National Bank of Pakistan

نیشنل بینک آف پاکستان

NATIONAL STANDARD BIDDING DOCUMENTS FOR PROCUREMENT OF WORKS

MINOR RENOVATION WORKS REQUIRED AT NBP ISLAMIC BANKING BRANCH, MOZANG CHUNGI, LAHORE R.O PUNJAB CENTRAL

(Single Stage One Envelop & Single Stage Two Envelop Procedure)

(National and International Competitive Bidding)

Public Procurement Regulatory Authority Pakistan

Approved by PPRA Board in its 76th Meeting held on 13th March, 2024

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PREFACE

Public Procurement is carried out in Pakistan in accordance with the provisions laid down in Public Procurement Regulatory Framework consisted of Public Procurement Ordinance- 2002; Public Procurement Rules-2004 and allied Regulations, Regulatory Guides and Guidelines.

National Standard Bidding/Procurement Documents are developed for standardizing the procurement procedures and practices in the procuring agencies of the Federation of Pakistan and has the status of the Regulations in terms of section 27 of the PPRA Ordinance read with Rule-23(4) of Public Procurement Rules.

The document consists of general as well as specific provisions to be applicable for the procurement of works and can be used with or without pre-qualification process. The specific provisions supplement to the general provisions and may be amended or opted by the procuring agencies in the manner and to the extent prescribed in the respective sections.

This document is a live document, and may be updated on 30th June of each financial year (as an when required) considering the regulatory experience feedback based on monitoring the procurement practices and valuable suggestions of the stakeholders (i.e. procuring agencies, vendors and general public).

Standard Bidding Documents

for

Procurement of Works

PART-A – BIDDING PROCEDURE & REQUIREMENTS

Section I - Invitation for 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/Employer)***.

Section IV - Eligible Countries

This Section contains information regarding eligible countries.

Section V – Evaluation and Qualification Criteria

This section contains information regarding evaluation and qualification criteria including domestic preference.

Section VI – Works Requirements, Technical Specifications, Drawings, Supplementary Information and Bill of Quantities

This Section includes the Drawings, and supplementary information that describe the Works to be procured. *(**To be filled by the Procuring agency/Employer).***

Section VII – Standard Bidding 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 VIII - 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 IX - 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/Employer***).

Section X - Contract Forms

This Section contains forms which, once completed, will become part of the Contract including Letter of Acceptance, Contract Agreement, Integrity Pact **[Procurement exceeding the limit of PKR 10 Million shall be subject to an integrity pact between the User Group and the vendor]** and other relevant forms. The forms for **Performance Security/ Guarantee and Beneficial Owners Information, integrity pact as per SBD** will be provided by the successful bidder to whom Letter of Acceptance is issued, before the award of contract.

PART-A

BIDDING PROCEDURE & REQUIREMENTS

SECTION I: INVITATION FOR BIDS

NATIONAL BANK OF PAKISTAN

Bid No. …….

For

MINOR RENOVATION WORK OF NBP IBB MOZANG CHUNGI, LAHORE

Invitation For Bids

Date: …….

1. This Invitation to Bids follows the Procurement Notice for the subject Project/Works which appeared in Newspapers and on NBP, EPADS and PPRA Websites.

2. The National Bank of Pakistan has reserved the funds for the procurement planned during the financial year 2026. It is intended that part of the proceeds of the fund will be used to cover eligible payment under the contract for the aforesaid works.

3. The National Bank of Pakistan; now invites bids from eligible bidders; who comply with the following criteria; for the above Minor renovation & refurbishment works through EPADS only.
   a) The bidder should have an active status on FBR Active Taxpayer List and with Provincial Revenue Board.
   b) b) The bidder should have a valid registration in Pakistan Engineering Council in financial category C-6 or above with Specialization Code CE-10 & EE-04 on bidding date.
   c) c) The bidder should have completed at least three similar projects of Banks/ Financial Institutes or National/Multinational Companies, costing not less than Rs. 1.0 Million during last three (03) years.
   d) d) Undertaking/Affidavit that bidder should not have been blacklisted and hence debarred due to involvement in corrupt and fraudulent practices, or performance failure or due to breach of bid securing declaration by any Organization / Department / Institution.

4. The bidding shall be conducted in line with the Single Stage One Envelope procedure of the Public Procurement Rules 2004 and any Regulations, Regulatory Guides, Procurement Guidelines or Instructions issued by the Authority (from time to time), and is open to all potential bidders registered in the EPADS.

5. All bids must be accompanied by a scanned Copy of Bid Security in the form of Banker's Cheque or Payment Order or Bank Guarantee in the amount of **RS.80,000/.** The ORIGINAL BID SECURITY MUST be submitted to the National Bank of Pakistan any time before the Closing time of Bid Submission, failing which the bid shall be rejected.

6. The original bid, along with all the required documents as stated in the bidding documents; properly filled in, must be submitted ONLY through e-Pak Acquisition & Disposal System (EPADS) at or before **11:00 am** dated: **March 31, 2026**. The bids will be opened promptly thereafter on EPADS at **11:30 am** the same day, and in the presence of bidders' representatives who choose to attend in the opening at the under mentioned address.

Office of VP/Wing Head, Engineering Wing Central, Engineering Group, LCMG, Ground Floor, National Bank of Pakistan, Regional Headquarters Building, 26-Mclagon Road, Lahore

7. If office remains closed on the bidding date for any reason, the bid will be opened in similar manner on next working day at the same time and venue.

Wing Head (Central & North),
Procurement Division,
Logistics Communications & Management Group,
National Bank of Pakistan, 5th Floor,
Regional Headquarters Building,
26-Mclagon Road, Lahore.
Direct: +92-42-99212694 – PABX: +92-42-99210641 – Ext: 3510

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SECTION II: INSTRUCTION TO BIDDERS (ITBs)

[This Section contains provisions that are to be used without modifications.]

A. INTRODUCTION

1. Scope of Bid	1.1	The Procuring agency/Employer (PA), as indicated in the **Bid Data Sheet** (BDS) invites Bids for the execution of Works as specified in the BDS and **Section V- Works Requirements**. The name, identification, and number of lots (contracts) of this National/ International Competitive Bidding process are specified in BDS.
2. Source of Funds	2.1	Source of funds as referred in Bid Data Sheet.
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 or consortium. In the case of a joint venture or consortium, all members shall be jointly and severally liable for the execution of the Contract in accordance with the terms and conditions of the Contract. The joint venture or consortium shall nominate a Lead Member as nominated in the BDS, who shall have the authority to conduct all business for and on behalf of any and all the members of the joint venture or consortium during the Bidding process, and in case of award of contract, during the execution of contract. *(The limit on the number of members of JV or Consortium may be prescribed in BDS, in accordance with the guidelines issued by the PPRA)*.
	3.2	The appointment of Lead Member in the joint venture or consortium shall be confirmed by submission of a valid Power of Attorney to the Procuring agency/Employer
	3.3	Verifiable copy of the agreement that forms a joint venture or consortium shall be required to be submitted as part of the Bid.
	3.4	Any bid submitted by the joint venture or consortium shall indicate the part of proposed contract to be performed by each party and each party shall be evaluated (or post qualified if required) with respect to its contribution only, and the responsibilities of each party shall not be substantially altered without prior written approval of the Procuring

		agency/Employer and in line with any instructions issued by the Authority.
	3.5	The invitation for bids is open to all prospective bidders subject to any provisions of incorporation or licensing by the respective national/ international incorporating agency or statutory body established for that particular trade or business.
	3.6 .	Foreign Bidders must be locally registered with the appropriate national incorporating body or the statutory body, before participating in the national/international competitive bidding with the exception of such procurements made by the foreign missions of Pakistan. For such purpose the bidder must have to initiate the registration process before the bid submission and the necessary evidence shall be submitted to the Procuring agency/Employer along with their bid, however, the final award will be subject to the complete registration process.
	3.7	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/Employer to provide consulting services for the preparation of design or technical specifications of the works that are the subject of the bid; or b) any of its affiliates has been hired (or is proposed to be hired) by the Procuring agency/Employer as Engineer for the Contract implementation; or c) The works to be executed are resulting from or directly related to consulting services for the preparation or implementation of the project that the bidder provided or were provided by any affiliate that directly or indirectly controls, is controlled by, or is under common control with that firm; d) have controlling shareholders in common; or

		e) receive or have received any direct or indirect subsidy from any of them; or f) have the same legal representative for purposes of this Bid; or g) have a relationship with each other, directly or through common third parties, that puts them in a position to have access to information about or influence on the bid of another bidder, or influence the decisions of the Procuring agency/Employer regarding this Bidding process; or h) 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 a Court of Law or relevant Professional Statuary Body, of any offence involving professional conduct; (e) The bidder is debarred/ blacklisted by a national level Procuring agency/Employer and hence debarred due to involvement in corrupt and fraudulent practices, or performance failure or due to breach of bid securing declaration. (f) The bidder 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/Employer evidence of their eligibility, proof of compliance with the necessary legal requirements to carry out the contract effectively.
	3.10	Bidders shall provide such evidence of their continued eligibility to the satisfaction of the Procuring agency/Employer, as the Procuring agency/Employer shall reasonably request.
	3.11	Bidders shall submit proposal relating to the nature, conditions and modalities of sub-contracting wherever the sub-contracting of any elements of the contract is envisaged.
4. Eligible Material and Equipment	4.1	All the material and equipment to be mobilized under the contract shall have their origin in eligible source countries, and all expenditures made under the contract will be limited to such materials and equipment. For this purpose, ineligible countries are stated in the section-IV titled as "Eligible Countries".
	4.2	For purposes of this Clause, "origin" means the place where the material, equipment is produced, manufactured, or processed, or through manufacture, procession, or assembly, another commercially recognized article results that differs substantially in its basic characteristics from its imported components or the place from where the services are/to be supplied.
	4.3	The nationality of the bidder shall not determine the origin of the material and equipment.
	4.4	To establish the eligibility of the material and equipment, Bidders shall fill the country-of-origin declarations included in the Form of Bid.
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.

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/Employer 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 scope of Works, bidding procedures, and terms and conditions of the contract are prescribed in the bidding documents. In addition to the Invitation for Bids, the bidding documents which should be read in conjunction with any addenda issued in accordance with **ITB 9.2** include: **Section I -**Invitation for Bids **Section II** Instructions to Bidders (ITBs) **Section III** Bid Data Sheet (BDS) **Section IV** Eligible Countries **Section V** Works Requirements Technical Specifications & Schedule of Requirements **Section VI** Standard Bidding Forms **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 submitted with the Bid is specified in the **BDS.**
	7.3	The Procuring agency/Employer is not responsible for the completeness of the bidding documents and their addenda, if they were not obtained directly from the Procuring agency/Employer or the signed pdf version downloaded from the website of the Procuring agency/Employer or the Authority's website or **e-Procurement System** as the case may be. However, procuring agency/Employer shall place both the pdf and editable version of the same on its website and Authority's website or **e-Procurement System** to facilitate the bidder for filling the standard bidding forms. **Note: Bidding Documents are downloaded from PPRA's EPADS Portal**
	7.4	The bidder is expected to examine all instructions, forms, specifications, terms and conditions prescribed in the bidding documents. Failure to furnish all the information required in the bidding documents will be at the bidder's risk and may result in the rejection of his bid.

8. Clarification of Bidding Document, Pre-bid Meeting	8.1	A prospective bidder requiring any clarification of the bidding document may notify the Procuring agency/Employer in writing or in **electronic form** that provides record of the contents of communication at the Procuring agency/Employer's address indicated in the **BDS. Note: All clarifications may be notified through PPRA's EPADS Portal**
	8.2	The Procuring agency/Employer will within three (3) working days after receiving the request for clarification, respond in writing or in **electronic form** to any request for clarification provided that such request is received not later than three (03) days prior to the deadline for the submission of Bids as prescribed in **ITB 24.1.** However, this clause shall not apply in case of alternate methods of procurement. **Note: Response shall be through PPRA's EPADS Portal**
	8.3	Copies of the Procuring agency/Employer's response will be forwarded to all identified prospective bidders through an identified source of communication, including a description of the inquiry, but without specifying its source. In case of downloading of the bidding documents from the website of Procuring agency/Employer or **e-Procurement System**, the response of all such queries will also be available on the same platform available at the website. **Note: Employer's response(s) to the clarification(s); will be made available to all the identified prospective bidders at PPRA's EPADS Portal**
	8.4	Should the Procuring agency/Employer deem it necessary to amend the bidding documents as a result of a clarification, it shall do so following the procedure as prescribed under **ITB 09.**
	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/Employer 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. **Note: Minutes of meeting will be uploaded on PPRA's EPADS Portal.**
	8.7	The bidder is advised to visit and examine the Site of Works and its surroundings and obtain for itself on its own responsibility all information that may be necessary for preparing the bid and entering into a contract for construction of the Works. The costs of visiting the Site shall be at the bidder's own expense.
	8.8	The bidder and any of its authorized personnel will be granted permission by the Procuring agency/Employer to enter upon its premises and lands for the purpose of such visit, but only upon the express condition that the bidder and its personnel will release and indemnify the Procuring agency/Employer from and against all liability in respect thereof, and will be responsible for death or personal injury, loss of or damage to property, and any other loss, damage, costs, and expenses incurred as a result of the inspection.
9. Amendment of Bidding Documents	9.1	Before the deadline for submission of bids, the Procuring agency/Employer for any reason, whether at its own initiative or in response to a clarification requested by a prospective bidder or pre-bid meeting may modify the bidding documents by issuing addenda.
	9.2	Any addendum issued including the notice of any extension of the deadline shall be part of the bidding documents pursuant to **ITB 7.1** and shall be communicated in a timely manner and on equal opportunity basis. Where notification of such change, addition, modification or deletion becomes essential, such notification shall be made in a manner similar to the original advertisement. *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. **Note: Addendum at PPRA's EPADS Portal, ww.ppra.org.pk or NBP Website: http://www.nbp.com.pk**.
	9.3	To give prospective bidders reasonable time in which to take an addendum/corrigendum into account in preparing their bids, the Procuring agency/Employer may, at its discretion, extend the deadline for the submission of bids: *Provided that the Procuring agency/Employer shall extend the deadline for submission of bid, if such an addendum is issued within last three (03) days of the bid submission deadline.*

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/Employer shall be written in the English language unless specified in the B**DS.** 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 Establishing Eligibility of Material, Equipment and Works, their Conformity to Bidding Documents	11.1	The bid prepared by the bidder shall constitute the following components: - a) Documentary evidence established in accordance with **ITB 11** that the material, equipment and services to be provided by the Bidder are eligible material, equipment and services, and conform to the Bidding Documents; b) Documentary evidence established in accordance with **ITB 12** that the bidder has been authorized to carry out the Construction works; c) Documentary evidence established in accordance with **ITB 12** that the bidder is eligible and/or qualified for the subject bidding process;

		d) Form of Bid and Bid Prices completed in accordance with **ITB 14 and 15;** **e)** Completed schedules as required, including priced Bill of Quantities in accordance with **ITB 13 & 15.** **f)** Technical Proposal completed in all aspects in accordance with **ITB-17**. g) Bid security or Bid Securing Declaration furnished in accordance with **ITB 19;** h) Alternative bids, if permissible, in accordance with **ITB 20;** i) Duly Notarized Power of Attorney authorizing the signatory of the Bidder to submit the bid**;** and j) Any other document required in the **BDS**. **Note: The Bid prepared by the Bidder to be uploaded on PPRA's EPADS Portal;**
	11.2	In addition to the requirements, bids submitted by a JV shall include a copy of the Joint Venture Agreement entered into by all members. Alternatively, a letter of intent to execute a Joint Venture Agreement in the event of a successful bid shall be signed by all members and submitted with the bid, together with a copy of the proposed Agreement.
	11.3	The bidder shall furnish, as part of its bid, all those documents establishing the eligibility in conformity to the terms and conditions specified in the bidding documents for all material, equipment and works which the bidder proposes to execute.
	11.4	The documentary evidence of conformity of the material, equipment and works to the Bidding Documents may be in the form of literature, drawings, and data, and shall consist of: a) a detailed description of the work methodology, approach, schedule and resources to be mobilized at site; b) an item-by-item commentary on the Procuring agency/Employer's Technical Specifications demonstrating substantial responsiveness of the material, equipment and works to those specifications, or a statement of deviations and exceptions to the provisions of the Technical Specifications; c) any other procurement specific documentation requirement as stated in the **BDS**.

