIT FROM MAIN CABLE LADDER DETAIL



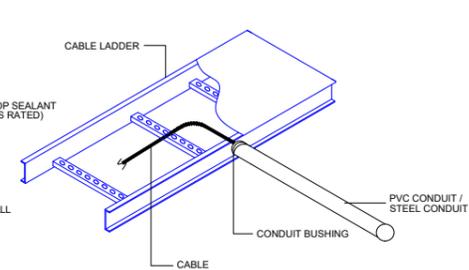
EXOTHERMIC WELD DETAIL



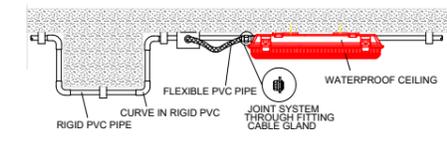
CABLE ENTRY THROUGH WALL DETAIL



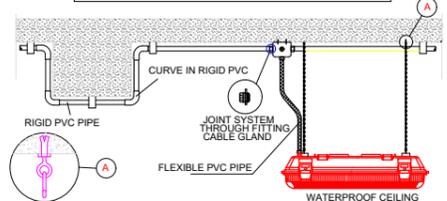
CONDUIT WALL PENETRATION FIRE STOP DETAIL



INSTALLATION DETAIL CEILING LAMP ATTACHED TO THE CEILING



INSTALLATION DETAIL CEILING LIGHT HANGING ON THE CEILING WITH CHAIN



Project Title:  
OFFICE DESIGN IN  
EVACUEE COMPLEX  
ISLAMABAD

Owner:  
SMALL MEDIUM ENTERPRISES  
DEVELOPMENT AUTHORITY (SMEDA)

Consulting Architect:



Studio 46  
Architecture, Interior, Landscape  
2/A Akber Market, kalma Chowk, Lahore  
studio46.pk@gmail.com  
Mob: 0300 8281988

Drawing Title:  
TYPICAL ELECTRICAL TRAY &  
CONDUIT INSTALLATION DETAIL

Architect's Signature:

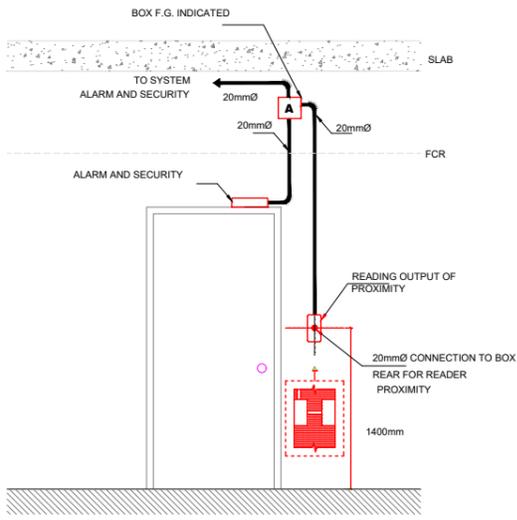
Engineer's Signature:

