

**RFP # NADRA-RHO ISB-RFP/26/Construction-DHA 5 Building**

## **BIDDING DOCUMENTS**

**For**

### **Hiring of Contractor/Firm for Construction OF NADRA Office Building, DHA 5, ISLAMABAD**

**(Single Stage Two Envelop Procedure)**

**(National Competitive Bidding)**

**National Database & Registration Authority**

**RHO NADRA ISLAMABAD**

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# Standard Bidding Documents-Hiring of Contractor/Firm for CONSTRUCTION OF NADRA OFFICE BUILDING, DHA 5, ISLAMABAD

## PART-A – BIDDING PROCEDURE & REQUIREMENTS

### Section I - Invitation to Bids

### Section II- Instructions to Bidders (ITB)

This Section provides information to help Bidders prepare their Bids. Information is also provided on the submission, opening, and evaluation of Bids and on the award of Contracts. ***This Section contains provisions that are to be used without modifications.***

### Section III- Bid Data Sheet (BDS)

This Section includes provisions specific to procurement and to supplement Section-II, Instructions to Bidders. This section may be customized where option is available, in accordance with the requirements of the Procuring Agency.

### Section IV - Eligible Countries

This Section contains information regarding eligible countries.

### Section V - Technical Specifications, Schedule of Requirements

This Section includes the details of specifications for the Works / Goods to be procured and schedule of requirements.

### Section VI - Standard Forms

This Section includes the standard forms for the Bid Submission, Price Schedules, and Bid Security etc. These forms are to be completed and submitted by the Bidder as part of its Bid.

## PART-B – CONDITIONS OF CONTRACT AND CONTRACT FORMS

### Section VII - General Conditions of Contract (GCC)

This Section includes the general clauses to be applied in all the contracts. ***This Section contains provisions that are to be used without modifications.***

### Section VIII - Special Conditions of Contract (SCC)

This Section consists of Contract Data and Specific Provisions which contains clauses specific to this contract. This section may be customized where option is available, in accordance with the requirements of the Procuring Agency.

## Section IX - Contract Forms

This Section contains forms which, once completed, will become part of the Contract. The forms for **Performance Security** will be submitted by the successful bidder to whom Letter of Acceptance is issued, before the award of contract.

### Integrity Pact

The successful bidder shall be required to furnish Integrity Pact as per the attached format.



# **PART-A**

## **BIDDING PROCEDURE & REQUIREMENTS**

### **SECTION - I: INVITATION TO BIDS**

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Sign & Stamp of Bidder

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# NATIONAL DATABASE & REGISTRATION AUTHORITY RHO NADRA ISLAMABAD



## SECTION - I Invitation to Bids For Hiring of Contractor/Firm for Construction OF NADRA Office Building, DHA 5, ISLAMABAD

### RFP # NADRA-RHO ISB-RFP/26/Construction-DHA-5 NADRA Building, ISLAMABAD

The Procuring Agency has reserved the funds for the procurement planned during the financial year. It is intended that part of the proceeds of the fund will be used to cover eligible payment under the contract (s) For Hiring of Contractor/Firm for Construction of NADRA Office Building, DHA 5, ISLAMABAD

- 1.
2. The **RHO NADRA ISLAMABAD** now invites E-Bids through E-Procurement (EPADS) under PPRA Rules, as a whole, for the supply of above mentioned items from eligible Suppliers/Vendors for **CONSTRUCTION OF NADRA OFFICE BUILDING, DHA-5, ISLAMABAD**, who meets the following eligibility criteria:
  - a. PEC Registration in Category C3 and above
  - b. Copy of NTN Certificate.
  - c. Copy of Sales Tax / PRA Registration Certificate.
  - d. Any document/print as proof of being Active Taxpayer.
  - e. Undertaking on Judicial Paper of at least Rs. 100 that the firm is not blacklisted by any of Provincial or Federal Government Department, Agency, or autonomous body anywhere in Pakistan.
3. The bidding shall be conducted through E-Procurement (**Open Competitive Bidding Single Stage Tow Envelop**) as specified in the Public Procurement Rules 2004 is open to all eligible bidders as defined in the bidding document may obtain bidding documents from E-PADS and PPRA Website and can participate through E-Procurement (EPADS) (<https://eprocure.gov.pk/#/aut/login>).
4. E-bids must be submitted through E-Procurement (EPADS) on or before **16 Mar, 2026** till 11:00 am. All bids must be accompanied by a Bid Security of **Rs. 5,00,000/- (In Total)** for **CONSTRUCTION OF NADRA OFFICE BUILDING, DHA-5, ISLAMABAD** in acceptance form (CDR/ Pay Order/ Bank Guarantee in the amount of Pak Rs. in favor of **NADRA REGIONAL HEAD OFFICE ISLAMABAD**.
5. E-bids will be opened on **16 March, 2026** at 11:30 am in the presence of bidders or their representatives. If bid closing/ opening date falls on local/national holiday, the date of bid closing/ opening shall be the next working day on the same time and venue.
6. Bids not complying with the requirements shall be rejected being non responsive. Alternate proposals and / or conditional bids shall be considered non-responsive.
7. Taxes will be deducted as per applicable government rules. NTN and PRA / Sales Tax registration certificates must be provided with the Bid.
8. Bids which are incomplete, not E-bids through EPADS, not signed and/ or not stamped, late or submitted by other than specified mode will be rejected.

**Director Admin**

RHO NADRA ISLAMABAD, Plot# 30, MOUVE Area, Sector G-10/4, ISLAMABAD

Sign & Stamp of Bidder



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Sign & Stamp of Bidder

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## SECTION - II: INSTRUCTION TO BIDDERS (ITBS)

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Sign & Stamp of Bidder

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## A - INTRODUCTION

- 1. Scope of Bid** 1.1 The employer as defined in the bidding data sheet hereinafter called “the employer” wishes to receive bids for the construction and completion of the work as described in these bidding documents. And summarized in the bidding data sheet hereinafter referred to as the “Work”.
- 2. Source of Funds** 2.1 Source of funds is referred in Clause-2 of Invitation for Bids.
- 3. Eligible Bidders** 3.1 A Bidder may be natural person, company or firm or public or semi-public agency of Pakistan or any foreign country, or any combination of them with a formal existing agreement (on Judicial Papers) in the form of a joint venture, consortium, or association. In the case of a joint venture, consortium, or association, 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, consortium, or association 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, consortium, or association during the Bidding process, and in case of award of contract, during the execution of contract.
- (The limit on the number of members of JV or Consortium or Association may be prescribed in BDS, in accordance with the guidelines issued by the PPRA).*
- 3.2 The appointment of Lead Member in the joint venture, consortium, or association shall be confirmed by submission of a valid Power of Attorney to the Procuring Agency.
- 3.3 Verifiable copy of the agreement that forms a joint venture, consortium or association shall be required to be submitted as part of the Bid.
- 3.4 Any bid submitted by the joint venture, consortium or association 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 and in line with any instructions issued by the Authority.

- 3.5 The invitation for Bids is open to all prospective supplier, manufacturers or authorized agents/dealers subject to any provisions of incorporation or licensing by the respective national 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 tendering 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 along with their bid, however, the final award will be subject to the complete registration process.
- 3.7 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:
- 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 to provide consulting services for the preparation of the design, specifications and other documents to be used for the procurement of the Works / Goods to be purchased under this Invitation for Bids.
  - b) have controlling shareholders in common; or
  - c) receive or have received any direct or indirect subsidy from any of them; or
  - d) have the same legal representative for purposes of this Bid; or
  - e) 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 regarding this Bidding process; or

f) Submit more than one Bid in this Bidding process.

3.8 A Bidder may be ineligible if –

- (a) he is declared bankrupt or, in the case of company or firm, insolvent;
- (b) payments in favor of the Bidder is 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;
- (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;
- (d) the Bidder is convicted, by a final judgment, of any offence involving professional conduct;
- (e) the Bidder is blacklisted and hence debarred due to involvement in corrupt and fraudulent practices, or performance failure or due to breach of bid securing declaration.
- (f) The firm, supplier and contractor is blacklisted or debarred by a foreign country, international organization, or other foreign institutions for the period defined by them.

3.9 Bidders shall provide to the Procuring Agency 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, as the Procuring Agency shall reasonably request.

3.11 Bidders shall submit proposals relating to the nature, conditions and modalities of sub-contracting wherever the sub-contracting of any elements of the contract amounting to the more than ten (10) percent of the Bid

- price is envisaged.
- 4. Eligible Works / Goods and Related Services**
- 4.1 All Works / Goods and related services to be supplied under the contract shall have their origin in eligible source countries, and all expenditures made under the contract will be limited to such Works / Goods and services. For purpose of this Bid, ineligible countries are stated in the section-4 titled as “Eligible Countries”.
- 4.2 For purposes of this Clause, “origin” means the place where the Works / Goods are mined, grown, cultivated, 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 related services are/to be supplied.
- 4.3 The nationality of the supplier that supplies, assembles, distributes, or sells the Works / Goods and services shall not determine the origin of the Works / Goods.
- 4.4 To establish the eligibility of the Works / Goods and the related services, Bidders shall fill the country of origin declarations included in the Form of Bid.
- 4.5 If so required in the **BDS**, the Bidder shall demonstrate that it has been duly authorized by the manufacturer of the Works / Goods to deliver in Pakistan (or in respective country in case of procurement by the Pakistani Missions abroad), the Works / Goods indicated in its Bid.
- 5. One Bid per Bidder**
- 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.
- 5.3 A person or a firm cannot be a sub-contractor with more than one bidder in the same bidding process.
- 6. Cost of Bidding**
- 6.1 The Bidder shall bear all costs associated with the preparation and submission of its Bid, and the Procuring Agency shall in no case be responsible or liable for those costs, regardless of the conduct or outcome of the bidding process.

## B - BIDDING DOCUMENTS

### 7. Contents of Bidding Documents

7.1 The Works / Goods required, bidding procedures, and terms and conditions of the contract are prescribed in the Bidding Documents. In addition to the Invitation to Bids, the Bidding Documents which should be read in conjunction with any addenda issued in accordance with ITB 9.2 include:

**Section I** - Invitation to Bids

**Section II** Instructions to Bidders (ITBs) **Section**

**III** Bid Data Sheet (BDS) **Section IV** Eligible

Countries

**Section V** Technical Specifications, Schedule of Requirements

**Section VI** Forms – Bid

**Section VII** General Conditions of Contract (GCC) **Section VIII**

Special Conditions of Contract (SCC) **Section IX** Contract Forms

7.2 The number of copies to be completed and returned with the Bid is specified in the **BDS**.

7.4 The Procuring Agency is not responsible for the completeness of the Bidding Documents and their addenda, if they were not obtained directly from the Procuring Agency or the signed pdf version from downloaded from the website of the Procuring Agency. However, Procuring Agency shall place both the pdf and same editable version to facilitate the bidder for filling the forms.

7.5 The Bidder is expected to examine all instructions, forms, terms and specifications 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.

### 8. Clarification of Bidding Documents

8.1 A prospective Bidder requiring any clarification of the Bidding Documents may notify the Procuring Agency in writing or in electronic form that provides record of the content of communication at the Procuring Agency's address indicated in the **BDS**.

8.2 The Procuring Agency will within Seven (7) working days after receiving the request for clarification, respond in writing or in electronic form to any request for documents



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 **ITB 23.1**. However, this clause shall not apply in case of alternate methods of Procurement.

- 8.3 Copies of the Procuring Agency's response will be forwarded to all identified Prospective Bidders through an identified source of communication, including a description of the inquiry, but without identifying its source. In case of downloading of the Bidding Documents from the website of PA, the response of all such queries will also be available on the same link available at the website.
- 8.4 Should the Procuring Agency deem it necessary to amend the Bidding Documents as a result of a clarification, it shall do so following the procedure under **ITB 9**.
- 8.5 If indicated **in the BDS**, 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 BDS**. 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 exclusively through the use of an Addendum pursuant to ITB 9. Non-attendance at the pre-Bid meeting will not be a cause for disqualification of a Bidder.
- 9.1 Before the deadline for submission of Bids, the Procuring Agency for any reason, whether at its own initiative or in response to a clarification requested by a

**9. Amendment of Bidding Documents**



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 **ITB 7.1** and shall be communicated in writing or in any identified electronic form that provide record of the content of communication to all the bidders who have obtained the Bidding Documents from the Procuring Agency. The Procuring Agency shall promptly publish the Addendum at the Procuring Agency's web page identified in the BDS: 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.

9.3 To give prospective Bidders reasonable time in which to take an addendum/corrigendum into account in preparing their Bids, the Procuring Agency may, at its discretion, extend the deadline for the submission of Bids:

Provided that the Procuring Agency shall extend the deadline for submission of Bid, if such an addendum is issued within last three (03) days of the Bid submission deadline.

### **C - PREPARATION OF BIDS**

#### **10. Language of Bid**

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 shall be written in the English language unless specified in the **BDS**. 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 **BDS**, in which case, for purposes of interpretation of the Bidder, the translation shall govern.

#### **11. Documents and Sample(s) Constituting the Bid**

11.1 The Bid prepared by the Bidder shall constitute the following components: -

a) Form of Bid and Bid Prices completed in accordance with **ITB 14 and 15;**



- b) Details of the Sample(s) where applicable and requested in the **BDS**.
- c) Documentary evidence established in accordance with ITB 13 that the Bidder is eligible and/or qualified for the subject bidding process;
- d) Documentary evidence established in accordance with **ITB 13.3(a)** that the Bidder has been authorized by the manufacturer to deliver the Works / Goods into Pakistan, where required and where the supplier is not the manufacturer of those Works / Goods;
- e) Documentary evidence established in accordance with ITB 12 that the Works / Goods and related services to be supplied by the Bidder are eligible Works / Goods and services, and conform to the Bidding Documents;
- f) Bid security or Bid Securing Declaration furnished in accordance with **ITB 18**;
- g) Duly Notarized Power of Attorney authorizing the signatory of the Bidder to submit the bid; and
- h) Any other document required in the **BDS**.

11.2 Where a sample(s) is required by a procuring agency, the sample shall be:

- (a) submitted as part of the bid, in the quantities, dimensions and other details requested in the **BDS**;
- (b) carriage paid;
- (c) received on, or before, the closing time and date for the submission of bids; and
- (d) evaluated to determine compliance with all characteristics listed in the **BDS**.





11.3 The Procuring Agency shall retain the sample(s) of the successful Bidder. A Procuring Agency shall reject the Bid if the sample(s)-

(a) do(es) not conform to all characteristics prescribed in the bidding documents; and

(b) is/are not submitted within the specified time clearly mentioned in the Bid Data Sheet.

11.4 Where it is not possible to avoid using a propriety article as a sample, a Bidder shall make it clear that the propriety article is displayed only as an example of the type or quality of the Works / Goods being Bided for, and that competition shall not thereby be limited to the extent of that article only.

11.5 Samples made up from materials supplied by a Procuring Agency shall not be returned to a Bidder nor shall a Procuring Agency be liable for the cost of making them.

11.6 All samples produced from materials belonging to an unsuccessful Bidder shall be kept by the Procuring Agency till thirty (30) days from the date of award of contract or exhaust of all the grievance forums (including those pending at Authority's Level or in some Court of Law).

**12. Documents  
Establishing  
Eligibility of  
Works / Goods  
and Related  
Services and  
Conformity to  
Bidding  
Documents**

12.1 Pursuant to **ITB 11**, 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 Works / Goods and related services which the Bidder proposes to deliver.

12.2 The documentary evidence of the eligibility of the Works / Goods and related services shall consist of a statement in the Price Schedule of the country of origin of the Works / Goods and related services offered which shall be confirmed by a certificate of origin issued at the time of shipment.

12.3 The documentary evidence of conformity of the Works / Goods and related services to the Bidding Documents may be in the form of literature, drawings, and data, and shall consist of:

a) a detailed description of the essential technical specifications and performance characteristics of the

Works / Goods;

b) an item-by-item commentary on the Procuring Agency's Technical Specifications demonstrating substantial responsiveness of the Works / Goods and Services to those specifications, or a statement of deviations and exceptions to the provisions of the Technical Specifications;

c) any other procurement specific documentation requirement as stated in the **BDS**.

12.4 The Bidder shall also furnish a list giving full particulars, including available sources and current prices of Works / Goods, spare parts, special tools, etc., necessary for the proper and continuing functioning of the Works / Goods during the period **specified in the BDS** following commencement of the use of the Works / Goods by the Procuring Agency.

12.5 For purposes of the commentary to be furnished pursuant to **ITB 12.3(c)** above, the Bidder shall note that standards for workmanship, material, and equipment, as well as references to brand names or catalogue numbers designated by the Procuring Agency in its Technical Specifications, are intended to be descriptive only and not restrictive. The Bidder may substitute alternative standards, brand names, and/or catalogue numbers in its Bid, provided that it demonstrates to the Procuring Agency's satisfaction that the substitutions ensure substantial equivalence to those designated in the Technical Specifications.

12.6 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.

13.1 Pursuant to **ITB 11**, 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.

13.2 The documentary evidence of the Bidder's eligibility to Bid shall establish to the satisfaction of the Procuring Agency that the Bidder, at the time of submission of its bid, is from an eligible country as defined in Section-4

**13. Documents  
Establishing  
Eligibility  
and  
Qualification  
of the Bidder**



titled as "Eligible Countries".

- 13.3 The documentary evidence of the Bidder's qualifications to perform the contract if its Bid is accepted shall establish to the satisfaction of Procuring Agency that:
- a) in the case of a Bidder offering to deliver Works / Goods under the contract which the Bidder did not manufacture or otherwise produce, the Bidder has been duly authorized by the Works / Goods' Manufacturer or producer to deliver the Works / Goods in Pakistan;
  - b) the Bidder has the financial, technical, and supply/production capability necessary to perform the Contract, meets the qualification criteria specified in **BDS**.
  - c) in the case of a Bidder not doing business within Pakistan, the Bidder is or will be (if awarded the contract) represented by an Agent in Pakistan equipped, and able to carry out the Supplier's maintenance, repair, and spare parts-stocking obligations prescribed in the Conditions of Contract and/or Technical Specifications.
  - d) that the Bidder meets the qualification criteria listed in the Bid Data Sheet.

**14. Form of Bid**

- 14.1 The Bidder shall fill the Form of Bid furnished in the Bidding Documents. The Bid Form must be completed without any alterations to its format and no substitute shall be accepted.

**15. Bid Prices**

- 15.1 The Bid Prices and discounts quoted by the Bidder in the Form of Bid and in the Price Schedules shall conform to the requirements specified below in ITB Clause 15 or exclusively mentioned hereafter in the bidding documents.
- 15.2 All items in the Statement of Work must be listed and priced separately in the Price Schedule(s). If a Price Schedule shows items listed but not priced, their prices shall be construed to be included in the prices of other items.
- 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:

a) where there is only one (substantially) responsive bidder, or

b) where there is provision for alternate proposals and the respective items are not listed in the other bids,

the procuring agency 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 **ITB 15.1** shall be the total price of the Bid, excluding any discounts offered.

15.5 The Bidder shall indicate on the appropriate Price Schedule, the unit prices (where applicable) and total Bid price of the Works / Goods it proposes to deliver under the contract.

15.6 Prices indicated on the Price Schedule shall be entered separately in the following manner:

a) For Works / Goods manufactured from within Pakistan (or within the country where procurement is being done in case of foreign missions abroad):

i) the price of the Works / Goods quoted EXW (ex-works, ex-factory, ex-warehouse, ex-showroom, or off-the-shelf, as applicable), including all customs duties and sales and other taxes already paid or payable:

A. on the components and raw material used in the manufacturing or assembly of Works / Goods quoted ex-works or ex-factory;

or

B. on the previously imported Works / Goods of foreign origin quoted ex-warehouse, ex-showroom, or off-the-shelf.

ii) all applicable taxes which will be payable on the Works / Goods if the contract is awarded.

iii) the price for inland transportation, insurance, and other local costs incidental to delivery of the Works / Goods to their final destination, if specified in the **BDS**.

iv) the price of other (incidental or allied) services, if any, listed in the **BDS**.

b) For Works / Goods offered from abroad:

i) the price of the Works / Goods shall be quoted CIF named port of destination, or CIP border point, or CIP named place of destination, in the Procuring Agency's country, as specified in the **BDS**. In quoting the price, the Bidder shall be free to use transportation through carriers registered in any eligible countries. Similarly, the Bidder may obtain insurance services from any eligible source country. or

ii) the price of the Works / Goods quoted FOB port of shipment (or FCA, as the case may be), if specified in the **BDS**. or

iii) the price of Works / Goods quoted CFR port of destination (or CPT as the case may be), if specified in the **BDS**.

iv) the price for inland transportation, insurance, and other local costs incidental to delivery of the Works / Goods from the port of entry to their final destination, if specified in the **BDS**.

v) the price of (incidental) services, if any, listed in the **BDS**.

15.8 Prices proposed on the Price Schedule for Works / Goods and related services shall be disaggregated, where appropriate as indicated in this Clause. This desegregation shall be solely for the purpose of facilitating the comparison of Bids by the Procuring Agency. This, shall not in any way limit the Procuring Agency's right to contract on any of the terms and conditions offered: -

a) **For Works / Goods: -**

i) the price of the Works / Goods, quoted as per applicable INCOTERMS as specified in the **BDS**

ii) all customs duties, sales tax, and other taxes applicable on Works / Goods or on the components and raw materials used in their manufacture or assembly, if the contract is awarded to the Bidder, and

b) **For Related Services**

i) The price of the related services, and

ii) All customs duties, sales tax and other taxes applicable in Pakistan, paid or payable, on the related services, if the contract is awarded to the Bidder.

15.9 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 ITB 28.

15.10 If so indicated in the Invitation to Bids and Instructions to Bidders, that Bids are being invited for individual contracts (Lots) or for any combination of contracts (packages), Bidders wishing to offer any price reduction for the award of more than one contract shall specify in their Bid the price reductions applicable to each package, or alternatively, to individual contracts (Lots) within a package.

16. **Bid Currencies** 16.1

Prices shall be quoted in the following currencies:

a) For Works / Goods and services that the Bidder will deliver from within Pakistan, the prices shall be quoted in Pakistani Rupees, unless otherwise specified in the **BDS**.

b) For Works / Goods and related services that the Bidder will deliver from outside Pakistan, or for imported parts or components of Works / Goods and related services

Originating outside Pakistan, the Bid prices shall be quoted in any freely convertible currency of another country. If the Bidder wishes to be paid in a combination of amounts in different currencies, it may quote its price accordingly but use no more than three foreign currencies.

- 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.
- 16.4 Bidders may be required by the Procuring Agency to clarify their foreign currency requirements and to substantiate that the amounts included in Lump Sum and in the **SCC** are reasonable and responsive to **ITB 16.1**.
- 17.1 Bids shall remain valid for the period specified in the **BDS** after the Bid submission deadline prescribed by the Procuring Agency. A Bid valid for a shorter period shall be rejected by the Procuring Agency 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.
- 17.2 Under exceptional circumstances, prior to the expiration of the initial Bid validity period, the Procuring Agency 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 **ITB 18** shall also be suitably extended. A Bidder may refuse the request without forfeiting its Bid security or causing to be executed its 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

17. **Bid  
Validity  
Period**

for the period of the extension, and in compliance with **ITB 18** in all respects.

17.3 If the award is delayed by a period exceeding sixty (60) days beyond the expiry of the initial Bid validity period, the contract price may be adjusted by a factor specified in the request for extension. However, the Bid evaluation shall be based on the already quoted Bid Price without taking into consideration on the above correction.

18. **Bid  
Security or  
Bid Securing  
Declaration**

18.1 Pursuant to **ITB 11**, unless otherwise specified in the **BDS**, 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 and in the amount and currency specified in the **BDS** or Bid Securing Declaration as specified in the **BDS** in the format provided in **Section VI (Standard Forms)**.

18.2 The Bid Security or Bid Securing Declaration is required to protect the Procuring Agency against the risk of Bidder's conduct which would warrant the security's forfeiture, pursuant to **ITB 18.9**.