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

14. Letter of Bid	14.1	The bidder shall fill the Letter of Bid (Technical or Financial as the case may be) furnished in the bidding documents. The Standard Bid Forms must be completed without any alterations to its format and no substitute shall be accepted.
15. Bid Prices	15.1	The bid prices quoted by the bidder in the Standard bid Forms, Bill of Quantities and in the Price Schedules shall conform to the requirements specified below or exclusively mentioned hereafter in the bidding documents.
	15.2	The bidder shall fill in rates and prices for all items of the Works described in the Bill of Quantities. If a Price Schedule shows items listed but not priced, their prices shall be construed to be included in the prices of other items in the Bill of Quantities and will not be paid for separately by the Procuring agency/Employer.
	15.3	Items not listed in the Price Schedule shall be assumed not to be included in the bid, and provided that the bid is still substantially responsive in their absence or due to their nominal nature, the corresponding average price of the respective item(s) of the remaining substantially responsive bidder(s) shall be construed to be the price of those missing item(s): Provided that: 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/Employer may fix the price of missing items in accordance with market survey, and the same shall be considered as final price.
	15.4	The Bid price to be quoted in the Form of Bid in accordance with **ITB 15.1** shall be the total price of the bid.
	15.5	Unless otherwise specified in the **BDS** and the Contract, the rates and prices quoted by the bidder are subject to adjustment during the performance of the Contract in accordance with the provisions of the Conditions of Contract.
	15.6	If so specified in **ITB 1.1**, bids may be invited for individual lots (contracts) or for any combination of lots (packages).

	15.7	Prices quoted by the Bidder shall be fixed during the bidder's performance of the contract and not subject to variation on any account. A bid submitted with an adjustable price will be treated as non-responsive and shall be rejected, pursuant to **ITB 30,** unless otherwise price adjustment is permissible under Conditions of the Contract.
	15.8	All duties, taxes, and other levies payable by the Contractor under the Contract, or for any other cause, as of the date twenty-eight (28) days prior to the deadline for submission of bids, shall be included in the rates and prices and the total bid price submitted by the bidder.
16. Currencies of Bid and Payment	16.1	The currency(ies) of the bid and the currency(ies) of payments shall be as specified in the **BDS.**
	16.2	For the purposes of comparison of bids quoted in different currencies, the price shall be converted into a single currency specified in the bidding documents. The rate of exchange shall be the selling rate, prevailing on the date of opening of (financial part of) bids specified in the bidding documents, as notified by the State Bank of Pakistan on that day.
	16.3	Bidders shall indicate details of their expected foreign currency requirements in the Bid, if prescribed in the BDS.
	16.4	Bidders may be required by the Procuring agency/Employer to clarify their foreign currency requirements, if prescribed in the BDS and to substantiate that the amounts included in Lump Sum and in the **SCC** are reasonable and responsive to **ITB 16.1**.
17. Documents Comprising the Technical Proposal	17.1	The bidder shall furnish a Technical Proposal including a statement of work methods, equipment, personnel, schedule and any other information as stipulated in **Section IV – Standard Bid Forms**, in sufficient detail to demonstrate the adequacy of the bidder's proposal to meet the work requirements and the completion time.
18. Bid Validity Period	18.1	Bids shall remain valid for the period specified in the **BDS** after the bid submission deadline prescribed by the Procuring agency/Employer. A bid valid for a shorter period shall be rejected by the Procuring agency/Employer as non-responsive**.** The period of bid validity will be determined from the

		complementary bid securing instrument i.e. the expiry period of bid security or bid securing declaration as the case may be.
	18.2	Under exceptional circumstances, prior to the expiration of the initial bid validity period, the Procuring agency/Employer may request the bidders' consent to an extension of the period of validity of their bids only once, for the period not more than the period of initial bid validity. The request and the bidders' responses shall be made in writing or in electronic forms that provide record of the content of communication. The Bid Security provided under **ITB 19** shall also be extended 28 days beyond the deadline of extended bid validity period. A bidder may refuse the request for the extension of his bid without forfeiting his bid security or causing to be executed his Bid Securing Declaration. A bidder agreeing to the request will not be required nor permitted to modify its bid, but will be required to extend the validity of its Bid Security or Bid Securing Declaration for the period of the extension, and in compliance with **ITB 19** in all respects.
19. Bid Security or Bid Securing Declaration	19.1	Pursuant to **ITB 11.1** 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/Employer 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 Bidding Forms)**. In case Procuring agency/Employer is inviting bids in lots / packages, the bidder shall be required to submit his bid security against the respective lot/ package for which he is submitting his bid, which shall not exceed five percent of the estimated value of that particular lot/ package.
	19.2	The Bid Security or Bid Securing Declaration is required to protect the Procuring agency/Employer against the risk of Bidder's conduct before award of the contract to the most advantageous bidder which would warrant the security's forfeiture, pursuant to **ITB 19.9.**

	19.3	The Bid Security shall be denominated in the local currency or in another freely convertible currency, and it shall be in the form specified in the **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/Employer and valid for twenty-eight (28) days beyond the end of the validity of the Bid. This shall also apply if the period for Bid Validity is extended. In either case, the form must include the complete name of the bidder; b) A cashier's or certified cheque; or c) Another security as indicated in the **BDS.**
	19.4	The Bid Security or Bid Securing Declaration shall be in accordance with the Form of the Bid Security or Bid Securing Declaration included in **Section VI (Standard Bidding Forms)** or another form approved by the Procuring agency/Employer prior to the bid submission.
	19.5	The Bid Security shall be payable promptly upon written demand by the Procuring agency/Employer in case any of the conditions listed in **ITB 19.9** are invoked.
	19.6	Any bid not accompanied by a Bid Security or Bid Securing Declaration in accordance with **ITB 19.1 or 19.3** shall be rejected by the Procuring agency/Employer and shall be declared as non-responsive bid, pursuant to **ITB 30**.
	19.7	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/Employer pursuant to **ITB 18**. The Procuring agency/Employer shall make no claim to the amount of the Bid Security, and shall promptly return the Bid Security document, after whichever of the following that occurs earliest: (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 Biding documents;

		(c) The rejection by the Procuring agency/Employer of all Bids; (d) The withdrawal of the bid prior to the deadline for the submission of bids, unless the biding documents stipulate that no such withdrawal is permitted.
	19.8	The successful bidder's Bid Security will be discharged upon the bidder signing the contract pursuant to **ITB 47,** or furnishing the performance security (or guarantee), pursuant to **ITB 48**.
	19.9	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/Employer, and referred by the bidder on the Form of Bid except as provided for in **ITB 18.2**; or ii) Does not accept the correction of errors pursuant to **ITB 32;** or b) In the case of a successful bidder, if the bidder fails: i) to sign the contract in accordance with **ITB 47**; or ii) to furnish performance security (or guarantee) in accordance with **ITB 48.**
	19.10	In case of Bid Security issued by the foreign bank is allowed by the Procuring agency/Employer, the same should be counter guaranteed by a corresponding bank in Pakistan. Furthermore, in case of joint venture, it should be in the name of Joint venture to ensure joint responsibility.
20. Alternative Bids by Bidders	20.1	Bidders shall submit offers that comply with the requirements of the bidding documents, including the basic bidder's technical design as indicated in the specifications and Bill of Quantities. Alternatives will not be considered, unless specifically allowed for in the **BDS**. If so allowed, **ITB 20** shall prevail.
	20.2	When alternative schedule for execution of works is explicitly invited, a statement of that effect will be included in the **BDS** as will the method for evaluating different schedule for execution of works.
	20.3	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/Employer, including technical specifications, breakdown of prices, and other relevant details. Only the technical alternatives, if any, of the Most Advantageous Bidder conforming to the basic technical requirements (without altering the bid price) shall be considered by the Procuring agency/Employer.
21. Withdrawal of Bids	21.1	Before bid submission deadline, any bidder may withdraw, substitute, or modify its bid after it has been submitted by sending a written notice, duly signed by an authorized representative, and the corresponding must accompany the respective written notice. **Note: Before bid submission deadline, any bidder may withdraw, substitute, or modify its Bid after it has been submitted through EPADS.**
	21.2	Bids requested to be withdrawn in accordance with **ITB 21.1** shall be returned unopened to the bidders.
22. Format and Signing of Bid	22.1	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.* **Note: The submission of bids will only be done through EPADS. No physical submission is accepted; except Original Bid Security Instrument**
	22.2	The original and the copy (ies) 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. **Note: The**

		submission of bids will only be done through EPADS. No physical submission is accepted; except Original Bid Security Instrument
	22.3	Any interlineations, erasures, or overwriting shall be valid only if they are signed by the person(s) authorized for signing the Bid.

D. SUBMISSION OF BIDS

23. Sealing and Marking of Bids	23.1	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 Public Procurement Rules,2004.* **Note: The submission of bids will only be done through EPADS. No physical submission is accepted; except Original Bid Security Instrument**
	23.2	The inner and outer envelopes shall: a) be addressed to the Procuring agency/Employer 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 for 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 24.1. Note: The submission of bids will only be done through EPADS. No physical submission is accepted; except Original Bid Security Instrument**
	23.3	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)The envelopes containing the **ORIGINAL** and copies will be put in one sealed envelope and addressed / identified as given in **ITB 23.2.** **Note: The submission of bids will only be done through EPADS. No physical submission is accepted; except Original Bid Security Instrument**
	23.4	The inner and outer envelopes shall: a) be addressed to the Procuring agency/Employer at the address provided in the **BDS**; b) bear the name and identification number of the contract as defined in the **BDS**; and provide a warning not to open before the time and date for bid opening, as specified in the **BDS** pursuant to **ITB 24.1.** c)In addition to the identification required in **ITB 23** 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 **ITB 25. Note: The submission of bids will only be done through EPADS. No physical submission is accepted; except Original Bid Security Instrument**
	23.5	If all envelopes are not sealed and marked as required by **ITB 23.2**, **ITB 23.3** and **ITB 23.4** or incorrectly marked, the Procuring agency/Employer will assume no responsibility for the misplacement or premature opening of bid. **Note: The submission of bids will only be done through EPADS. No physical submission is accepted; except Original Bid Security Instrument**
24. Deadline for Submission of Bids	24.1	Bids shall be received to the Procuring agency/Employer no later than the date and time specified in the **BDS. Note: EPADS will not allow bid submission later than the deadline**
	24.2	The Procuring agency/Employer may, under exceptional circumstances and at its discretion, extend the deadline for the submission of bids by amending the Bidding Documents in accordance with **ITB 9**, in which case all rights and obligations of the Procuring agency/Employer and bidders previously subject to the deadline will thereafter be subject to the new deadline.

25. Late Bids	25.1	The Procuring agency/Employer shall not consider for evaluation of any bid that arrives after the deadline for submission of bids, in accordance with **ITB 24**. **Note: EPADS will not allow bid submission later than the deadline**
	25.2	Any bid received by the Procuring agency/Employer after the deadline for submission of bids shall be declared late, recorded, rejected and returned unopened to the bidder. **Note: EPADS will not allow bid submission later than the deadline**
26. Substitution and Modification of bids	26.1	A bidder may substitute or modify his bid after it has been submitted, provided that written notice of the substitution or modification of the bid, is received by the Procuring agency/Employer prior to the deadline for submission of bids. **Note: Process through EPADS**
	26.2	Revised bid may be submitted after the substitution or modification made in the original bid in accordance with the provisions referred in **ITB 22.**

E. OPENING AND EVALUATION OF BIDS

27. Opening of Bids	27.1	The Procuring agency/Employer 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 attendance sheet as a proof of their attendance. **Note: Process through EPADS**
	27.2	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. **Note: Process through EPADS**
	27.3	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. **Note: Process through EPADS**

	27.4	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. **Note: Process through EPADS**
	27.5	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), the presence or absence of Bid Security, Bid Securing Declaration and such other details as the Procuring agency/Employer may consider appropriate, will be announced by the Procurement Evaluation Committee. **Note: Process through EPADS**
	27.6	In case of Single Stage Two Envelope Procedure, the Procuring agency/Employer will open the Technical Proposals in public at the address, date and time specified in the **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/Employer until the specified time of their opening. **Note: Process through EPADS**
	27.7	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 or Bid Securing Declaration, if required; and (d) Any other details as the Procuring agency/Employer may consider appropriate. **Note: Process through EPADS**

	27.8	Bids not opened and not read out at the bid opening shall not be considered further for evaluation, irrespective of the circumstances.
	27.9	Bidders are advised to send in a representative with the knowledge of the content of the bid who shall verify the information read out from the submitted documents. Failure to send a representative or to point out any un-read information by the sent bidder's representative shall indemnify the Procuring agency/Employer against any claim or failure to read out the correct information contained in the bidder's bid. **Note: Process through EPADS**
	27.10	No bid will be rejected at the time of bid opening except for late bids which will be returned unopened to the bidder, pursuant to **ITB 25.**
	27.11	The Procuring agency/Employer shall prepare minutes of the bid opening. The record of the bid opening shall include, as a minimum: the name of the bidder and whether or not there is a withdrawal, substitution or modification, the bid price if applicable and the presence or absence of a Bid Security or Bid Securing Declaration.
	27.12	The bidders' representatives who are present shall be requested to sign on the attendance sheet. The omission of a bidder's signature on the record shall not invalidate the contents and affect the record. A copy of the record shall be distributed to all the bidders.
	27.13	A copy of the minutes of the bid opening shall be furnished to individual bidders upon request.
	27.14	In case of Single Stage -Two Envelop Bidding Procedure, after the announcement of technical evaluation report, the Procuring agency/Employer, shall at a time within the bid validity period, publicly open the financial proposals of the technically responsive bidder only. The financial proposal of bidders found technically non-responsive shall be returned un-opened to the respective bidders after seven days of the announcement of technical evaluation report, except those aggrieved bidder(s) whose complaints are pending before the Grievance Redressal Committee. **Note: Process through EPADS**

28. Confidentiality	28.1	Information relating to the examination, clarification, evaluation and comparison of bids and recommendation of contract award shall not be disclosed to bidders or any other persons not officially concerned with such process until the time of the announcement of the respective evaluation report.
	28.2	Any effort by a bidder to influence the Procuring agency/Employer processing of bids or award decisions may result in the rejection of its bid.
	28.3	Notwithstanding **ITB 28.2** from the time of bid opening to the time of contract award, if any bidder wishes to contact the Procuring agency/Employer on any matter related to the bidding process, it should do so in writing or in electronic forms that provides record of the content of communication.
29. Clarification of Bids	29.1	To assist in the examination, evaluation and comparison of bids, the Procuring agency/Employer may, ask any bidder for a clarification of its bid including breakdown of prices invariably in writing. Any clarification submitted by a bidder that is not in response to a request by the Procuring agency/Employer shall not be considered.
	29.2	The request for clarification and the response shall be in writing or in electronic forms that provide record of the content of communication. No change in the prices or substance of the bid shall be sought, offered, or permitted, except clarification for the correction of arithmetic errors discovered by the Procuring agency/Employer during the evaluation of bids which shall be sought in accordance with **ITB 32**.
	29.3	The alteration or modification in the bid which in any case 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; c) contract price; d) all securities requirements; e) tax requirements; f) terms and conditions of bidding documents. g) change in the ranking of the bidder
	29.4	From the time of bid opening to the time of Contract award if any bidder wishes to contact the Procuring agency/Employer

		on any matter related to the bid it should do so in writing or in electronic forms that provide record of the content of communication.
30. Preliminary Examination of Bids	30.1	Prior to the detailed evaluation of bids, the Procuring agency/Employer 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/Employer 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/Employer's determination of a bid's substantial responsiveness will be based on the contents of the bid itself.
	30.2	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 Works; b) limits in any substantial way, inconsistent with the bidding documents, the Procuring agency/Employer's rights or the bidders' obligations under the Contract; or c) if rectified, would affect unfairly the competitive position of other bidders presenting substantially responsive bids.
	30.3	The Procuring agency/Employer 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.
	30.4	The Procuring agency/Employer may waive-off any minor informality, nonconformity, or irregularity in a bid which does not constitute a material deviation, provided such waiver does not prejudice or affect the relative ranking of any Bidder. ***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 works. The Procuring agency/Employer either shall give the bidder an opportunity to cure any deficiency resulting from a minor informality or irregularity in a bid or waive the deficiency, whichever is advantageous to the Procuring agency/Employer. Examples of minor informalities or irregularities include failure of a bidder to –* (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.*
	30.5	Provided that a Technical Bid is substantially responsive, the Procuring agency/Employer may request the bidder to submit the necessary information or documentation, within a reasonable period of time, to rectify nonmaterial nonconformities or omissions in the Technical Bid related to documentation requirements. Requesting information or documentation on such nonconformities shall not be related to

		any such aspect of the technical Proposal linked with the ranking of the bidders. Failure of the bidder to comply with the request may result in the rejection of its bid.
	30.6	Provided that a Technical Bid is substantially responsive, the Procuring agency/Employer shall rectify quantifiable nonmaterial nonconformities or omissions related to the Financial Proposal. To this effect, the Bid Price shall be adjusted, for comparison purposes only, to reflect the price of the missing or nonconforming item or component.
	30.7	If a bid is not substantially responsive, it will be rejected by the Procuring agency/Employer and may not subsequently be evaluated for complete technical responsiveness.
31. Examination of Terms and Conditions; Technical Evaluation	31.1	The Procuring agency/Employer 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. For this purpose: "Deviation" means departure from the requirements specified in the Bidding Document. "Reservation" means setting of limiting conditions or withholding from complete acceptance of the requirements specified in the Bidding Document.
	31.2	The Procuring agency/Employer shall evaluate the technical aspects of the bid submitted in accordance with **ITB 31,** to confirm that all requirements specified in **Section V – Works Requirement**, **Technical Specifications of** the Bidding Documents have been met without material deviation or reservation.
	31.3	If after the examination of the terms and conditions and the technical evaluation, the Procuring agency/Employer determines that the bid is not substantially responsive in accordance with **ITB 30,** it shall reject the bid.