Rev	Date	Description	S.S.	INT.	SING.	INT.	SING.	INT.	SING.
				BY	CHK,D	APP,VD			

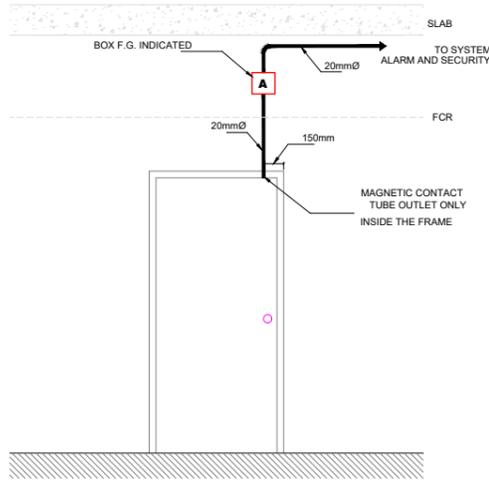
TENDER DRAWINGS

Drawing No. E-07

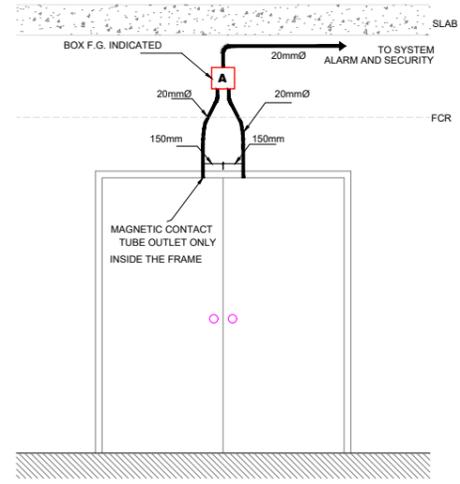
Design By:  
SAAD MUJAHID  
Checked By:  
MUJAHID ALI  
Drawn:  
Scale:  
Date: 12-12-2025