18.3 The Bid Security shall be denominated in the local currency or in another freely convertible currency and original hard copy of bid securing declaration or bid security must be submitted before tender opening otherwise electronic proposals shall not be accepted , and it shall be in the form specified in the **BDS** which shall be in any of the following:

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 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;

b) a cashier's or certified cheque; or

c) another security if indicated in the **BDS**

18.4 The Bid Security or Bid Securing Declaration shall be in accordance with the Form of the Bid Security or Bid Securing Declaration included in **Section VI (Standard Forms)** or another form approved by the Procuring



- Agency prior to the Bid submission.
- 18.5 The Bid Security shall be payable promptly upon written demand by the Procuring Agency in case any of the conditions listed in **ITB 18.9** are invoked.
- 18.6 Any Bid not accompanied by a Bid Security or Bid Securing Declaration in accordance with **ITB 18.1 or 18.3** shall be rejected by the Procuring Agency as non-responsive, pursuant to **ITB 28**.
- 18.7 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 pursuant to **ITB 17**. The Procuring Agency 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:
- (a) the expiry of the Bid Security;
  - (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;
  - (c) the rejection by the Procuring Agency of all Bids;
  - (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.
- 18.8 The successful Bidder's Bid Security will be discharged upon the Bidder signing the contract pursuant to **ITB 41**, or furnishing the performance security (or guarantee), pursuant to **ITB 42**.
- 18.9 The Bid Security may be forfeited or the Bid Securing Declaration executed:
- a) if a Bidder:
    - i) withdraws its Bid during the period of Bid Validity



as specified by the Procuring Agency, and referred by the bidder on the Form of Bid except as provided for in **ITB 17.2**; or

ii) does not accept the correction of errors pursuant to **ITB 30.3**; or

b) in the case of a successful Bidder, if the Bidder fails:

i) to sign the contract in accordance with **ITB 41**; or  
to furnish performance security (or guarantee) in accordance with **ITB 42**.

19. **Alternative Bids by Bidders**

19.1 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 Schedule of Requirements. Alternatives will not be considered, unless specifically allowed for in the **BDS**. If so allowed, **ITB 19.2** shall prevail.

19.2 When alternative schedule for delivery of Works/Works/Goods is explicitly invited, a statement of that effect will be included in the **BDS** as will the method for evaluating different schedule for delivery of Works / Works / Goods.

19.3 If so allowed in the **BDS**, 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, 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.

20.1 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

20. **Withdrawal, Substitution, and Modification of Bids**

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authorized representative, and the corresponding substitution or modification must accompany the respective written notice.

20.2 Bids requested to be withdrawn in accordance with ITB 20.1 shall be returned unopened to the Bidders.

21. **Format and Signing of Bid**

21.1 The Bidder shall prepare an original and the number of copies of the Bid as indicated in the **BDS**, clearly marking each "ORIGINAL" and "COPY," as appropriate. In the event of any discrepancy between them, the original shall prevail:

Provided that except in Single Stage One Envelope Procedure, the Bid shall include only the copies of technical proposal.

21.2 The original and the copy or copies of the Bid shall be typed or written in indelible ink and shall be signed by the Bidder or a person or persons duly authorized to sign on behalf of the Bidder. This authorization shall consist of a written confirmation as specified in the **BDS** and shall be attached to the Bid. The name and position held by each person signing the authorization must be typed or printed below the signature. All pages of the Bid, except for un-amended printed literature, shall be initialed by the person or persons signing the Bid.

21.3 Any interlineations, erasures, or overwriting shall be valid only if they are signed by the person or persons signing the Bidder.

**D - SUBMISSION OF BIDS**

22. **Sealing and Marking of Bids**

22.1 In case of Single Stage One Envelope Procedure, the Bidder shall seal the original and each copy of the Bid in separate envelopes, duly marking the envelopes as "ORIGINAL" and "COPY." The envelopes shall then be sealed in an outer envelope securely sealed in such a manner that opening and resealing cannot be achieved undetected.

**Note:** *The envelopes shall be sealed and marked in accordance with the bidding procedure adopted as referred in Rule-36 of PPR-2004.*

22.2 The inner and outer envelopes shall:

a) be addressed to the Procuring Agency at the address



given in the **BDS**; and

- b) bear the title of the subject procurement or Project name, as the case may be as indicated in the **BDS**, the Invitation to Bids (ITB) title and number indicated in the **BDS**, and a statement: "DO NOT OPEN BEFORE," to be completed with the time and the date specified in the **BDS**, pursuant to **ITB 23.1**.

22.3 In case of Single Stage Two Envelope Procedure, The Bid shall comprise two envelopes submitted simultaneously, one called the Technical Proposal and the other Financial Proposal. Both envelopes to be enclosed together in an outer single envelope called the Bid. Each Bidder shall submit his bid as under:

- a) Bidder shall submit his **TECHNICAL PROPOSAL** and **FINANCIAL PROPOSAL** in separate inner envelopes and enclosed in a single outer envelope.
- b) **ORIGINAL** and each copy of the Bid shall be separately sealed and put in separate envelopes and marked as such.
- c) (c) The envelopes containing the **ORIGINAL** and copies will be put in one sealed envelope and addressed / identified as given in Sub- Clause 21.2.

22.4 The inner and outer envelopes shall:

- a) be addressed to the Procuring Agency at the address provided in the Bidding Data;
- b) bear the name and identification number of the contract as defined in the Bidding Data; and provide a warning not to open before the time and date for bid opening, as specified in the Bidding Data. pursuant to **ITB 23.1**.
- c) In addition to the identification required in Sub- Clause 21.2 hereof, the inner envelope shall indicate the name and address of the bidder to enable the bid to be returned unopened in case it is declared "late" pursuant to Clause IB.24

If all envelopes are not sealed and marked as required by **ITB 22.2** , **ITB 22.3** and **ITB 22.4** or incorrectly marked, the Procuring Agency will assume no responsibility for the misplacement or premature opening of Bid.

**23. Deadline for** 23.1 Bids shall be received by the Procuring Agency no later



**Submission  
of Bids**

than the date and time specified in the **BDS**.

23.2 The Procuring Agency may, in exceptional circumstances and at its discretion, extend the deadline for the submission of Bids by amending the Bidding Documents in accordance with **ITB 9**, in which case all rights and obligations of the Procuring Agency and Bidders previously subject to the deadline will thereafter be subject to the new deadline.

**24. Late Bids**

24.1 The Procuring Agency shall not consider for evaluation any Bid that arrives after the deadline for submission of Bids, in accordance with **ITB 23**.

24.2 Any Bid received by the Procuring Agency after the deadline for submission of Bids shall be declared late, recorded, rejected and returned unopened to the Bidder.

**25. Withdrawal  
of Bids**

25.1 A Bidder may withdraw its Bid after it has been submitted, provided that written notice of the withdrawal of the Bid, is received by the Procuring Agency prior to the deadline for submission of Bids.

25.2 Revised bid may be submitted after the withdrawal of the original bid in accordance with the provisions referred in **ITB 22**.

## **E. OPENING AND EVALUATION OF BIDS**

**26. Opening of  
Bids**

26.1 The Procuring Agency will open all Bids, in public, 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 **BDS**. The Bidders' representatives present shall sign a register as proof of their attendance.

26.2 First, envelopes marked "WITHDRAWAL" shall be opened and read out and the envelope 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 and is read out at bid opening.

26.3 Second, outer envelopes marked "SUBSTITUTION" shall be opened. The inner envelopes containing the



Substitution Bid shall be exchanged for the corresponding Original Bid being substituted, which is to be returned to the Bidder unopened. No envelope shall be substituted unless the corresponding Substitution Notice contains a valid authorization to request the substitution and is read out and recorded at bid opening.

- 26.4 Next, outer envelopes marked “MODIFICATION” 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 and is read out and recorded at the opening of the Bids. Any Modification shall be read out along with the Original Bid except in case of Single Stage Two Envelope Procedure where only the Technical Proposal, both Original as well as Modification, are to be opened, read out, and recorded at the opening. Financial Proposal, both Original and Modification, will remain unopened till the prescribed financial bid opening date.
- 26.5 Other envelopes 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), any discounts, the presence or absence of Bid Security, Bid Securing Declaration and such other details as the Procuring Agency may consider appropriate, will be announced by the Procurement Evaluation Committee.
- 26.6 In case of Single Stage Two Envelope Procedure, the Procuring Agency will open the Technical Proposals in public at the address, date and time specified in the **BDS** 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 until the specified time of their opening.
- 26.7 The envelopes 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



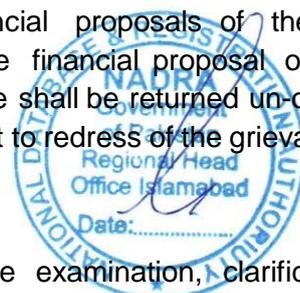
- Security, if required; and (d) Any other details as the Procuring Agency may consider appropriate.
- 26.8 Bids not opened and not read out at the Bid opening shall not be considered further for evaluation, irrespective of the circumstances. In particular, any discount offered by a Bidder which is not read out at Bid opening shall not be considered further.
- 26.9 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 against any claim or failure to read out the correct information contained in the Bidder's Bid.
- 26.10 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 **ITB 24**.
- 26.11 The Procuring Agency 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, including any discounts and alternative offers and the presence or absence of a Bid Security or Bid Securing Declaration.
- 26.12 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.
- 26.13 A copy of the minutes of the Bid opening shall be furnished to individual Bidders upon request.
- 26.14 In case of Single Stage Two Envelop Bidding Procedure, after the evaluation and approval of technical proposal the procuring agency, shall at a time within the bid validity period, publicly open the financial proposals of the technically accepted bids only. The financial proposal of bids found technically non-responsive shall be returned un-opened to the respective bidders subject to redress of the grievances from all tiers of grievances.

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**27. Confidentiality**

- 27.1 Information relating to the examination, clarification,

Sign & Stamp of Bidder



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.

- 27.2 Any effort by a Bidder to influence the Procuring Agency processing of Bids or award decisions may result in the rejection of its Bid.
- 27.3 Notwithstanding **ITB 27.2** from the time of Bid opening to the time of contract award, if any Bidder wishes to contact the Procuring Agency 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.
- 28.1 To assist in the examination, evaluation and comparison of Bids (and post-qualification if applicable) of the Bidders, the Procuring Agency may, ask any Bidder for a clarification of its Bid including breakdown of prices. Any clarification submitted by a Bidder that is not in response to a request by the Procuring Agency shall not be considered.
- 28.2 The request for clarification and the response shall be in writing or in electronic forms that provide record of the content of communication. In case of Single Stage Two Envelope Procedure, no change in the prices or substance of the Bid shall be sought, offered, or permitted, whereas in case of Single Stage One Envelope Procedure, only the correction of arithmetic errors discovered by the Procuring Agency in the evaluation of Bids should be sought in accordance with **ITB 31**.
- 28.3 The alteration or modification in THE BID which in any affect the following parameters will be considered as a change in the substance of a bid:
- a) evaluation & qualification criteria;
  - b) required scope of work or specifications;
  - c) all securities requirements;
  - d) tax requirements;
  - e) terms and conditions of bidding documents.
  - f) change in the ranking of the bidder
- 28.4 From the time of Bid opening to the time of Contract award if any Bidder wishes to contact the Procuring

## **28. Clarification of Bids**

**29. Preliminary Examination of Bids**

Agency 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.

29.1 Prior to the detailed evaluation of Bids, the Procuring Agency will determine whether each Bid:

- a) meets the eligibility criteria defined in **ITB 3** and **ITB 4**;
- b) has been prepared as per the format and contents defined by the Procuring Agency in the Bidding Documents;
- c) has been properly signed;
- d) is accompanied by the required securities; and
- e) is substantially responsive to the requirements of the Bidding Documents.

The Procuring Agency's determination of a Bid's responsiveness will be based on the contents of the Bid itself.

29.2 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: -

- a) affects in any substantial way the scope, quality, or performance of the Services;
- b) limits in any substantial way, inconsistent with the Bidding Documents, the Procuring Agency's rights or the Bidders obligations under the Contract; or
- c) if rectified, would affect unfairly the competitive position of other Bidders presenting substantially responsive Bids.

29.3 The Procuring Agency will confirm that the documents and information specified under **ITB 11, 12** and **13** 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.

29.4 The Procuring Agency 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.

**Explanation:** *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 supplies or services being acquired. The Procuring Agency 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. Examples of minor informalities or irregularities include failure of a bidder to –*

- (a) *Submit the number of copies of signed bids required by the invitation;*
- (b) *Furnish required information concerning the number of its employees;*
- (c) *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.*

29.5 Provided that a Technical Bid is substantially responsive, the Procuring Agency 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.

29.6 Provided that a Technical Bid is substantially responsive, the Procuring Agency 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 the missing or nonconforming item or component.

29.7 If a Bid is not substantially responsive, it will be rejected by the Procuring Agency and may not subsequently be evaluated for complete technical responsiveness.

30.1 The Procuring Agency shall examine the Bid to confirm that all terms and conditions specified in the **GCC** and the **SCC** have been accepted by the Bidder without any material deviation or reservation.

**30. Examination of Terms and Conditions; Technical Evaluation**

30.2 The Procuring Agency shall evaluate the technical aspects of the Bid submitted in accordance with **ITB 22**, to confirm that all requirements specified in **Section V – Schedule of Requirements, Technical Specifications** of the Bidding Documents have been met without material deviation or reservation.

30.3 If after the examination of the terms and conditions and the technical evaluation, the Procuring Agency determines that the Bid is not substantially responsive in accordance with **ITB 29**, it shall reject the Bid.

31.1 Bids determined to be substantially responsive will be checked for any arithmetic errors. Errors will be corrected as follows: -

**31. Correction of Errors**

a) if there is a discrepancy between unit prices and the total price that is obtained by multiplying the unit price and quantity, the unit price shall prevail, and the total price shall be corrected, unless in the opinion of the Procuring Agency 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;

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

c) where there is a discrepancy between the amounts in figures and in words, the amount in words will govern.

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.

31.2 The amount stated in the Bid will, be adjusted by the Procuring Agency 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 will then be rejected, and the Bid Security may be forfeited or the Bid Securing Declaration may be executed in accordance with **ITB 18.9**.

**32. Conversion to Single Currency**

32.1 To facilitate evaluation and comparison, the Procuring Agency 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.

32.2 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 **BDS**.

**33. Evaluation of Bids**

33.1 The Procuring Agency shall evaluate and compare only the Bids determined to be substantially responsive, pursuant to **ITB 29**.

33.2 In evaluating the Technical Proposal of each Bid, the Procuring Agency shall use the criteria and methodologies listed in the BDS and in terms of



Statement of Requirements and Technical Specifications. No other evaluation criteria or methodologies shall be permitted.

33.2 The Procuring Agency's evaluation of a Bid will take into account:

- a) in the case of Works / Works / Goods manufactured in Pakistan or Works / Works / Goods of foreign origin already imported in Pakistan, Income Tax, General Sales Tax and other similar/applicable taxes, which will be payable on the Works / Works / Goods if a contract is awarded to the Bidder;
- b) in the case of Works / Works / Goods of foreign origin offered from abroad, customs duties and other similar import taxes which will be payable on the Works / Works / Goods if the contract is awarded to the Bidder; and

33.3 The comparison shall be between the EXW price of the Works / Works / Goods offered from within Pakistan, such price to include all costs, as well as duties and taxes paid or payable on components and raw material incorporated or to be incorporated in the Works / Works / Goods, and named port of destination, border point, or named place of destination) in accordance with applicable INCOTERM in the price of the Works / Works / Goods offered from outside Pakistan.

In evaluating the Bidders, the evaluation committee will, in addition to the Bid price quoted in accordance with ITB 15.1, take account of one or more of the following factors as specified in the **BDS**, and quantified in ITB 32.5:

- a) Cost of inland transportation, insurance, and other costs within the Pakistan incidental to delivery of the Works / Works / Goods to their final destination.
- b) delivery schedule offered in the Bid;
- c) deviations in payment schedule from that specified in the Special Conditions of Contract;
- d) the cost of components, mandatory spare parts, and service;
- e) the availability (in Pakistan) of spare parts and after-sales services for the equipment offered in the



Bid;

- f) the projected operating and maintenance costs during the life of the equipment;
- g) the performance and productivity of the equipment offered; and/or
- h) other specific criteria indicated in the **TBS** and/or in the Technical Specifications.

33.5 For factors retained in **BDS**, pursuant to ITB 33.4 one or more of the following quantification methods will be applied, as detailed in the **BDS**:

- (a) *Inland transportation from EXW/port of entry/border point, Insurance and incidentals.*

Inland transportation, insurance, and other incidental costs for delivery of the Works / Goods from EXW/port of entry/border point to Project Site named in the **BDS** will be computed for each Bid by the PA on the basis of published tariffs by the rail or road transport agencies, insurance companies, and/or other appropriate sources. To facilitate such computation, Bidder shall furnish in its Bid the estimated dimensions and shipping weight and the approximate EXW or as per applicable INCOTERM value of each package. The above cost will be added by the Procuring Agency to EXW or as per applicable INCOTERM price.

- (b) *Delivery schedule.*

- i) The Procuring Agency requires that the Works / Works / Goods under the Invitation for Bids shall be delivered (shipped) at the time specified in the Schedule of Requirements. The estimated time of arrival of the Works / Works / Goods at the Project Site will be calculated for each Bid after allowing for reasonable international and inland transportation time. Treating the Bid resulting in such time of arrival as the base, a delivery "adjustment" will be calculated for other Bids by applying a



percentage, specified in the **BDS**, of the EXW or as per applicable INCOTERM price for each week of delay beyond the base, and this will be added to the Bid price for evaluation. No credit shall be given to early delivery.

**Or**

- ii) The Works / Works / Goods covered under this invitation are required to be delivered (shipped) within an acceptable range of weeks specified in the Schedule of Requirement. **No credit will be given to earlier deliveries, and Bids offering delivery beyond this range will be treated as non-responsive.** Within this acceptable range, an adjustment per week, as specified in the **BDS**, will be added for evaluation to the Bid price of Bids offering deliveries later than the earliest delivery period specified in the Schedule of Requirements.

**Or**

- (iii) The Works / Works / Goods covered under this invitation are required to be delivered (shipped) in partial shipments, as specified in the Schedule of Requirements. Bids offering deliveries earlier or later than the specified deliveries will be adjusted in the evaluation by adding to the Bid price a factor equal to a percentage, specified in the **BDS**, of EXW or as per applicable INCOTERM price per week of variation from the specified delivery schedule.

(c) *Deviation in payment schedule.*

- i) Bidders shall state their Bid price for the payment schedule outlined in the **SCC**. Bids will be evaluated on the basis of this base price. Bidders are, however, permitted to state an alternative payment schedule and



indicate the reduction in Bid price they wish to offer for such alternative payment schedule. The Procuring Agency may consider the alternative payment schedule offered by the selected Bidder.

**Or**

- ii) The **SCC** stipulates the payment schedule offered by the Procuring Agency. If a Bid deviates from the schedule and if such deviation is considered acceptable to the Procuring Agency, the Bid will be evaluated by calculating interest earned for any earlier payments involved in the terms outlined in the Bid as compared with those stipulated in this invitation, at the rate per annum specified in the **BDS**.

*(d) Cost of spare parts*

- i) The list of items and quantities of major assemblies, components, and selected spare parts, likely to be required during the initial period of operation specified in the **BDS**, is annexed to the Technical Specifications. The total cost of these items, at the unit prices quoted in each Bid, will be added to the Bid price.

**Or**

- ii) The Procuring Agency will draw up a list of high-usage and high-value items of components and spare parts, along with estimated quantities of usage in the initial period of operation specified in the **BDS**. The total cost of these items and quantities will be computed from spare parts unit prices submitted by the Bidder and added to the Bid price.

**Or**



iii) The Procuring Agency will estimate the cost of spare parts usage in the initial period of operation specified in the **BDS**, based on information furnished by each Bidder, as well as on past experience of the Procuring Agency or other Procuring Agency's in similar situations. Such costs shall be added to the Bid price for evaluation.

*(e) Spare parts and after sales service facilities in Pakistan*

The cost to the Procuring Agency of establishing the minimum service facilities and parts inventories, as outlined in the **BDS** or elsewhere in the Bidding Documents, if quoted separately, shall be added to the Bid price.

*(f) Operating and maintenance costs*

Since the operating and maintenance costs of the Works / Works / Goods under procurement form a major part of the life cycle cost of the equipment, these costs will be evaluated in accordance with the criteria specified in the **BDS** or in the Technical Specifications.

*(g) Performance and productivity of the equipment.*

(i) Bidders shall state the guaranteed performance or efficiency in response to the Technical Specification. For each drop in the performance or efficiency below the norm of 100, an adjustment for an amount specified in the **BDS** will be added to the Bid Price, representing the capitalized cost of additional operating costs over the life of the plant, using the methodology specified in the **BDS** or in the Technical Specifications.

Or

(ii) Works / Works / Goods offered shall have a minimum productivity specified under the relevant



provision in the Technical Specifications to be considered responsive. Evaluation shall be based on the cost per unit of the actual productivity of Works / Works / Goods offered in the Bid, and adjustment will be added to the Bid price using the methodology specified in the **BDS** or in the Technical Specifications.

(h) *Specific additional criteria.*

Other specific additional criteria to be considered in the evaluation and the evaluation method shall be detailed in the **BDS** and/or the Technical Specifications.

- 33.6 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, including any discounts offered in the Form of Bid, is specified in the **BDS**.
- 34. Domestic Preference** 34.1 If the **BDS** so specifies, the Procuring Agency will grant a margin of preference to certain Works / Goods / Works in line with the rules, regulations, regulatory guides or instructions issued by the Authority from time to time.
- 35. Determination of Most Advantageous Bid** 35.1 In case where the Procuring Agency adopts the Cost Based Evaluation Technique and, the Bid with the lowest evaluated price—from amongst those which are eligible, compliant and substantially responsive shall be the Most Advantageous Bid.



35.2 The Procuring Agency may adopt the Quality & Cost Based Selection Technique due to the following two reasons:

- i. Where the Procuring Agency knows about the main features, usage and output of the products; however not clear about the complete features, technical specifications and functionalities of the Works / Goods to be procured and requires the bidders to submit their proposals defining those features, specifications and functionalities; or
- ii. Where the Procuring Agency, in addition to the mandatory requirements and mandatory technical specifications, requires parameters **specified in Evaluation Criteria** to be evaluated while determining the quality of the works / Works / Goods:

In such cases, the Procuring Agency may allocate certain weightage to these factors as a part of Evaluation Criteria, and may determine the ranking of the bidders on the basis of combined evaluation in accordance with provisions of Rule 2(1)(h) of PPR-2004.

**36. Post-qualification of Bidder and/or Abnormally Low Financial Proposal**

36.1 After determining the Most Advantageous Bid, if neither the pre-qualification was undertaken separately nor any qualification parameters were undertaken as part of determining the Most Advantageous Bid, the Procuring Agency shall carry out the post-qualification of the Bidder using only the requirements specified in the **BDS**.

In case of International Tendering, the parameters for incorporation or licensing within Pakistan may be fulfilled as part of post qualification.

36.2 Where the Bid price is considered to be abnormally low, the Procuring Agency 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:

- (a) The Procuring Agency may reject a Bid if the Procuring Agency 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;

(b) Before rejecting an abnormally low Bid the Procuring Agency shall request the Bidder an explanation of the Bid or of those parts 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;

(c) The decision of the Procuring Agency to reject a Bid and reasons for the decision shall be recorded in the procurement proceedings and promptly communicated to the Bidder concerned;

(d) The Procuring Agency shall not incur any liability solely by rejecting abnormally Bid; and

(e) An abnormally low Bid means, in the light of the Procuring Agency'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.

**Guidance for Procuring Agency:**

In order to identify the Abnormally Low Bid (ALB) following approaches can be considered to minimize the scope of subjectivity:

- (i) Comparing the bid price with the cost estimate;
- (ii) Comparing the bid price with the bids offered by other bidders submitting substantially responsive bids; and
- (iii) Comparing the bid price with prices paid in similar contracts in the recent past either government- or development partner-funded.



- 36.3 The Procuring Agency will determine to its satisfaction whether the Bidder that is selected as having submitted the most advantageous Bid is qualified to perform the contract satisfactorily, in accordance with the criteria listed in ITB 13.3.
- 36.4 The determination will take into account the Bidder's financial, technical, and production capabilities. It will be based upon an examination of the documentary evidence of the Bidder's qualifications submitted by the Bidder, pursuant to ITB 13.3, as well as such other information as the Procuring Agency deems necessary and appropriate. Factors not included in these Bidding Documents shall not be used in the evaluation of the Bidders' qualifications.
- 36.5 Procuring Agency may seek "Certificate for Independent Price Determination" from the Bidder and the results of reference checks may be used in determining award of contract. Explanation: 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.
- 36.6 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 will proceed to the next ranked bidder to make a similar determination of that Bidder's capabilities to perform satisfactorily.