32. Correction of Arithmetic Errors	32.1	Bids determined to be substantially responsive will be checked for any arithmetic errors. Errors will be corrected as follows: - a) if there is a discrepancy between unit prices and the sub-total price that is obtained by multiplying the unit price and quantity, the unit price shall prevail, and the sub-total price shall be corrected, unless in the opinion of the Procuring agency/Employer there is an obvious misplacement of the decimal point in the unit price, in which the total price as quoted shall govern and the unit price shall be corrected; 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.
	32.2	The amount stated in the Bid will, be rectified by the Procuring agency/Employer in accordance with the above procedure for the correction of errors and, with, the concurrence of the bidder, shall be considered as binding upon the bidder. If the bidder does not accept the corrected amount, its bid shall be rejected after forfeiture of Bid Security or execution of the Bid Securing Declaration, as the case may be, in accordance with **ITB 19.9.**

33. Conversion to Single Currency	33.1	The unit rates and the prices shall be quoted by the bidder entirely in Pak rupees. A bidder expecting to incur expenditures in other currencies for inputs to the Works from outside the Procuring agency/Employer's country (referred to as the "Foreign Currency Requirements") shall indicate the same in the letter of bid-financial proposal. The proportion of the Bid Price (excluding Provisional Sums) needed by him for the payment of such Foreign Currency Requirements either (i) entirely in the currency of the Bidder's home country or, (ii) at the bidder's option, entirely in Pak rupees provided always that a bidder expecting to incur expenditures in a currency or currencies other than those stated in (i) and (ii) above for a portion of the foreign currency requirements, and wishing to be paid accordingly, shall indicate the respective portions in his bid.
	33.2	To facilitate evaluation and comparison, the Procuring agency/Employer will convert all bid prices expressed in the amounts in various currencies in which the bid prices are payable. For the purposes of comparison of bids quoted in different currencies, the price shall be converted into a single currency specified in the bidding documents. The rate of exchange shall be the selling rate, prevailing on the date of opening of (financial part of) bids specified in the bidding documents, as notified by the State Bank of Pakistan on that day.
	33.3	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**.
34. Evaluation of Bids	34.1	The Procuring agency/Employer shall evaluate and compare only the bids determined to be substantially responsive, pursuant to **ITB 30**.
	34.2	In evaluating the Technical Proposal of each Bid, the Procuring agency/Employer shall use the criteria and methodologies listed in the **BDS** and in terms of works requirement. No other evaluation criteria or methodologies shall be permitted.
	34.3	The Procuring agency/Employer's evaluation of a bid will take into account:

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

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

39. Abnormally Low Financial Bid	39.1	Where the bid price is considered to be abnormally low, the Procuring agency/Employer shall perform price analysis either during determination of Most Advantageous Bid or as a part of the post-qualification process. The following process shall apply: a) The Procuring agency/Employer may reject a bid if the Procuring agency/Employer has determined that the price in combination with other constituent elements of the bid is abnormally low in relation to the subject matter of the procurement (i.e. scope of the procurement or ancillary services) and raises concerns as to the capability and capacity of the respective Bidder to perform that contract; b) Before rejecting an abnormally low bid the Procuring agency/Employer shall request the bidder an explanation of the bid or of those sections which it considers contribute to the bid being abnormally low; take account of the evidence provided in response to a request in writing; and subsequently verify the bid or parts of the bid being abnormally low; c) The decision of the Procuring agency/Employer to reject a bid and reasons for the decision shall be recorded in the procurement proceedings and promptly communicated to the bidder concerned; d) The Procuring agency/Employer shall not incur any liability solely by rejecting abnormally bid; and e) An abnormally low bid means, in the light of the Procuring agency/Employer's estimate and of all the bids submitted, the bid appears to be abnormally low by not providing a margin for normal levels of profit. **Guidance for Procuring agency/Employer:** 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.
	39.2	The Procuring agency/Employer will determine to its satisfaction whether the bidder that is selected as having submitted the most advantageous bid is qualified to perform the contract satisfactorily, in accordance with the criteria listed in **ITB 12**
	39.3	The determination will take into account the bidder's financial and technical capabilities. It will be based upon an examination of the documentary evidence of the bidder's qualifications submitted by the bidder, pursuant to **ITB 12,** as well as such other information as the Procuring agency/Employer deems necessary and appropriate. Factors not included in these bidding documents shall not be used in the evaluation of the bidders' qualifications.
	39.4	Procuring agency/Employer may seek "Certificate for Independent Price Determination" from the bidder and the results of reference checks may be used in determining award of contract. ***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.*
	39.5	An affirmative determination will be a prerequisite for award of the contract to the bidder. A negative determination will result in rejection of the bidder's bid, in which event the Procuring agency/Employer will proceed to the next ranked bidder to make a similar determination of that bidder's capabilities to perform satisfactorily.

F. AWARD OF CONTRACT

40. Criteria of Award	40.1	Subject to **ITB 36** and **37**, the Procuring agency/Employer will award the Contract to the bidder whose bid has been determined to be substantially responsive to the bidding documents and who has been declared as Most Advantageous Bidder, provided that such bidder has been determined to be: 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. **Note: Process through EPADS**
41. Negotiations	41.1	The Committee of the Procuring agency/Employer may negotiate with the Most Advantageous Bidder relating to the following areas: (a) a minor alteration to the technical (drawings, design technical specifications) details of the statement of works; (b) Methodology, work plan, staffing in view to streamline the work; (c) a minor amendment to the special conditions of Contract; (d) finalizing payment arrangements; (e) clarifying details that were not apparent or could not be finalized at the time of Bidding;
	41.2	Where negotiation fails to result into an agreement, the Procuring agency/Employer may invite the next ranked bidder for negotiations. Where negotiations are commenced with the next ranked bidder, the Procuring agency/Employer shall not reopen earlier negotiations.
42. Procuring agency/Employer's Right to reject All Bids	42.1	Notwithstanding **ITB 37**, the Procuring agency/Employer reserves the right to reject all the bids, and to annul the bidding process at any time prior to acceptance of bid, without thereby incurring any liability to the affected bidder(s). However, the Authority (i.e. PPRA) may call from the Procuring agency/Employer the justification of those grounds.
	42.2	Notice of the rejection of all bids shall be given promptly to all bidders that have submitted bids.

	42.3	The Procuring agency/Employer shall upon request communicate to any bidder the grounds for its rejection of its bids, but is not required to justify those grounds.

43. Variations	43.1	The Engineer shall make any variation in the quantity of the Works or any part thereof that may, in his opinion, be necessary and for that purpose, or if for any other reason it shall, in his opinion, be appropriate, he shall have the authority to instruct the Contractor to do and the Contractor shall do any of the following: a) increase or decrease the quantity of any work included in the Contract, b) omit any such work (but not if the omitted work is to be carried out by the Employer or by another contractor), c) change the character or quality or kind of any such work, d) change the levels, lines, position and dimensions of any part of the Works, e) execute additional work of any kind necessary for the completion of the Works, or f) change any specified sequence or timing of construction of any part of the Works. No such variation shall in any way vitiate or invalidate the Contract, but the effect, if any, of all such variations shall be valued in accordance with **ITB 15**. Provided that where the issue of an instruction to vary the Works is necessitated by some default of or breach of contract by the Contractor or for which he is responsible, any additional cost attributable to such default shall be borne by the Contractor.
44. Instructions for variations	44.1	The Contractor shall not make any such variation without an instruction of the Engineer. Provided that no instruction shall be required for increase or decrease in the quantity of any work where such increase or decrease is not the result of an instruction given under this Clause, but is the result of the quantities exceeding or being less than those stated in the Bill of Quantities.

45. Valuation of Variations	45.1	All variations and any additions to the Contract Price which are required to be determined in accordance with **ITB 15** (for the purposes of this Clause referred to as "varied work"), shall be valued at the rates and prices set out in the Contract if, in the opinion of the Engineer, the same shall be applicable. If the Contract does not contain any rates or prices applicable to the varied work, the rates and prices in the Contract shall be used as the basis for valuation so far as may be reasonable, failing which, after due consultation by the Engineer with the Procuring agency/Employer and the Contractor, suitable rates or prices shall be agreed upon between the Engineer and the Contractor. In the event of disagreement, the Engineer shall fix such rates or prices as are, in his opinion, appropriate and shall notify the Contractor accordingly, with a copy to the Employer. Until such time as rates or prices are agreed or fixed, the Engineer shall determine provisional rates or prices to enable on-account payments to be included in certificates issued in accordance with **ITB 15.**
46. Notification of Award	46.1	Prior to the award of contract, the Procuring agency/Employer shall issue a Final Evaluation Report giving justification for acceptance or rejection of the bids. **Note: Process through EPADS**
	46.2	Where no complaints have been lodged, the bidder whose bid has been accepted will be notified of the award by the Procuring agency/Employer prior to expiration of the bid validity period in writing or through electronic means that provide record of the content of communication. However, the Procuring agency/Employer shall not award any procurement contract atleast for fifteen (15) days after the acceptance of bid. The notification letter (herein after and in the condition of the contract and contract form called “Letter of Acceptance” will specify the sum that the Procuring agency/Employer will pay the successful bidder in consideration for the execution and completion of the works as prescribed by the Contract (hereinafter and in the Contract called the "Contract Price).
	46.3	The notification of award will constitute the formation of the Contract, subject to the bidder furnishing the Performance

		Security (or guarantee) in accordance with **ITB 48** and signing of the contract in accordance with **ITB 47.**
	46.4	Upon the successful bidder's furnishing of the performance security (or guarantee) pursuant to **ITB 48**, the Procuring agency/Employer will promptly notify each unsuccessful bidder, the name of the successful bidder and the Contract amount and will discharge the Bid Security or Bid Securing Declaration of the bidder(s) pursuant to **ITB 19**.
47. Signing of Contract	47.1	Promptly after notification of award, Procuring agency/Employer shall send the successful bidder the draft agreement, incorporating all terms and conditions as agreed by the parties to the contract.
	47.2	Immediately after the Redressal of grievance by the GRC, and after fulfillment of all conditions precedent of the Contract Form, the successful bidder and the Procuring agency/Employer shall sign the contract.
	47.3	Where no formal signing of a contract is required, work order issued to the bidder shall be construed to be the contract.
48. Performance Security (or Guarantee)	48.1	After the receipt of the Letter of Acceptance, the successful bidder, within the specified time, shall deliver to the Procuring agency/Employer a Performance Guarantee in the amount and in the form stipulated in the **BDS and SCC**, denominated in the type and proportions of currencies in the Letter of Acceptance and in accordance with the Conditions of Contract.
	48.2	If the Performance 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 of Pakistan or in the case of an irrevocable letter of credit issued by a foreign bank, the letter shall be confirmed or authenticated by a scheduled bank of Pakistan; (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 Guarantee submitted shall be enforceable in Pakistan.
	48.3	Failure of the Most Advantageous Bidder to comply with the requirement of **ITB 47** shall constitute sufficient grounds for the annulment of the award and forfeiture of the Bid Security or declare blacklisted (in case bid securing declaration is submitted) in which event the Procuring agency/Employer may make the award to the next most advantageous bidder or reinitiate the procurement process afresh (as a case may be).
49. Advance Payment	49.1	Advance payment will be provided to the bidder in percentage and in the manner as agreed by the both parties in terms of Conditions of the Contract.
	49.2	The Procuring agency/Employer will provide an advance payment as stipulated in the Conditions of Contract, subject to a maximum amount, as stated and/or Conditions of the Contract. The advance payment request shall be accompanied by an advance payment security (guarantee) in the form provided in Section X. For the purpose of receiving the advance payment, the bidder shall make and estimate of, and include in its bid, the expenses that will relate to the purchase of equipment, machinery, materials, and on the engagement of labor during the first month beginning with the date of the Procuring agency/Employer's "Notice to Commence" as specified in the **SCC.**

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

F. GRIEVANCE REDRESSAL & COMPLAINT REVIEW MECHANISM

52. Constitution of Grievance Redressal	52.1	Procuring agency/Employer shall constitute a Grievance Redressal Committee (GRC) comprising of odd number of persons with proper power and authorization to address the complaint. The GRC shall not have any of the members of Procurement Evaluation Committee. The committee must have one subject specialist depending the nature of the procurement.
53. GRC Procedure	53.1	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.
	53.2	Any bidder feeling aggrieved by any act of the Procuring agency/Employer after the submission of his bid may lodge a written complaint concerning his grievances not later than seven days of the announcement of technical evaluation report and five days after issuance of final evaluation report.

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

G. MECHANISM OF BLACKLISTING

54. Mechanism of Blacklisting	54.1	The Procuring agency/Employer shall bar for not more than the time prescribed in Rule-19 of the Public Procurement Rules, 2004, from participating in their respective procurement proceedings, bidder or contractor who either: Involved in corrupt and fraudulent practices as defined in Rule-2 of Public Procurement Rules; i) Fails to perform his contractual obligations; and ii) Fails to abide by the id securing declaration;
	54.2	The show cause notice shall contain: (a) precise allegation, against the bidder or contractor; (b) the maximum period for which the Procuring agency/Employer proposes to debar the bidder or contractor from participating in any public procurement of the Procuring agency/Employer; and (c) the statement, if needed, about the intention of the Procuring agency/Employer to make a request to the Authority for debarring the bidder or contractor from participating in public procurements of all the procuring agencies.
	54.3	The Procuring agency/Employer shall give minimum of seven days to the bidder or contractor for submission of written reply of the show cause notice.
	54.4	In case, the bidder or contractor fails to submit written reply within the requisite time, the Procuring agency/Employer may issue notice for personal hearing to the bidder or contractor/ authorize representative of the bidder or contractor and the Procuring agency/Employer shall decide the matter on the basis of available record and personal hearing, if availed.
	54.5	In case the bidder or contractor submits written reply of the show cause notice, the Procuring agency/Employer may decide to file the matter or direct issuance of a notice to the bidder or contractor for personal hearing.
	54.6	The Procuring agency/Employer shall give minimum of seven days to the bidder or contractor for appearance before the designated officer of the Procuring agency/Employer for personal hearing. The designated officer shall decide the matter on the basis of the available record and personal hearing of the bidder or contractor, if availed.

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

	54.12	The Authority on the basis of decision made by the committee either may debar a bidder or contractor from participating in any public procurement process of all or some of the procuring agencies for such period as the deemed appropriate or acquit the bidder from the allegations. The decision of the Authority shall be final.