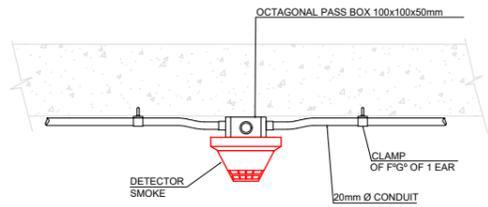
ACCESS INSTALLATION DETAIL  
DOOR WITH 1 LEAF



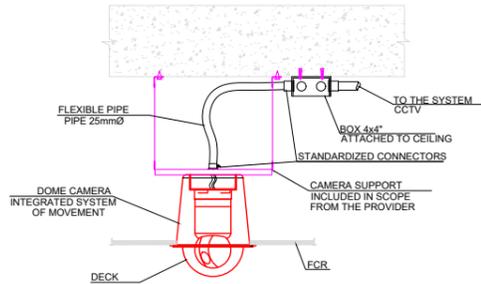
INSTALLATION DETAIL ACCESS  
DOOR WITH 1 LEAF



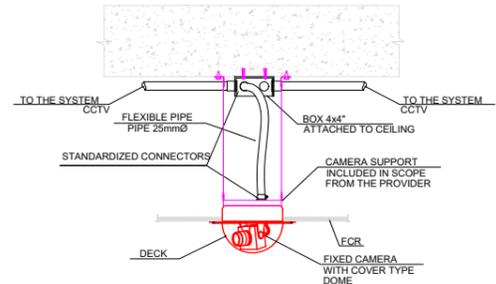
INSTALLATION DETAIL ACCESS  
DOOR WITH 2 LEAF



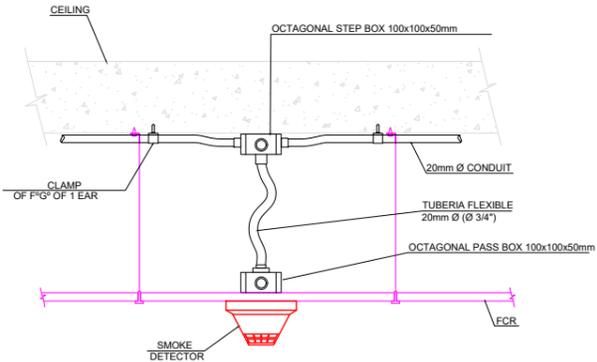
INSTALLATION DETAIL OF  
CEILING-MOUNTED SMOKE DETECTOR



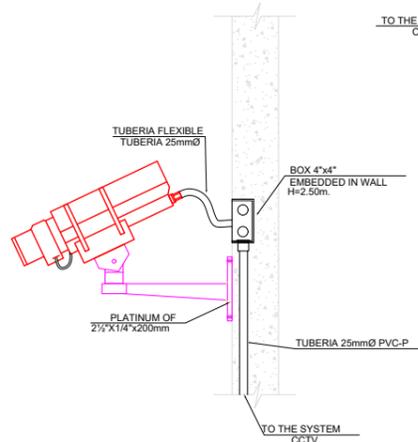
DOMES CAMERA INSTALLATION  
MOUNTED IN FALSE CEILING



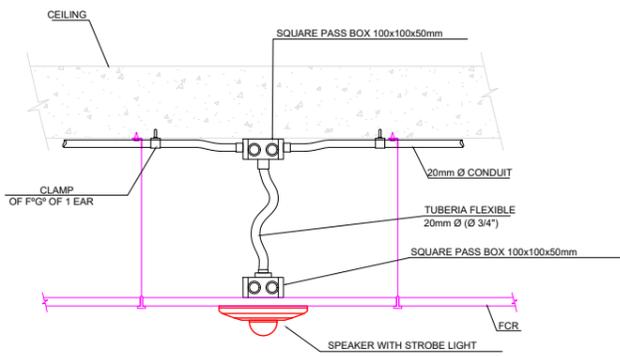
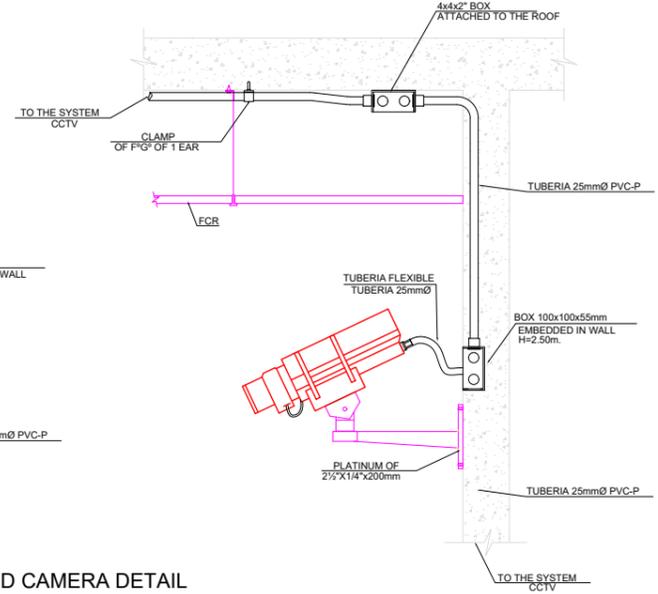
FIXED CAMERA INSTALLATION WITH DOME COVER  
MOUNTED IN FALSE CEILING



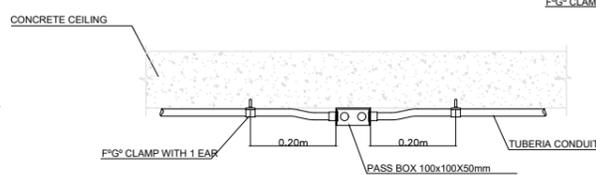
INSTALLATION DETAIL OF  
SMOKE DETECTOR IN FALSE CEILING  
TEMPERATURE DETECTOR IN FALSE CEILING