## F. AWARD OF CONTRACT

### 37. Criteria of Award

- 37.1 Subject to ITB 36 and 38, the Procuring Agency 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:
- a) eligible in accordance with the provisions of ITB 3;



b) is determined to be qualified to perform the Contract satisfactorily; and

c) Successful negotiations have been concluded, if any.

**38. Negotiations**

38.1 Negotiations may be undertaken with the Most Advantageous Bid relating to the following areas:

- a) minor alteration to the technical details of the statement of requirements;
- b) reduction of quantities for budgetary reasons, where the reduction is in excess of any provided for in the Bidding documents;
- c) minor amendment to the special conditions of Contract;
- d) finalizing payment arrangements;
- e) delivery arrangements;
- f) the methodology for provision of related services; or
- g) clarifying details that were not apparent or could not be finalized at the time of Bidding;

38.2 Where negotiation fails to result into an agreement, the Procuring Agency may invite the next ranked Bidder for negotiations. Where negotiations are commenced with the next ranked Bidder, the Procuring Agency shall not reopen earlier negotiations.

**39. Procuring Agency's Right to to reject All Bids**

- 39.1 Notwithstanding **ITB 37**, the Procuring Agency reserves the right to reject all the bids, and to annul the Bidding process at any time prior to award of contract, without thereby incurring any liability to the affected Bidder or Bidders. However, the Authority (i.e. PPRA) may call from the Procuring Agency the justification of those grounds.
- 39.2 Notice of the rejection of all Bids shall be given promptly to all Bidders that have submitted Bids.
- 39.3 The Procuring Agency shall upon request communicate to any Bidder the grounds for its rejection of its Bids, but is not required to justify those grounds.



- 40. Procuring Agency's Right to Vary Quantities at the Time of Award**
- 40.1 The Procuring Agency reserves the right at the time of contract award to increase or decrease the quantity of Works / Goods or related services originally specified in these Bidding Documents (schedule of requirements) provided this does not exceed by the percentage indicated in the BDS, without any change in unit price or other terms and conditions of the Bid and Bidding Documents.
- 41. Notification of Award**
- 41.1 Prior to the award of contract, the Procuring Agency shall issue a Final Evaluation Report giving justification for acceptance or rejection of the bids.
- 41.2 Where no complaints have been lodged, the Bidder whose Bid has been accepted will be notified of the award by the Procuring Agency prior to expiration of the Bid Validity period in writing or electronic forms that provide record of the content of communication. The Letter of Acceptance will state the sum that the Procuring Agency will pay the successful Bidder in consideration for the execution of the scope of works as prescribed by the Contract (hereinafter and in the Contract called the "Contract Price).
- 41.3 The notification of award will constitute the formation of the Contract, subject to the Bidder furnishing the Performance Security (or guarantee) in accordance with **ITB 43** and signing of the contract in accordance with **ITB 42.2**.
- 41.4 Upon the successful Bidder's furnishing of the performance security (or guarantee) pursuant to **ITB 43**, the Procuring Agency 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 Bidders pursuant to **ITB 18.7**.
- 42. Signing of Contract**
- 42.1 Promptly after notification of award, Procuring Agency shall send the successful Bidder the draft agreement, incorporating all terms and conditions as agreed by the parties to the contract.
- 42.2 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 shall sign the contract.



**43. Performance Security (or Guarantee)**

- 42.3 Where no formal signing of a contract is required, purchase order issued to the bidder shall be construed to be the contract.
- 43.1 After the receipt of the Letter of Acceptance, the successful Bidder, within the specified time, shall deliver to the Procuring Agency a Performance Security (or Guarantee) in the amount and in the form stipulated in the **BDS and SCC**, denominated in the type and proportions of currencies in the Letter of Acceptance and in accordance with the Conditions of Contract.
- 43.2 If the Performance Security (or Guarantee) is provided by the successful Bidder and it shall be in the form specified in the **BDS** which shall be in any of the following:
- (a) certified cheque, cashier's or manager's cheque, or bank draft;
  - (b) irrevocable letter of credit issued by a Scheduled bank 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;
  - (c) bank guarantee confirmed by a reputable local bank or, in the case of a successful foreign Bidder, bonded by a foreign bank; or
  - (d) surety bond callable upon demand issued by any reputable surety or insurance company.

Any Performance Security (or guarantee) submitted shall be enforceable in Pakistan.

- 43.3 Failure of the successful Bidder to comply with the requirement of **ITB 43.1** shall constitute sufficient grounds for the annulment of the award and forfeiture of the Bid Security, in which event the Procuring Agency may make the award to the next ranked Bidder or call for new Bids.

**44. Advance Payment**

- 44.1 The advance payment will not be provided in normal circumstances. However, in case where international incoterms are involved, the same will be dealt with standard international practices and in the manner as



prescribed in ITB 44.2.

44.2 The Procuring Agency will provide an Advance Payment as stipulated in the Conditions of Contract, subject to a maximum amount, as stated in the **BDS**. The Advance Payment request shall be accompanied by an Advance Payment Security (Guarantee) in the form provided in Section IX. For the purpose of receiving the Advance Payment, the Bidder shall make and estimate of, and include in its Bid, the expenses that will be incurred in order to commence Delivery of Works / Goods. These expenses 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's "Notice to Commence" as specified in the **SCC**.

**45. Arbitrator**

45.1 The Arbitrator shall be appointed by mutual consent of the both parties as per the provisions specified in the SCC.

**46. Corrupt & Fraudulent Practices**

46.1 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**

**47. Constitution of Grievance Redressal**

47.1 Procuring agency shall constitute a Grievance Redressal Committee (GRC) comprising of odd number of person 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.

**48. GRC Procedure**

48.1 Any party can file its written complaint 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.



- 48.2 Any Bidder feeling aggrieved by any act of the procuring agency 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.
- 48.3 In case, the complaint is filed against the technical evaluation report, the GRC shall suspend the procurement proceedings.
- 48.4 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 envelop bidding procedure is adopted.
- 48.5 The GRC, in both the cases shall investigate and decide upon the complaint within ten days of its receipt.
- 48.6 Any bidder or the procuring agency 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.
- 48.7 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.
- 48.8 The committee shall call the record from the concerned procuring agency or the GRC as the case may be, and the same shall be provided within prescribed time.
- 48.9 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.
- 48.10 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

### 49. Mechanism of Blacklisting

- 49.1 The Procuring Agency 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:
- i. Involved in corrupt and fraudulent practices as defined in Rule-2 of Public Procurement Rules;
  - ii. Fails to perform his contractual obligations; and
  - iii. Fails to abide by the id securing declaration;
- 49.2 The show cause notice shall contain: (a) precise allegation, against the bidder or contractor; (b) the maximum period for which the Procuring Agency proposes to debar the bidder or contractor from participating in any public procurement of the Procuring Agency; and (c) the statement, if needed, about the intention of the Procuring Agency to make a request to the Authority for debarring the bidder or contractor from participating in public procurements of all the procuring agencies.



- 49.3 The procuring agency shall give minimum of seven days to the bidder or contractor for submission of written reply of the show cause notice
- 49.4 In case, the bidder or contractor fails to submit written reply within the requisite time, the Procuring Agency may issue notice for personal hearing to the bidder or contractor/ authorize representative of the bidder or contractor and the procuring agency shall decide the matter on the basis of available record and personal hearing, if availed.
- 49.5 In case the bidder or contractor submits written reply of the show cause notice, the Procuring Agency may decide to file the matter or direct issuance of a notice to the bidder or contractor for personal hearing.
- 49.6 The Procuring Agency shall give minimum of seven days to the bidder or contractor for appearance before the specified officer of the Procuring Agency for personal hearing. The specified officer shall decide the matter on the basis of the available record and personal hearing of the bidder or contractor, if availed
- 49.7 The procuring Agency shall decide the matter within fifteen 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.
- 49.8 The Procuring Agency 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 days, prefer a representation against the order before the Authority.
- 49.9 Such blacklisting or barring action shall be communicated by the procuring agency 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.

- 49.10 The bidder may file the review petition before the Review Petition Committee Authority within thirty 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 days of filing of review petition
- 49.11 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. 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.
- 49.12 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

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Sign & Stamp of Bidder



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

The following specific data for the Works to be bided shall complement, amend or supplement the provisions in the Instructions to Bidders (ITBs). Whenever there is a conflict, the provisions herein shall prevail over those in the instruction to bidder.

BDS Clause Number	ITB Number	Amendments of, and Supplements to, Clauses in the Instruction to Bidders
<b>A. Introduction</b>		
1.	1.1	<p>Name of Procuring Agency: Project Director (NADRA RHO Islamabad) <b>NATIONAL DATABASE &amp; REGISTRATION AUTHORITY, Plot # 30, MOUVE Area, Sector G-10/4, Islamabad</b> <b>Phone: (92-51-9108124, Fax: (92-51-9108113)</b></p> <p>The subject of procurement is for <b>CONSTRUCTION OF NADRA OFFICE BUILDING, DHA-5, Islamabad</b> to be provided using this/ these <b>Contract(s)</b> at <i>NATIONAL DATABASE &amp; REGISTRATION AUTHORITY REGIONAL HEAD OFFICE, Plot # 30, MOUVE Area, Sector G-10/4, Islamabad</i> under following categories:</p> <p>Period for completion of Project Works: <b>190 Total days</b> from date of contract.</p> <p>Commencement date for Project / Works: <b>Immediately</b> after signing of the contract</p>



	3.1	<p><b>Brief Description of Works:</b> Construction works at NADRA office building, DHA-5, Islamabad as per BOQ.</p> <p><b>Basic Eligibility (mandatory Requirements)</b> The firms/ companies fulfilling the following basic requirements shall be considered for further evaluation (relevant documents to be attached):</p> <ol style="list-style-type: none"> <li>i. Registration with Pakistan Engineering Council (PEC) in Category “C2” and higher (mandatory).</li> <li>ii. Only registered supplier/service providers/contractors who are on Active Taxpayers List (Income and Sales Tax) of FBR/respective revenue boards are eligible to supply Works / Goods/provide services to the Commission (mandatory). Bids of all those who are not registered with the Federal Board of Revenue/Respective Revenue Boards for Income Tax and Sales Tax shall be rejected.</li> <li>iii. In case bidder (if selected) is not in ATL at the time of payment then the payment shall be stopped till he files his mandatory returns and appears on ATL of FBR OR whole of the tax involved or as applicable to supplies on the basis of gross value of supplies shall be deducted.</li> <li>iv. Declaration of Ultimate Beneficial Owners Information.</li> <li>v. Bidder must submit affidavit/undertaking (on stamp paper of Rs.100) duly notarized that firm is not blacklisted by any department, failing which the bid shall be rejected, format attached.</li> <li>vi. Only those bids will be considered for evaluation which will be submitted through EPADS.</li> <li>vii. Bidder to confirm that the Time of Completion of the Project shall be within 190 working days from the date of Award of Contract. Bidder shall provide an undertaking that Bidder(s) have proven available resources to implement and complete the project on fast track basis within Time of Completion.</li> <li>viii. Bid submitted ONLY through <b>PPRA’s e-Pak Acquisition &amp; Disposal System (EPADS)</b> shall be considered for further processing.</li> <li>ix. <b>Method: Single Stage-Two Envelope</b></li> <li>x. <b>Selection Criteria: Least Cost Method</b></li> </ol>
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2	3.2	Year for the operations of the Procuring Agency: [2025-26]  Name of Project: <b>Construction of NADRA Office Building, DHA-5, ISLAMABAD</b>  Name of financing institution: NADRA Name and identification number of the Contract:  <b>NADRA-RHO ISB-RFP/26/Construction-DHA-5</b>
3.	3.1	Joint venture, consortium or association shall not be allowed.
4.	4.1	Ineligible country(s) is or are [ <i>Israel, India</i> ]
5.	4.5	Demonstration of authorization by manufacturer: [N/A]

### Special Stipulations Clause Conditions of Contract

1	Law applicable	5.1	The law to be applied is the law of Islamic Republic of Pakistan.
2	Amount of Performance Security	10.1	10% of Contract Price stated in the Letter of Acceptance.
3	Amount of Liquidated Damages	26.1	0.5% for each day of delay in completion of each part/ section of the Works subject to a maximum of ten percent (10%) of Contract Price stated in Letter of Acceptance.
4	Defects Liability Period	26.1	One Hundred and Eighty (180x) days from the effective date of Taking Over Certificate
5	Percentage of Retention Money	19.1	5% of the amount of Interim Payment Certificate
6	Limit of Retention Money	19.1	5% of Contract Price
7	Mobilization Advance (Interest Free	19.1	15% of Price quoted against Bank Guarantee, of an equivalent amount, from Scheduled Bank of Pakistan.



8	Recovery of Advance Mobilization	19.1	5% of the amount of each Interim Payment Certificate, and full recovery at/before final payment.
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## B - Bidding Documents

6.	7.2	The number of documents to be completed and Submitted on EPADS
7.	8.1	The address for clarification of Bidding Documents is <b>Administration Department NATIONAL DATABASE &amp; REGISTRATION AUTHORITY, Plot # 30, MOUVE Area, Sector G-10/4, Islamabad</b>
	8.5	Pre-bid meeting will be held on 05 <b>Mar, 2026</b> at 1000 Hrs.

## C - Preparation of Bids

8.	10.1	The Language of all correspondences and documents related to the Bid is: English
9.	11.1(b)	N.A
10.	11.2 (b)	Characteristics Not Applicable
11.	11.1 (h)	In addition to the documents stated in <b>ITB 11</b> , the following documents must be included with the Bid Details are given at <b>Annex-A, Annex-B and Annex-C</b> .
12.	12.3 (c)	Other procurement specific documentation requirements: <b>“Brochures &amp; Literature Related to offered products”</b>
13.	12.4	Not Applicable



BDS Clause Number	ITB Number	Amendments of, and Supplements to, Clauses in the Instruction to Bidders
14.	12.4	Not applicable
15.	13.3 (b) (d)	The qualification criteria required from Bidders in ITB 13.3(b) (d) is modified as per Annex-A
16.	15.6 (a) (iii), (iv)	Not applicable
17.	15.7 (a) (i) & 15.6 (b) (i)  (ii), (iii) (optional) (iv), (v) (optional)	For Works / Goods offered from abroad the price quoted shall be: <i>Not Applicable</i>  <i>Not Applicable</i>
	15.9	The price shall be fixed.
18.	16.1 (a)	For works and related services originating in Pakistan the currency of the Bid shall be <i>Pakistani Rupees</i> ;



19.	16.2	Not applicable
20.	17.1	The Bid Validity period shall be <b>[120]</b> days.
21.	18.1	The amount of <b>Bid Security</b> shall be <b>Rs. 5,00,000/-</b> (In Total) for <b>CONSTRUCTION OF NADRA OFFICE, BUILDING DHA-5, ISLAMABAD</b> . The currency of the Bid Security shall be: Pakistani Rs. in favor of <b>NADRA REGIONAL HEAD OFFICE ISLAMABAD</b> .
22.	18.3	The Bid Security shall be in the form of Cashier's/PO or certified cheque or CDR, Bank Guarantee accompanying technical bid
23.	18.3 (c)	Other forms of security are not applicable.
24.	19.1	Alternative Bids to the requirements of the Bidding Documents " <i>will not,</i> " be permitted.
25	21.1	The Bid shall be submitted through EPADS only.
26.	21.2	Written confirmation of authorization is authorization on company letterhead.



## D - Submission of Bids

27.	22.2 (a)	Bid shall be submitted through <i>E-Procurement (EPADS)</i> ( <a href="https://eprocure.gov.pk/#/auth/login">https://eprocure.gov.pk/#/auth/login</a> )
28.	22.2 (b)	Title of the subject Procurement: <b>CONSTRUCTION OF NADRA OFFICE BUILDING, DHA-5, ISLAMABAD.</b>  RFB title and No: <b>NADRA-RHO ISB-RFP/26/Construction-DHA-5</b> Time and date for submission: <b>1100 hrs 16 Mar, 2026</b>
29.	23.1	The deadline for Bid submission is  <b>Day : [ <u>Monday</u> ]</b>  <b>Date: [ <u>16, Mar, 2026</u> ]</b>  <b>Time: [1100 hrs]</b>

## E - Opening and Evaluation of Bids

30.	26.1	The E-Bid opening shall take place at:  <b>CONFERENCE ROOM NATIONAL DATABASE &amp; REGISTRATION AUTHORITY, Plot # 30, MOUVE Area, Sector G-10/4, Islamabad</b>
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		<p><b>Day : [ __ Monday __ ]</b></p> <p><b>Date: 16 Mar, 2026]</b></p> <p><b>Time : [1130 hrs]</b></p>
<b>31.</b>	<b>32.2</b>	<p>The currency that shall be used for Bid evaluation and comparison purposes to convert all Bid prices expressed in various currencies in Pakistani Rs.</p> <p>The source of exchange rate shall be: State Bank of Pakistan The date of exchange rate shall be the date of opening of financial bids  <b>(in case of single stage two envelopes)</b></p>



32.	35	<p style="text-align: center;"><b>Evaluation Techniques</b></p> <p><b>Least Cost Based Selection (LCBS) Shall be used in this Tender.</b></p> <p>After meeting the requirements of eligibility, qualification and substantial responsiveness, the bid in compliance with all the mandatory (technical) specifications/requirements/Tests and/or requisite quality threshold (if any), and having lowest evaluated cost (or financial proposal) shall be considered highest ranked bid.</p>
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33.	<b>33.3 (h)</b>	Other specific criteria is not applicable.
34.	<b>33.5 (a)</b>	Not Applicable
35.	<b>33.5 (b)</b>	Delivery schedule. <b>190 Total Days</b>
36.	<b>33.5 (c)</b>	Deviation in payment schedule is not applicable.
37.	<b>33.5 (d)</b>	Not Applicable



38.	33.5(e)	Not Applicable
39.	33.5 (f)	Not Applicable
40.	33.5 (g)	Not Applicable
41.	33.5 (h)	Not Applicable
42.	33.6	Not Applicable
43.	34.1	Not Applicable
<b>F. Award of Contract</b>		
44.	40.1	Percentage for quantity increase/ decrease is <b>[15%]</b> .
45.	43.1	The Performance Security (or guarantee) shall be <b>[10% of the Contract Price]</b> Bid Security of most advantageous/successful bidder will be released once Performance Security is submitted within 14 days after issuance of LOA.
46.	43.2	The Performance Security (or guarantee) shall be in the form of Bank Guarantee.
47.	44.1	<i>[Not Applicable]</i> .
48.	44.2	15% Mobilization advance against Bank Guarantee within 14x days after signing of agreement/contract.



49.	45.1	Arbitrator shall be appointed by mutual consent of the both parties.
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### G. Review of Procurement Decisions

50.	49.1	The address of the Procuring Agency President, Grievance Redressal Committee HQ NADRA, 3 <sup>rd</sup> Floor, G-5/2, Islamabad
		The Address of PPRA to submit a copy of grievance:  Grievance Redressal Appellate Committee, Public Procurement Regulatory Authority 1 <sup>st</sup> Floor, G-5/2, Islamabad, Pakistan Tel: +92-51-9202254



## Section IV. Eligible Countries

All the bidders are allowed to participate in the subject procurement without regard to nationality, except bidders of some nationality, prohibited in accordance with policy of the Federal Government.

Following countries are ineligible to participate in the procurement process:

1. India
2. Israel

Ministry of Interior, Government of Pakistan has notified List of Business Friendly Countries (BVL), information can be accessed through following link:

<http://www.dgip.gov.pk/Files/Visa%20Categories.aspx#L>



# ANNEX-A

## SECTION V: Evaluation and Qualification Criteria



# QUALIFICATION CRITERIA

The bidder has the financial and technical capability necessary to perform the Contract as follows. The bid will be evaluated as following criteria to ascertain “Technical Responsive” bidder. The applicant shall be considered on minimum requirement of 50% score in each category and overall 60% Marks i.e. 60 out of 100 shall be required to declared Technically Responsive. The financial proposal of only Technically Responsive Bidder will be considered. Arithmetical Correctness and Financial Comparison. The “Technically Responsive and Most Advantageous Bidder i.e. lowest” will be awarded the contract.

Sr. No.	Category	Weightage / Marks
a)	Financial Soundness	30
b)	Experience Record	35
c)	Personnel Capabilities	08
d)	Equipment	27
<b>Total Marks</b>		<b>100</b>

## a. Financial Soundness

Sr. No.	Description	Marks Assigned	Criteria for Marks Obtained
i.	Turnover for the last 12 months as per verified bank statement	30	<ul style="list-style-type: none"> <li>• Full marks will be given if Turnover is Rs. <b>100 Million or above.</b></li> <li>• 75% marks will be given if Turnover is less than Rs. 100 Million but equal to or greater than Rs.75 Million.</li> <li>• 50% marks will be given if Turnover is less than Rs.75 Million but equal to or greater than Rs. 50 Million.</li> <li>• <b>Zero marks will be given if Turnover is less than Rs. 50 Million.</b></li> <li>• <b>No Marks if authenticated/verified bank statement is not attached.</b></li> <li>• <b>Applicant must provide bank statement for the last 12 months.</b></li> </ul>
<b>Marks Allocated</b>		<b>30</b>	

## b. Experience Record

Sr. No.	Description	Marks Assigne	Criteria for Marks Obtained
i.	Projects related to building/ construction completed in last (5) years.	30	<ul style="list-style-type: none"> <li>• Projects related to building construction/ Renovation/Interior completed in last 5 years (10 points for each project of Min. Rs. 80 million or greater) (Maximum 30 marks);</li> <li>• Projects related to building construction/ Renovation/Interior completed in last 5 years (7.5 points for each project of less than Rs. 80 million but equal to or greater than Rs. 60 million) (Maximum 30 marks);</li> <li>• Projects related to building construction/ Renovation/Interior completed in last 10 years (5 points for each project of less than Rs. 50 million but equal to or greater than Rs. 30 million) (Maximum 30 marks);</li> <li>• <b>Zero marks will be given for works less than Rs. 30 million;</b></li> <li>• <b>No Marks if Completion Certificate/Award Letter of respective project is not attached.</b></li> </ul>
ii.	Projects related to building/construction in-hand.	5	<ul style="list-style-type: none"> <li>• Projects related to building construction/ Renovation/Interior in hand (5 points for each project of Min. Rs. 80 million or greater) (Maximum 5 marks);</li> <li>• Projects related to building construction/ Renovation/Interior in hand (2.5 points for each project of less than Rs. 80 million but equal to or greater than Rs. 60 million) (Maximum 5 marks);</li> <li>• <b>Zero marks will be given for works less than Rs. 60 million;</b></li> <li>• <b>No Marks if LOA/award letter of respective project is not attached.</b></li> </ul>
<b>Marks Allocated</b>		<b>35</b>	

**c. Personal Capabilities**

**Credit Marks shall be awarded under this category using the following criteria:**

No marks if affidavit of employment of personnel with the applicant is not attached  
 .Bidder must submit affidavit/undertaking (on stamp paper of Rs.100)

<b>Sr. No.</b>	<b>Description</b>	<b>Marks Assigned</b>	<b>Criteria for Marks Obtained</b>
i.	<p>B.Sc. Engineers affiliated as Professional/Registered Engineer with Pakistan Engineering Council (PEC) under employment of the Applicant. At pre-qualification stage, foreign firms may submit registration proof of their Engineers from home country.</p> <p><b>No marks if above data is not provided.</b></p>	5	<ul style="list-style-type: none"> <li>• 2 Marks if One B.Sc. Civil Engineer with minimum 8 years of work experience. (Max allowable 4 marks)</li> <li>• 0.5 marks of one B.Sc. Electrical Engineer with minimum 6 years of work experience. (Max allowable 1 Mark)</li> </ul>
ii.	<p>Associate Engineers (DAE) under employment of the Applicant</p> <p>Questionnaire Form#6 &amp;7 shall be filled to provide experience record.</p> <p><b>No marks if above data is not provided.</b></p>	03	<p><b>a- Experience (2Marks):</b></p> <ul style="list-style-type: none"> <li>• 2 Marks for DAE - Civil with experience of equal to 08 years or above.</li> <li>• 1 Mark for Quantity Surveyor with minimum 06 years of experience</li> <li>• 1 Mark for finishing inspector (Architect/Civil) inspector with minimum 08 years' experience.</li> </ul>
<b>Marks Allocated</b>			<b>08</b>



**d. Equipment**

**Credit Marks shall be awarded under this category using the following criteria:**

No marks if proof of ownership (Affidavit)/ Rental/ Lease Agreement is not attached. Bidder must submit affidavit/undertaking (on stamp paper of Rs.100)

**No mark if above form is not filled**

Sr. No.	Description	Quantity	Marks Assigned	Criteria for Marks Obtained
1	Automatic Spindle Machine	1	2	<ul style="list-style-type: none"> <li>• Attach proof of ownership (Affidavit)/ Rental/ Lease Agreement</li> <li>• Applicant must own essential equipment and machinery required for civil and interior works. Preference should be given to firms with in-house equipment rather than rented machinery.</li> </ul>
2	Floor Grinding / Polishing Machine	1	2	
3	Concrete Mixture Machine	1	2	
4	Air Compressor	1	1	
5	Form Work & Scaffolding Pipe (Quick form/cup lock propping mechanism and marine plywood shuttering)	8,000 sft	12	
6	Water Browser (500 Gallons)	1	1	
7	Steel cutting and bending machine	1	2	
8	Generators (Min 100 KVa)	1	2	
9	Hot Press	1	1	
10	<b>Workshop/ Factory;</b> Finishing Items manufacturing facility i.e. Carpentry/ Steel Works etc.	1	2	<p>Marks shall be given ONLY when following details/ Information is provided as proof;</p> <ol style="list-style-type: none"> <li>1. Complete address of Workshop</li> <li>2. Copy of Electricity Bills paid for the past three months (Not older than 6 months)</li> <li>3. At least #4 Photos taken at workshop/</li> </ol>



				factory (Printed on A-4 paper)
<b>Marks Allocated</b>				<b>27</b>

**Note:**

a). The Applicant shall attach evidence of Work Orders/ Letter of Acceptance/Contract Agreement or Completion Certificate for completed projects in public sector.