SECTION III: BID DATA SHEET

Bid Data Sheet (BDS)

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

BDS Clause Number	ITB Number	Amendments of, and Supplements to, Clauses in the Instruction to Bidders
		A. Introduction
1.	**1.1**	Name of Procuring agency/Employer: **NATIONAL BANK OF PAKISTAN (NBP)** The subject of procurement is: **MINOR RENOVATION WORK OF NBP IBB MOZANG CHUNGI, LAHORE, R.O PUNJAB CENTRAL** Period for completion of the works **(90 Days)** Commencement date execution of the works: **(_____)** [*insert: insert immediately or number of days after signing the contract*] Type of Procurement **[*National competitive bidding]***
2.	**2.1**	Financial year for the operations of the Procuring agency/Employer: **[*2025-26*]** Name of Project **MINOR RENOVATION WORK OF NBP IBB MOZANG CHUNGI, LAHORE, R.O PUNJAB CENTRAL** Name of financing institution: **[*NBP*]** Name and identification number of the Contract: **[.....]**
3.	**3.1**	Maximum number of members in the joint venture, consortium shall be: **[…….]**.

B. Bidding Documents

4.	**7.2**	The number of copies to be completed and returned is one original and [*specify number of certified copies of original*] **Note: As per EPADS provisions (if any)**
5.	**8.1**	The address for clarification of Bidding Documents is [*insert full address*] **Note: Through EPADS**
	8.5	Pre-bid meeting will be/will not be held [*Tick the appropriate*] If yes write down the venue, time, and date of the pre-Bid meeting: **N/A** *[Insert address of venue, or indicate that the meeting will not take place. The meeting should take place not later than one week before the deadline for Bid submission.]*

C. Preparation of Bids

6.	**10.1**	The Language of all correspondences and documents related to the Bid is: [*ENGLISH*]
7.	**11.1 (i)**	In addition to the documents stated in **ITB 11,** the following documents must be included with the Bid [*a) The bidder should have an active status on FBR Active Taxpayer List and with Provincial Revenue Board.* ***a)*** *valid registration in Pakistan Engineering Council in financial category C-6 or above with Specialization Code CE-10 & EE-04 on bidding date.* ***b)*** *The bidder should have completed at least three similar projects of Banks/ Financial Institutes or National/Multinational Companies, costing not less than Rs. 1.0 Million during last three (03) years.* ***c)*** *Undertaking/Affidavit that bidder should not have been blacklisted and hence debarred due to involvement in corrupt and fraudulent practices, or performance failure or due to breach of bid securing declaration by any Organization / Department / Institution.*] **Note: Through EPADS**
8.	**11.5 (c)**	Other procurement specific documentation requirements are: [*specify the requirements*]. **Note: Through EPADS**
9.	**15.5**	The bid price shall be adjusted in accordance with Appendix A – Formula for Price Adjustment.

10.	**15.6**	Name of the works **MINOR RENOVATION WORK OF NBP IBB MOZANG CHUNGI, LAHORE, R.O PUNJAB CENTRAL** The identification No. _____ The No. and identification of lots (contracts) comprising this open competitive bid **NIL**
11.	**16.1**	The currency of the Bid shall be ***(PKR);***
12.	**18.1**	The Bid Validity period shall be *[**365**]* days.
13.	**19.1**	The amount of Bid Security shall be (**RS: 8*0,000/-***) The currency of the Bid Security shall be: **PKR**. Or Indicate whether Bid Securing Declaration is applicable *[**"No"**]*
14.	**19.3**	The Bid Security shall be in the form of: **Pay Order or Bankers cheque or Bank Guaranty.**
15.	**19.3 (c)**	Other forms of security are:[***N/A***]
16.	**20.1**	Alternative Bids to the requirements of the Bidding Documents [*insert "will' or "will not,' as appropriate*] be permitted with respect to [***N/A***]
17.	**20.2**	If alternative scheduled for execution of work is explicitly invited (please insert the method for evaluation of different schedules for execution of works) [**N/A**]
18.	**22.1**	The number of copies of the Bid to be completed and returned shall be [insert number]. **Note: Through EPADS**
19.	**22.2**	The written confirmation of authorization to sign on behalf of the Bidder shall consist of: **Note: Through EPADS**

D. Submission of Bids

20.	**23.2 (a)**	Bid shall be submitted [*specify the PA's address* below] Street address: *[insert street address]* Building/Plot No*. [insert Building/Plot]* Floor/Room No.: *[insert floor/room]*

		City/Town: *[insert city/town]* **Note: Through EPADS and as specified in the Notice for Invitation for Bids published in Press and posted on PPRA and NBP Websites**
21.	**23.2 (b)**	Title of the subject Procurement or Project name: **MINOR RENOVATION WORK OF NBP IBB MOZANG CHUNGI, LAHORE, R.O PUNJAB CENTRAL** ITB title and No: *[insert IFB title and number]* ***Note: Through EPADS*** Time and date for submission: *[Date: March 31 2026 Time: 11:00 AM]*
22.	**24.1**	The deadline for Bid submission is a) Day*: [Tuesday]* b) Date*: [31-03-2026]* c) Time*: [11:00 AM]*

E. Opening and Evaluation of Bids

23.	**27.1**	The Bid opening shall take place at: **Wing Head, Engineering Wing (Central), NBP Ground Floor, Regional Headquarters Building, 26-Mclagon Road, Lahore** Day*: [Tuesday]* Date: *[31-03-2026]* Time*: [11:30 AM]* **Note: Through EPADS and as specified in the Notice for Invitation for Bids published in Press and posted on PPRA and NBP Websites**
24.	**33.2**	The currency that shall be used for Bid evaluation and comparison purposes to convert all Bid prices expressed in various currencies is: *[**PKR**]* The source of exchange rate shall be:

		[State Bank of Pakistan Exchange Rate ***https://www.sbp.org.pk/ecodata/rates/m2m/m2m-current.asp****]* The date of exchange rate shall be: *[**Date Of Bid Opening**]*
25.	**33.3**	The bids shall be quoted in (**PKR**)
26.	**34**	**Evaluation Techniques** **Least Cost Based Selection (LCBS)** After meeting the requirements of eligibility, qualification and substantial responsiveness, the bid in compliance with all the mandatory (drawings/ design/ technical specifications /requirements and/or requisite quality threshold (if any), and having lowest evaluated cost (or financial proposal) shall be considered highest ranked bid. **Quality and Cost Based Selection (QCBS)** In such combination, there shall be some specific weightage of both the technical features (such as prescribed in **ITB 35.2**) and financial aspects of the proposal. The financial marks shall be awarded in accordance with the formula stipulated in the BDS or Evaluation Criteria prescribed in the bidding documents. The highest ranked bid shall be declared, on the basis of combined evaluation.
27.	**34**	Specific criteria in case evaluating the bids submitted by JVs and consortium to be used in the evaluation and their evaluation method or reference to the Technical Specifications. [*specify*]
28.	34	In case of award to a single Bidder of multiple lots; the methodology of evaluation to determine the lowest evaluated Lot combinations, in the Form of Bid is [**Most Advantageous Bid**].
29.	**35**	Domestic preference to apply. **or**

		Domestic preference not applicable. *[Delete the non-applicable option.]* Preference to domestic or national suppliers or contractors shall be provided in accordance with policies of the Federal Government and/or in accordance with the regulations issued by the Authority. *The percentage for the domestic preference along with calculation formula is provided in the evaluation and qualification criteria.*
30.	**38.2**	Sub-contracting (please insert percentage) of the total value of the contract. **Note: N/A**
F. Award of Contract		
31.	**48**	The Performance Security (or guarantee) shall be ***5 percent of the Contract Price:***
32.	**48**	The Performance Security (or guarantee) shall be in the form of Bank Guarantee/Insurance guarantee and is valid till the completion date of the project as per the LOI.

G. Review of Procurement Decisions

33.	**53.6**	The Address of PPRA to submit a **copy** of appeal: Grievance Redressal Appellate Committee, Public Procurement Regulatory Authority 1st 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

Section V. Evaluation and Qualification Criteria

The Procuring agency/Employer shall evaluate the bids in accordance with predefined evaluation and qualification criteria mentioned in this document. No other factors, methods or criteria shall be used. The Bidder shall provide all the information requested in the forms included in the Bidding Forms.

Wherever a Bidder is required to state a monetary amount, Bidders should indicate the currency prescribed in the BDS. In case of foreign currency, the exchange rates shall be taken from State Bank of Pakistan on that bid opening day. Any error in determining the exchange rates in the Bid may be corrected in accordance with **ITB 32** (Correction of Arithmetic Errors)

1. Domestic Preference

If allowed in the BDS, a margin of preference shall be granted to domestic contractors, in accordance with policy of the Federal Government and guidelines issued by the Authority, and subject to, the following provisions:

(a) Contractors applying for such preference shall provide, as part of the data for qualification, such information, including details of ownership, as shall be required to determine whether, according to the classification established by the Procuring agency/Employer, a particular contractor or group of contractors qualifies for a domestic preference. The bidding documents shall clearly indicate the preference and the method that will be followed in the evaluation and comparison of bids to give effect to such preference.

(b) After bids have been received and reviewed by the Procuring agency/Employer, responsive bids shall be classified into the following groups:
   (i) Group A: bidder eligible for the domestic preference.
   (ii) Group B: other bidder.

(c) All evaluated bids in each group shall, as a first evaluation step, be compared to determine the most advantageous bid, and the most advantageous bids in each group shall be further compared with each other. If, as a result of this comparison, a bid from Group A is the most advantageous, it shall be selected for the award. If a bid from Group B is the most advantageous, as a second evaluation step, all bids from Group B shall then be further compared with the most advantageous bid from Group A. For the purpose of this further comparison only, the percentage of price preference of the respective bid price corrected for arithmetical errors, shall be added to the evaluated price offered in each bid from Group B. If the bid from Group A is the most advantageous, it shall be selected for award. If not, the most advantageous bid from Group B based on the first evaluation step shall be awarded the contract.

Evaluation

In addition to the criteria listed in **ITB 34.3** the following criteria shall be applied for the evaluation of bids:

2.1 Assessment of adequacy of Technical Proposal with Requirements

Evaluation of the Bidder's Technical Proposal will include an assessment of the Bidder's technical capacity to mobilize key equipment and personnel for the contract consistent with its proposal regarding work methods, scheduling, and material sourcing in sufficient detail and fully in accordance with the requirements stipulated in Section V Works Requirements.

2.2 Technical Alternatives:

Technical alternatives, if permitted under BDS, will be evaluated as follows;
(*The Procuring agency/Employer shall describe how this factor will be evaluated).*

2.3 **Multiple Contracts**:

If works are grouped in multiple contracts and pursuant to **ITB 34**, the Procuring agency/Employer shall evaluate and compare Bids on the basis of a contract, or a combination of contracts, or as a total of contracts in order to arrive at the Most advantageous bid for the Procuring agency/Employer by taking into account bids offered by Bidders in case of award of multiple contracts. If a Bidder submits several successful (lowest evaluated substantially responsive) bids, the evaluation will also include an assessment of the Bidder's capacity to meet the following aggregated requirements as presented in the bid:

1) Average annual construction turnover,
2) Financial resources,
3) Equipment to be allocated, and
4) Personnel to be fielded

If permitted under ITB 34, will be evaluated as follows:

Award Criteria for Multiple Contracts:

Lots
If specified in the procurement planning and allowed in the BDS, the Procuring agency/Employer may ask to the bidder to bid for any one or more lots. Bids will be evaluated lot-wise for combined lots. The contract(s) will be awarded to the Bidder or Bidders offering the most advantageous bid to the Procuring agency/Employer for

combined lots, subject to the selected Bidder(s) meeting the required qualification criteria for lot or combination of lots as the case may be.

Packages

If specified in the procurement planning and allowed in the BDS the bidder may choose to Bid for any one or more packages and for any one or more lots within a package. Bids will be evaluated package-wise, for combined packages and/or lots within a package. The contract(s) will be awarded to the Bidder or Bidders offering the most advantageous bid to the Procuring agency/Employer for combined packages, subject to the selected Bidder(s) meeting the required qualification criteria for combination of packages and or lots as the case may be.

2.4 Specialized Subcontractors

Only the specific experience of sub-contractors for specialized works permitted by the Procuring agency/Employer will be considered. The general experience and financial resources of the specialized sub-contractors shall not be added to those of the Bidder for purposes of qualification of the Bidder.

The specialized sub-contractors proposed shall be fully qualified for their work proposed, and meet the following criteria: (*Specify Criteria below)*

Qualification

The Procuring agency/Employer may utilize this criteria if the pre-qualification process is not carried out separately prior to the bidding process.

Eligibility and Qualification Criteria			**Compliance Requirements**				**Documentation**
No.	**Subject**	**Requirement**	**Single Entity**	**Joint Venture (existing or intended)**			**Submission Requirements**
				All Parties Combined	**Each Member**	**One Member**	
1. Eligibility							
1.1	**Nationality**	Nationality in accordance with **ITB 4.3**	Must meet requirement	Must meet requirement	Must meet requirement	N/A	Forms ELI – 1.1 and 1.2, with attachments
1.2	**Conflict of Interest**	No conflicts of interest in accordance with **ITB 3.7**	Must meet requirement	Must meet requirement	Must meet requirement	N/A	Letter of Bid

Eligibility and Qualification Criteria			**Compliance Requirements**				**Documentation**
No.	**Subject**	**Requirement**	**Single Entity**	**Joint Venture (existing or intended)**			**Submission Requirements**
				All Parties Combined	**Each Member**	**One Member**	
Historical Contract Non-Performance							
2.1	**History of Non-Performing Contracts**	Non-performance of a contract did not occur as a result of contractor default since *[Mentioned period]*.	Must meet requirement	Must meet requirements	Must meet requirement	N/A	Form CON-2
2.2	**Pending Litigation**	Bidder's financial position and prospective long term profitability sound according to criteria established in 3.1 below and assuming that all pending litigation will be resolved against the Bidder	Must meet requirement	N/A	Must meet requirement	N/A	Form CON – 2
2.3	**Litigation History**	No consistent history of court/arbitral award decisions against the Bidder since 1st January *[insert year]*	Must meet requirement	Must meet requirement	Must meet requirement	N/A	Form CON – 2

Eligibility and Qualification Criteria			**Compliance Requirements**				**Documentation**
No.	**Subject**	**Requirement**	**Single Entity**	**Joint Venture (existing or intended)**			**Submission Requirements**
				All Parties Combined	**Each Member**	**One Member**	
3. Financial Situation and Performance							
3.1	**Financial Capabilities**	(i) The Bidder shall demonstrate that it has access to, or has available, liquid assets, unencumbered real assets, lines of credit, and other financial means (independent of any contractual advance payment) sufficient to meet the construction cash flow requirements estimated as PKR _____ for the subject contract(s) net of the Bidders other commitments	Must meet requirement	Must meet requirement	N/A	N/A	Form FIN – 3.1, with attachments
		(ii) The Bidders shall also demonstrate, to the satisfaction of the Procuring agency/Employer, that it has adequate sources of finance to meet the cash flow requirements on works currently in progress and for future contract commitments.	Must meet requirement	Must meet requirement	N/A	N/A	
		(iii) The audited balance sheets or, if not required by the laws of the					

Eligibility and Qualification Criteria			**Compliance Requirements**				**Documentation**
No.	**Subject**	**Requirement**	**Single Entity**	**Joint Venture (existing or intended)**			**Submission Requirements**
				All Parties Combined	**Each Member**	**One Member**	
		Bidder's country, other financial statements acceptable to the Procuring agency/Employer for the last _____years shall be submitted and must demonstrate the current soundness of the Bidder's financial position and indicate its prospective long-term profitability.	Must meet requirement	N/A	Must meet requirement	N/A	
3.2	**Average Annual Construction Turnover**	Minimum average annual construction turnover of PKR _____, calculated as total certified payments received for contracts in progress and/or completed within the last _____years, divided by _____years	Must meet requirement	Must meet requirement	Must meet _____%, _____of the requirement	Must meet _____%, _____of the requirement	Form FIN – 3.2