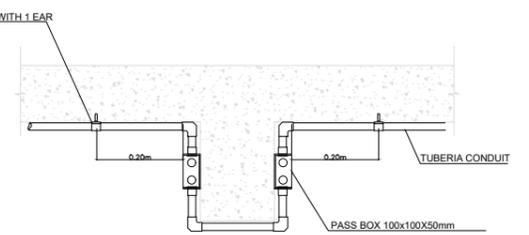
FIXED CAMERA DETAIL  
WALL MOUNTED



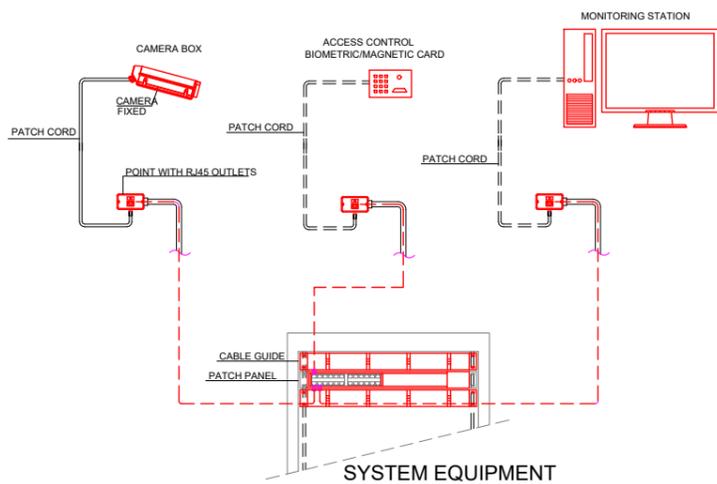
INSTALLATION DETAIL OF  
SPEAKER WITH STROBE LIGHT IN FALSE HEAVEN



CONNECTION OF SEMI-DETACHED PIPES



CONNECTION OF ATTACHED PIPES BY BEAM



SYSTEM EQUIPMENT

Project Title:  
OFFICE DESIGN IN  
EVACUEE COMPLEX  
ISLAMABAD

Owner:  
SMALL MEDIUM ENTERPRISES  
DEVELOPMENT AUTHORITY (SMEDA)

Consulting Architect:



Studio 46  
Architecture . Interior . Landscape  
2/UA Akber Market, Ismaila Chowk, Lahore  
studio46\_pk@gmail.com  
Mob: 0300 8281988

Drawing Title:  
TYPICAL CAMERA  
INSTALLATION DETAIL

Architect's Signature:

Engineer's Signature:

Rev	Date	Description	S.S	INT.	SING	INT.	SING	INT.	SING
			BY	CHK.D	APP.VD				

TENDER DRAWINGS

Drawing No. E-08

Design By:

SAAD MUJAHID

Checked By:

MUJAHID ALI

Drawn:

Scale:

Date: 12-12-2025

# **TENDER DRAWINGS**

PROJECT TITLE

OFFICE DESIGN IN EVACUEE  
COMPLEX ISLAMABAD

CLINT

SMALL MEDIUM ENTERPRISES  
DEVELOPMENT AUTHORITY (SMEDA)