## Terms & Conditions

- a. Financial evaluation will be carried out as **Least Cost Based method**.
- b. Company/ firm should be capable to deliver services in stipulated time of 190 days from the date of contract.
- c. Successful bidder/ firm will be bound to carry out **CONSTRUCTION OF NADRA OFFICE Building, DHA-5, ISLAMABAD** .
- d. Bidder/ firm will ensure the quality of work as per given specification for **CONSTRUCTION OF NADRA OFFICE Building, DHA-5, ISLAMABAD**.
- e. The quantity of Works may **increase or decrease** as per NADRA requirements (or due to financial constraint (if any)).
- f. The bid will have a minimum validity period of 120 x days from the last date of submission of the Bid.
- g. The Financial Bid shall be considered as inclusive of all applicable taxes
- h. The company/firm shall bear all costs associated with the preparation and submission of its documents, while the NADRA, in no case shall be responsible or liable for those costs, regardless of the conduct or outcome of the tendering process.
- i. The delivered works will be matched by inspection committee as per specification laid down in bidding documents/ technical specifications and if any irregularity found during inspection, then the committee has right to reject the works /material of **CONSTRUCTION OF NADRA OFFICE BUILDING, DHA-5, ISLAMABAD** and payment process can be frozen till the completion / delivery of **CONSTRUCTION OF NADRA OFFICE BUILDING, DHA-5, ISLAMABAD** as per requirement.
- j. The price / bid rate in words should be final and clearly written / typed without any ambiguity.
- k. The lowest, responsive/evaluated bid as a complete project shall be accepted during Financial Bidding process.
- l. The Bidder shall be responsible for all new taxes, if any, levied by the Government until completion of the contract.
- m. The benefit of exemption from or reduction in the taxes and duties shall be passed on to the Procuring Agency.



- n. While making a price quote, trend/inflation in the rate of good and services/works in the market should kept in mind. No request for increase in price due to market fluctuation in the cost of Works / Goods/ **CONSTRUCTION OF NADRA OFFICE BUILDING, DHA-5, ISLAMABAD** and services shall be entertained.
- o. If at any stage the successful bidder withdraws from providing services due to market fluctuation in the cost of Works / Goods for **CONSTRUCTION OF NADRA OFFICE BUILDING, DHA-5, ISLAMABAD** and services legal action shall be taken against the defaulter i.e. Forfeiting of bid security/performance guarantee, amount of already executed work and also the firm will be blacklisted on PPRA Website.
- p. If there is a discrepancy between unit price and total price that is obtained by multiplying the unit price and quantity, the unit price shall prevail and total price shall be corrected. If bidder does not accept the correction of errors, its bid shall be rejected and its bid security shall be forfeited.
- q. Incomplete/conditional bids will not be accepted, and furnishing of incorrect information shall be liable to legal action.
- r. Any type of corrupt or fraudulent practices and provision of false information will lead to the blacklisting of firm.
- s. In case the selected bidders do not accept the order/contract, the bid security will be confiscated and a poor performance certificate will be issued to vendor.
- t. Delivery charges of material & other cost during work will be the responsibility of the bidder firm/contractor.
- u. The successful bidder will be bound to deliver Works / Goods for **CONSTRUCTION OF NADRA OFFICE BUILDING, DHA-5, ISLAMABAD** / works within stipulated time. In case of failure LD would be applicable as per (SCC Liquidated damages).
- v. Payments will be made after successful completion of work and after inspection report submitted by RHO NADRA ISLAMABAD inspection committee/consultant in accordance with specification provided in tender document.
- w. The scope of services/ supplies/Civil Work will be strictly followed by the CONTRACTOR as described in (Schedule of Requirements/ Scope of Work).
- x. In case the CONTRACTOR fails to complete his work in the given time frame, employer will deduct percentage (%) of gross amount mentioned in SCC (Liquidated Damages) from CONTRACTOR's bill.
- y. The CONTRACTOR shall submit his invoice / bills completed in all respects to Admin Branch NADRA RHO ISLAMABAD/Consultant for the work carried out once a month, unless the bill is final (last).



- z.** NADRA RHO ISLAMABAD shall have the power to withheld any invoice / bill if the works or any parts thereof are not being carried out to its satisfaction or according to the defined scope of work / NADRA Tender Documents (Schedule of Requirements/ scope of work).
- aa.** The CONTRACTOR shall be responsible to for the payment of income tax, on income arising out of the contract and the rates / prices stated in Schedule of Tender Prices shall be deemed to cover all taxes.
- bb.** The CONTRACTOR shall be responsible for the payment of all other taxes announced by Government of Pakistan on services arising out of the contract.
- cc.** NADRA RHO ISLAMABAD shall have the right to terminate the contract by giving a notice of thirty (30) days to the CONTRACTOR if:
- i. In the opinion of the NADRA RHO Lislamabad/ NADRA Competent Authority, the CONTRACTOR's performance is unsatisfactory.
  - ii. The CONTRACTOR fails to abide by any of the conditions of the contract or the instructions of NADRA RHO Islamabad (rep).
  - iii. NADRA RHO Islamabad shall also have the right to terminate the contract by giving a 30 days' notice if it decides to discontinue the services of the CONTRACTOR due to any reason other than those mentioned above.
  - iv. The CONTRACTOR shall also have the right to withdraw from the contract with NADRA RHO Islamabad by giving a notice of sixty (60) days if the CONTRACTOR fails to comply or is incapable to perform as per the standards / defined scope of works by NADRA RHO Islamabad.
  - v. NADRA RHO Islamabad will have the right to forfeit the performance guarantee in this / above scenarios of withdrawal / termination of contract and blacklisting of the contractor as per Public Procurement Rules 2004.



## **SECTION VI: STANDARD FORM**

### **(Single Stage Two Envelope Procedure)**

#### **Table of Forms**

**Letter of Bid – Technical Proposal**

**Letter of Bid - Financial Proposal**

**Bidder Information Form**

**Bidder's JV Members Information Form (If Applicable)**

**Price Schedule: Works / Goods Manufactured Outside Pakistan, to be Imported**

**Price Schedule: Works / Goods Manufactured Outside Pakistan, already**

**imported Price Schedule: Works / Goods Manufactured in Pakistan**

**Price and Completion Schedule - Related Services**

**Form of Bid Security**

**Manufacturer's Authorization**



## Letter of Bid – Technical Proposal

*INSTRUCTIONS TO BIDDERS: DELETE THIS BOX ONCE YOU HAVE COMPLETED THE DOCUMENT*

*Place this Letter of Bid in the first envelope “TECHNICAL PROPOSAL”.*

*The Bidder must prepare the Letter of Bid on stationery with its letterhead clearly showing the Bidder’s complete name and business address.*

*Note: All italicized text in black font is to help Bidders in preparing this form and Bidders shall delete it from the final document.*

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

**RFB No.:** NADRA-RHO ISB-RFP/26/Construction-DHA-5 Building

**Request for Bid No.:** [*insert identification*]

**Alternative No.:** [*insert identification No if this is a Bid for an alternative*]

**To:** [*insert complete name of Procuring Agency*]

We, the undersigned Bidder, hereby submit our Bid, in two parts, namely:

- (a) the Technical Proposal, and
- (b) the Financial 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 based on execution of a Bid Securing Declaration or Proposal Securing Declaration in the Procuring Agency’s country in accordance with ITB 4;
- (d) **Conformity:** We offer to supply in conformity with the bidding document and in accordance with the Delivery Schedules specified in the Schedule of Requirements the following Works / Goods: [*insert a brief description of the Works / Goods and Related Services*];
- (e) **Bid Validity Period:** Our Bid shall be valid for the period specified in BDS 17.1 (as amended, if applicable) from the date fixed for the Bid submission deadline



specified in BDS 23.1 (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 19;
- (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. Further, we are not ineligible under Pakistan laws;
- (i) **State-owned enterprise or institution:** *[select the appropriate option and delete the other]* *[We are not a state-owned enterprise or institution]* / *[We are a state-owned enterprise or institution but meet the requirements of]*;
- (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 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

**INSTRUCTIONS TO BIDDERS: DELETE THIS BOX ONCE YOU HAVE COMPLETED THE DOCUMENT**

Place this Letter of Bid - Financial Proposal in the second envelope marked "FINANCIAL PROPOSAL".

The Bidder must prepare the Letter of Bid - Financial Proposal on stationery with its letterhead clearly showing the Bidder's complete name and business address.

Note: All italicized text is to help Bidders in preparing this form.

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

**No.:** **[NADRA-RHO ISB-RFP/26/Construction-DHA-5 Building]**

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

**Alternative No.:** *[insert identification No if this is a Bid for an alternative]*

**To:** **[RHO NADRA, Islamabad]**

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 17.1 (as amended, if applicable) from the date fixed for the bid submission deadline specified in BDS 23.1 (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, excluding any discounts offered in item
- (c) below is:

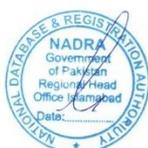
In case of only one lot, the total price of the Bid is *[insert the total price of the bid in words and figures, indicating the various amounts and the respective currencies];*

In case of multiple lots, the total price of each lot is *[insert the total price of each lot in words and figures, indicating the various amounts and the respective currencies];*

In case of multiple lots, total price of all lots (sum of all lots) *[insert the total price of all lots in words and figures, indicating the various amounts and the respective currencies];*

- (c) **Discounts:** The discounts offered and the methodology for their application are:
- (i) The discounts offered are: *[Specify in detail each discount offered]*
- (ii) The exact method of calculations to determine the net price after application of discounts is shown below: *[Specify in detail the method that shall be used to apply the discounts];*
- (d) **Commissions, gratuities and fees:** We have paid, or will pay the following commissions,

Sign & Stamp of Bidder



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gratuities, or fees with respect to the bidding process or execution of the Contract: *[insert complete name of each Recipient, its full address, the reason for which each commission or gratuity was paid and the amount and currency of each such commission or gratuity]*.

Name of Recipient	Address	Reason	Amount

(If none has been paid or is to be paid, indicate “none.”)

- (e) **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]*

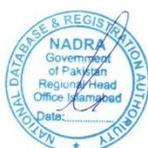
**Title of the person signing the Bid:** *[insert complete title of the person signing the Bid]*

**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.



## 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]

No.: **NADRA-RHO ISB-RFP/26/Construction-DHA-5 Building, ISLAMABAD**

Alternative No.: [insert identification No if this is a Bid for an alternative]

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

1. Bidder's Name [insert Bidder's legal name]
2. In case of JV, legal name of each member : [insert legal name of each member in JV]
3. Bidder's actual or intended country of registration: [insert actual or intended country of registration]
4. Bidder's year of registration: [insert Bidder's year of registration]
5. Bidder's Address in country of registration: [insert Bidder's legal address in country of registration]
6. Bidder's Authorized Representative Information Name: [insert Authorized Representative's name] Address: [insert Authorized Representative's Address] Telephone/Fax numbers: [insert Authorized Representative's telephone/fax numbers] Email Address: [insert Authorized Representative's email address]
7. Attached are copies of original documents of [check the box(es) of the attached original documents] <input type="checkbox"/> Articles of Incorporation (or equivalent documents of constitution or association), and/or documents of registration of the legal entity named above. <input type="checkbox"/> In case of JV, letter of intent to form JV or JV agreement, in accordance with ITB 3.4. <input type="checkbox"/> Establishing that the Bidder is not under the supervision of the Procuring Agency
8. Included are the organizational chart, a list of Board of Directors, and the beneficial ownership.

Sign & Stamp of Bidder



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# MATERIAL SPECIFICATIONS

SR #	Material Description	Proposed Manufacturer/MAKE
1	11kV HT Panels for WAPDA	PEL
		South Asian Concern
		Green T&D
2	Oil Type Transformer	PEL
		Transfopower
3	Dry Type Transformer	Schneider
		Trafo Elettro, Italy
		ABB
4	Main LT Panel Boards, Sub Main Panel Boards, Motor Control Centers, Power factor Improvement Plant, Distribution Boards	Power Solutions
		Subhan Engineering
		Power Engineers
		South Asian Concern
		Volamp
5	Isolators	Lovato
		Socomec
6	High Tension (HT), Low Tension (LT), Single Core & Multi Core Cables	Pakistan Cables
		Newage Cables
		HM Cables
7	Bus Trunking System	Schneider
		Power Duct
		ABB
		Pogliano
8	Wiring Accessories (Switches, Sockets, Telephone & Computer Socket)	Clipsal
		Orange
9	Floor Boxes	Davis
		Legrand
		JEI
10	PVC Conduits & accessories	Beta
		Dadex
		Popular
11	Fans (Ceiling, Bracket, Exhaust)	Royal Fan
		Voldam
		Pak fan



12	Data Networking Cable	Corning
		Molex
		Cavice
13	Fire Alarm & Detection System	Honey Well -Gent
		Hochiki
		Eaton
14	CCTV / Security Surveillance System	Dahua
		Hikvision
		Bosch
		Axis
15	Steel/G.I Conduit & Accessories	IIL
		Jamal Pipes
16	Cable Tray / Trunking, Ladder & Accessories	Multitek
		Ashraf Industries
		South Asian Concern
		Ercon Qatalytic Engineers
17	Back boxes, Pull boxes & Junction Boxes	Hussain & Co.
		Clipsal
		ABB
18	Light Fixtures	NVC
		Oppe
		Coarts
19	Emergency Lights	Pierlie
		Eaton
20	Telephone/EPABX / IP PABX System	Panasonic
		Alcatel
21	Uninterruptable Power Supply (UPS)	APC
		ABB
		Power ware/Eaton
22	Sound / Public Address System	TOA
		Bosch
		AXIS
23	Access Control System / Hotel Door Lock / Biometric Solution	Salto
		HID
		Honeywell
24	MATV & SMATV System	WISI
		TRIAx
		PDI



25	Earthing & Lightning Protection System	Indelec
		Multi Techniques
		Qatalytic Engineers
		APLICACIONES TECNOLOGICAS
26	Diesel Generator Set	Caterpillar (USA)
		Cummins (European)
27	Hanging Support System	Fischer
		Index
		Hilti
28	Hotel Room Wiring/Electrical Accessories	Clipsal
		ABB
		SCAME
29	Diesel Bulk Storage Tank	Local
30	Fire Alarm Cable	Firecel
		Daraka
31	EMT Conduits & accessories	Jadeed Enginnering
		Key Power Solutions
		Ezzi Engineering

SR #	Material Description	Proposed Manufacturer/MAKE
1	11kV HT Panels for WAPDA	PEL
		South Asian Concern
		Green T&D
2	Main LT Panel Boards, Sub Main Panel Boards, Motor Control Centers, Power factor Improvement Plant, Distribution Boards	Power Solutions
		Subhan Engineering
		Power Engineers
		South Asian Concern
		Volamp
3	Air Circuit Breaker (ACB), Moulded Case Circuit Breakers (MCCB) TP 500 V-AC, Residual Current Circuit Interrupter (RCCI) & MCB	Schneider
		ABB
		Terasaki
4	Magnetic Contactor, Star Delta Starter, Soft Starter, DOL Starter	ABB
		Togami
		Schneider
5	Current/Potential Transformers	Entes
		Frer
		Sezgin (Turkyie)
		Hoburt (England)



		Efen (Hungary)
		Revalco
6	Ammeters (Digital) & Voltmeters (Digital)	KAEL
		RIVALCO
		Inter
7	Selector Switches (Ammeter Selector) ASS (Voltmeter Selector)VSS	Kraus & Niamer
		MERZ
		ILX (Turkiye)
8	Indication Lamps	Fuji
		Lovato
		ILX (Turkiye)
		GGT
		Schneider
9	Wiring Terminals/Splicing Connectors	CIAMA
		ONKA
		Klemsan (Turkiye)
		Wago
10	Internal Wiring	Pakistan Cables
		Newage Cables
11	Cable Lugs and Ferrules	Cembre
		Raychem
		3 M
12	Power Factor Capacitors, controllers, relays	Schneider Electric
		Shizuki
		Klemsan (Turkiye)
		ZEZ Silko (CEZ Republic)
		Nokian
13	Change Over Switch (COS)	SOCOMEK
		Techno Electric
		ILX (Turkiye)
		Gave
14	Surge Protective Devices	DEHN
		Hager
		Schneider
15	Smart Digital Energy Meters	Janitza
		Circutor
		Klemsan
		Lovato
		Schneider
16	Energy Analyzers	Schneider
		Lovato



		LUMEL (POLAND)
		Klemsan (Turkiye)
17	ON / OFF Push Buttons	Fuji
		Lovato
		ILX (Turkiye)
		GGT
		Wago
<b>Notes:</b>		
1) All material should be procured directly from Manufacturer or Authorized distributor/Dealer		
2) Submittals to be submitted to the consultant / NADRA for verification of technical specifications and necessary approval.		
3) GA drawings of Panels & DBs to be shared with consultant / NADRA for approval		

Material Approved List (MAL) HVAC Systems		
Sr. No	Material	Manufacturer/Vendor
1.	Split ACs / VRF	Hitachi, Samsung, LG or Approved Equal
2.	Refrigerant Pipe	Mueller (USA), Golden dragon (China) or Approved Equal
3.	Fan Coil Units	Trane, Carrier, York or Approved Equal
4.	Seamless Pipes for Chilled Water System	Huffaz or Approved Equal
5.	Water Valves & Piping Specialties	Kitz or Approved Equal
6.	Door Fire Curtain	NAFFCO or Approved Equal
7.	Instruments & Gauges	Watts or Approved Equal
8.	Canvas Cloth	Pakistan Fibers or Equivalent
9.	Air Inlets & Outlets	EAP, Shan Industries, or Approved Equal
10.	Fire Dampers, Volume Dampers	Thermec or Approved Equal
11.	Condensate Drain uPVC / PPR Piping	Dadex, Beta, Vesbo or Approved Equal
12.	Duct, Piping & Conduiting Support System, Fixing Bolts	Hilti, Fisher, Sikla or Approved Equal
13.	Flexible Round Duct	AFS, Superlon, Flexiva or Approved Equal
14.	G.I / SS / Al. / Metal sheet	Pakistan Steel, ISL or Approved Equal
15.	Insulation for Ducting and Piping	Aeroflex or Approved Equal

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16.	Control Cables	Pakistan Cables, Newage, Fast Cables or Approved Equal
17.	Duct Sealant	Zahabiya or Approved Equal
18.	Paints	ICI or Approved Equal

## Financial Bid

CONSTRUCTION OF NADRA OFFICE, DHA-5

RFP # NADRA-RHO ISB-RFP/2025-26/Construction-DHA-5

Annex-02-B

BOQ

### **COMMERCIAL BUILDING** **PLOT NO.11 ,PHASE:V, DHA-ISLAMABAD**

#### **BILL OF QUANTITIES**

#### **CIVIL WORKS**

ITEM No.	DESCRIPTION	UNIT	QTY.	Unit Rate (Rs.)	TOTAL AMOUNT (Rs.)
	<b><u>EARTH WORK</u></b>				
1	Excavation in all kinds of materials as shown on drawings or as approved by the Architect.	Cft.	29,890		
2	12" compacted granular material( engineered fill) 2"down up to 95% MDD in 9" thick layer as shown in structure drawings or as directed by the Architect.	Cft.	1,980		
	<b><u>TERMITE CONTROL</u></b>				

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	<b><u>TREATMENT</u></b>				
3	Termite control treatment under foundations and floors as directed by the site Engineer.	Sft.	1,890		
	<b><u>REINFORCEMENT</u></b>				
4	Mild Steel Deformed round bars <b>Grade 60 (Estimated)</b> .	M.Ton	117		
	<b><u>PLAIN AND REINFORCED CONCRETE</u></b>				
5	Providing and laying Reinforced Cement Concrete minimum <b>compressive cylinder strength 4000 psi in Pile's</b> .	Cft.	6,955		
6	Providing and laying plain Cement Concrete minimum compressive cylinder strength 1500 psi <b>under Raft</b> .	Cft.	515		
7	Providing and laying Reinforced Cement Concrete minimum compressive cylinder strength 3000 psi in <b>Raft</b> .	Cft.	4,255		
8	Providing and laying Reinforced Cement Concrete minimum compressive cylinder strength 4000 psi in <b>Rcc Wall</b> .	Cft.	1,500		
9	Providing and laying Reinforced Cement Concrete minimum compressive cylinder strength 4000 psi in <b>shear wall</b> .	Cft.	430		
10	Providing and laying Reinforced Cement Concrete minimum compressive cylinder strength 4000 psi in <b>Lift Wall</b> .	Cft.	970		
11	Providing and laying Reinforced Cement Concrete minimum compressive cylinder strength 4000 psi in <b>column</b> .				
	i) Lower Ground floor columns	Cft.	145		
	ii) Ground floor columns	Cft.	320		
	iii) 1st floor columns	Cft.	320		
	iv) 2nd floor columns	Cft.	320		
	v) 3rd floor columns	Cft.	320		
	vi) 4th floor columns	Cft.	320		
	vii) 5th floor columns	Cft.	320		
	viii) Mumty columns	Cft.	30		
12	Providing and laying Reinforced Cement Concrete minimum compressive cylinder strength 3000 psi in Lintals.	Cft.	125		
13	Providing and laying Reinforced Cement Concrete minimum compressive cylinder strength 3000 psi in roof beams.				
	i) Lower Ground floor beams	Cft.	330		
	ii) Ground floor beams	Cft.	355		
	iii) 1st floor beams	Cft.	335		
	iv) 2nd floor beams	Cft.	335		
	v) 3rd floor beams	Cft.	335		



	vi) 4th floor beams	Cft.	335		
	vii) 5th floor beams	Cft.	375		
14	Providing and laying Reinforced Cement Concrete minimum compressive cylinder strength 3000 psi in stairs.	Cft.	945		
15	Providing and laying Reinforced Cement Concrete minimum compressive cylinder strength 3000 psi in <b>slabs</b> .				
	i) Lower Ground floor slabs	Cft.	865		
	ii) Ground floor slabs	Cft.	905		
	iii) 1st floor slabs	Cft.	960		
	iv) 2nd floor slabs	Cft.	960		
	v) 3rd floor slabs	Cft.	960		
	vi) 4th floor slabs	Cft.	960		
	vii) 5th floor slabs	Cft.	960		
	viii) Mumty slabs	Cft.	280		
	ix) Parapit	Cft.	155		
	<b><u>BRICK MASONRY WORK</u></b>				
16	First Class burnt <b>brick masonry</b> in 1:4 cement sand mortar, in <b>super structure</b> complete in all respects.				
	i) Lower Ground	Cft.	129		
	ii) Ground floor	Cft.	1,130		
	iii) 1st floor	Cft.	1,295		
	iv) 2nd floor	Cft.	1,430		
	v) 3rd floor	Cft.	1,430		
	vi) 4th floor	Cft.	1,430		
	vii) 5th floor	Cft.	1,455		
	viii) Mumty	Cft.	625		
	<b><u>CEMENT PLASTER</u></b>				
17	½" thick 1:4 cement sand plaster on interior walls, columns, beams, stair case, landings, slab, ceiling etc.				
	i) Lower Ground	Sft.	4,915		
	ii) Ground floor	Sft.	5,505		
	iii) 1st floor	Sft.	4,795		
	iv) 2nd floor	Sft.	5,510		
	v) 3rd floor	Sft.	5,510		
	vi) 4th floor	Sft.	5,510		
	vii) 5th floor	Sft.	5,590		
	viii) Mumty	Sft.	1,495		
18	¾" thick 1:4 cement sand plaster on exterior walls.	Sft	15,295		
	<b><u>FLOOR &amp; WALL FINISHES</u></b>				
19	Providing and laying plain cement concrete (nominal mix ratio 1:4:8 ) laid under Ramps, steps etc. complete in all respects as shown on drawings.	Cft.	50		