Eligibility and Qualification Criteria			**Compliance Requirements**				**Documentation**
No.	**Subject**	**Requirement**	**Single Entity**	**Joint Venture (existing or intended)**			**Submission Requirements**
				All Parties Combined	**Each Member**	**One Member**	
4. Experience							
4.1 (a)	**General Construction Experience**	Experience under construction contracts in the role of prime contractor, JV member, sub-contractor, or management contractor for at least the last _____years, starting from (insert date) _____.	Must meet requirement	N/A	Must meet requirement	N/A	Form EXP – 4.1
4.2 (a)	**Specific Construction & Contract Management Experience**	(i) A minimum number of similar contracts specified below that have been satisfactorily and substantially completed as a prime contractor, joint venture member, management contractor or sub-contractor between [*insert year*] and application submission deadline: (i) N contracts, each of minimum value V; Or (ii) Less than or equal to N contracts, each of minimum value V, but with total value of all contracts equal or more than N x V; *[insert values*	Must meet requirement	Must meet requirement	N/A	N/A	Form EXP 4.2(a)

Eligibility and Qualification Criteria			**Compliance Requirements**				**Documentation**
No.	**Subject**	**Requirement**	**Single Entity**	**Joint Venture (existing or intended)**			**Submission Requirements**
				All Parties Combined	**Each Member**	**One Member**	
		of N & V, delete (ii) above if not applicable]. *[In case the Works are to be bid as individual contracts under a slice and package (multiple contract) procedure, the minimum number of contracts required for purposes of evaluating qualification shall be selected from the options specified in ITB 34.5]*					
		[Add the following if specialized sub-contractor is permitted and describe nature and characteristics of specialized works:] *"(ii) For the following specialized works, the Procuring agency/Employer permits specialized sub-contractors as per ITB 38.2"*	*"Must meet requirement for one contract (Requirement can be met through a Specialized Sub-contractor)"*	*Must meet requirement*	*N/A*	*"Must meet requirement (Requirement can be met through a Specialized Sub-contractor)"*	
4.2 (b)		For the above and any other contracts completed and under implementation as prime	Must meet requirements	Must meet requirements	N/A	Must meet the following requirements for the key activities	Form EXP – 4.2 (b)

Eligibility and Qualification Criteria			**Compliance Requirements**				**Documentation**
No.	**Subject**	**Requirement**	**Single Entity**	**Joint Venture (existing or intended)**			**Submission Requirements**
				All Parties Combined	**Each Member**	**One Member**	
		contractor, joint venture member, management contractor or sub-contractor on or after the first day of the calendar year during the period stipulated in 4.2 (a) above, a minimum construction experience in the following key activities successfully completed: *[list activities indicating volume, number or rate of production as applicable]*				listed below *[list key activities and the corresponding minimum requirements]*	
4.2 (c)	**Specific Experience in managing ES aspects**	For the contracts in 4.2 (a) above and/or any other contracts [substantially completed and under implementation] as prime contractor, joint venture member, or Subcontractor between 1st January *[insert year]* and Application submission deadline, experience in managing ES risks and impacts in the following aspects: *[Based on the ES*	Must meet requirements	Must meet requirement	Must meet the following requirements: [*list key requirements to be met by each member otherwise state: "N/A"]*	Must meet the following requirements: *[list key requirements to be met by one member otherwise state: "N/A"]*	Form EXP – 4.2 (c)

Eligibility and Qualification Criteria			**Compliance Requirements**				**Documentation**
No.	**Subject**	**Requirement**	**Single Entity**	**Joint Venture (existing or intended)**			**Submission Requirements**
				All Parties Combined	**Each Member**	**One Member**	
		assessment, specify, as appropriate, specific experience requirements to manage ES aspects.]					

Note: [For Multiple lots (contracts) specify financial and experience criteria for each lot under 3.1, 3.2, 4.2]

Contractor's Representative and Key Personnel

The Bidder must demonstrate that it will have a suitably qualified Contractor's Representative and suitably qualified (and in adequate numbers) Key Personnel, as described in the Specification.

The Bidder shall provide details of the Representative and Key Personnel and such other Key Personnel that the Bidder considers appropriate to perform the Contract, together with their academic qualifications and work experience. The Bidder shall complete the relevant Forms in the Bidding Forms.

Equipment

The Bidder must demonstrate that it has access to the key equipment listed hereafter:

[Specify requirements for each lot as applicable]

No.	Equipment Type and Characteristics	Minimum Number required
1		
2		
3		
4		
5		

The Bidder shall provide further details of proposed items of equipment using Form EQU in Section V.

SECTION V: WORKS REQUIREMENT, TECHNICAL SPECIFICATIONS, DRAWINGS, SUPPLEMENTARY INFORMATION AND BILL OF QUANTITIES

Scope of Works

(Describe Scope of Work)

Technical Specifications

Notes for Preparing the Technical Specifications

A set of precise and clear specifications is a prerequisite for bidders to respond realistically and competitively to the requirements of the Procuring agency/Employer without qualifying their bids. The specifications must be drafted to permit the widest possible competition and, at the same time, present a clear statement of the required standards of workmanship and materials for the works to be procured. Only if this is done will the objectives of economy, efficiency, and fairness in procurement be realized, responsiveness of bids be ensured, and the subsequent task of bid evaluation facilitated.

Samples of specifications from previous similar procurements are useful in this respect. The use of metric units is encouraged. Depending on the complexity of the works and the repetitiveness of the type of procurement, it may be advantageous to standardize the General Technical Specifications and incorporate them in a separate subsection. The General Technical Specifications should cover all classes of workmanship, materials, and equipment commonly involved in the procurement of works, although not necessarily to be used in a particular procurement. Deletions or addenda should then adapt the General Technical Specifications to the particular procurement.

Care must be taken in drafting specifications to ensure that they are not restrictive. In the specification of standards for equipment, materials, and workmanship, recognized international standards should be used as much as possible. Where other particular standards are used, whether national standards of the Procuring agency/Employer's country or other standards, the specifications should state that equipment, materials, and workmanship that meet other authoritative standards, and which ensure at least a substantially equal quality than the standards mentioned, will also be acceptable. The following clause may be inserted in the Special Conditions of Contract or the Technical Specifications.

Sample Clause: Equivalency of Standards and Codes

Wherever reference is made in the Technical Specifications to specific standards and codes to be met by the works and materials to be executed or tested, the provisions of the latest current edition or revision of the relevant shall apply, unless otherwise expressly stated in the Contract.

Where appropriate, drawings, including site plans as required, may be furnished by the Procuring agency/Employer with the bidding documents. Similarly, the Contractor may be requested to provide drawings with its bid or for prior review by the Procuring agency/Employer during contract execution.

Drawings

(Insert reference to the drawing of the Construction works to be carried out under this contract)

N/A

Supplementary Information

(Insert any other supplement information related to the procurement of works)

Bill of Quantities

(Note for the Procuring Agencies: For information related to the development of the BoQs, please consult General Instructions Issued by the Authority for preparation of BoQs available on Authority Website).

Sample Bill of Quantities

A. Preamble

1. The Bill of Quantities shall be read in conjunction with the Instructions to Bidders, General and Particular Conditions of Contract, Technical Specifications, and Drawings.
2. The quantities given in the Bill of Quantities are estimated and provisional, and are given to provide a common basis for bidding. The basis of payment will be the actual quantities of work ordered and carried out, as measured by the Contractor and verified by the Engineer and valued at the rates and prices bid in the priced Bill of Quantities, where applicable, and otherwise at such rates and prices as the Engineer may fix within the terms of the Contract.
3. The rates and prices bid in the priced Bill of Quantities shall, except insofar as it is otherwise provided under the Contract, include all Constructional Plant, labour, supervision, materials, erection, maintenance, insurance, profit, taxes, and duties, together with all general risks, liabilities, and obligations set out or implied in the Contract.
4. A rate or price shall be entered against each item in the priced Bill of Quantities, whether quantities are stated or not. The cost of Items against which the Contractor has failed to enter a rate or price shall be deemed to be covered by other rates and prices entered in the Bill of Quantities.
5. The whole cost of complying with the provisions of the Contract shall be included in the Items provided in the priced Bill of Quantities, and where no Items are provided, the cost shall be deemed to be distributed among the rates and prices entered for the related Items of Work.
6. General directions and descriptions of work and materials are not necessarily repeated nor summarized in the Bill of Quantities. References to the relevant sections of the Contract documentation shall be made before entering prices against each item in the priced Bill of Quantities.
7. Provisional Sums included and so designated in the Bill of Quantities shall be expended in whole or in part at the direction and discretion of the Engineer in accordance with Sub-Clauses 13.4 and 13.5 of the General Conditions.
8. The method of measurement of completed work for payment shall be in accordance with *[insert the name of a standard reference guide, or full details of the methods to be used]*.

B. Work Items

1. The Bill of Quantities usually contains the following part Bills, which have been grouped according to the nature or timing of the work:

Bill No. 1—General Items;
Bill No. 2—Earthworks;
Bill No. 3—Culverts and Bridges;
Bill No. 4—etc., as required;
Daywork Schedule; and
Summary Bill of Quantities.

2. If ITB 16.1 applies, Bidders shall price the Bill of Quantities in the applicable currency or currencies (Local or foreign as the case may be).

[Note to the Procuring agency/Employer: The tables in BOQ must be prepared in accordance with the currency alternative retained in BDS – ITB 16.1.]

Bill of Quantities

CIVIL WORKS

S.NO	DESCRIPTION/SPECIFICATION	QTY	UNIT	RATE	AMOUNT
	DISMANTLING WORKS (where required)				
1	Dismantling and removing of existing masonry walls, False ceiling, cash counters, Flooring/Walls tiles Cladding, Ramps, marble, Steel doors, windows, Glass works, electrical fixtures & fittings , Plumbing fixtures & fittings, M.S grills and any other material etc the dismantled materials to be stacked at desired location within the bank premises as per instructions by BM and Engineer including disposal of debris from site outside the municipality limit complete in all respects as per drawings.	1	job		
1-i	Dismantling R.C.C Wall/Slab of strong room and locker room & basement etc including labor, equipment's, scaffolding, throw all the dismantled unserviceable materials out of municipal limit with transportation. Dismantled Vault / Locker room doors and other serviceable materials shall be handed over to Branch Manager. Complete in all respect.	0	Sft		
1-ii	Dismantling/Removing of existing Standard strong room/Locker room doors and relocate the same to its new desired location as per approved drawing, instructions of BM/Engineer, including fixing and welding with hold fast , levelling , concrete , labour complete in all respect as directed by Engineer Incharge.	0	Job		
1-iii	Shifting/Removing of existing Lockers, Cash Safes and any other related items to new desired location in the branch premises/out side of branch complete including loading/un loading, transportation complete in all respect as directed by BM/ Engineer.	1	Job		
2	**REINFORCEMENT CEMENT CONCRETE 3000 PSI**				

	Provide, mix, place and vibrate reinforcement cement concrete in the volumetrix mix. 1:2:4 at any floor using one part of cement to 2- part sand and 4-parts of crush from the approved source as per specification. cube crushing strength of 3000 psi at 28 days, finishing the necked surface and curing etc, including water tight finishing the necked surfaces and curing etc, form work including its sub-sequent removal, complete in all respects as per drawings, specifications and as directed by the Consultant/Engineer.				
	I) R.C.C Walls .	15	Cft		
	II) Beam / Lintels/ Shelves/Slab etc.	0	Cft		
3	**STEEL REINFORCEMENT**				
	P/F Grade 60 steel reinforcement deformed bars at any floor with minimum yield strength of 60000 psi as per ASTM standards A-615, including cost of binding wire of 16-SWG, chairs. (Wastage of bars, Over laps etc. is to be Contractors accounts).	35	kgs		
4	**BRICK MASONARY WORK**				
	Providing and laying brick masonary/ Solid Block with 1:4 cement sand mortar in super structure, incluing raking out joints, scaffolding, curing, drilling for walls/ Ramps where required at any floor/height complete in all respects as per drawings, specifications and as directed by the Consultant/Engineer.				
	9" (228 mm) Thick or Above	0	Cft		
	6" (150 mm) Thick or Above		Cft		
	4" or 4-1/2" (114 mm) Thick	125	Sft		
5	**PLASTER WORK**				
	Providing and applying Plaster (thickness and cement / sand ratio as indicate in sub items below) including making edges and corners, curing, scaffolding etc at any floor/height, complete in all respects as per drawings, specifications and as directed by the Consultant/Engineer.				
	12mm Thick in (1:4) on walls	385	Sft		
	19mm Thick in 1:3 on stairs soffit / ceiling	50	Sft		
6	**P.C.C (1:4:8) UNDER FLOOR**				

	Providing and laying under floor cement concrete of the nominal mixes by volume as indicated, using 1-1/2" down guage stone ballast as coarse aggregate, including formwork and its removal, compacting, curing etc, complete in all respects as per drawing, specifications and as directed by the Consultant / Engineer.	0	Cft		
7	**P.C.C FLOORING (1:2:4)**				
	Providing and laying of PCC 1:2:4 under floor using one part ordinary portland cement, two parts of best quality sand and four parts of crush stone including leveling, compacting, curing and surface finishing a srequired, complete in all respects as per drawing, specifications and as directed by the Consultant / Engineer.				
	37mm Thick (Rough Finish)	0	Sft		
	50mm Thick (Smooth Finish)	85	Sft		
8	**PORCELAIN TILES**				
	Providing and laying floors of Porcelain tiles 1200mm X 600mm (grit white) 11mm thick of Roka ceram tile imported made (UAE/ Malysian or equavilent including base mortar 1-1/2" thick average c.c and matching colour, cement slurry for fixing of tiles, complete in all respects as per drawings, specifications and as directed by the Engineer.	30	Sft		
8-i	Providing and laying floors of Porcelain tiles 1200mm X 600mm (Conoliaen Brown) 11mm thick of Roka ceram tile imported made (UAE/ Malysian or equavilent including base mortar1-1/2" thick average c.c and matching colour, cement slurry for fixing of tiles, complete in all respects as per drawings, specifications and as directed by the Engineer.	0	Sft		
8-ii	**WOODEN TEXTURED TILE.**				
	P/L wooden textured porcelain tile 300mm x 1200mm made of malaysian tile approved imported porcelain tile flooring or equivalent of desired color and shade over existing flooring using dry bond mortar, including joint filling with approved matching color chemical, cutting tiles where required etc, complete in all respect.	0	Sft		
8-iii	**WOODEN LAMINATED FLOOR**				

	Providing and fixing impored Wooden laminated floor of approved colour and quality make Malysian 4 rating, 8mm thick or equilent with water proof lining, including all necessary joinery details and underlay, complete in all respects as per drawing, specifications and as directed by the Consultant / Engineer.		Sft		
8-iv	**CARPET TILES**				
	Providing and laying of Carpet Tiles size 500mm x 500mm of approved quality, pattern, (UAE / MILLEKEN or equivalent) make solution dyed fiber including wastage, complete in all respects as per drawing, specifications and as directed by the Consultant / Engineer.		Sft		
9	**GRANITE SKIRTING**				
	Providing and laying 19mm thick Pre-polished Cherry Pink / Camel Brown Granite skirting 100mm high of including base mortar and matching colour, cement slurry for fixing of tiles, complete in all respects as per drawing, specifications and as directed by the Consultant / Engineer.	0	Rft		
9-i	Providing and laying 11mm thick of Conoliaen Brown tile in Skirting 100mm high of takceram tile imported made (UAE/ Malysian or equavilent) including base mortar 1-1/2" thick average and matching colour, cement slurry for fixing of tiles, complete in all respects as per drawings, specifications and as directed by the Engineer.	0	Rft		
10	**GRANITE ON STAIR AND MAIN ENTRANCE PODIUM**				
	Providing and laying 19mm thick pre-polished Cherry Pink Granite / Camel Brown Granite on stair threshold floor, wall etc, including base mortar and matching colour, cement slurry for fixing of tiles, complete in all respects as per drawing, specifications and as directed by the Consultan	0	Sft		
10-i	**GRANITE THRESHOLD**				
	Providing and laying 19mm thick pre-polished Cherry Pink Granite / Camel Brown Granite on threshold, including base mortar and matching colour, cement slurry for fixing of tiles, complete in all respects as per drawing, specifications and as directed by the Consultant / Engineer.	0	Sft		