**PUBLIC HEALTH DRAWINGS**

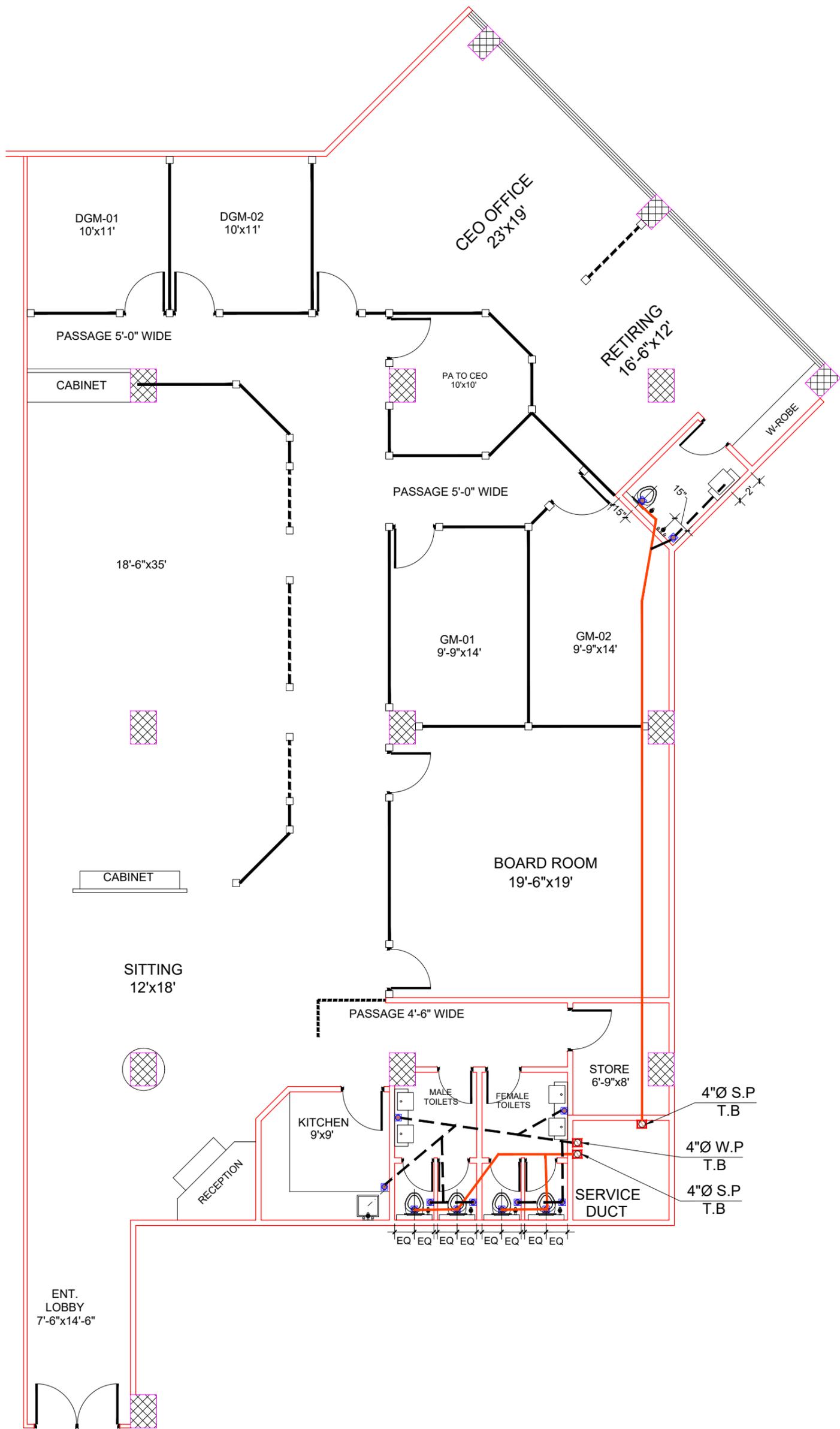
# GENERAL NOTES

- NO WORK SHALL BE CARRIED OUT UNLESS SHOP DRAWINGS ARE SUBMITTED BY THE CONTRACTOR AND APPROVED BY THE CONSULTANT.
- CONTRACTOR SHALL NOT PROVIDE ANY EQUIPMENT OR MATERIAL UNLESS TECHNICAL SUBMITTALS ARE SUBMITTED BY THE CONTRACTOR AND APPROVED BY THE CONSULTANT.
- THE CONTRACTOR SHALL THOROUGHLY REVIEW ALL THE DRAWINGS BEFORE START OF WORK AND SHALL COORDINATE WITH ALL OTHER DISCIPLINE AND ANY DISCREPANCY APPEARS IT SHOULD BE BROUGHT TO THE CONSULTANT'S KNOWLEDGE IMMEDIATELY.
- CONTRACTOR SHALL COORDINATE ALL WORKS WITH ELECTRICAL, STRUCTURAL & ARCHITECTURAL LAYOUTS.
- MECHANICAL SERVICES SHALL NOT CUT IN ANY STRUCTURAL BEAMS, RIBS OR ANY OTHER STRUCTURAL ELEMENTS UNLESS A PRIOR WRITTEN APPROVAL HAS BEEN TAKEN FROM THE ENGINEER.
- ALL EQUIPMENTS SHALL BE INSTALLED STRICTLY AS PER MANUFACTURER'S RECOMMENDATION.
- MECHANICAL CONTRACTOR SHALL PROVIDE SLEEVE ON ALL PIPES PENETRATING WALLS SLABS OR BEAMS.
- ALL WORK SHALL CONFORM TO THE LATEST INTERNATIONAL BUILDING CODE, AND THE REQUIREMENTS OF LOCAL AUTHORITIES.
- MANHOLE COVERS AND FRAMES ARE TO BE HEAVY DUTY IN TRAFFIC AREAS AND MEDIUM DUTY IN PEDESTRIAN AREAS.
- MANHOLES SHALL BE OF CONCERT CONSTRUCTION.