20	Providing and laying plain cement concrete (nominal mix ratio 1:2:4 ) laid for floors leveling, Ramps and entrance steps etc. complete in all respects as shown on drawings.	Cft.	3,930		
21	Providing and laying <b>Porcelain tiles on floor</b> of approved Quality,size and colours laid in approved pattern set over min. 1" thick 1:4 cement sand mortar base and joints grouted with matching colour pigment. complete in all respects as shown on drawings or as approved by the Architect.				
	i) Lower Ground	Sft.	1,615		
	ii) Ground floor	Sft.	1,390		
	iii) 1st floor	Sft.	1,525		
	iv) 2nd floor	Sft.	1,705		
	v) 3rd floor	Sft.	1,705		
	vi) 4th floor	Sft.	1,705		
	vii) 5th floor	Sft.	1,700		
	viii) Mumty	Sft.	275		
22	Providing and laying <b>Porcelain tiles skirting on walls</b> of approved Quality,size and colours laid over 1/2" thick 1:4 cement sand plaster and joints grouted with matching colour pigment. complete in all respects as shown on drawings or as approved by the Architect.				
	i) Lower Ground	Rft.	205		
	ii) Ground floor	Rft.	205		
	iii) 1st floor	Rft.	240		
	iv) 2nd floor	Rft.	285		
	v) 3rd floor	Rft.	285		
	vi) 4th floor	Rft.	285		
	vii) 5th floor	Rft.	365		
	viii) Mumty	Rft.	100		
23	Providing and laying coloured/ <b> matt ceramic/</b> Porcelain tiles <b>on floors of Bath rooms</b> of approved quality, size and colour, as directed by the Engineer, set in neat cement and joints grouted with white/coloured cement using imported pigments over and including 1-¼" thick minimum 1:3 cement sand mortar base, cutting/grinding of edges, etc. complete.	Sft.	290		
24	Providing and laying coloured/ <b>glazed ceramic/</b> Porcelain tiles <b>on walls of bath room</b> of approved quality, size and colour , set in neat cement and joints grouted with white/coloured cement using imported pigments over and including ½" thick 1:4 cement sand plaster base, including cutting, complete in all respects.	Sft.	1,875		



25	Providing and laying Chemically Pre-polished 1" thick Marble Slabs of approved quality and colour on <b>kitchen shelves</b> laid over 1¼" cement sand 1:3 mortar , setting Slab with Portland cement slurry over cement Concrete, jointing and washing the tiles with matching pigment cement slurry including curing, rubbing and polishing etc, Complete in all respects as shown on drawings or as directed by the Engineer.	Sft.	15		
26	Providing and laying Chemically Pre-polished 1" thick Marble Slab of approved quality,size and colour on <b>Stair &amp; entrance steps</b> laid over 1¼" cement sand 1:3 mortar , setting Slab with Portland cement slurry over cement Concrete, jointing and washing the tiles with matching pigment cement slurry including curing, rubbing and polishing etc, as shown on drawings, Complete in all respects.	Sft.	1,190		
27	Providing and laying 1/2" thick and 6" high chemically prepolished marble on <b>stair &amp; entrance steps riser</b> of aproved quality,colour and size with matching colour mortar in joints set over 1/2" thick rough cast 1:4 cement sand plaster, including, cutting , edgeing, nosing ,etc.Complete in all respects or as approved by the Engineer.	Rft	925		
	<b><u>12mm THICK GLASS DOOR &amp; WALL</u></b>				
28	Supply and fixing 12 mm thick Imported clear tempered glass wall partitions including open able glass door panels, with locks arrangements, with Frosting (where required), steel structure members, spider clamps and anchors, Screws & Rubber Lining etc, Complete in all respects, as shown on drawings or as approved by the Architect.	Sft.	910		
	<b><u>CARPENTRY AND JOINERY</u></b>				
29	Deodar wood solid panel door (plain / glazed) including Deodar wood frame of 9.5"x2" size with hold-fasts embedded adjoining surfaces with 2" thick single or double leaf shutters with Deodar wood architrave beads / lipping to shutters as shown on drawings including, lock , single / double swing, push plate / kick plate and all hardware fittings, matt enamel painting or lacquer polishing etc. complete in all respects as per design shown on drawings and as approved by the Architect.				



	i) Ground floor	Sft.	35		
	ii) 1st floor	Sft.	18		
	iii) 2nd floor	Sft.	18		
	iv) 3rd floor	Sft.	18		
	v) 4th floor	Sft.	18		
	vi) 5th floor	Sft.	18		
	vii) Mumty	Sft.	42		
30	Providing and fixing for kitchen cabinets wood work comprising of 1x1-1/2" framing and 3/4" thick laminated in shutters and partitions including rubber gaskets, screws, and matt enamel paint on MDF wood panels, hold fasts, cutting, all hardware fittings including catcher or locks, tower bolts, handles etc. complete in all respects as shown on drawings or as directed by the Architect.	Sft.	35		
	<b><u>WINDOWS AND VENTILATORS</u></b>				
31	Powder coated aluminum windows and ventilators premium model (of approved colour) with fixed/sliding / openable window/ventilator shutters using 2mm thick minimum aluminum sections with minimum 100mm wide frame, including 10 mm thick imported tinted glass (frosted glass in windows and ventilators of toilet areas), openable/sliding fly proof shutters with fly/insect screen in openable sections of windows/ventilators, matching hardware, door handles , locking arrangement, opening arrangement with approved stays, fixing with stainless steel screws, sealing the joints between aluminum sections and adjoining surfaces with transparent silicon sealant both inside and outside, etc. complete in all respects or as approved by the Engineer.				
	i) Ground floor	Sft.	194		
	ii) 1st floor	Sft.	324		
	iii) 2nd floor	Sft.	324		
	iv) 3rd floor	Sft.	324		
	v) 4th floor	Sft.	324		
	vi) 5th floor	Sft.	324		
	vii) Mumty	Sft.	54		
	<b><u>FALSE CEILING</u></b>				



32	Providing and fixing false ceiling of <b>Gypsum Board</b> 3/8" thick of size 600mm x 600mm, fixed with aluminium angle and tee framing size 1" x 1" x 1/16" hanged by approved suspension system including provision of extra framing for lights fittings, A/C diffusers and around columns etc. Complete in all respects as shown on the drawings, specifications and/or as directed by the Architect.(Hall area)			
	i) Lower Ground	Sft.	1,615	
	ii) Ground floor	Sft.	1,350	
	iii) 1st floor	Sft.	1,525	
	iv) 2nd floor	Sft.	1,705	
	v) 3rd floor	Sft.	1,705	
	vi) 4th floor	Sft.	1,705	
	vii) 5th floor	Sft.	1,600	
33	Providing and fixing false ceiling of <b>Dampa</b> 1/2" thick of size 24"x24", fixed with aluminium angle and tee framing size 1" x 1" x 1/16" hanged by approved suspension system including provision of extra framing for lights fittings, A/C diffusers and around columns etc. Complete in all respects as shown on the drawings, specifications and/or as directed by the Architect.(Bath area)	Sft.	280	
	<b><u>STEEL WORKS</u></b>			
34	Providing and fixing <b>M.S stair railing(floor mounted)</b> as per design and drawing complete in all respects.	Rft.	270	
35	Providing and fixing <b>M.S stair railing(wall mounted)</b> as per design and drawing complete in all respects.	Rft.	250	
36	Providing and fixing <b>M.S Balcony railing</b> as per design and drawing complete in all respects.	Rft.	315	
	<b><u>PAINTING</u></b>			
37	3 coats of plastic emulsion Paint of approved quality & color including surface preparation by provision of a film with alkali resisting primer on internal plastered walls, as per instructions of the manufacturer, complete in all respects and as approved by the Architect.			
	i) Lower Ground	Sft.	3,075	
	ii) Ground floor	Sft.	3,605	
	iii) 1st floor	Sft.	2,695	
	iv) 2nd floor	Sft.	3,410	
	v) 3rd floor	Sft.	3,410	
	vi) 4th floor	Sft.	3,410	
	vii) 5th floor	Sft.	3,490	



	viii) Mumty	Sft.	1,280		
38	Rock wall/Weather sheild on exterior surface, complete in all respects and as approved by the Architect.	Sft.	15,295		
	<b><u>OVER HEAD WATER TANK</u></b>				
39	Providing and laying Reinforced Cement Concrete minimum compressive cylinder strength 3000 psi in <b>over head Water tank.</b>	Cft.	625		
40	Providing and laying 3/4" thick terazzo over 1-1/2" thick pcc on floor of water tank as shown in drawings or as approved by the Architect.	Sft.	250		
41	Providing and laying 1" thick terrazo in cement ratio 1:3 on walls of water tank as shown in drawings or as approved by the Architect.	Sft.	435		
42	Providing and fixing 3/4" thick galvanized iron solid rod in wall of water tank,as shown in drawings or as approved by the Architects.	No	6		
43	Providing and fixing 24"x24" square manhole cover in top slab of water tank,as shown in drawings or as approved by the Architects.	No	2		
	<b><u>UNDER GROUND WATER TANKS</u></b>				
44	Excavation in all kinds of materials as shown on drawings or as approved by the Architect.	Cft.	3,850		
45	12" compacted granular material( engineered fill) 2"down up to 95% MDD in 9" thick layer as shown in structure drawings or as directed by the Architect.	Cft.	375		
46	Providing and laying Plain Cement Concrete minimum compressive cylinder strength 1500 psi under <b>footing.</b>	Cft.	95		
47	Providing and laying Reinforced Cement Concrete minimum compressive cylinder strength 3000 psi in <b>footing.</b>	Cft.	845		
48	Providing and laying Reinforced Cement Concrete minimum compressive cylinder strength 3000 psi in <b>walls.</b>	Cft.	720		
49	Providing and laying Reinforced Cement Concrete minimum compressive cylinder strength 3000 psi in <b>slabs.</b>	Cft	280		
50	Providing and laying 3/4" thick terrazo over 1-1/2" thick pcc on floor of water tank as shown in drawings or as approved by the Architect.	Sft.	685		



51	Providing and laying 1" thick terrazo in cement ratio 1:3 on walls of water tank as shown in drawings or as approved by the Architect.	Sft.	385		
52	Providing and fixing 3/4" thick galvanized iron solid rod in wall of water tank,as shown in drawings or as approved by the Architects.	No	12		
53	Providing and fixing 24"x24" square manhole cover in top slab of water tank,as shown in drawings or as approved by the Architects.	No	2		
	<b><u>SUMP</u></b>				
54	Excavation in all kinds of materials as shown on drawings or as approved by the Architect.	Cft.	655		
55	Providing and laying Plain Cement Concrete minimum compressive cylinder strength 1500 psi under <b>footing</b> .	Cft.	40		
56	Providing and laying Reinforced Cement Concrete minimum compressive cylinder strength 3000 psi in <b>footing</b> .	Cft.	60		
57	Providing and laying Reinforced Cement Concrete minimum compressive cylinder strength 3000 psi in <b>walls</b> .	Cft.	290		
58	Providing and laying Reinforced Cement Concrete minimum compressive cylinder strength 3000 psi in <b>slabs</b> .	Cft	15		
	<b><u>WATER PROOFING</u></b>				
59	Water proofing "Hy-grip" torched applied membrane on exterior side of Rcc wall as shown in drawings or as approved.	Sft	2,175		
60	Providing and fixing 10" wide pvc water stopper in Rcc walls, Lift walls and water tanks as shown in drawings or as directed by the Architect.	Rft	405		
61	Providing and laying average 3" thick PCC.1:2:4 screed in panels 4'x4' using 1/2" thick marble strips and using graded screened bajri 3/4" and down gauge laid in proper gradient, including making 3"x3"C.C gola at parapet and roof junction etc. All as per drawings.	Sft	2,080		
62	Providing and laying <b>Khuras on roof</b> (24"x 24" ) as shown on drawing complete in all respect.	Nos	3		
63	<b>Rain water down pipe</b> 4"dia upvc fixed in place, including cost of clamp holdfast ,bend ,tee,joints,complete in all respects as shown on drawings or as approved by the Engineer.	Rft	285		
	<b><u>MISCELLANEOUS</u></b>				



64	Providing and laying in elevation side ornamental work as per design and drawings or as approved by the Architect.complete in all respects.	Job	1		
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**Sub Total of civil Works:**

**SEWERAGE & SANITARY WORKS**

S/NO	DESCRIPTION	UNIT	QTY	Unit Rate (Rs.)	TOTAL AMOUNT (Rs.)
65	Supply and fix water closet apparatus European pattern, complete comprising closet, 13 liters flushing cistern low down ,flush pipe, seat cover etc.non coupled in white colour (IFO Pattern or equivalent width not less than 380mm) fixed to concrete brick stone or wood work best quality Pak Made	Each	7.00		
66	Supply and fix water closet apparatus Asian pattern, complete comprising closet, 13 liters flushing cistern low down ,flush pipe, seat cover etc.non coupled in white colour (IFO Pattern or equivalent width not less than 380mm) fixed to concrete brick stone or wood work best quality Pak Made	Each	1.00		
67	Supply and fix wash hand basin in white colour Glazed Ware 660mm x 560mm, ( IFO pattern or equivalent), one hole complete with waste pipe, coupling china & plug etc (Except mixer) fixed to concrete, brick, stone or wood work best quality <b>Pak made</b> ( Rate Only)	Each	1.00		
68	Bath Set Complete 8 Pieces (5607) Diamond Series CP	Set	7.00		
69	Providing & Fixing of Floor Drain	Each	8.00		
70	Providing & Fixing of Multi Floor Drain	Each	4.00		
71	Fixing only of mirror, any shape and pattern, 5mm thick imported edges ground complete, fixed to concrete, brick, stone, or wood work.	Sqm	8.00		

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72	Manholes complete rectangular or circular as described n.exceeding 600mm deep form inverted to surface of cover, including main channel set in CM 1:1, 230mm thick brick walls.	Cum	12.00		
73	Supply and fix manhole cast iron cover with frame 450mm circular or rectangular, exceeding <b>7.50 kg / each</b> set in cement mortar and haunching in concrete as specified.	Each	4.00		
74	Supply of fix 100mm, CI floor trap including reducer etc., complete.	Each	8.00		
75	Providing & Fixing of Pipe Duct Covered with Fiber Sheet	Each	10.00		
76	Supply and fix sink scullery of stainless steel with single drainage board complete, shallow or deep pattern up to 6000 Sq Cm, super, fixed to concrete, brick, stone, or wood.(Pak Made) incl fittings accessories etc as required,	Each	4.00		
77	Supply and fix casted grating, chromium plated, 150mm x 150mm.	Each	8.00		
78	U PVC Pressure, pipe 50mm Dia class (C) complete with solvent cement joint (Excluding excavation) S/F	M	35.00		
79	U PVC Pressure, pipe 75mm Dia class (B) complete 'Z' joint with rubber ring (Excl excavation) S/F	M	85.00		
80	U PVC Pressure, pipe 100mm Dia class (B) complete 'Z' joint with rubber ring (Excluding excavation) S/F	M	75.00		
81	U PVC Pressure, pipe 125mm Dia class (B) complete 'Z' joint with rubber ring (Excluding excavation) S/F	M	6.00		
82	U PVC Pressure, pipe150mm Dia class (B) complete 'Z' joint with rubber ring (Excluding excavation) S/F	M	75.00		



83	U PVC coupler/socket 75mm Dia for U PVC pipe class (B) S/F	Each	24.00		
84	U PVC coupler/socket 100mm Dia for U PVC pipe class (B) S/F	Each	8.00		
85	U PVC coupler/socket 150mm Dia for U PVC pipe class (B) S/F	Each	12.00		
86	U PVC long fadius bend 90-45-135 size 75mm Dia for U PVC pipe Class (C) S/F	Each	28.00		
87	U PVC long fadius bend 90-45-135 size 100mm Dia for U PVC pipe Class (C) S/F	Each	6.00		
88	U PVC long fadius bend 90-45-135 size 150mm Dia for U PVC pipe Class (C) S/F	Each	14.00		
89	Supply and fix reinforced cement concrete pipes 230mm bore, laid and jointed but except cost of pipes collars, fittings. as specified.	M	21.00		

**SUB TOTAL OF SEWERAGE & SANITARY WORKS**

**WATER SUPPLY WORKS**

S/NO	DESCRIPTION	UNIT	QTY	RATE	AMOUNT
90	Vanity including Mixer (2001) Diamond Series CP Chrome	Each	8.00		
91	Sink including Mixer Single Lever (Long Neck) (1900) CP ( <b>Rate Only</b> )	Each	1.00		
92	Elect geyser 10 liter capacity complete with thermostat safety valve S/F.	Each	7.00		
93	Sluice valve according to BSS - 3464 (18-1-5) flanged and drilled to BS Table (18-1-9) complete with rubber packing 80mm Dia supply and fixing.	Each	8.00		
94	Bib cocks (bass light) plug, round way (low pressure), with galvanized iron or brass lever handle and shouldered tail, screwed for iron pipe, 15mm Dia supply and fixing.	Each	4.00		

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95	Providing & Fitting of ½" Dia PPRC Pipe, Complete in all respects, including all connection accessories.	M	15.00		
96	Providing & Fitting of ¾" Dia PPRC Pipe, Complete in all respects, including all connection accessories.	M	120.00		
97	Providing & Fitting of 1" Dia PPRC Pipe, Complete in all respects, including all connection accessories.	M	70.00		
98	Providing & Fitting of 1¼" Dia PPRC Pipe, Complete in all respects, including all connection accessories.	M	10.00		
99	Providing & Fitting of 1½" Dia PPRC Pipe, Complete in all respects, including all connection accessories.	M	5.00		

**SUB TOTAL OF WATER SUPPLY WORKS :-**

**GAS SUPPLY WORKS**

S/NO	DESCRIPTION	UNIT	QTY	RATE	AMOUNT
100	Gas cooking range 5 burner 34" double door complete with thermostat oven/grill and rotisserie tempered (heat proof) crystal glass S/F	Each	4.00		
101	Providing & Fitting of 1" Dia G.I Pipe, Complete in all respects.	M	75.00		

**Sub Total of Gas Supply Work :-**

**Electrical Work**

ITEM No.	DESCRIPTION	UNIT	QTY.	Unit Rate (Rs.)	TOTAL AMOUNT (Rs.)
( i )	( ii )	( iii )	( iv )	( v )	( vi )

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	Design, manufacturing, Supply, installation, Testing and commissioning of the following BOQ items of systems (unless specifically mentioned/ stated elsewhere/ otherwise), including all material, labour, tools, plants, accessories required for proper completion of each items as described hereunder, as per tender specifications, tender drawings, as per site requirements and as directed by the Engineer.				
	<b>SECTION - A</b>				
	<b>DISTRIBUTION BOARDS</b>				
<b>A-01</b>	<b>MAIN DISTRIBUTION BOARD-MDB</b>				
	Fabrication, supply at site, installation and commissioning of Main Distribution Boards (MDB) concealed type back box made of sheet steel 16 SWG and door of 14 SWG, with flexible earthing straps, degreased and de-rusted, zinc phosphated, finished with electrostatic powder coating of 120 micron thickness in approved color, panel housing to comply with protection class IP-44, concealed type, with hinged door, lockable handle, all auxiliaries, internal wiring, designation labels on MCCBS, earthing bar, numbering beads on the control wires, panel suitable for system Voltage 415 V, 50 Hz, 3 Phase and neutral, bus bars of 99.8% purity electrolytic copper, including cost of cable termination lugs, brass cable glands for incoming & outgoing cables, wiring from breakers, indication lamps, instruments and control all accessories complete in all respects. All incoming and outgoing breakers shall be accessible by opening the front door having additional M.S. sheet cover on				



	breakers.				
	Gaskets shall also be provided where necessary. All MCCBs shall be suitable to operate without any de-rating at 45°C ambient temperature and shall be of one make only and not a mixture of more than one make. Circuits layout shall conform to the single line diagrams				
	<b>INCOMING</b>				
	01-250 Amps TP MCCB RC=18KA				
	03 Nos. Phase indication lamps of colour Red, Yellow, Blue.				
	03 Nos. 2 Amps fuses				
	01 No Digital Voltmeter scaled 0-500 Volts of appropriate sizes.				
	01 No. Voltmeter selector switch				



	03 Nos. Air cooled ring type Current Transformers ratio 400/5 Amps having suitable output and accuracy for Ammeter.				
	01 Nos. Ammeter selector switch				
	01 No Digital Ammeter scaled 0-250 Amps of appropriate sizes.				
	01 No. Surge Protective Device( SPD) 3P& 1N Type-1 and 40kA rated .				
	01 No Under voltage / Over voltage ( UV/OV ) relay.				
	<b>OUTGOING</b>				
	03- 16 Amps SP MCB RC=10 KA				
	02- 20 Amps SP MCB RC=10 KA				
	01- 30 Amps TP MCCB RC=10 KA				
	06- 50 Amps TP MCCB RC=18 KA ( 02 SPARE SPACE)				
	01- 100 Amps TP MCB RC=18 KA ( 01 SPARE BREAKER)	Job	1		
	<b>LT DISTRIBUTION BOARD</b>				
	Distribution board designated <b>DB</b> shall be made from 16 SWG sheet steel. The DB shall be designed, fabricated & manufactured as a recessed type. The sheet metal work shall be cleaned down to bare shining metal degreased, derusted & painted with TWO base coats of antirust RED paint. The sheet metal work shall be finished in TWO coats of powder paint. The colour and shade shall be as approved by the Engineer. The distribution Board shall be complete with all internal wiring, tags, identification labels, TPN & E copper busbars, accessories etc. The DB should be provided with the armoured glands. The bus-bars shall be insulated in RED, YELLOW, BLUE and BLACK insulations, The insulation shall be heat shrinkable type or as directed				



	by the Engineer.				
<b>A-02</b>	<b>DISTRIBUTION BOARD-DB-LG, DB-GF &amp; DB-FF, DB-SF &amp; DB-TF, DB-FoF, DB-FiF</b>				
	<b>INCOMING</b>				
	01-60 Amps TP MCCB RC=18KA				
	06 - 2 Amps Protection fuses.				
	03- R-Y-B indication lamps.				
	01 - 0-500 VAC Voltmeter				
	01 - Voltmeter selector switch				
	<b>OUTGOING</b>				
	07- 10 Amps SP MCB RC=10 KA (02 SPARE SPACE).				
	15-16 Amps SP MCB RC=10 KA (02 SPARE SPACE).				
	11- 20 Amps SP MCB RC=10KA (01 SPARE SPACE).				
	03- 40 or 50 Amps DP ELCB.	Job	7		
	<b>Total Cost of Section -A = Rs.</b>				
	<b>SECTION - B</b>				
	<b>LIGHTING &amp; OTHER FIXTURES</b>				