	CONOLIAN BROWN TILE THRESHOLD				
10-ii	Providing and laying on Threshold of Porcelain tiles 1200mm X 600mm (Conoliaen Brown) 11mm thick of takceram tile imported made (UAE/ Malysian or equavilent including base mortar 1-1/2" thick average c.c and matching colour, cement slurry for fixing of tiles, complete in all respects as per drawings, specifications and as directed by the Engineer.	0	Sft		
	PORCELAIN TILES ON TOILET WALLS / Floor				
11	Providing and laying floors/walls of UAE/ Malysian or equavilent Porcelain tiles size 600mm x 300mm (or any other approved size on floors/walls including base mortar and matching colours, cement slurry for fixing of tiles, complete in all respects as per drawing, specifications and as directed by the Consultant / Engineer.	0	Sft		
	VANITY COUNTER				
12	Providing and fixing 19mm thick pre-polished approved Cherry pink or any other approved granite on bath and kitchen counters including base mortar with matching colour cement slurry for fixing, grouting and chamfering of edges, complete in all respects as per drawing, specifications and as directed by the Consultant / Engineer.	0	Sft		
	GLASS DOORS				
13	Providing and fixing Tempered **frame less** glass door using 12mm clear glass , imported concealed floor door closers GCC made or equavilent, door locks,and approved handles of 4'-0" height on both sides, complete in all respects as per drawing, specifications and as directed by the Consultant / Engineer.	42	Sft		
13-i	**Wooden Frame Glass Door**				

	Providing and fixing Tempered glass door using 12mm clear glass including top and bottom 4024 Al-NoorTactile sheet H section size 6" x 1.5",including imported concealed floor door closers GCC made or equavilent, door locks,and approved handles of 4'-0" height on both sides, complete in all respects as per drawing, specifications and as directed by the Consultant / Engineer.	0	Sft		
14	**WOODEN DOORS (38 mm thick)**				
	Providing & Fixing of WOODEN DOOR (WD- 1A), made of 19mm thick Al-Noor Laminated MDF 4024 tactile sheet or approved equavilent with 9mm thick approved solid (seasoned) wood on edging with clear NC lacquer polish/paint, including door frame of **16 SWG GI sheet with red oxide coat followed by two coat of enemal paint/polish of approved shade** including complete door hardwares i-e hinges, imported door lock and door stopper, 6" wide stainless steel kick plate on both side of door. etc, complete with all respect as per design and instructioins of Engineer.	0	Sft		
15	**FLUSH WOODEN DOOR**				
	Providing /fixing 1 ½" thick solid flush wooden door shutter with commercial ply in OAK color in design finished with matt enamel paint of approved shade after preparing surface including all hard ware accessories & (2"x1/2" thick bedding) with lock complete in all respect as per specification or as directed by the Engineer In charge.	0	Sft		
16	**GLASS PARTITION**				
	Providing and fixing of Glass partition consisting of 12mm thick imported clear tempered glass, with approved aluminum H section frame of approved shade as frame on top and bottom and all necessary joinery details complete in all respects as per drawing, specifications and as directed by the Engineer.		Sft		

16-i	Removing of existing glass partition/doors of 12 mm thick or any other size and re-fixing the same to desired location and shape including all required hardwares complete in all respect and as directed by the Engineer.	263	Sft		
16-ii	**GLASS PARTITION 12MM THICK WITH APPROVED FITTINGS.**				
	Providing and fixing of Glass Partition consisting of 12mm thick imported clear tempered glass with imported GCC or equavilent fittings of required design and including all hardware, job complete in all respects.	328	sft		
16-iii	**GLASS PARTITION 12MM THICK WITH WOODEN FRAME.**				
	Providing and fixing of Glass Partition consisting of 12mm thick imported clear tempered glass including top and bottom with solid seasoned wood OAK/ASH and fixing 4024 Tactile sheet size upto 6",including GCC made or equavilent fittings, complete in all respects as per drawing, specifications and as directed by the Consultant / Engineer.	0	sft		
17	**FRONT GLAZZING / CURTAIN WALL**				
	Providing and fixing of Glass Partition consisting of 12mm thick imported clear tempered glass including frosting paper in pattern as showin on drawing with approved 2mm thick aluminum section (curtain wall) of chawala or equavilent as frame on top and bottom and all necessary joinery details complete in all respects as per drawing, specifications and as directed by the Consultant / Engineer.	0	Sft		
18	**BULK HEAD/DRY PARTITION**				
	Providing and making bulkhead using 2" x 2" partal wooden frame @ 2' c/c horizontal and vertical with 19mm thick Laminated MDF sheet on both sides including paint/polish of approved colour complete in all respectas per drawing, specifications and as directed by the Engineer.	0	Sft		
19	**LOW HEIGHT WOODEN PARTITION**				

	Providing and making Low height wooden partition using 2" x 2" partal wooden frame @ 2' c/c horizontal and vertical with 19mm thick Al-Noor Laminated MDF 4024 tactile sheet or equavilent on both sides etc upto Min height 4ft. complete in all respects as per drawing, specifications and as directed by the Engineer.	0	Sft		
20	**INTERNALPAINT WORKS**				
	Providing and applying Paint on internal/ External walls of ICI or Berger including rubbing with sand stone, filling the uneven surfaces with putty, rubbing with sand paper and preparation of surface perfect in all respects, applying one coat of primer on prepared surface of plastered and finish paint coats as indicated in sub items, complete in all respects as per drawings.				
	Plastic Emulsion Paint ash white (on Internal walls)	6650	Sft		
	Weather shield paint on external walls (approved by the Engineer)	0	Sft		
20-i	Providing and applying Three coats of ICI deluxe distemper paint for roof/ ceiling after scraping, sand papering, plain surface complete with all material labour, equipment scaffolding etc As per entire satisfaction of Regional Engineer/ Engineer Incharge.	200	Sft		
21	**WOODEN CABINETS**				
	P/fixing of wooden filling cabinets low and full height at any height made with 19 mm MDF laminated 4024 AL NOOR with edging made of Tape/U-Tape/Solid wood 3/8" thick,and back box made of lamination chipboard # 7056, includindg approved handles, hings, magnetic catchers and shelf as per approved drawing and design. Complete in all respect. (Size upto 4'x8' approx.)	7	No.		
21-i	**KITCHEN CABINETS**				

	P/fixing of wooden openable KITCHEN cabinets (appox 24in deep) at any height made with 16mm MDF laminated 4024 AL NOOR with edging made of Tape/U-Tape/Solid wood 3/8" thick,and back box made of lamination chipboard # 7056, includindg approved handles, piano hings, magnetic catchers and shelf as per approved drawing and design. Complete in all respect. (Size upto 4'x8' approx.)	0	No.		
22	**GYPSUM SHEET FALSE CEILING**				
	Providing and fixing 12mm thick gypsum sheet Fale ceiling of approved design with ICI/Berger paint including hanging system, making opening for lights or diffuser complete in all respects as per drawing, specifications and as directed by the Engineer.	0	Sft		
22-i	**FALSE CEILING.**				
	Providing and fixing 7.5mm thick Lamination gypsum tile 600mm x 600mm False including hanging system(Black Groove), making opening for lights or diffuser complete in all respects as per drawing, specifications and as directed by the Engineer.	430	Sft		
22-ii	**DUMPA FALSE CEILLING.**				
	Providing & Fixing aluminum perforated 0.6mm thick imported Dumpa false ceiling size 600mx600mm including hanging system making opening for lights or diffuser, complete in all respects. (Kitchen/Washrooms area)	0	Sft		
22-iii	**WOODEN FALSE CEILING.**				
	P/F of wooden False Ceiling at required level with MDF lassani sheet imported quality, partal wooden frame internal side of false ceiling size (2"x1-1/2") & (3"x1-1/2") with supports and MS angle supports with appropriate size and ceiling surface finish with approved design by Engineer incharge, including Lacquire polish ICI made in Germany or with 17mm thick approved laminated Tactile sheet # 4024 made by Al-Noor or equivalent with partal wood frame including labor, material and transportation etc. Complete in all respect.	0	Sft		
23	**WOODEN RAFTER.**				

	P/Fixing wooden Rafters made of 19mm thick tactile sheet 4024 size upto 4" x 6" or any other approved size as per site requirements/approved design complete in all respect as per drawing and instructions of Engineer-In-Charge.	0	Rft		
24	**CORNICE**				
	Providing and fixing 11mm thick and 75mm high Laminated tactile sheet No.4024 Al-Noor made or equivalent, Cornice architrave on wall and applying of approved paint, including joinery detail and fixing tape on bottom of cornice complete in all respects as per drawing, specifications and as directed by the Consultant / Engineer.	0	Rft		
25	**ALUMINUM WINDOWS**				
	Providing and fixing full glazed Anodized Aluminum windows/ Ventilator made of Pakistan cable or equivelent (Sliding/ Fixed) of approved manufacturer using Deluxe quality 2mm thick 4" wide extruded section, glazed with distortion free 6mm thick imported tinted glass with fly screen having best quality mesh and aluminum section including all hardware, handles , PVC/rubber gasket and sealant complete in all respect	0	Sft		
26	**ALUMINIUM LOUVER SHUTTER & CABINET.**				
	P/Fixing Aluminum Louvers shutters below wash basin & sink with Aluminum frame 2mm thick 4" wide extruded section including fixing Aluminum cabinets as per approved design including handles etc. complete in all respect as directed by the Engineer Incharge	0	Sft		
27	**BLINDS**				
	Providing and fixing imported synthetic fibre roller Blinds according to the instructions of the manufacturer, complete in all respects as per drawing, specifications and as directed by the Consultant / Engineer.	0	Sft		
28	**RAILING**				

	Providing and fixing of Stainless steel pipe grade 304 non-magnatic as Railing of 50mm dia Top and 40mm stainless vertical pipe as blustrade, 12mm dia stainless steel horizontal pipe 3 nos including all necessary joinery details and applying of approved paint complete in all respects as per drawing, specifications and as directed by the Consultant / Engineer.	0	Rft		
29	**FRONT ELEVATION.**				
29-i	**FRONT TILES**				
	Providing and laying of Porcelain tiles 1200mm X 600mm (Brick Tiles) 8.9mm thick of brick color tile imported made or equavilent including base mortar 1-1/2" thick average and matching colour, cement slurry for fixing of tiles, complete in all respects as per drawings, specifications and as directed by the Engineer.		Sft		
29-ii	**FRONT GLAZZING**				
	Providing and fixing of Glass on fornt elevation consisting of 12mm thick imported clear tempered glass with frosting paper in pattern as shown on drawings, with approved alluminum H Section as frame on top and bottom and all necessary joinery details. Complete in all respects as per drawings.	0	Sft		
29-iii	**GRAFFIATO PAINT/ROCK WALL**				
	P/A Graffiato paint/ Rock wall best quality of approved color on front elevation and design by engineer. Including scafolding, labor, material etc.upto any floor/height Complete in all respect.	0	Sft		
29-iv	**ALUCOBOND (Optional)**				
	Aluminum Composite Material (ACM) consists of two sheets of smooth 0.02″ aluminum thermobonded to a polyethylene core in a continuous process. pre-finished with a premium Kynar 500 PVDF resin-based coil coating that is in a spectrum of attractive standard approved colors etc, as per entirer specification of Engineer Incharge.	0	Sft		
30	**SAFETY GRILL**				

	Providing/ fabricating & fixing mild steel protective grills to windows made up from steel section of 16mm x 16mm square bar at 6" c/c vertically and 8" c/c horizantally and M.S Flat 1 ½" X 3/8" frame (as per sketch) including 3 coats of approved shade of ICI Burger Enamel paint 3 copats over a coat of red lead oxide etc. complete as directed by Engineer Incharge.	0	Sft		
31	**G.I. SHUTTER**				
	Providing fabricating & fixing at any floor, steel roller fence shutters made of standard M.S Channel ¾"x1/8" M. including roller of C-Iron rail 2-1/2" x1 ½"x ½" with all hangers, bearing box, tracks, guide channel pull handles locking arrangement internal and external, and making good all cut work etc finished with 3 coats of enamel paint to requisite shade over red lead primer, complete in all respect as per specification or as directed by the Engineer Incharge.	0	Sft		
32	**COLLAPSIBLE DOORS**				
	Providing fabricating & fixing at any floor, steel grill collapsible doors with louver made of standard M.S Channel ¾"x1/8" M.S Flat ¾"x1/4" including roller of T-Iron rail 1 ½" x1 ½"x ½" with all hangers, bearing box, tracks, guide channel pull handles locking arrangement, and vertical louvers making good all cut work etc finished with 3 coats of enamel paint to requisite shade over red lead primer, complete in all respect as per specification or as directed by the Engineer Incharge.	0	Sft		
33	**STEEL DOOR FOR ATM, GUARD ROOM & EMERGENCY EXIT**				
	Providing and fixing of M.S steel sheet 14SWG on both sides and M.S pipe frame 16SWG frame at inner side of leaf, door frane of M.S angle Iron+M.S dtrip, applying of approved enamel paint and all necessary joinery details, complete in all respect.	12	Sft		
34	**WOODEN WALL / COLUMN CLADDING**				

	Providing and fixing of wall cladding with 19mm thick approved laminated Tactile sheet # 4024 made by Al-Noor or equivalent with partal wood frame and having vertical stripes 1 1/2 " wide X 3/4"thick 2 1/2 " C/C at both ends of wall up to 24" each side or any other approved design. complete in all respect as per specification or as directed by the Engineer Incharge.	0	Sft		
35	**PVC WALL PANEL**				
	Providing & Fixing of imported PVC panel of approved shade, design and quality including all required hardwares complete in all respect and as directed by the Engineer.	500	Sft		
36	**CASH COUNTER**				
	Teller Counter made of MDF lassani sheet best quality imported. Working top made of MDF Sheet thickness 1-1/2" standard pressed pasted with approved laminated Tactile sheet # 4024 made by Al-Noor or equivalent, front and customer top made of corian approved shade and design, customer top having stainless steel tray/ corian approved shade. Including 12mm clear glass with stainless steel clips suppoted in 2" thick vertical post laminated with imported stainless steel laminated sheet approved designe and shade . wooden haging beem with wooden strips in top and bottom as per drawing, three coats of matt finish paint on end supports . counter sepration partion made of laminated 1-1/2" thick approved color. **complete in all respect as per approved sample on head office.** Size(mm): W:1200 x D:1813 x H:2440 Exclusive Drawer Pedestsl.	0	Rft		
37	**WOODEN DRAWER**				
	Providing wooden drawer unit with white formica (size 18"X 17" X 22") having 3 drawers and imported handle running on imported rail with central locking arrangement etc complete as per entire satisfication of Engineer Incharge.	0	No.		
38	**TERMITE PROOFING**				

	P/A Termite proofing and rat killer spry or chemical best quality imported approved before application inside warehouse etc. Complete in all repsect.		job		
39	**HYDRAULIC DOOR CLOSER.**				
	P/F of hydraulic door closer best quality imported etc. Complete in all respect.		Each		
40	**GLASS DOOR MACHINE.**				
	P/F of Imported Door machine GCC made or Equivalent at any floor, supporting Internal and External Glass doors as per approved design and as directed by the Engineer.		Each		
41	**TUFF TILES**				
	Providing and laying of Tough Tiles size 1 ft X 1ft X 2 Inch thick, reinforced with wire mesh in approved colour over 2" thick average P.C.C 1:2:4, and grouting in cement complete in all respect.	0	Sft		
42	**FIBER GLASS PARKING SHED.**				
	P/F of parking shed canopy with three ply sheet of approved quality and shade, having Main vetical post of MS pipe 3" dia round pipe 16 SWG, with frame of 1-1/2"x1-1/2", 18 SWG square pipe, including excavation in foundation, foundation base concrete (mix ratio of 1:2:4) , Footing size 12" X 12" X 18" , all the structural elements of shade to be coated with three coats of enamel paint ICI/BERGER etc over Primer coat of Red Oxide. Complete job as per approved design and as directed by the Engineer.	0	Sft		
43	**WOODEN HANGING BEAM.**				
	Fabricting & Fixing Wooden hanging beam for glass partitions using 2" x 2" partal wooden frame @ 2' c/c horizontal and vertical with 11mm thick imported MDF Sheet both sides and 03 coats of paint approved shade etc complete in all respect as per drawing, specifications and as directed by the Engineer.	40	Rft		
44	**WOODEN PELMET.**				
	P/F of wooden pelmet made of MDF lassani 1'-6" wide and 4" high with partal wooden frame internal structure size 2"x1-1/2" covered with MDF lassani 1/2" thick with holes light holes and apply three coats of	0	Rft		

	mattfinish paint etc. Complete in all respect etc.				
45	**LOGO/THEME WALL.**				
	Logo wall made of chipboard with 19mm thick approved laminated Tactile sheet # 4024 made by Al-Noor or equivalent with softwood framing, design strip as per approved design. Including complete joinery details. Complete in all respects as per drawing and specifications including approved design, materials,size and preparation of cut off NBP's logo with approved lights complete in all respect.. Size (mm): W: 2590 x T: 75 x H: 2440	0	job		
46	**ROOF TREATMENT WORKS.**				
46-i	**INSULATION BIRCK TILES ON ROOF**				
	Roof insulation with 9"x4.5"x1.5" first class burnt brick tiles grouting with cement/sand mortar (1:2) including bitumen coating of approved standards, laying of polythene sheet of specified thickness , mud filling 3-4" thickness with proper slope and making required no. of khuras for proper drainage job complete in all respects.		Sft		
46-ii	**ROOF SCREEDING.**				
	P/Applying water proofing on roof top 3" thick cement concrete layer mix ratio of 1:2:4 with laveling/ slope and proper finishing with curing to control seepage / ingrence in concrete / cementiouse etc. complete in all respect.		Sft		
46-iii	**ROOF SCREEDING WITH WATER PROOFING AGENT**				
	P/Applying water proofing on roof top with best quality water proofing agents made of Epoxy/ECO proofing CWP or equivalent over 2-1/2" thick avg: cement concrete layer mix ratio of 1:2:4 with laveling and proper finishing with curing to control seepage / ingrence in concrete / cementiouse etc. complete in all respect.		Sft		
46-iv	**BITUMEN ROOF TREATMENT.**				