- ALL SEWAGE PIPES SHALL HAVE A MINIMUM SLOPE OF INDIRECTION OF FLOW.
- ALL PIPES UNDER TRAFFIC WILL HAVE MINIMUM 1000 mm COVER OR WALL BE ENCASED IN CONCRETE.
- ALL SANITARY APPLIANCES SHALL BE PROVIDED WITH TRAPS.
- JOINTS TO W.C. PANS SHALL BE WITH UPVC CONNECTORS & RUBBER GASKETS .
- ISOLATING VALVES SHALL BE PROVIDED TO SEPARATE THE INDIVIDUAL TOILETS, DATE VALVES SHALL BE PROVIDED TO/FROM WATER HEATERS.
- EXACT LOCATION OF WATER PIPE WORK SHALL BE DETERMINED ON SITE.
- PROVIDE ISOLATING VALVE ON ALL MAIN MID RANCH LINES FOR MAINTENANCE.
- IN SEWERAGE SYSTEM THE PIPE DIAMETERS ARE INDICATED CONTRACTOR SHALL USE ADEQUATE PIPES SIZE, SPECIALLY WHEN USING PLASTIC PIPES TO ACCOUNT FOR PIPE WALL THICKNESS.
- CONTRACTOR TO PROVIDE OVERFLOW. TEST PIPE WARNING OF LEVEL AND DRAIN CONNECTION.
- ALL ELECTRICAL POWER AND CONTROL WIRING/CONDUITING FROM M.C.C. TD EQUIPMENTS SHALL BE CARRIED OUT BY ELECTRICAL CONTRACTOR.
- CONTRACTOR TO PROVIDE CLEAN OUTS AT EVERY 15 METER OF PIPE RUN EVEN IF IT IS NOT MENTIONED IN THE DRAWINGS.
- FOR COLD AND HOT SEWERAGE PPR PN-20 PIPES SHALL BE USED.
- ALL EXPOSED COLD AND HOT WATER PIPING SHALL BE GI (IL) MEDIUM CLASS.
- FOR SEWERAGE SYSTEM UPVC (SWV) NON-PRESSURE PIPES AND FITTINGS SHALL BE USED.
- FOR DRAINAGE SYSTEM PVC NON-PRESSURE PIPES AND FITTINGS CLASS-B, SHALL BE USED.