	Supply, installation, testing & commissioning of the following types of light fixtures including electronic ballast, Color 84 TL lamp, internal wiring complete with all mounting accessories as acceptably supplied and installed and as approved by the Engineer.				
<b>B-01</b>	Philips Type SMARTBRIGHT with 15 watt LED built-in lamp, Colour 84, and Electronic Ballast or equivalent as approved by the Engineer.	No.	178		
<b>B-02</b>	1x18 Watt (2' long, IP-65 rated) Fluorescent light fixture complete with lamp and diffuser, Mirror Light or equivalent as approved by the Engineer.	No.	16		
<b>B-03</b>	1x23 Watt LED decorative wall mounted light fixture complete with lamp and diffuser, Philips type QCW-301 or equivalent as approved by the Engineer.	No.	11		
<b>B-04</b>	Supply, installation, testing & commissioning of 56 inch (1400mm) dia Ceiling fan. The 56 " dia ceiling fan shall be suitable to give an air displacement of minimum 11700 Cu. ft./ min. The ceiling fan shall comprise circular fan body metallic fan blades, down rod of suitable dia & length, AC capacitor, internal wiring, terminals all installation & operational accessories as per tender specifications, as per site requirements and as directed by the Engineer.	No.	19		



<b>B-05</b>	Supply, installation, testing & commissioning of 20 inch dia Bracket fan. The Bracket fan shall comprise circular fan body metallic fan blades, down rod of suitable dia & length, AC capacitor, internal wiring, terminals all installation & operational accessories as per tender specifications, as per site requirements and as directed by the Engineer.	No.	7		
<b>B-06</b>	Supply, installation, testing & commissioning of 12 inch dia Exhaust fan. The fan shall be suitable to give an air displacement of minimum 970 Cu. Ft/min. The fan shall comprise circular fan body metallic fan blades, AC capacitor, internal wiring, terminals all installation & operational accessories as per tender specifications, as per site requirements and as directed by the Engineer. Rate Only.	No.	2		
<b>Total Cost of Section - B = Rs.</b>					
<b>SECTION - C</b>					
<b>WIRING IN CONCEALED CONDUITS</b>					
<b>C-01</b>	Wiring of light circuit from Distribution Board to switch, with Three nos. single core 2.5 Sqmm PVC insulated 450/750 volts grade solid/standard copper conductor cables in concealed PVC conduits (conduits partly shared) including PVC conduit, and conduit accessories etc.	No.	31		
<b>C-02</b>	Wiring from switch to light or fan point with 3 nos. single core 1.5 Sqmm PVC insulated 450/750 Volts grade solid or standard copper conductor cables in concealed PVC conduit including PVC conduit, Conduit accessories, etc. (conduit partly shared).	No.	175		



<b>C-03</b>	Wiring from switch to switch with 3 nos. single core 2.5 Sqmm PVC insulated 450/750 Volts grade solid or standerd copper conductor cables in concealed PVC conduit including PVC conduit, Conduit accessories,etc.(conduit partly shared).	No.	65		
<b>C-05</b>	Wiring from point to point with 3 nos. single core 1.5 Sqmm PVC insulated 450/750 Volts grade solid or standerd copper conductor cables in concealed PVC conduit including PVC conduit, Conduit accessories,etc.(conduit partly shared).	No.	115		
<b>C-06</b>	Wiring of circuit from Distribution Board to 05A,230Volts with 3 nos. one core 2.5 Sqmm PVC insulated 450/750 Volts graded , 2&3 pin switched socket, solid or standerd copper conductor cables in concealed PVC conduit, including conduit accessories, etc(conduit partly shared)	No.	55		
<b>C-07</b>	Wiring from 5 Amps, 2&3 pin socket to socket with 3 nos. one core 2.5 Sqmm PVC insulated 450/750 Volts grade solid or stanerd copper conductor cables in concealed PVC conduit including PVC conduit,Conduit accessories, etc complete. (conduit partly shared)	No.	75		
<b>C-08</b>	Wiring of circuit from distribution board to 20A, 230Volts, 2 pole on/off switch outlet with 3 nos. one core 4 Sqmm PVC insulated 450/750 Volts grade solid or standerd copper conductor cables in concealed PVC conduit including PVC conduit, Conduit accessories, etc (conduit partly shared)	No.	30		
<b>Total Cost of Section - C = Rs.</b>					
<b>SECTION - D</b>					
<b>WIRING ACCESSORIES</b>					



	Supply, installation & connection of following accessories on 1.5 mm thick sheet steel powder coated back boxes recessed in wall, complete in all respects:				
<b>D-01</b>	10 Amps, 250Volts one way, Two gang light control switches including appropriate size concealed back box.	No.	12		
<b>D-02</b>	10 Amps, 250Volts one way, Three gang light control switches including appropriate size concealed back box.	No.	10		
<b>D-03</b>	10 Amps, 250Volts one way, Four gang light control switches including appropriate size concealed back box.	No.	6		
<b>D-04</b>	10 Amps, 250Volts one way, Five gang light control switches including appropriate size concealed back box.	No.	7		
<b>D-05</b>	10 Amps, 250Volts one way, Six gang light control switches including appropriate size concealed back box.	No.	4		
<b>D-06</b>	10 Amps, 250Volts one way, Eight gang light control switches including appropriate size concealed back box.	No.	8		
<b>D-07</b>	10 Amps, 250Volts two way, three gang light control switches including appropriate size concealed back box.	No.	2		
<b>D-08</b>	10 Amps, 250Volts two way, four gang light control switches including appropriate size concealed back box.	No.	4		
<b>D-09</b>	5/13 Amps, 250Volts, 2 & 3 pin switched socket unit round pin including appropriate size back box.	No.	38		
<b>D-10</b>	20 Amps, 250Volts, two pole ON/OFF switch unit for Air conditioner including appropriate size back box.	No.	22		



D-11	TV-Cat 6 I/O including face plate,switch unit for television including appropriate size back box. Rate Only.	No.	8		
D-12	Fan Dimmer with switch/back box with all associated accessories.	No.	19		
<b>Total Cost of Section - D = Rs.</b>					
<b>SECTION - E</b>					
<b>LV CABLES AND CONDUITS</b>					
	Supply,laying,connecting,testing and commtssioning of Multi core/single core copper conductor PVC/PVC cables cable tray or in PVC conduit/ on cable tray or buried in ground including excavation, backfilling, complete in all respect.				
	Actual length of cables to be installed shall be measured at site by the Contractor before placing the order with the manufacturer and shall be paid accordingly however approximate length of cables are shown herewith.				
E-01	06 mmsq four core PVC//PVC Cu Stranded Cable.	Mtr.	25		
E-02	10 mmsq four core PVC//PVC Cu Stranded Cable	Mtr.	150		
E-03	35 mmsq four core PVC//PVC Cu Stranded Cable. Connect from main source( Supply source).	Mtr.	30		
	Providing, laying and installation of following PVC conduits complete in all respects including bends, elbows and connecting accessories complete in all respect.				
E-04	2" dia PVC conduit	Mtr.	175		
<b>Total Cost of Section -E = Rs.</b>					
<b>SECTION - F</b>					
<b>EARTHING &amp; LIGHTNING PROTECTION</b>					



	Supply, installation testing and commissioning of complete system consisting of following main items. Work includes supply and installation of all hard ware, joined termination, saddles, etc.,				
<b>F-01</b>	Air Termination Device including fixing arrangements fixed on slab ridges, parapet walls and roof slab including copper.	Nos.	1		
<b>F-02</b>	Down conductors and mesh conductors made of 70sqmm bare copper installed with all accessories.	Mtr.	55		
<b>F-03</b>	Test clamp of 8mm dia copper with each down conductors as per drawing.	No.	1		
<b>F-04</b>	U Bolt, complete with nuts, washers, spacer and fixing arrangement.	No	1		
<b>F-05</b>	Square Tape Clamp for forming straight through, cross or tee joints in tape equivalent to Fusrse model no CT105-FU.	No	18		
<b>F-06</b>	Tee Tape Clamp for forming straight through, cross or tee joints in tape equivalent to Fusrse model no CT105-FU.	No	12		
<b>F-07</b>	Fixing Clips without PVC covered	No	35		
<b>F-08</b>	Earth connecting strip (Earth Terminal), as shown on drawing, complete in all respects.	No.	1		
<b>F-09</b>	Earthing Set as per drawing, including making of concrete pit, 450 x 450 x 450mm internal depth providing and installing 450 x 450mm medium duty CI cover, complete in all respects. consisting of 17mm dia, 10 feet long cu bonded steel rod covered with tight fit copper tube of 1mm thickness. The rod shall be hammered in ground making the job complete in all respect including associated civil works.	No.	1		
<b>Total Cost of Section -F = Rs.</b>					

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<b>SECTION - G</b>					
<b>Air Conditioners</b>					
	Supply, installation, testing and commissioning of following floor standing type air cooled Split A/C Units (McQuay, Acson, LG, Mitsubishi or approved equal make) complete in all respects including power and control wiring between indoor/outdoor units, all accessories, installation hardware, water proof cealing of refrigerant pipe sleeves, etc for following units:-				
<b>G-01</b>	1.5 Ton	No	21		
	Supply, installation, testing and commissioning of following sizes of Copper pipes (Mueller-USA) with Aeroflex insulation (Thailand make) for A/C units, complete in all respects [Copper and insulation thickness to be as per ASHRAE standards.]				
<b>G-02</b>	Copper pipe dia 1/4"	Mtr	95		
<b>G-03</b>	Copper pipe dia 3/8"	Mtr	18		
<b>G-04</b>	Copper pipe dia 5/8"	Mtr	28		
<b>G-05</b>	Copper pipe dia 3/4"	Mtr	65		
	Supply, installation, testing and commissioning of uPVC Class - D Drain Pipes of following sizes, complete with all fittings & accessories and in all respects:				
<b>G-06</b>	Pipe dia 1"	Mtr.	135		
<b>G-07</b>	Supply and installation of 4" thick plasterd cc pad beneath the outdoor units provided.Optional if Floor mounted selected.	Job	8		
<b>G-08</b>	Supply and installation of Pit or Pits for the condensate drain of AC units.	Job	6		
<b>Total Cost of Section -G = Rs.</b>					
<b>SECTION-H</b>					
<b>CCTV System and TV Cable. ( Optional)</b>					



<b>H-01</b>	<b>Cameras</b>				
a)	Dome IP - Camera,s 3.0 Mega Pixel, Motorized zoom 2.7 to 12mm/F.1.4, Codec H-264/MJPEG Stream:3, JPEG Multi Stream : 3, Max resolution 1080P (1920X1080) with 30 fps, day night (ICR), Max IR distance 30 meter, including cost of all required mounted/ hanging accessories including power adaptor making the job complete in all respect.	Nos	4		
b)	Bullet IP - Camera,s 3.0 Mega Pixel, Motorized 2.7 to 12mm/F.1.4, Codec H-264/MJPEG Stream:3, JPEG Multi Stream : 3, Max resolution 1080P (1920X1080) with 30 fps, day night (ICR), Max IR distance 50 meter, including cost of all required mounted/ hanging accessories making the job complete in all respect.	Nos	1		
<b>H-02</b>	<b>Camera Connecting Cable</b>				
	Supply at site, installation, testing & commissioning of U/UTP 4 pair Cat 6, Network Cable pure copper conductor PVC insulated PVC sheathed including cost of Single Shutter Face plate with UTP Cat-6 Keystone Jack with Back Box to be installed on Walls, from Voice / Data Cabinet to Telephone Points on walls, complete in all respects.				
a)	4 pair CAT6 cable	R.Mtr	175		
<b>H-03</b>	<b>Switch with Rack( 6U)</b>				
	Supply, Installation, Testing, Commissioning of Layer 2, 8 port POE switch, making the job complete in all respect.Make Linksys or approved equivalent.	Job	1		
<b>H-04</b>	<b>Network Video Recorder (NVR - 16 - Channel)</b>				



	<p>8BAY 16CH NETWORK VIDEO RECORDER</p> <ul style="list-style-type: none"> <li>-Max 32 channel IP connection</li> <li>-Max 38 Mbps incoming bandwidth</li> <li>-Up to 12Mp resolution preview &amp; playback</li> <li>-1 VGA + 2 HDMI</li> <li>-Support 8 host-swap HDDS</li> <li>-Support RAID 0/1/5/6/10/50/60</li> <li>-Support N+M hot standby</li> <li>-Support Multi-brand network cameras</li> <li>-ONVIF version 2.4</li> <li>-Redundent power supply module adopted</li> </ul>	Nos	1		
<b>H-05</b>	<b>Display Screens (Wall Mounted)</b>				
	42 inch LCD type colored monitors with mounting arrangement, including cost of all necessary accessories, complete in all respects.	Nos	1		
<b>H-06</b>	<b>Network Switch 24 Port PoE (365 Watts)</b>				
	16 Port Giga PoE Network Switch Layer-2 with 02 Nos. multimode SFP modules, including cost of all necessary accessories, complete in all respects.	Nos	1		
<b>H-07</b>	<b>UTP Cat-6 Patch Panel Rack mounted</b>				
	24 Port UTP Cat-6, Patch Panel Rack mounted, including cost of all necessary accessories, complete in all respects.	Nos	1		
<b>H-08</b>	<b>Cable Manager Rack mounted</b>				
	Cable Manager 1U Rack mounted, including cost of all necessary accessories, complete in all respects.	Nos	1		
<b>H-09</b>	<b>UTP Cat-6 Patch Cords</b>				
	UTP Cat-6, Patch Cords, including cost of all necessary accessories, complete in all respects.	Nos	3		
<b>H-10</b>	<b>Cables and Conduits</b>				



a)	HDMI Cable 35 Meter Length from NVR to LED Display, including cost of all necessary accessories, complete in all respects	Nos	1		
b)	VGA Cable 35 Meter Length from NVR to LED Display, including cost of all necessary accessories, complete in all respects.	Nos	1		
			<b>Total Cost of Section -H = Rs.</b>		
<b>SECTION-I</b>					
<b>FIRE ALARM SYSTEM</b>					
<b>I-01</b>	<b>Fiire Alarm System Cable</b>				
	Supply, testing and commissioning of wiring of Manual Stations, smoke detectors, sounders and FACP, wired with 2 core 1.5mm. Sqmm stranded copper conductor tin coated with drain PVC insulated wires 600/1000 V. grade, fire resistant, low smoke, zero halogen Cu conductor to be pulled in already installed 20mm dia. heavy duty PVC conduit recessed in wall, columns, slab, floor or above false ceiling with all necessary fixing accessories as per site conditions,	Point	88		
<b>I-02</b>	<b>Addressable Manual Stations</b>				
	Supply, installation & commissioning of manual stations (manual break glass fire alarm station) with key, complete in all respects.	Unit	7		
<b>I-03</b>	<b>Addressable Alarm Sounder and Beacon</b>				
	Supply, installation & commissioning of combined sounder and beacon, complete in all respects.	Unit	7		



<b>I-04</b>	<b>Addressable Smoke Detectors</b>				
	Supply, installation & commissioning of following Ionization type optical smoke detectors, low voltage, solid state, Not Radio Active type, uni-polar and dual chamber with LED alarm indication to be installed on RCC slab, complete in all respects.	Unit	37		
<b>I-05</b>	<b>Addressable Heat Detectors</b>				
	Supply, installation & commissioning of following Ionization type optical heat detectors, low voltage, solid state, Not Radio Active type, uni-polar and dual chamber with LED alarm indication to be installed on RCC slab, complete in all respects.	Unit	37		
<b>I-06</b>	<b>Addressable Fire Alarm Control Panel</b>				
	Supply, installation and commissioning of Micro processor based Fire Alarm Control Panel, suppression consisting of loops, indicating circuits, suppression zone built in power supply, including stand by battery, alarm and trouble indication, silence alarm and reset system, general alarm and reset system, general alarm facility, complete in all respects.				
<b>a)</b>	FACP (2 Loop Addressable )	Unit	1		

**Total Cost of Section -I = Rs.**

**Grand Total of A-I**

**TOTAL OF ELECTRIC Work Rs.**

**FIRE FIGHTING SYSTEM**

	<b>Description</b>	<b>Qty.</b>	<b>Unit</b>	<b>Rate (Rs.)</b>	<b>Amount</b>
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	<b>GENERAL NOTE</b>				
	(Applicable To All Sections)				
	Supply, installation, testing and commissioning of the following items of work, including all labour, tools, plant, accessories, etc. required for completion of each item as per specifications and as approved by the Engineer.				
<b>SECTION - A</b>					
A-1	<b>FIRE FIGHTING (RACK / HYDRANT) SYSTEM</b>				
a	<b>FIRE HOSE RACK:</b>				
	Supply & Installation of layflat Type Fire Hose, Rack housed in cabinet including best quality 65 mm Globe valve similar to Nafco,UAE or SRI,Malaisia, 65mm Dia.x30 meter Long. Hose Rack with side discs powder coated RAL 3001 red including coupling, . The Hose Rack should be tested, approved and CE marked according to BS EN 671-1.				
	i) 65mm Dia.x30 meter Long	4	Nos		
b	<b>FIRE HOSE RACK:</b>				
	Supply & Installation of layflat Type Fire Hose, Rack housed in cabinet for Fire Hydrants including best quality 65 mm Globe valve similar to Nafco,UAE or SRI,Malaisia, 65mm Dia.x45 meter Long. Hose Rack with side discs powder coated RAL 3001 red including coupling, . The Hose Rack should be tested, approved and CE marked according to BS EN 671-1.				
	i) 65mm Dia.x45 meter Long	1	Nos		
d	<b>FIRE HOSE RACK CABINETS (Wall Mounted):</b>				



	Supply & Installation of Single Compartment wall mounted Fire Hose Rack Cabinets of approved make (Nafco,UAE or SRI,Malaysia, or equivalent) in Post Office Red Finish (Wall mounted Type) for housing items as indicated.	6	Nos.		
e	<b>JET / SPRAY NOZZLE WITH CONTROL VALVE:</b>				
	Supply & installation of Jet / Spray Nozzle with Control Valve similar to Eversafe model no. JSN-007-AL-S-CV.Item to be housed in cabinet as indicated in BOQ item#2(b)&(c) above, complete in all respect and to the satisfaction of Engineer. Size 65x25mm dia size Flow Rate @ 100 PSI : 250 gpm Throw range @ 100 PSI : 12m (Jet & Spray) Material : Aluminum Alloy to BS 1490	6	Nos.		
	<b>Sub Total of A</b>				
<b>SECTION - B</b>					
B-1	<b>SAND BUCKET</b>				
a	a) Supply & installation of galvanized iron sand bucket filled with sand, painted red with text "FIRE" of text height 75mm painted in white including the cost of mounting stand (Supporting four buckets per stand), house keeping pad all complete as per drawing, specification & as approved by the Engineer.	6	Nos		
	<b>Sub Total of B</b>				
<b>SECTION - C</b>					
C-1	<b>PIPING, VALVES &amp; SPECIALTIES</b>				



a	<b>M.S. SEAMLESS SCH. 40 PIPE: (EXPOSED INSTALLATION IN BUILDING)</b>				
	Supply & Installation of M.S. Seamless Sch. 40 (Black Steel) Pipes & Fittings including all cutting, fixing and cleaning of wall and slab sleeves, Pipe Fabrication, Pipe Jointing & Welding, Cabinet Connections, Mechanical Cleaning and Painting with 2 Coats Primer & 2 coats of paint Enamel Coating, Pressure Testing of Pipe lines at a pressure of not less than 1.5 times of the Working Pressure and back Filling. Complete in all respect and to the satisfaction of the Engineer.				
	Size Dia. 4" (100mm).	5	M		
	Size Dia.2.5" (65mm).	75	M		
	Size Dia.1.5" (40mm). (RATE ONLY)	20	M		
e	<b>BREACHING CONNECTION (2 WAY)</b>				
	Supply & installation of 2-Way Breaching Inlet and Cabinet Similar to Eversafe-Malaysia Model BI4 & Model BC4 in Stainless Steel Body Material with Front Glass Option including the cost of Civil Works. Body Material : Copper Iron Outlet Flange : 150mm dia Pipe Outlet : Mild Steel Chain & Cap : Chrome Plated Chain with Plastic Caps Inlet :4x65mm dia Male Thread Finishing :Post Office Red	1	Nos.		
	<b>Sub Total of C</b>				
<b>SECTION - D</b>					
D-1	<b>WALL HUNG FIRE EXTINGUISHERS</b>				



a	a) Supply & installation of Fire Extinguishers set of 1 x 6kg DCP and 1x5Kg CO2 on the locations as shown on the drawing/site instructions, complete with wall hanging and mounting arrangement complete in all respects.				
	1x5kg	8	Nos		
	1x6kg	8	Nos		
b	b) Fire suppression system for Electrical panels: MAKE (AEGIS WIRE) Korean technology	R.Mtr	15		
	<b>Sub Total of D</b>				
<b>SECTION - E</b>					
E-1	<b>FIRE SUPPRESSION SYSTEM TESTING</b>				
a	Testing, adjusting and balancing of the complete system.	1	ls		
E-2	<b>Safety Charges</b>				
b	Charges under the Building Code of Pakistan and as per direction of relevant authorities.	1	ls		
	<b>Sub Total of D</b>				
<b>Grand Total of A-E</b>					
<b>SUB TOTAL OF FIRE FIGHTING SYSTEM Rs.</b>					
<b>Grand Total (Rs).</b>					

Project : NADRA OFFICE  
Client: NADRA  
Subject: SUB SUMMARY OF WORK

Sr. No.	Description	Amount
A	Lower Ground	

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<b>B</b>	<b>GROUND FLOOR</b>	
<b>C</b>	<b>FIRST FLOOR</b>	
<b>D</b>	<b>2<sup>nd</sup> Floor</b>	
<b>E</b>	<b>3<sup>rd</sup> Floor</b>	
<b>F</b>	<b>4<sup>th</sup> Floor</b>	
<b>G</b>	<b>5<sup>th</sup> Floor</b>	
<b>Total</b>		

**SUMMARY OF COST:**

**COMMERCIAL PLAZA ON PLOT NO.11, STREET  
No.SVC B3/B5  
SECTOR 'D' PHASE. V D.H.A ISLAMABAD.**

**ABSTRACT OF COST**

<b>Sr. #</b>	<b>Description</b>	<b>Amount(Rs).</b>
<b>1</b>	<b>CIVIL WORK</b>	
<b>2</b>	<b>PUBLIC HEALTH WORK</b>	
<b>3</b>	<b>ELECTRIC WORK</b>	
<b>4</b>	<b>HVAC WORK</b>	
<b>5</b>	<b>FIRE FIGHTING SYSTEM</b>	

Sign & Stamp of Bidder



<b>6</b>	<b>MISC. WORK</b>	
<b>GRAND TOTAL (Rs).</b>		

Note:-

Contractor to submit drawings for approval of the Client before Installation. The rates include cost of all sampling and Mock- ups as desired by the Employer/Consultant. All work shall be finished as per entire satisfaction of Client with proper tools and practices while making good any damage to existing surface or equipment. Contractor to follow all SOP's as per DHA/Govt. Directions

Name of Bidder *[insert complete name of Bidder]* Signature of Bidder *[signature of person signing the Bid]* Date *[insert date]*

**Note: If the quoted price of the bidders are same then most experience bidder will declared as most advantageous and successful bidder.**

Sign & Stamp of Bidder



# 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:** *[Purchaser to insert its name and address]*

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

**Alternative No.:** *[Insert identification No if this is a Bid for an alternative]* **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.

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

**Note: All italicized text is for use in preparing this form and shall be deleted from the final**

Sign & Stamp of Bidder



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**product.**

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Sign & Stamp of Bidder



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## Form of Bid Security (Bid Bond)

[The Surety shall fill in this Bid Bond Form in accordance with the instructions indicated.]

BOND NO. \_\_\_\_\_

BY THIS BOND [name of Bidder] as Principal (hereinafter called “the Principal”), and [name, legal title, and address of surety], **authorized to transact business in** [name of country of Procuring Agency], as Surety (hereinafter called “the Surety”), are held and firmly bound unto [name of Procuring Agency] as Oblige (hereinafter called “the Purchaser”) in the sum of [amount of Bond]<sup>1</sup> [amount in words], for the payment of which sum, well and truly to be made, we, the said Principal and Surety, bind ourselves, our successors and assigns, jointly and severally, firmly by these presents.

WHEREAS the Principal has submitted or will submit a written Bid to the Purchaser dated the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, for the supply of [name of Contract] (hereinafter called the “Bid”).