	Providing and Laying **water proof with bitumen flit/ jute in a sold mop coat using** and cement plaster speard sand etc i/c repairing the roof using Ultra bond etc. as per entirer specification of Engineer Incharge.	0	Sft		
46-v	**ROOF MARBLE ADDITIONAL FLOOR.**				
	P/L 1/2" thick boticena marble approved quality at roof top with 2" thick c.c with cement slurry, including marblish griding and polish with machine finaly finish with mension polish best quality imported complete in all respect.		Sft		
46-vi	**WATER PROOFING.**				
	Water Proofing in Floor to stop seepage with cutting floor, grouting using Eco-shield Epoxy PU Sealant, in basement/Toilet area etc. as instructed by the Engineer complete in all respect.	0	Sft		
47	**MAIN HOLE.**				
	Construction of Main Holes made with block masonry size 2'-0" x 2'-0" x 2ft deep including excavation,base concrete, plastering inside/outside, provision of holes to connect pipe line including curing etc. complete with P/F main hole cover made of cast iron or pre-cast concrete.	0	Each		
48	**CONCRETE PAVER.**				
	Providing and laying of pavers size 4"x8" having 3" thick best quality made of envicrete/ hub crete or equvilant with sand cusion approved colour over 2" thick p.c.c avg: and grouting in cement complete in all respect.		Sft		
49	**EXCAVATION IN FOUNDATION.**				
	Excavation in all types of soil and up to any depth including removal of excavated material from site at desired location, job complete in all respects.		cft		
50	**EARTH FILLING.**				
	Providing / filling earth from out side and leveling the plot and compact sweet earth with viberator and watering, each layer having 6" thickness. Complete in all respect as per entire satisfcation.		P.Cft		
51	**STONE SOLING.**				

	Providng and Laying Stone soling 6" thick including compaction, watering as in foundation complete in all respect		cft		
	DAMP PROOF COURSE (DPC)				
51-i	Providng and Laying of damp proof course of Cem. Con, 1:2:4 (2" Thick), including bitumen coating followed by 1 layer of polythene sheet of specified guage complete in all respect		sft		
	CPC/ UTILITY COUNTER				
52	Fabrication of cash sorting / binding machine counter wide 36" High 32" deep made up brick/ solid block masonary 3" thick wall and R C C slab finished with 3/4" pre-polished Cherry Pink /Galaxy Granite on working top with nosing, grit white matt finish tiles as on floor and sides of utility counter with D-48 Aluminum section best quality as per sketck / specification. as per entire satisfication of Engineer Incharge.	0	Rft		
	IMPORTED FROST PAPER				
53	P/F imported glass paper at required places, job complete in all respects	635	sft		
	NBP LOGO'S				
54	P/F NBP Glass logos of approved standards & design	6	No		
	SS PLANTERS.				
55	Providing SS planters Non- Magnatic of approved dia, size and standards job complete in all respects as directed by Engineer Incharge.	3	Nos.		
	SS TRASH BINS.				
56	Providing SS Trash bin Non Magnatic of approved size and shape, complete in all respects	3	Nos.		
	ENEMAL PAINT				
57	Providing and applying Paint on internal/ External walls, steel/wooden structures of ICI or Berger including rubbing with sand stone, filling the uneven surfaces with putty, rubbing with sand paper and preparation of surface perfect in all respects, applying one coat of primer on prepared surface of plastered and finish paint coats as indicated in sub items, complete in all respects as per drawings.	350	Sft		
58	**RAMP TILES**				

	P/F tiles Class "A" sixe 12"x12" of approved quality. Colour and design on floors in drybond or 1:1 cement mortor i/c 1-1/2" thick C.C. 1:2:4 average base including cost of all material , labour, transportation complete in all respects.	0	Sft		
	TOTAL COST OF CIVIL WORKS				

ELECTRICAL WORKS

Item No.	Description	Unit	Quantity	Unit Rate	Amount
1	P/F, connecting, testing & commissioning of ceiling LED down light fitting on false ceiling / Surface mounted 18/20 W or as approved by Engineer Incharge, complete with all accessories & connections in all respects. (Philips, OSAKA, OSRAM only) **Specifications**: Power Consumption: 18 Watts, Color Temperature: 4000K (Neutral White), Luminous Flux: 1800 – 2000 lumens (approx.), Luminous Efficacy: ≥100 lm/W, Input Voltage: 220–240V AC, Frequency: 50/60 Hz, CRI (Color Rendering Index): ≥80, Beam Angle: 120° (typical), Power Factor: ≥0.9, LED Type: SMD (Surface Mounted Diode), Housing Material: Polycarbonate/Aluminum, Operating Temperature: -10°C to +45°C, Lifespan: ≥25,000 hours, Mounting Type: Surface/Recessed/Ceiling (depending on fitting)	Each	20		
2	Labour charges for installation of dismantling of old lights and installation of new lights	Job	1		
	TOTAL COST OF ELECTRICAL WORKS				

Daywork Schedule **Note: N/A**

[Note to the Procuring agency/Employer:

(i) A "Daywork Schedule" is commonly found in contracts where the likely incidence of unforeseen work cannot be covered by definitive descriptions and approximate quantities in the Bill of Quantities. The preferred alternative is to value the additional work in accordance with the Conditions of Contract. A Daywork Schedule normally has the disadvantage of not being competitive among bidders, who may therefore load the rates assigned to some or all the items. If a Daywork Schedule is to be included at all in the bidding documents, it is preferable to include nominal quantities against the items most likely to be used, and to carry the sum of the extended amounts forward into the Bid Summary in order to make the basic Schedule of Daywork Rates competitive.

(ii) The total amount assigned to such competitive daywork is normally 3–5 percent of the estimated base Contract Price and is regarded as a Provisional Sum for contingencies to be expended under the direction and at the discretion of the Engineer.

General

1. Reference should be made to Sub-Clause 13.5 of the General Conditions. Work shall not be executed on a daywork basis except by written order of the Engineer. Bidders shall enter basic rates for daywork items in the Schedules, which rates shall apply to any quantity of daywork ordered by the Engineer. Nominal quantities have been indicated against each item of daywork, and the extended total for Daywork shall be carried forward as a Provisional Sum to the Summary Total Bid Amount. Unless otherwise adjusted, payments for daywork shall be subject to price adjustment in accordance with the provisions in the Conditions of Contract.

Daywork Labour

2. In calculating payments due to the Contractor for the execution of daywork, the hours for labour will be reckoned from the time of arrival of the labour at the job site to execute the particular item of daywork to the time of return to the original place of departure, but excluding meal breaks and rest periods. Only the time of classes of labour directly doing work ordered by the Engineer and for which they are competent to perform will be measured. The time of gangers (charge hands) actually doing work with the gangs will also be measured but not the time of foremen or other supervisory personnel.

3. The Contractor shall be entitled to payment in respect of the total time that labour is employed on daywork, calculated at the basic rates entered by the Contractor in the **Schedule of Daywork Rates: 1. Labour,** together with an additional percentage payment on basic rates representing the Contractor's profit, overheads, etc., as described below:

   (a) The basic rates for labour shall cover all direct costs to the Contractor, including (but not limited to) the amount of wages paid to such labour, transportation time, overtime, subsistence allowances, and any sums paid to or on behalf of such labour for social benefits in accordance with law of the land. The basic rates will be payable in PKR only.

   (b) The additional percentage payment to be quoted by the bidder and applied to costs incurred under (a) above shall be deemed to cover the Contractor's profit, overheads,

superintendence, liabilities, and insurances and allowances to labour, timekeeping, and clerical and office work, the use of consumable stores, water, lighting, and power; the use and repair of stagings, scaffolding, workshops, and stores, portable power tools, manual plant, and tools; supervision by the Contractor's staff, foremen, and other supervisory personnel; and charges incidental to the foregoing. Payments under this item shall be made in the Pakistani Rupee:

[***Note to the Procuring agency/Employer****:*

This method of indicating profit and overheads separately facilitates the addition of further items of daywork, if needed, the basic costs of which can then be checked more easily. An alternative is to make Daywork rates all-inclusive of the Contractor's overhead and profit, etc., in which case this paragraph and the relevant Daywork Schedule should be modified accordingly.

Daywork Materials

4. The Contractor shall be entitled to payment in respect of materials used for daywork (except for materials for which the cost is included in the percentage addition to labour costs as detailed heretofore), at the basic rates entered by the Contractor in the **Schedule of Daywork Rates: 2. Materials,** together with an additional percentage payment on the basic rates to cover overhead charges and profit, as follows:

   (a) the basic rates for materials shall be calculated on the basis of the invoiced price, freight, insurance, handling expenses, damage, losses, etc., and shall provide for delivery to store for stockpiling at the Site. The basic rates shall be quoted in the currency specified in the BDS.

   (b) the additional percentage payment shall also be made in the currency specified in BDS:

   (c) the cost of hauling materials for use on work ordered to be carried out as daywork from the store or stockpile on the Site to the place where it is to be used will be paid in accordance with the terms for Labour and Construction in this schedule.

Daywork Contractor's Equipment

5. The Contractor shall be entitled to payments in respect of Contractor's Equipment already on Site and employed on daywork at the basic rental rates entered by the Contractor in the **Schedule of Daywork Rates, Contractor's Equipment.** Said rates shall be deemed to include due and complete allowance for depreciation, interest, indemnity, and insurance, repairs, maintenance, supplies, fuel, lubricants, and other consumables, and all overhead, profit, and administrative costs related to the use of such equipment.

[***Note to the Procuring agency/Employer****: This is an example of wording to include overhead and profit, etc., in the daywork rates. A separate percentage addition could be used as for labour and materials*.] The cost of drivers, operators, and assistants will be paid for separately as described under the section on Daywork Labour. *An alternative, sometimes adopted for administrative convenience, is to*

include the cost of drivers, operators, and assistants in the basic rates for Contractor's Equipment. The last sentence of this paragraph 5 should then be modified accordingly.]

6. In calculating the payment due to the Contractor for Contractor's Equipment employed on daywork, only the actual number of working hours will be eligible for payment, except that where applicable and agreed with the Engineer, the travelling time from the part of the Site where the Contractor's Equipment was located when ordered by the Engineer to be employed on daywork and the time for return journey thereto shall be included for payment.

   (a) The basic rental rates for Contractor's Equipment employed on daywork shall be stated in the currency specified in the BDS and the payment to the Contractor will be made in the currency specified in BDS.

Schedule of Daywork Rates: 1. Labour

Item no.	*Description*	*Unit*	*Nominal quantity*	*Rate*	*Extended amount*
	Subtotal				
D122	Allow ____ percent of Subtotal for Contractor's overhead, profit, etc., in accordance with paragraph 3 (b) above.				
	Total for Daywork: Labour (carried forward to Daywork Summary, p. ___)				_____

Schedule of Daywork Rates: 2. Materials

Item no.	*Description*	*Unit*	*Nominal quantity*	*Rate*	*Extended amount*
	Subtotal				
	Allow ____ percent of Subtotal for Contractor's overhead, profit, etc., in accordance with paragraph 4 (b) above.				
	Total for Daywork: Materials (carried forward to Daywork Summary, p. ___)				_____

Schedule of Daywork Rates: 3. Contractor's Equipment

Item no.	*Description*	*Nominal quantity (hours)*	*Basic hourly rental rate*	*Extended amount*
	Allow _ percent[1] of Subtotal for Contractor's overhead, profit, etc., in accordance with BDS.			
Total for Daywork: Contractor's Equipment (carried forward to Daywork Summary, p. __)				

[1] To be entered by the bidder.

Daywork Summary

	Amount ( )
1. Total for Daywork: Labour	
2. Total for Daywork: Materials	
3. Total for Daywork: Contractor's Equipment	
Total for Daywork (Provisional Sum) (carried forward to Bid Summary, p. ___)	_____

Summary of Specified Provisional Sums

Bill no.	*Item no.*	*Description*	*Amount*
1			
2			
3			
4			
		[*To be entered by the Procuring agency/Employer; Delete if not applicable:]* provisional sums for additional ES outcomes.	
etc.			
Total for Specified Provisional Sums (carried forward to Grand Summary (B), p. ____)			

Grand Summary

Contract Name: _____

Contract No.: _____

1	Cost of Civil work	Rs.	
2	Cost of Electrical work	Rs.	
	TOTAL COST	**Rs.**	

Amount in Words

_____

_____

THE QUOTED RATES / AMOUNT SHALL BE INCLUSIVE OF ALL APPLICABLE FEDERAL/PROVINCIAL GOVT. TAXES/DUTIES AND CHARGES FOR INLAND TRANSPORTATION AND OTHER RELATED SERVICES ETC.

Contractor's
Signature

_____

(Seal & Signature)

Technical Proposal

- **Site Organization**
- **Method Statement**
- **Mobilization Schedule**
- **Construction Schedule**
- **Equipment**

Site Organization

Method Statement

Mobilization Schedule

In accordance with the Particular Conditions, Sub-Clause 4.1, the Contractor shall not carry out mobilization to Site unless the Engineer gives consent.

Construction Schedule

Form EQU: Equipment

The Bidder shall provide adequate information to demonstrate clearly that it has the capability to meet the requirements for the key equipment listed in Section III, Evaluation and Qualification Criteria. A separate Form shall be prepared for each item of equipment listed, or for alternative equipment proposed by the Bidder.

Item of equipment		
Equipment information	Name of manufacturer	Model and power rating
	Capacity	Year of manufacture
Current status	Current location	
	Details of current commitments	
Source	Indicate source of the equipment ☐ Owned ☐ Rented ☐ Leased ☐ Specially manufactured	

Omit the following information for equipment owned by the Bidder.

Owner	Name of owner	
	Address of owner	
	Telephone	Contact name and title
	Fax	Telex
Agreements	Details of rental / lease / manufacture agreements specific to the project	

SECTION VI: STANDARD BIDDING FORMS

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The Base Date Prices and Current Date Prices of the specified elements shall be obtained from the sources specified in the contract. **150**
.....