## PLUMBING LEGENDS

SYMBOLS	DESCRIPTION		FITTING & VALUES		SYMBOL'S DESCRIPTION																																	
	SP	SOIL WATER PIPE		GATE VALVE	MU	MAKE UP PIPE																																
	WP	WASTE WATER PIPE		FLOAT VALVE	F/A	FROM ABOVE																																
	MP	MAIN WATER PIPE		STRAINER	F/B	FROM BELOW																																
	FD	FLOOR DRAIN		AIR RELIEF VALVE	T/A	TO ABOVE																																
	COP	CLEAN OUT PLUG ABOVE CEILING		CHECK VALVE	T/B	TO BELOW																																
	MH	MAIN HOLE		BOOSTER PUMP	<b>WATER SUPPLY PIPE DIA</b> <table border="1"> <thead> <tr> <th rowspan="2">OUTER DIA (mm)</th> <th colspan="2">INTERNAL DIA</th> </tr> <tr> <th>(mm)</th> <th>INCH</th> </tr> </thead> <tbody> <tr><td>20</td><td>13.2</td><td>0.52</td></tr> <tr><td>25</td><td>16.4</td><td>0.65</td></tr> <tr><td>32</td><td>21.2</td><td>0.83</td></tr> <tr><td>40</td><td>26.6</td><td>1.05</td></tr> <tr><td>50</td><td>33.2</td><td>1.31</td></tr> <tr><td>63</td><td>42</td><td>1.65</td></tr> <tr><td>75</td><td>50</td><td>1.97</td></tr> <tr><td>90</td><td>60</td><td>2.36</td></tr> <tr><td>110</td><td>73.2</td><td>2.88</td></tr> </tbody> </table>		OUTER DIA (mm)	INTERNAL DIA		(mm)	INCH	20	13.2	0.52	25	16.4	0.65	32	21.2	0.83	40	26.6	1.05	50	33.2	1.31	63	42	1.65	75	50	1.97	90	60	2.36	110	73.2	2.88
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	CW	COLD WATER PIPE	<b>SEWERAGE PIPE SLOPE</b> <table border="1"> <thead> <tr> <th>PIPE DIA (INCH)</th> <th>SLOPE</th> </tr> </thead> <tbody> <tr><td>3"</td><td>1:75</td></tr> <tr><td>4"</td><td>1:100</td></tr> <tr><td>6"</td><td>1:150</td></tr> <tr><td>8"</td><td>1:175</td></tr> <tr><td>9"</td><td>1:200</td></tr> </tbody> </table>		PIPE DIA (INCH)	SLOPE	3"	1:75	4"	1:100	6"	1:150	8"	1:175	9"	1:200																						
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	GG	GAS GEYSER																																				
	BSP	BOOSTER PUMP																																				
	SMP	SUBMERSIBLE PUMP																																				
	D.P	AC DRAIN PIPE																																				

Project Title: <b>OFFICE DESIGN IN EVACUEE COMPLEX ISLAMABAD</b>	Owner: <b>SMALL MEDIUM ENTERPRISES DEVELOPMENT AUTHORITY (SMEDA)</b>	Consulting Architect:  <b>Studio 46</b> Architecture . Interior . Landscape 2/LA Akber Market, kalma Chowk, Lahore studio46.pk@gmail.com Mob: 0300 8281988	Drawing Title: <b>GENERAL NOTES</b>	<table border="1"> <thead> <tr> <th>Rev</th> <th>Date</th> <th>Description</th> <th>S.S</th> <th>INT.</th> <th>SING</th> <th>INT.</th> <th>SING</th> <th>INT.</th> <th>SING</th> </tr> </thead> <tbody> <tr> <td></td> <td></td> <td></td> <td></td> <td>BY</td> <td></td> <td>CHK.D</td> <td></td> <td>APP.VD</td> <td></td> </tr> </tbody> </table>	Rev	Date	Description	S.S	INT.	SING	INT.	SING	INT.	SING					BY		CHK.D		APP.VD		Design By: <b>SAAD MUJAHID</b> Checked By: <b>MUJAHID ALI</b> Drawn: Scale: Date: 12-12-2025
Rev	Date	Description	S.S	INT.	SING	INT.	SING	INT.	SING																
				BY		CHK.D		APP.VD																	
Architect's Signature:				<b>TENDER DRAWINGS</b>																					
Engineer's Signature:				Drawing No. PH-01																					



<b>Project Title:</b> OFFICE DESIGN IN EVACUEE COMPLEX ISLAMABAD	<b>Owner:</b> SMALL MEDIUM ENTERPRISES DEVELOPMENT AUTHORITY (SMEDA)	<b>Consulting Architect:</b>  <b>Studio 46</b> Architecture . Interior . Landscape 2/A Akber Market, kalma Chowk, Lahore studio46.pk@gmail.com Mob: 0300 8281988	<b>Drawing Title:</b> SEWER SYSTEM	Rev Date Description	S.S INT. SING INT. SING INT. SING	Design By: SAAD MUJAHID
			<b>Architect's Signature:</b>	<b>TENDER DRAWINGS</b>		Checked By: MUJAHID ALI
			<b>Engineer's Signature:</b>	Drawing No. PH-02	Drawn: Scale: Date: 12-12-2025	