NOW, THEREFORE, THE CONDITION OF THIS OBLIGATION is such that if the Principal:

- (a) has withdrawn its Bid during the period of Bid validity set forth in the Principal’s Letter of Bid (“the Bid Validity Period”), or any extension thereto provided by the Principal; or
- (b) having been notified of the acceptance of its Bid by the Purchaser during the Bid Validity Period or any extension thereto provided by the Principal; (i) failed to execute the Contract agreement; or (ii) has failed to furnish the Performance Security, in accordance with the Instructions to Bidders (“ITB”) of the Purchaser’s bidding document.

then the Surety undertakes to immediately pay to the Purchaser up to the above amount upon receipt of the Purchaser’s first written demand, without the Purchaser having to substantiate its demand, provided that in its demand the Purchaser shall state that the demand arises from the occurrence of any of the above events, specifying which event(s) has occurred.

<sup>1</sup> \_\_\_\_\_ The amount of the Bond shall be denominated in the currency of the Purchaser’s country or the equivalent amount in a freely convertible currency.

Sign & Stamp of Bidder



The Surety hereby agrees that its obligation will remain in full force and effect up to and including the date 28 days after the date of expiration of the Bid Validity Period set forth in the Principal's Letter of Bid or any extension thereto provided by the Principal.

IN TESTIMONY WHEREOF, the Principal and the Surety have caused these presents to be executed in their respective names this \_\_\_\_\_ day of \_\_\_\_\_ 20 .

Principal: \_\_\_\_\_

Surety: \_\_\_\_\_

Apply Corporate Seal (where appropriate)

\_\_\_\_\_  
(Signature)  
(Printed name and title)

\_\_\_\_\_  
(Signature)  
(Printed name and title)



# Form of Bid-Securing Declaration

[The Bidder shall fill in this Form in accordance with the instructions indicated.]

Date: [date (as day, month and year)]

No.: [number of Bidding process]

Alternative No.: [insert identification No if this is a Bid for an alternative]

To: [complete name of Procuring Agency]

We, the undersigned, declare that:

We understand that, according to your conditions, Bids must be supported by a Bid- Securing Declaration.

We accept that we will be blacklisted and henceforth cross debarred for participating in respective category of public procurement proceedings for a period of (not more than) six months, if fail to abide with a bid securing declaration, however without indulging in corrupt and fraudulent practices, if we are in breach of our obligation(s) under the Bid conditions, because we:

- (a) have withdrawn our Bid during the period of Bid validity specified in the Letter of Bid; or
- (b) having been notified of the acceptance of our Bid by the Procuring Agency during the period of Bid validity, (i) fail or refuse to sign the Contract; or (ii) fail or refuse to furnish the Performance Security (or guarantee), if required, in accordance with the ITB.

We understand this Bid Securing Declaration shall expire if we are not the successful Bidder, upon the earlier of (i) our receipt of your notification to us of the name of the successful Bidder; or (ii) twenty-eight days after the expiration of our Bid.

Name of the Bidder\* \_\_\_\_\_

Name of the person duly authorized to sign the Bid on behalf of the Bidder\*\* \_\_\_\_\_

Title of the person signing the Bid \_\_\_\_\_

Signature of the person named above \_\_\_\_\_

Date signed \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_

\*: In the case of the Bid submitted by 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 attached to the Bid

[Note: In case of a Joint Venture, the Bid-Securing Declaration must be in the name of all members to the Joint Venture that submits the Bid.]

Sign & Stamp of Bidder



## PART – B: CONDITIONS OF CONTRACT AND CONTRACT FORMS

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Sign & Stamp of Bidder



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## SECTION VII: GENERAL CONDITIONS OF THE CONTRACT

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## GENERAL CONDITIONS OF THE CONTRACT (GCC)

### 1. Definitions

1.1 The following words and expressions shall have the meanings hereby assigned to them:

- a) **“Authority”** means Public Procurement Regulatory Authority.
- b) The **“Arbitrator”** is the person appointed with mutual consent of both the parties, to resolve contractual disputes as provided for in the General Conditions of the Contract **GCC Clause 31** hereunder.
- c) The **“Contract”** means the agreement entered into between the Procuring Agency and the Supplier, as recorded in the Contract Form signed by the parties, including all attachments and appendices thereto and all documents incorporated by reference therein.
- d) The **“Commencement Date”** is the date when the Supplier shall commence execution of the contract as specified in the **SCC**.
- e) **“Completion”** means the fulfillment of the related services by the Supplier in accordance with the terms and conditions set forth in the contract.
- f) **“Country of Origin”** means the countries and territories eligible under the PPRA Rules 2004 and its corresponding Regulations as further elaborated in the **SCC**.
- g) The **“Contract Price”** is the price stated in the Letter of Acceptance and thereafter as adjusted in accordance with the provisions of the Contract.
- h) **“Defective Works / Goods”** are those Works / Goods which are below standards, requirements or specifications stated by the Contract.
- i) **“Delivery”** means the transfer of the Works / Goods from the supplier equipment, machinery, and /or other materials which the Supplier is required to supply to the Procuring Agency under Contract. **“Effective Contract date”** is the date shown in the Certificate of Contract Commencement issued by the Procuring Agency upon fulfillment of the conditions precedent stipulated in **GCC Clause 3**.
- j) **“Procuring Agency”** means the person named as Procuring Agency in the **SCC** and the legal successors in title to this person, procuring the Works / Goods and related service, as named in **SCC**.
- k) **“Related Services”** means those services ancillary to the delivery of the Works / Goods, such as transportation and insurance, and any other incidental services, such as installation, commissioning, provision of technical assistance, training, initial maintenance and other such obligations of the Supplier covered under the Contract.  
**“GCC”** means the General Conditions of Contract contained in this section. precedent stipulated in **GCC Clause 3**.
- l) **“Procuring Agency”** means the person named as Procuring Agency in the **SCC** and the legal successors in title to this person, procuring the Works / Goods and related service, as named in **SCC**



precedent stipulated in **GCC Clause 3**.

- m) **“Procuring Agency”** means the person named as Procuring Agency in the **SCC** and the legal successors in title to this person, procuring the Works / Goods and related service, as named in **SCC**.
- n) **“Related Services”** means those services ancillary to the delivery of the Works / Goods, such as transportation and insurance, and any other incidental services, such as installation, commissioning, provision of technical assistance, training, initial maintenance and other such obligations of the Supplier covered under the Contract.
- o) **“GCC”** means the General Conditions of Contract contained in this section.
- p) **“Intended Delivery Date”** is the date on which it is intended that the Supplier shall effect delivery as specified in the **SCC**.
- q) **“SCC”** means the Special Conditions of Contract.
- r) **“Supplier”** means the individual private or government entity or a combination of the above whose Bid to perform the contract has been accepted by the Procuring Agency and is named as such in the Contract Agreement, and includes the legal successors or permitted assigns of the supplier and shall be named in the **SCC**.
- s) **“Project Name”** means the name of the project stated in **SCC**.
- t) **“Day”** means calendar day.
- u) **“Eligible Country”** means the countries and territories eligible for participation in accordance with the policies of the Federal Government.
- v) **“End User”** means the organization(s) where the Works / Goods will be used, as named in the **SCC**.  
**“Origin”** means the place where the Works / Goods were mined, grown, or produced or from which the Services are supplied. Works / Goods are produced when, through manufacturing, processing, or substantial and major assembly of components, a commercially recognized new produce results that is substantially different in basic characteristics or in purpose or utility from its components.
- w) **“Force Majeure”** means an unforeseeable event which is beyond reasonable control of either Party and which makes a Party’s performance of its obligations under the Contract impossible or so impractical as to be considered impossible under the circumstances.

For the purposes of this Contract, **“Force Majeure”** means an event which is beyond the reasonable control of a Party, is not foreseeable, is unavoidable, and its origin is not due to negligence or lack of care on the part of a Party, and which makes a Party’s performance of its obligations hereunder impossible or so impractical as reasonably to be considered impossible in the circumstances. and includes, but is not limited to, war, riots, civil disorder, earthquake, fire, explosion, storm, flood, epidemics, or other adverse weather conditions, strikes, lockouts or other industrial action (except where such strikes, lockouts or other industrial action are within the power of the Party invoking Force Majeure to prevent), confiscation or any other action by Government agencies.

- x) **“Specification”** means the Specification of the Works / Goods and performance of incidental services in accordance with the relevant standards included in the Contract and any modification



or addition made or approved by the Procuring Agency.

2. The Supplier's Bid is the completed Bid document submitted by the Supplier to the Procuring Agency. Application and interpretation

2.1 These General Conditions shall apply to the extent that they are not superseded by provisions of other parts of the Contract.

2.2 In interpreting these Conditions of Contract headings and marginal notes are used for convenience only and shall not affect their interpretations unless specifically stated; references to singular include the plural and vice versa; and masculine include the feminine. Words have their ordinary meaning under the language of the Contract unless specifically defined.

2.3 The documents forming the Contract shall be interpreted in the following order of priority:

- 1) 1. Form of Contract,
- 2) 2. Special Conditions of Contract,
- 3) 3. General Conditions of Contract,
- 4) 4. Letter of Acceptance,
- 5) 5. Certificate of Contract Commencement
- 6) 6. Specifications
- 7) 7. Contractor's Bid, and
- 8. Any other document listed in the Special Conditions of Contract as forming part of the Contract.

### 3. **Conditions<sup>3.1</sup> Precedent**

3.1 Having signed the Contract, it shall come into effect on the date on which the following conditions have been satisfied: -

- a) Submission of performance Security (or guarantee) in the form specified in the **SCC**;
- b) Furnishing of Advance Payment Unconditional Guarantee.

3.2 If the Condition precedent stipulated on GCC Clause 3.1 is not met by the date specified in the SCC this contract shall not come into effect.

3.3 If the Procuring Agency is satisfied that each of the conditions precedent in this contract has been satisfied (except to the extent waved by him, but subject to such conditions as he shall impose in respect of such waiver) he shall promptly issue to the supplier a certificate of Contract commencement, which shall confirm the start date.

- |    |  |     |   |
|----|--|-----|---|
| 4. | <b>Governing Language</b>  | 4.1 | The Contract as all correspondence and documents relating to the contract exchanged by the Supplier and the Procuring Agency shall be written in the language specified in <b>SCC</b> . Subject to <b>GCC Clause 3.1</b> , the version of the Contract written in the specified language shall govern its interpretation.   |
| 5. | <b>Applicable Law</b>  | 5.1 | The contract shall be governed and interpreted in accordance with the laws of Pakistan, unless otherwise specified in <b>SCC</b> .  |
| 6. | <b>Country of Origin</b>   | 6.1 | The origin of Works / Goods and Services may be distinct from the nationality of the Supplier.  |
| 7. | <b>Standards</b>   | 7.1 | The Works / Goods supplied under this Contract shall conform to<br><br>the standards mentioned in the Technical Specifications, and, when no applicable standard is mentioned, the American Standards (such as ACI, IEEE, ASME, etc.) or the Pakistani standards such as PSQCA Such standards shall be the latest issued by the concerned institution.  |
| 8. | <b>Use of Contract Documents and Information; Inspection and Audit by the Government of Pakistan</b> | 8.1 | The Supplier shall not, without the Procuring Agency's prior written consent, disclose the Contract, or any provision thereof, or any specification, plan, drawing, pattern, sample, or information furnished by or on behalf of the Procuring Agency in connection therewith, to any person other than a person employed by the Supplier in the performance of the Contract. Disclosure to any such employed person shall be made in confidence and shall extend only as far as may be necessary for purposes of such performance. |
|    |  | 8.2 | The Supplier shall not, without the Procuring Agency's prior written consent, make use of any document or information enumerated in <b>GCC Clause 7.1</b> except for purposes of performing the Contract.   |
|    |  | 8.3 | Any document, other than the Contract itself, enumerated in <b>GCC Clause 7.1</b> shall remain the property of the Procuring Agency and shall be returned (all copies) to the Procuring Agency on completion of the Supplier's performance under the Contract if so required by the Procuring Agency.   |



- 8.4 The Supplier shall permit the Government of Pakistan or / and donor agencies involved in financing the project to inspect the Supplier's accounts and records relating to the performance of the Supplier and to have them audited by auditors appointed by the Government of Pakistan or / and the appropriate donor agencies, if so required by the Government of Pakistan or / and the appropriate donor agencies.
- 9.1 The Supplier shall indemnify the Procuring Agency against all third-party claims of infringement of patent, trademark, or industrial design rights arising from use of the Works / Goods or any part thereof in Pakistan.
9. **Patent and Copy Rights**
- 9.2 The patent right in all drawings, documents, and other materials containing data and information furnished to the Procuring Agency by the Supplier herein shall remain vested in the supplier, or, if they are furnished to the Procuring Agency directly, or through the Supplier by any third party, including suppliers of materials, the patent right in such materials shall remain vested in such third party.
- 10.1 The Performance Security (or Guarantee) shall be provided to the Procuring Agency no later than the date specified in the Letter of Acceptance and shall be issued in an amount and form and by a bank or surety acceptable to the Procuring Agency, and denominated in the types and proportions of the currencies in which the Contract Price is payable as specified in the **SCC**.
10. **Performance Security (or Guarantee)**
- 10.2 The proceeds of the Performance Security (or Guarantee) shall be payable to the Procuring Agency as compensation for any loss resulting from the Supplier's failure to complete its obligations under the Contract.
- 10.3 The Performance Security (or Guarantee) shall be in one of the following forms:
- a) A bank guarantee, an irrevocable letter of credit issued by a reputable bank, or in the form provided in the Bidding Documents or another form acceptable to the Procuring Agency; or
- b) A cashier's or certified check.



**11. Inspections and Test**

- 10.4 The performance security (or guarantee) will be discharged by the Procuring Agency and returned to the Supplier not later than thirty (30) days following the date of completion of the Supplier's performance obligations under the Contract, including any warranty obligations, unless otherwise specified in **SCC**.
- 11.1 The Procuring Agency or its representative shall have the right to inspect and /or to test the Works / Goods to confirm their conformity to the Contract specifications at no extra cost to the Procuring Agency. **SCC** and the Technical Specifications shall specify what inspections and tests the Procuring Agency shall notify the Supplier in writing or in electronic forms that provide record of the content of communication, in a timely manner, of the identity of any representatives retained for these purposes.
- 11.2 The inspections and tests may be conducted on the premises of the Supplier or its subcontractor(s), at point of delivery, and/or at the Works / Goods' final destination. If conducted on the premises of the Supplier or its subcontractor(s), all reasonable facilities and assistance, including access to drawings and production data, shall be furnished to the inspectors at no charge to the Procuring Agency.
- 11.3 Should any inspected or tested Works / Goods fail to conform to the Specifications, the Procuring Agency may reject the Works / Goods, and the Supplier shall replace the rejected Works / Goods to meet specification requirements free of cost to the Procuring Agency.
- 11.4 The Procuring Agency's right to inspect, test and, where necessary, reject Works / Goods after the Works / Goods' arrival in the Procuring Agency's country shall in no way be limited or eared by reason of the Works / Goods having previously been inspected, tested, and passed by the Procuring Agency or its representative prior to the Works / Goods' shipment from the country of origin.
- 11.5 Nothing in **GCC Clause 10** shall in any way release the supplier from any warranty or other obligations under this Contract.

- 12. Packing**
- 12.1 The supplier shall provide such packing of the Works / Goods as is required to prevent their damage or deterioration during transit to their final destination, as indicated in the Contract. The packing shall be sufficient to withstand, without limitation, rough handling during transit and exposure to extreme temperatures, salt and precipitation during transit, and open storage. Packing case size and weights shall take into consideration, where appropriate, the remoteness of the Works / Goods final destination and the absence of heavy handling facilities at all points in transit.
- 12.2 The packing, marking, and documentation within and outside the packages shall comply strictly with such special requirements as shall be expressly provided for in the Contract, including additional requirements, if any, specified in **SCC**, and in any subsequent instructions ordered by the Procuring Agency.
- 13. Delivery and Documents**
- 13.1 Delivery of the Works / Goods shall be made by the Supplier in accordance with the terms specified in the Schedule of Requirements. The details of shipping and or other documents to be furnished by the Supplier as specified in **SCC**.
- 13.2 For purposes of the Contract, "EXW", "FOB", "FCA", "CIF", "CIP," and other trade terms used to describe the obligations of the parties shall have the meanings assigned to them by the current edition of INCOTERMS published by the International Chamber of Commerce, Paris.
- 13.3 Documents to be submitted by the Supplier are specified in **SCC**.
- 14. Insurance**
- 14.1 The Works / Goods supplied under the Contract shall be fully insured in a freely convertible currency against loss or damage incidental to manufacture or acquisition, transportation, storage, and delivery in the manner specified in the **SCC**.



- 15. Transportation**
- 15.1 Where the Supplier is required under Contract to deliver the Works / Goods FOB, transport of the Works / Goods, up to and including the point of putting the Works / Goods on board the vessel at the specified port of loading, shall be arranged and paid for by the Supplier, and the cost thereof shall be included in the Contract Price. Where the Supplier is required under the Contract to deliver the Works / Goods FCA, transport of the Works / Goods and delivery into the custody of the carrier at the place named by the Procuring Agency or other agreed point shall be arranged and paid for by the Supplier, and the cost thereof shall be included in the Contract Price.
- 15.2 Where the Supplier is required under Contract to deliver the Works / Goods CIF or CIP, transport of the Works / Goods to the port of destination or such other named place of destination in Pakistan, as shall be specified in the Contract, shall be arranged and paid for by the Supplier, and the cost thereof shall be included in the Contract Price.
- 15.3 Where the Supplier is required under the Contract to transport the Works / Goods to a specified place of destination within Pakistan, defined as the Project Site, transport to such place of destination in Pakistan, including insurance and storage, as shall be specified in the Contract, shall be arranged by the Supplier, and related costs shall be included in the Contract Price.
- 16.1 The Supplier may be required to provide any or all of the following services, including additional services, if any, specified in **SCC**:
- a) Performance or supervision of on-site assembly, Installation Commissioning and/or start-up of the supplied Works / Goods;
  - b) Furnishing of tools required for assembly and/or maintenance of the supplied Works / Goods;
  - c) Furnishing of a detailed operations and maintenance manual for each appropriate unit of the supplied Works / Goods;
  - d) Performance or supervision or maintenance and/or repair of the supplied Works / Goods, for a period of time agreed by the parties, provided that this service shall not relieve the Supplier of any warranty obligations

**16. Related Services**



under this Contract; and

- e) Training of the Procuring Agency's personnel, at the Supplier's plant and/or on-site, in assembly, start-up, operation, maintenance, and/or repair of the supplied Works / Goods.

16.2 Prices charged by the Supplier for related services, if not included in the Contract Price for the Works / Goods, shall be agreed upon in advance by the parties and shall not exceed the prevailing rates charged to other parties by the Supplier for similar services.

**17. Spare Parts**

17.1 As specified in **SCC**, the Supplier may be required to provide any or all of the following materials, notifications, and information pertaining to spare parts manufactured or distributed by the Supplier:

- a) Such spare parts as the Procuring Agency may elect to purchase from the Supplier, provided that this election shall not relieve the Supplier of any warranty obligations under the Contract; and
- b) In the event of termination of production of the spare parts:
- i) advance notification to the Procuring Agency of the pending termination, in sufficient time to permit the Procuring Agency to procure needed requirements; and
- ii) following such termination, furnishing at no cost to the Procuring Agency, the blueprints, drawings, and specifications of the spare parts, if requested.



18. **Warranty/  
Defect  
Liability  
Period**

- 18.1 The Supplier warrants that the Works / Goods supplied under the Contract are new, unused, of the most recent or current models and that they incorporate all recent improvements in design and materials unless provided otherwise in the Contract. The Supplier further warrants that all Works / Goods supplied under this Contract shall have no defect, arising from design, materials, or workmanship (except when the design and/or material is required by the Procuring Agency, specifications) or from any act or omission of the Supplier, that may develop under normal use of the supplied Works / Goods in the conditions prevailing in Pakistan.
- 18.2 This warranty shall remain valid for a period specified in the **SCC** after the Works / Goods, or any portion thereof as the case may be, have been delivered to and accepted at the final destination indicated in the Contract, or for a period specified in the **SCC** after the date of shipment from the port or place of loading in the source country, +whichever period concludes earlier, unless specified otherwise in **SCC**.
- 18.3 The Procuring Agency shall promptly notify the Supplier in writing or in electronic forms that provide record of the content of communication of any claims arising under this warranty.
- 18.4 Upon receipt of such notice, the Supplier shall, within the period specified in **SCC** and with all reasonable speed, repair or replace the defective Works / Goods or parts thereof, without costs to the Procuring Agency other than, where applicable, the cost of inland delivery of the repaired or replaced Works / Goods or parts from EXW or the port or place of entry to entry to the final destination.
- 18.5 If the Supplier, having been notified, fails to remedy the defect(s) within the period specified in **SCC**, the Procuring Agency may proceed to take such remedial action as may be necessary, at the Supplier's risk and expense and without prejudice to any other rights which the Procuring Agency may have against the Supplier under the Contract.

19. **Payment**

- 19.1 The method and conditions of payment to be made to the Supplier under this Contract shall be specified in **SCC**.



- 19.2 The Supplier's request(s) for payment shall be made to the Procuring Agency in writing or in electronic forms that provide record of the content of communication, accompanied by an invoice describing, as appropriate, the Works / Goods delivered and Services performed, and by documents submitted pursuant to **GCC Clause 13**, and upon fulfillment of other obligations stipulated in the Contract.
- 19.3 Payments shall be made promptly by the Procuring Agency, within sixty (60) days after submission of an invoice or claim by the Supplier. If the Procuring Agency makes a late payment, the Supplier shall be paid interest on the late payment. Interest shall be calculated from the date by which the payment should have been made up to the date when the late payment is made at the rate as specified in the **SCC**.
- 19.4 The currency or currencies in which payment is made to the Supplier under this Contract shall be specified in **SCC** subject to the following general principle: payment will be made in the currency or currencies in which the payment has been requested in the Supplier's Bid.
- 19.5 All payments shall be made in the currency or currencies specified in the **SCC** pursuant to **GCC Clause 19.4**

**20. Prices**

- 20.1 The contract price shall be as specified in the Contract Agreement Subject to any additions and adjustments thereto or deductions there from, as may be made pursuant to the Contract.
- 20.2 Prices charged by the Supplier for Works / Goods delivered and Services performed under the Contract shall not vary from the prices quoted by the Supplier in its Bid, with the exception of any price adjustments authorized in **SCC** or in the Procuring Agency's request for Bid Validity extension, as the case may be.

**21. Change Orders**

- 21.1 The Procuring Agency may at any time, by a written order given to the Supplier pursuant to **GCC Clause 22**, make changes within the general scope of the Contract in any one or more of the following:
- a) Drawings, designs, or specifications, where Works / Goods to be furnished under the Contract are to be specifically manufactured for the Procuring Agency;
  - b) The method of shipment or packing;
  - c) The place of delivery; and/or
  - d) The Services to be provided by the Supplier



- 21.2 If any such change causes an increase or decrease in the cost of, or the time required for, the Supplier's performance of any provisions under the Contract an equitable adjustment shall be made in the Contract Price or delivery schedule, or both, and the Contract shall accordingly be amended. Any claims by the Supplier for adjustment under this clause must be asserted within thirty (30) days from the date of the Supplier's receipt of the Procuring Agency change order.
- 21.3 Prices to be charged by the supplier for any related services that might be needed but which were not included in the Contract shall be agreed upon in advance by the Parties and shall not exceed the prevailing rates charged to other parties by the Supplier for similar services.
- 22.1 Subject to **GCC Clause 20**, no variation in or modification of the terms of the Contract shall be made except by written amendment signed by the parties.

**22. Contract Amendments**

**23. Assignment**

23.1 Neither the Procuring Agency nor the Supplier shall assign, in whole or in part, obligations under this Contract, except with the prior written consent of the other party.

**24. Sub-contracts**

- 24.1 The Supplier shall consult the Procuring Agency in the event of subcontracting under this contract if not already specified in the Bid. Subcontracting shall not alter the Supplier's obligations.
- 24.2 Subcontracts must comply with the provision of **GCC Clause 5**.
- 25.1 Delivery of the Works / Goods and performance of Services shall be made by the Supplier in accordance with the time schedule prescribed by the Procuring Agency in the Schedule of Requirements.

**25. Delays in the Supplier's Performance**



- 25.2 If at any time during performance of the Contract, the Supplier or its subcontractor(s) should encounter conditions impeding timely delivery of the Works / Goods and performance of Services, the Supplier shall promptly notify the Procuring Agency in writing or in electronic forms that provide record of the content of communication of the fact of the delay, its likely duration and its cause(s). As soon as practicable after receipt of the Supplier's notice, the Procuring Agency shall evaluate the situation and may at its discretion extend the Supplier's time for performance, with or without liquidated damages, in which case the extension shall be ratified by the parties by amendment of Contract.
- 25.3 Except as provided under **GCC Clause 28**, a delay by the Supplier in the performance of its delivery obligations shall render the Supplier liable to the imposition of liquidated damages pursuant to **GCC Clause 26**, unless an extension of time is agreed upon pursuant to **GCC Clause 25.2** without the application of liquidated damages.

**26. Liquidated Damages**

26.1 Subject to **GCC Clause 28**, if the Supplier fails to deliver any or all of the Works / Goods or to perform the Services within the period(s) specified in the Contract, the Procuring Agency shall, without prejudice to its other remedies under the Contract, deduct from the Contract Price, as liquidated damages, a sum equivalent to the percentage specified in **SCC** of the delivered price of the delayed Works / Goods or unperformed Services for each week or part thereof of delay until actual delivery or performance, up to a maximum deduction of the performance security (or guarantee) specified in **SCC**. Once the said maximum is reached, the Procuring Agency may consider termination of the Contract pursuant to **GCC Clause 26**.

**27. Termination for Default**

27.1 The Procuring Agency or the Supplier, without prejudice to any other remedy for breach of Contract, by written notice of default sent to the concerned party may terminate the Contract if the other party causes a fundamental breach of the Contract.



27.2 Fundamental breaches of Contract shall include, but shall not be limited to the following:

- a) the Supplier fails to deliver any or all of the Works / Goods within the period(s) specified in the Contract, or within any extension thereof granted by the Procuring Agency pursuant to **GCC Clause 24**; or
- b) the Supplier fails to perform any other obligation(s) under the Contract;
- c) Supplier's failure to submit performance security (or guarantee) within the time stipulated in the **SCC**;
- d) the supplier has abandoned or repudiated the contract.
- e) the Procuring Agency or the Supplier is declared bankrupt or goes into liquidation other than for a reconstruction or amalgamation;
- f) a payment is not paid by the Procuring Agency to the Supplier after 84 days from the due date for payment;
- g) the Procuring Agency gives Notice that Works / Goods delivered with a defect is a fundamental breach of Contract and the Supplier fails to correct it within a reasonable period of time determined by the Procuring Agency; and
- h) if the Procuring Agency determines, based on the reasonable evidence, that the Supplier has engaged in corrupt, coercive, collusive, obstructive or fraudulent practices, in competing for or in executing the Contract.

For the purpose of this clause:

27.3 **“Corrupt and Fraudulent Practice”** means the practices as described in Rule-2 (1) (f) of Public Procurement Rules-2004.

27.4 In the event the Procuring Agency terminates the Contract in whole or in part, pursuant to **GCC Clause 26.1**, the Procuring Agency may procure, upon such terms and in such manner as it deems appropriate, Works / Goods or Services similar to those undelivered, and the Supplier shall be liable to the Procuring Agency for any excess costs for such similar Works / Goods or Services. However, the Supplier shall continue performance of the Contract to the extent not terminated



28. **Termination for Force Majeure** 28.1 Notwithstanding the provisions of **GCC Clauses 25, 26,** and 27, neither Party shall have any liability or be deemed to be in breach of the Contract for any delay nor is other failure in performance of its obligations under the Contract, if such delay or failure is a result of an event of Force Majeure.

For purpose of this clause, "Force Majeure" means an event which is beyond the reasonable control of a Party, is not foreseeable, is unavoidable, and its origin is not due to negligence or lack of care on the part of a Party, and which makes a Party's performance of its obligations hereunder impossible or so impractical as reasonably to be considered impossible in the circumstances, and includes, but is not limited to, war, riots, civil disorder, earthquake, fire, explosion, storm, flood, epidemics, or other adverse weather conditions, strikes, lockouts or other industrial action (except where such strikes, lockouts or other industrial action are within the power of the Party invoking Force Majeure to prevent.

28.2 If a Party (hereinafter referred to as "the Affected Party") is or will be prevented from performing its substantial obligation under the contract by Force Majeure, it shall give a Notice to the other Party giving full particulars of the event and circumstance of Force Majeure in writing or in electronic forms that provide record of the content of communication of such condition and the cause thereof. Unless otherwise directed by the Procuring Agency in writing or in electronic forms that provide record of the content of communication, the Supplier shall continue to perform its obligations under the Contract as far as is reasonably practical, and shall seek all reasonable alternative means for performance not prevented by the Force Majeure event



**29. Termination for Insolvency**

29.1 The Procuring Agency may at any time terminate the Contract by giving written notice to the Supplier if the Supplier becomes bankrupt or otherwise insolvent. In this event, termination will be without compensation to the Supplier, provided that such termination will not prejudice or affect any right of action or remedy which has accrued or will accrue thereafter to the Procuring Agency.

**30. Termination for Convenience**

30.1 The Procuring Agency, by written notice sent to the Supplier, may terminate the contract, in whole or in part, at any time for its convenience. The notice of termination shall specify that termination is for the Procuring Agency's convenience, the Contract is terminated, and the date upon which such termination becomes effective.

30.2 The Works / Goods that are complete and ready for shipment within thirty (30) days after the Supplier's receipt of notice of termination shall be accepted by the Procuring Agency at the Contract terms and price. For the remaining Works / Goods, the Procuring Agency may elect:

- a) To have any portion completed and delivered at the Contract terms and prices; and / or
- b) To cancel the remainder and pay to the Supplier an agreed amount for partially completed Works / Goods and Services and for materials and parts previously procured by the Supplier.



- 31. Disputes Resolution**
- 31.1 In the event of any dispute arising out of this contract, either party shall issue a notice of dispute to settle the dispute amicably. The parties hereto shall, within twenty-eight (28) days from the notice date, use their best efforts to settle the dispute amicably through mutual consultations and negotiation. Any unsolved dispute may be referred by either party to an arbitrator that shall be appointed by mutual consent of the both parties.
- 31.2 After the dispute has been referred to the arbitrator, within 30 days, or within such other period as may be proposed by the Parties, the Arbitrator shall give its decision. The rendered decision shall be binding to the Parties.
- 32.1 The arbitration shall be conducted in accordance with the arbitration procedure published by the Institution named and in the place shown in the **SCC**.
- 32.2 The rate of the Arbitrator's fee and administrative costs of arbitration shall be borne equally by the Parties. The rates and costs shall be in accordance with the rules of the Appointing Authority. In conducting arbitration to its finality each party shall bear its incurred costs and expenses.
- 32. Procedure for Disputes Resolution**
- 32.3 The arbitration shall be conducted in accordance with the arbitration procedure published by the institution named and in the place shown in the **SCC**.
- 33.1 Should the Arbitrator resign or die, or should the Procuring Agency and the Supplier agree that the Arbitrator is not functioning in accordance with the provisions of the contract, a new Arbitrator shall be appointed by mutual consent of the both parties.
- 33. Replacement of Arbitrator**
- 34.1 Except in cases of criminal negligence or willful conduct, and in the case of infringement pursuant to **GCC Clause 8**,
- a) The supplier shall not be liable to the Procuring Agency, whether in contract, tort, or otherwise, for any indirect or consequential loss or damage, loss of use, loss of production, or loss of profits or interest costs, provided that this exclusion shall not apply to any obligation of the Supplier to pay liquidated damages to the Procuring Agency; and
- 34. Limitation of Liability**
- b) The aggregate liability of the Supplier to the Procuring Agency, whether under the Contract, in tort



or otherwise, shall not exceed the total Contract Price, provided that this limitation shall not apply to the cost of repairing or replacing defective equipment or to any obligation of the Supplier to indemnify the Procuring Agency with respect to patent infringement.

- 35. Notices**
- 35.1 Any notice given by one party to the other pursuant to this Contract shall be sent to the other party in writing or in electronic forms that provide record of the content of communication and confirmed in writing or in electronic forms that provide record of the content of communication to the other party's address specified in **SCC**.
- 35.2 A notice shall be effective when delivered or on the notice's effective date, whichever is later.
- 36. Taxes and Duties**
- 36.1 A foreign Supplier shall be entirely responsible for all taxes, stamp duties, license fees, and other such levies imposed outside Pakistan.
- 36.2 If any tax exemptions, reductions, allowances or privileges may be available to the Supplier in Pakistan the Procuring Agency shall use its best efforts to enable the Supplier to benefit from any such tax savings to the maximum allowable extent.
- 36.3 A local Supplier shall be entirely responsible for all taxes, duties, license fees, etc., incurred until delivery of the contracted Works / Goods to the Procuring Agency.



## SECTION VIII: SPECIAL CONDITIONS OF THE CONTRACT (SCC)

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Sign & Stamp of Bidder



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## Special Conditions of Contract (SCC)

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

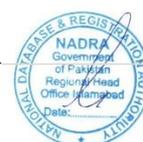
SCC Clause Number	GCC Clause	Amendments of, and Supplements to, Clauses in the GCC
		<b>Definitions (GCC 1)</b>
1.	1.1	The Procuring Agency is: RHO NADRA, Islamabad, G-10/4
2.	1.1(j)	The Supplier is: <i>[Name and address]</i>
3.	1.1(q)	The title of the subject procurement or The Project is: <b><i>[CONSTRUCTION OF NADRA OFFICE, DHA 5]</i></b>
		<b>Governing Language (GCC 4)</b>
4.	4.1	The Governing Language shall be: English
		<b>Applicable Law (GCC 5)</b>
5.	5.1	The Applicable Law shall be: Laws of the Islamic Republic of Pakistan
		<b>Country of Origin (GCC 6)</b>
6.	6.1	Country of Origin is .....PAKISTAN.....
		<b>Performance Security ( or guarantee) (GCC 10)</b>



7.	10.1	The Contractor shall obtain and provide to the Employer a Performance Security in the prescribed Form annexed to these Bidding / Contract Documents. The said security shall be furnished to the Employer by the Contractor within fourteen (14) days after the date of Letter of Acceptance. The Performance Security shall be of an amount equal to ten percent (10%) of the Contract Price in the currency (ies) of the Contract and, at the option of the Contractor, in the form of Bank Guarantee either from any Scheduled Bank in Pakistan or from a bank located outside Pakistan duly counter-guaranteed by a Scheduled Bank in Pakistan or an insurance company having AA rating from PACRA / JCR-VIS. The cost of complying with requirements of this Sub-Clause shall be borne by the contractor of this Sub-Clause shall be borne by the Contractor.
8.	10.4	The Performance Security shall be binding irrespective of changes in the quantities or variations in the Works or extensions in Time for Completion of the Works which are granted or agreed upon under the provisions of the Contract.
<b>Inspections and Tests (GCC 11)</b>		
9.	11.1	To carry out test/inspections as required by employer/consultant during the construction works.
<b>Packing (GCC Clause 12)</b>		
10.		N/A
<b>Delivery and Documents (GCC Clause 13)</b>		
11.	13.1	N/A



12.	13.3	NA
<b>Insurance (GCC Clause 14)</b>		
13.	14.1	The Insurance shall be in an amount equal to 110 percent of the applicable INCOTERM value of the Works / Goods from “warehouse” to “warehouse” on “All Risks” basis, including War Risks and Strikes.
<b>Related Services (GCC Clause 16)</b>		
14.	16.1	Related services to be provided are:  <i>[Selected services covered under GCC Clause 16 and/or other should be specified with the desired features. The price quoted in the Bid price or agreed with the selected Supplier shall be included in the Contract Price.]</i>
<b>Spare Parts (GCC Clause 17)</b>		
15.	17.1	Additional spare parts requirements are:  Supplier shall carry sufficient inventories to assure ex-stock supply of consumable spares for the Works / Goods. Other spare parts and components shall be supplied as promptly as possible, but in any case within six (6) months of placing the order and opening the letter of credit.
<b>Warranty (GCC Clause 18)</b>		

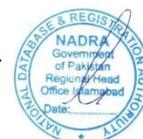


16.	18.2	<p>GCC Clause 17.2—In partial modification of the provisions, the warranty period shall be <b>as mentioned in technical specifications</b> / Terms &amp; Conditions from date of acceptance of the Works / Goods. The Supplier shall, in addition, comply with the performance and/or consumption guarantees specified under the Contract. If, for reasons attributable to the Supplier, these guarantees are not attained in whole or in part, the Supplier shall, at its discretion, either:</p> <p>(a) make such changes, modifications, and/or additions to the Works / Goods or any part thereof as may be necessary in order to attain the contractual guarantees specified in the Contract at its own cost and expense and to carry out further performance tests in accordance with SCC 4,</p> <p style="text-align: center;"><b>Or</b></p> <p>(b) pay liquidated damages to the Procuring Agency with respect to the failure to meet the contractual guarantees. The rate of these liquidated damages shall be <b>0.50</b> percent per day of undelivered materials/Works / Goods value up to the sum equivalent to the amount of ten percent of the contract value.</p>
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17.  
&18.5

18.4

The period for correction of defects in the warranty period is:  
6 Months



**Payment (GCC Clause 19)**

18. 19.1 The method and conditions of payment to be made to the supplier under this Contract shall be as follows:
- (i) **Advance Mobilization:** ...15%.... percent of the Contract Price shall be paid within thirty (30) days of signing of the Contract, and upon submission of claim and a bank guarantee for equivalent amount valid until the Works / Goods are delivered and, in the form, provided in the Bidding Documents or another form the Procuring Agency. Acceptable to
  - (ii) **On Acceptance of IPC.** Release of payment against IPC, Subject to vetting and approval, and issuance of acceptance certificate issued by the employer/consultant.
  - (iii) The Contractor to raise Interim Payment Certificate against the "work done".  
The Employer/Consultant shall vet the IPC after confirming the work done.
  - (iv) 5% Recovery against the Mobilization advance shall be made in each IPC. Complete recovery of advance mobilization to be made before or in the final payment.
  - (v) 5% Retention shall be made in each IPC.
  - (vi) Half of the retention to be released on completion of works and remaining half of the retention to be released on the completion of DLP.

19.	19.3	The employer to pay the contractor, after vetting of the IPC with within 14 days.
<b>Prices (GCC 20)</b>		
20.	20.1	Prices shall be adjusted in accordance with provisions in the Attachment to SCC.  <i>[To be inserted <b>only</b> if price is subject to adjustment.]</i>
<b>Liquidated Damages (GCC Clause 26)</b>		
21.	26.1	Applicable rate:  Maximum deduction: is equal to the performance security.  <b>Note: In case of delay 0.5 per cent per day subject to a maximum of 10% of the total value of undelivered materials/good's value.</b>
22.	26.1	DLP: 6 months

	<b>Procedure for Dispute Resolution (GCC Clause 32)</b>	
22.	32.3	<p><b>Dispute Resolution</b></p> <p><b>(a) <u>For Contracts to be entered with foreign Contractor/ Service Provider:</u></b></p> <p>All disputes arising in connection with the present Contract shall be finally settled under the Rules of Conciliation and Arbitration of the International Chamber of Commerce by one or more arbitrators appointed in accordance with said Rules.</p> <p><b>(b) <u>For Contracts to be entered with nationals of Pakistan:</u></b></p> <ol style="list-style-type: none"> <li>1. If any dispute of any kind whatsoever shall arise between the Procuring Agency and the Supplier in connection with or arising out of the Contract, including without prejudice to the generality of foregoing, any question regarding its existence, validity, termination and the execution of the Contract—whether during developing phase or after their completion and whether before or after the termination, abandonment or breach of the Contract – the parties shall seek to resolve any such dispute or difference by mutual diligent negotiations in good faith within 7 (seven) days following a notice sent by one Party to the other Party in this regard.</li> <li>2. At future of negotiation the dispute shall be resolved through mediation and mediator shall be appointed with the mutual consent of the both parties.</li> </ol> <p>At the event of failure of mediation to resolve the</p>



		<p>dispute relating to this contract such dispute shall finally be resolved through binding Arbitration by sole arbitrator in accordance with Arbitration Act 1940. The arbitrator shall be appointed by mutual consent of the both parties. The Arbitration shall take place in [<i>Insert name of the city</i>] and proceedings will be conducted in – [<i>Specify language</i>] language.</p> <p>4. The cost of the mediation and arbitration shall be shared by the parties in equal proportion however the both parties shall bear their own costs and lawyer’s fees regarding their own participation in the mediation and arbitration. However, the Arbitrator may make an award of costs upon the conclusion of the arbitration making any party to the dispute liable to pay the costs of another party to the dispute.</p> <p>5. Arbitration proceedings as mentioned in the above clause regarding resolution of disputes may be commenced prior to, during or after delivery of Works / Goods.</p> <p>6. Notwithstanding any reference to the arbitration herein, the parties shall continue to perform their respective obligations under the Contract unless they otherwise agree that the Procuring Agency shall pay the Supplier any monies due to the Supplier.</p>
	<p><b>Notices (GCC Clause 35)</b></p>	



26.	35.1	<p>— Procuring Agency’s address for notice purposes:</p> <p><b>Director Administration</b>  <b>Administration Department</b>  <b>RHO NADRA Islamabad, G 10/4</b></p> <p>—Supplier’s address for notice purposes:</p>
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**Part-B Special Provisions**

The Procuring agency/Employer shall be required to draft the special provisions (particular conditions Part-B) by referring the concerned clauses as stipulated in the General Conditions of the Contract. These provisions should be drafted by keeping following guidelines in consideration:

- i. Particular conditions must be drafted clearly and without any ambiguity;
- ii. Party’s duties, rights, obligations, roles and responsibilities shall be clearly described in line with General Conditions of the Contract, requirements as specified in the bidding document;
- iii. While drafting special provisions realistic timelines must be provided for completion of the project / assignment;
- iv. All disputes must be settled either through arbitration act 1940 or through International Chamber of Commerce.

**Note: Special Provisions shall always over rule and supersede the respective provisions of General Conditions of the Contract. In order to conveniently trace the respective clause, reference of the concerned GCC clause must be provided.**

**Table: Summary of Sections (if any)**

Description of parts of the Works that shall be designated a Section for the purposes of the Contract (Sub-Clause 1.1.73)	Value: Percentage <sup>1</sup> of Accepted Contract Amount (Sub-Clause 14.9)	Time for Completion (Sub-Clause 1.1.84)	Delay Damages (Sub-Clause 8.8)

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<sup>1</sup> These percentages shall also be applied to each half of the Retention Money under Sub-Clause 14.9



# SECTION IX: CONTRACT FORMS

## Notification of Award

(On Procuring agency/Employer's letterhead)

Letter of Acceptance

[Date]. . . . .

To: . . . . .[Name and address of the contractor]

Subject: . . . . .[Notification of Award Contract No.]

This is to notify you that your Bid dated . . . . .[date]. . . . . for execution of the . . . . .  
.[name of the contract and identification number, as given in the Bid Data Sheet] . . . . . for the  
Accepted Contract Amount of the equivalent of . . . . . [amount in words and figures and name of  
currency]. . . . ., as corrected and modified in accordance with the Instructions to Bidders, is hereby  
accepted by our Agency.

You are requested to furnish the Performance Security within 28 days in accordance with the  
Conditions of Contract, using for that purpose the Performance Security Form included in Section 9  
(Contract Forms) of the Bidding Document.

Authorized Signature: .....

Name and Title of Signatory: .....

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Sign & Stamp of Bidder



Name of Agency: .....

Attachment: Contract Agreement

### Form of Contract

THIS AGREEMENT made the \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_ between [name and address of Procuring Agency] of Pakistan (hereinafter called “the Procuring Agency”) of the one part and [name of Supplier] of [city and country of Supplier] (hereinafter called “the Supplier”) of the other part:

WHEREAS the Procuring Agency invited Bids for certain Works / Goods and related services, viz., [brief description of Works / Goods and services] and has accepted a Bid by the Supplier for the supply of those Works / Goods and related services 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:-
  - (h) This form of Contract;
  - (i) the Form of Bid and the Price Schedule submitted by the Bidder;
  - (j) the Schedule of Requirements;
  - (k) the Technical Specifications;
  - (l) the Special Conditions of Contract;
  - (m) the General Conditions of the Contract;
  - (n) the Procuring Agency’s Letter of Acceptance; and
  - (o) [add here: any other documents]
3. In consideration of the payments to be made by the Procuring Agency to the Supplier as hereinafter mentioned, the Supplier hereby covenants with the Procuring Agency to provide the Works / Goods and related services and to remedy defects therein in conformity in all respects with the provisions of the Contract.
4. The Procuring Agency hereby covenants to pay the Supplier in consideration of the provision of the Works / Goods and related services 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

Sign & Stamp of Bidder



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)

Witness to the signatures of the Procuring Agency:

.....  
Signed, sealed, delivered by \_\_\_\_\_ the \_\_\_\_\_ (for the Supplier)

Witness to the signatures of the Supplier: .....



## Performance Security (or guarantee) Form

To: *[name of Procuring Agency]*

WHEREAS *[name of Supplier]* (hereinafter called "the Supplier") has undertaken, in pursuance of Contract No. *[reference number of the contract]* dated *[insert date]* to delivery *[description of Works / Goods and services]* (hereinafter called "the Contract").

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

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

THEREFORE, WE hereby affirm that we are Guarantors and responsible to you, on behalf of the Supplier, 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 Supplier 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.

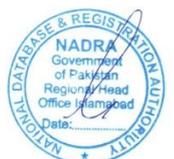
This guarantee is valid until the: *[insert date]*

Signature and seal of the Guarantors

\_\_\_\_\_  
*[name of bank or financial institution]*

\_\_\_\_\_  
*[address]*

\_\_\_\_\_  
*[date]*



## Advance Payment Security

### Demand Guarantee

\_\_\_\_\_

**Beneficiary:** \_\_\_\_\_

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

**ADVANCE PAYMENT GUARANTEE No.:** \_\_\_\_\_

**Guarantor:** \_\_\_\_\_

We have been informed that [Inset name of the Contractor] (hereinafter called "the Contractor") has entered into Contract No. \_\_\_\_\_ dated \_\_\_\_\_ with the [insert name of the Procuring agency/Employer] (hereinafter called "the Procuring agency/Employer") for the execution of \_\_\_\_\_ (hereinafter called "the Contract").

Furthermore, we understand that, according to the conditions of the Contract, an advance payment in the sum \_\_\_\_\_ (\_\_\_\_\_) is to be made against an advance payment guarantee.

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

- (a) has used the advance payment for purposes other than the costs of mobilization in respect of the Works; or
- (b) has failed to repay the advance payment in accordance with the Contract conditions, specifying the amount which the Contractor has failed to repay.

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 advance payment referred to above has been credited to the Contractor on its account number \_\_\_\_\_ at \_\_\_\_\_.

The maximum amount of this guarantee shall be progressively reduced by the amount of the advance payment repaid by the Contractor as specified in copies of interim statements or payment certificates which shall be presented to us.

The Guarantee shall remain valid up to the aforesaid date and shall be null and void after the aforesaid date or earlier if the advance made to the Contractor is fully adjusted against payments from Interim Payment Certificates of the Contractor provided that the Guarantor agrees that the aforesaid period of validity shall be deemed to be extended if on the above mentioned date the advance payment is not fully adjusted.

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

Sign & Stamp of Bidder



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

**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].

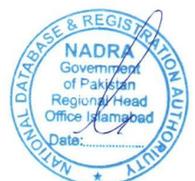
This guarantee shall expire no later than the .... day of ....., 2..., and any demand for payment under it must be received by us at the office indicated above on or before that date.

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

**Note: All italicized text (including footnotes) is for use in preparing this form**

Sign & Stamp of Bidder

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*and shall be deleted from the final product.*



## Integrity Pact

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

**Contract** Number: \_\_\_\_\_ **Contract** Value: \_\_\_\_\_ **Contract**  
Title: \_\_\_\_\_ Dated: \_\_\_\_\_

[Name of Supplier] 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 Supplier] 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 Supplier] 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 Supplier] 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.

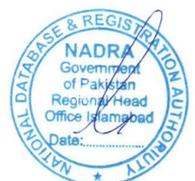
Notwithstanding any rights and remedies exercised by GoP in this regard, [Name of Supplier] agrees to indemnify GoP for any loss or damage incurred by it on account of its corrupt business practices and further pay compensation to GoP in an amount equivalent to ten time the sum of any commission, gratification,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

\_\_\_\_\_  
[Buyer]

\_\_\_\_\_  
[Seller/Supplier]

Sign & Stamp of Bidder

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## ANNEX – C

# List of Drawings

Note: Drawings can be collected directly from office. For details please contact AD Admin:  
+923315456611