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 (March 31, 2026 of Bid submission*]
RFB No.: [*insert number of Bidding process*_____]
Alternative No.: [*insert identification No if this is a Bid for an alternative*]

To: **[*National Bank of Pakistan*]**

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

In submitting our Bid we make the following declarations:

(a) **No reservations:** We have examined and have no reservations to the bidding document, including addenda issued in accordance with Instructions to Bidders **(ITB 9);**
(b) **Eligibility**: We meet the eligibility requirements and have no conflict of interest in accordance with ITB 3;
(c) **Bid/Proposal-Securing Declaration**: We have not been suspended nor declared ineligible by the Procuring agency/Employer based on execution of a Bid Securing Declaration or Bid Securing Declaration in the Procuring agency/Employer's country in accordance with **ITB 3;**
(d) **Conformity:** We offer to execute works in conformity with the bidding document and in accordance with the works requirements: [*insert a brief description of the WORKS*];
(e) **Bid Validity Period**: Our Bid shall be valid for the period specified in **BDS 18.1** (as amended, if applicable) from the date fixed for the Bid submission deadline specified in **BDS 24.1** (as amended, if applicable), and it shall remain binding upon us, and may be accepted at any time before the expiration of that period;
(f) **Performance Security**: If our Bid is accepted, we commit to obtain a performance security in accordance with the bidding document;
(g) **One Bid per Bidder**: We are not submitting any other Bid(s) as an individual Bidder, and we are not participating in any other bid(s) as a Joint Venture member or as a subcontractor, and meet the requirements, other than Alternative Bids submitted in accordance with **ITB 20;**
(h) **Suspension and Debarment**: We, along with any of our subcontractors, suppliers, consultants, manufacturers, or service providers for any part of the contract, are not subject to, and not controlled by any entity or individual that is subject to, a temporary suspension or a debarment imposed by the Procuring agency/Employer. Further, we are not ineligible under Pakistan laws;
(i) **State-owned enterprise or institution**: [*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*];

(j) **Binding Contract**: We understand that this Bid, together with your written acceptance thereof included in your Letter of Acceptance, shall constitute a binding contract between us, until a formal contract is prepared and executed;

(k) **Not Bound to Accept**: We understand that you are not bound to accept the Most Advantageous Bid or any other Bid that you may receive; and

(l) **Fraud and Corruption**: We hereby certify that we have taken steps to ensure that no person acting for us, or on our behalf, engages in any type of Fraud and Corruption.

Name of the Bidder: *[_____]

Country of Origin 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 [_____]

*****: 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: [*March 31, 2026 of Bid submission*]
Request for Bid No.: [*insert number of bidding process* _____]
Name of Project.: **MINOR RENOVATION WORK OF NBP IBB MOZANG CHUNGI, LAHORE, R.O PUNJAB CENTRAL**
Alternative No.: [*insert identification No if this is a Bid for an alternative*]

To: [*National Bank of Pakistan*]

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

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

(a) **Bid Validity Period**: Our Bid shall be valid for the period specified in **BDS 18.1** (as amended, if applicable) from the date fixed for the bid submission deadline specified in **BDS 24.1** (as amended, if applicable), and it shall remain binding upon us and may be accepted at any time before the expiration of that period;

(b) **Total Price:** The total price of our Bid is:

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) **Commissions, gratuities and fees:** We have paid, or will pay the following commissions, 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.")

(d) **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:* [_____]

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 [_____]

*****: 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.

FORM ELI 1
Bidder Information Form

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

Date: *[insert date (_____) of Bid submission*]
RFB No.: *[insert number of Bidding process_____]*
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: *[……..]*
5. Bidder's Address in country of registration: *[…… ……..]*
6. Bidder's Authorized Representative Information Name: *[……]* Address: *[……]* Telephone/Fax numbers: *[……..]* Email Address: *[……]*
7. Attached are copies of original documents of *[check the box(es) of the attached original documents]* ☐ Articles of Incorporation (or equivalent documents of constitution or association), and/or documents of registration of the legal entity named above. ☐ In case of JV, JV agreement, in accordance with ITB 3.3. ☐ Establishing that the Bidder is not under the supervision of the Procuring agency/Employer [in case of subsidiaries] 8. Included are the organizational chart, a list of Board of Directors, and the beneficial ownership.

ELI2

Bidder's JV Members Information Form

[The Bidder shall fill in this Form in accordance with the instructions indicated below. The following table shall be filled in for the Bidder and for each member of a Joint Venture].
Date: *[insert date (_____) of Bid submission*]
RFB No.: *[insert number of RFB process_____]*
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. Bidder's JV Member's name: *[insert JV's Member legal name] …… …….*
3. Bidder's JV Member's country of registration: *[……]*
4. Bidder's JV Member's year of registration: *[……]*
5. Bidder's JV Member's legal address in country of registration: *[…… ……]*
6. Bidder's JV Member's authorized representative information Name: *[……]* Address: *[……]* Telephone/Fax numbers: *[……/ ……]* Email Address: *[……..]*
7. Attached are copies of original documents of *[check the box(es) of the attached original documents]* ☐ Articles of Incorporation (or equivalent documents of constitution or association), and/or registration documents of the legal entity named above. 8. Included are the organizational chart, a list of Board of Directors, and the beneficial ownership.

Personnel

Form PER -1

Contractor's Representative and Key Personnel Schedule

Bidders should provide the names and details of the suitably qualified Contractor's Representative and Key Personnel to perform the Contract. The data on their experience should be supplied using the Form PER-2 below for each candidate.

Contractor' Representative and Key Personnel

1.	**Title of position:**	
	Name of candidate:	
	Duration of appointment:	[*insert the whole period (start and end dates) for which this position will be engaged*] ……..
	Time commitment: for this position:	[*insert the number of days/week/months/ that has been scheduled for this position*] ……
	Expected time schedule for this position:	[*insert the expected time schedule for this position (e.g. attach high level Gantt chart*] ……
2.	**Title of position:**	
	Name of candidate:	
	Duration of appointment:	[*insert the whole period (start and end dates) for which this position will be engaged*] ……..
	Time commitment: for this position:	[*insert the number of days/week/months/ that has been scheduled for this position*] ……
	Expected time schedule for this position:	[*insert the expected time schedule for this position (e.g. attach high level Gantt chart*] ……

3.	**Title of position:**	
	Name of candidate:	
	Duration of appointment:	[*insert the whole period (start and end dates) for which this position will be engaged*] ……
	Time commitment: for this position:	[*insert the number of days/week/months/ that has been scheduled for this position*]
	Expected time schedule for this position:	[*insert the expected time schedule for this position (e.g. attach high level Gantt chart*] ……
4.	**Title of position:**	
	Name of candidate:	
	Duration of appointment:	[*insert the whole period (start and end dates) for which this position will be engaged*] ……
	Time commitment: for this position:	[*insert the number of days/week/months/ that has been scheduled for this position*] ……
	Expected time schedule for this position:	[*insert the expected time schedule for this position (e.g. attach high level Gantt chart*] ……
5.	**Title of position:**	
	Name of candidate	
	Duration of appointment:	[*insert the whole period (start and end dates) for which this position will be engaged*] ……
	Time commitment: for this position:	[*insert the number of days/week/months/ that has been scheduled for this position*] ……
	Expected time schedule for this position:	[*insert the expected time schedule for this position (e.g. attach high level Gantt chart*] ……
6.	**Title of position:** *[insert title]*	
	Name of candidate	

	Duration of appointment:	[*insert the whole period (start and end dates) for which this position will be engaged*] ……
	Time commitment: for this position:	[*insert the number of days/week/months/ that has been scheduled for this position*] ……
	Expected time schedule for this position:	[*insert the expected time schedule for this position (e.g. attach high level Gantt chart*] ……

Form PER-2:
Resume and Declaration
Contractor's Representative and Key Personnel

Name of Bidder

Position [#*1*]: [*title of position from Form PER-1*]		
Personnel information	**Name:**	**Date of birth:**
	Address:	**E-mail:**
	Professional qualifications:	
	Academic qualifications:	
	Language proficiency: *[language and levels of speaking, reading and writing skills]*	
details		
	Address of Procuring agency/Employer:	
	Telephone:	**Contact (manager / personnel officer):**
	Fax:	
	Job title:	**Years with present Procuring agency/Employer:**

Summarize professional experience in reverse chronological order. Indicate particular technical and managerial experience relevant to the project.

Project	**Role**	**Duration of involvement**	**Relevant experience**
[main project details]	*[role and responsibilities on the project]*	*[time in role]*	*[describe the experience relevant to this position]*

Declaration

I, the undersigned *[insert either "Contractor's Representative" or "Key Personnel" as applicable]* , certify that to the best of my knowledge and belief, the information contained in this Form PER-2 correctly describes myself, my qualifications and my experience.

I confirm that I am available as certified in the following table and throughout the expected time schedule for this position as provided in the Bid:

Commitment	**Details**
Commitment to duration of contract:	*[insert period (start and end dates) for which this Contractor's Representative or Key Personnel is available to work on this contract]* ……
Time commitment:	*[insert period (start and end dates) for which this Contractor's Representative or Key Personnel is available to work on this contract]* ……

I understand that any misrepresentation or omission in this Form may:

(a) be taken into consideration during Bid evaluation;

(b) result in my disqualification from participating in the Bid;

(c) result in my dismissal from the contract.

Name of Contractor's Representative or **Key Personnel: [*insert name*]**

Signature: _____

Date: (day month year): _____

Countersignature of authorized representative of the Bidder:

Signature: _____

Date: (day month year): _____

Form CON – 2

Historical Contract Non-Performance, Pending Litigation and Litigation History

Bidder's Name: _____

Date: _____

JV Member Name_____

ICB/NCB No. and title: _____

Page _____of _____pages

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

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

Financial Situation

Form FIN – 3.1:

Financial Situation and Performance

Bidder's Name: _____
Date: _____
JV Member's Name_____
ICB No. and title: _____
Page _____of _____pages

1. Financial data

Type of Financial information in (currency)	**Historic information for previous** _____*years,* _____ **(amount in currency, currency, exchange rate*, PKR equivalent)**				
	Year 1	Year 2	Year 3	Year4	Year 5
Statement of Financial Position (Information from Balance Sheet)					
Total Assets (TA)					
Total Liabilities (TL)					
Total Equity/Net Worth (NW)					
Current Assets (CA)					
Current Liabilities (CL)					
Working Capital (WC)					
Information from Income Statement					
Total Revenue (TR)					
Profits Before Taxes (PBT)					
Cash Flow Information					
Cash Flow from Operating Activities					

*Refer to ITB 16 for the exchange rate

2. Sources of Finance

Specify sources of finance to meet the cash flow requirements on works currently in progress and for future contract commitments.

No.	Source of finance	Amount (PKR)
1		
2		
3		

2. Financial documents

The Bidder and its parties shall provide copies of financial statements for _____years pursuant to Evaluation and Qualifications Criteria, Sub-factor 3.1. The financial statements shall:

(a) reflect the financial situation of the Bidder or in case of JV member, and not an affiliated entity (such as parent company or group member).

(b) be independently audited or certified in accordance with local legislation.

(c) be complete, including all notes to the financial statements.

(d) correspond to accounting periods already completed and audited.

☐ Attached are copies of financial statements for the _____years required above; and complying with the requirements

Form FIN – 3.2:

Average Annual Construction Turnover

Bidder's Name: _____
Date: _____
JV Member's Name_____
ICB/NCB No. and title: _____
Page _____of _____pages

	Annual turnover data (construction only)		
Year	**Amount** **Currency**	**Exchange rate**	**PKR equivalent**
[indicate year]	*[insert amount and indicate currency]*		
Average Annual Construction Turnover *			

* See Section III, Evaluation and Qualification Criteria.

Form FIN – 3.3:

Financial Resources

Specify proposed sources of financing, such as liquid assets, unencumbered real assets, lines of credit, and other financial means, net of current commitments, available to meet the total construction cash flow demands of the subject contract or contracts as specified in Section (Evaluation and Qualification Criteria)

Financial Resources		
No.	**Source of financing**	**Amount**
1		
2		
3		

Form FIN – 3.4:

Current Contract Commitments / Works in Progress

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

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

Form FIN - 5:

Self-Assessment Tool for Bidder's Compliance to Financial Resources (Criterion 2.1 of Section 3)

This form requires the same information submitted in Forms FIN – 3.3 and FIN -3.4. All conditions of "Available Financial Resources Net of CCC ≥ Requirement for the Subject Contract" must be satisfied to qualify.

Form FIN - 5A: For Single Entities

For Single Entities: (A)	Total Available Financial Resources from FIN – 3.3 (B)	Total Monthly Financial Requirement for Current Contract Commitments (CCC) from FIN – 3.4 (C)	Available Financial Resources Net of CCC D = (B - C)	Requirement for the Subject Contract (E)	Results: Yes or No [*D must be greater than or equal to E*] (F)
_____ (Name of Bidder)				. . . . . ._	

Form FIN - 5B: For Joint Ventures

For Joint Ventures: (A)	Total Available Financial Resources from FIN – 3.3 (B)	Total Monthly Financial Requirement for Current Contract Commitments (CCC) from FIN – 3.4 (C)	Available Financial Resources Net of CCC D = (B - C)	Requirement for the Subject Contract (E)	Results: Yes or No [*D must be greater than or equal to E*] (F)
One Partner:					
_____ __ (Name of Partner)				. . . . . .	
Each Partner:					
_____ _				. . . . . .	

(Name of Partner 1)					
_____ _ (Name of Partner 2)				. . . . .	
_____ _ (Name of Partner 3)				. . . . .	
All partners combined	∑ D = Sum of available financial resources net of current contract commitments for all partners		∑ D = _____	. . . . .	

Form FIN – 5 is made available for use by the bidder as a self-assessment tool, and by the employer as an evaluation work sheet, to determine compliance with the financial resources requirement as stated in 2.3.3. Failure to submit Form FIN - 5 by the Bidder shall not lead to bid rejection.

EXPERIENCE

Form EXP - 4.1

General Construction Experience

Bidder's Name: _____
Date: _____
JV Member's Name_____
ICB/NCB No. and title: _____
Page _____of _____pages

Starting Year	Ending Year	Contract Identification	Role of Bidder
		Contract name: _____ Brief Description of the Works performed by the Bidder: _____ Amount of contract: _____ Name of PA: _____ Address: _____	
		Contract name: _____ Brief Description of the Works performed by the Bidder: _____ Amount of contract: _____ Name of PA: _____ Address: _____	
		Contract name: _____ Brief Description of the Works performed by the Bidder: _____ Amount of contract: _____ Name of PA: _____ Address: _____	

Form EXP - 4.2(a)

Specific Construction and Contract Management Experience

Bidder's Name: _____
Date: _____
JV Member's Name_____
ICB/NCB No. and title: _____
Page _____of _____pages

Similar Contract No.	**Information**			
Contract Identification				
Award date				
Completion date				
Role in Contract	Prime Contractor ☐	Member in JV ☐	Management Contractor ☐	Sub-contractor ☐
Total Contract Amount			PKR equivalent	
If member in a JV or sub-contractor, specify participation in total Contract amount				
PA's Name:				
Address: Telephone/fax number E-mail:				

Form EXP - 4.2(a) (cont.)

Specific Construction and Contract Management Experience (cont.)

Similar Contract No.	Information
Description of the similarity in accordance with Sub-Factor 4.2(a) of Section III:	
1. Amount	
2. Physical size of required works items	
3. Complexity	
4. Methods/Technology	
5. Construction rate for key activities	
6. Other Characteristics	

Form EXP - 4.2(b)

Construction Experience in Key Activities

Bidder's Name: _____
Date: _____
Bidder's JV Member Name: _____
Sub-contractor's Name[2] (as per ITB 34.2 and 34.3): _____
ICB/NCB No. and title: _____

Page _____ of _____ pages

All Sub-contractors for key activities must complete the information in this form as per ITB 38 and Qualification Criteria and Requirements, Sub-Factor 4.2.

1. Key Activity No One: _____

	Information			
Contract Identification				
Award date				
Completion date				
Role in Contract	Prime Contractor ☐	Member in JV ☐	Management Contractor ☐	Sub-contractor ☐
Total Contract Amount			PKR equivalent	
Quantity (Volume, number or rate of production, as applicable) performed under the contract per year or part of the year	Total quantity in the contract (i)	Percentage participation (ii)		Actual Quantity Performed (i) x (ii)
Year 1				
Year 2				
Year 3				
Year 4				
PA's Name:				

[2] If applicable

	Information
Address: Telephone/fax number E-mail:	

2. Activity No. Two

3. ……

	Information
Description of the key activities in accordance with Section III:	

Form EXP - 4.2 (c)

Specific Experience in Managing ES aspects

[The following table shall be filled in for contracts performed by the Bidder, and each member of a Joint Venture]

Bidder's Name: *[insert full name]*
Date: *[insert day, month, year]*
Joint Venture Member Name: *[insert full name]*
ICB/NCB No. and title: *[insert ICB/NCB number and title]*
Page *[insert page number]* of *[insert total number]* pages

1. Key Requirement no 1 in accordance with 4.2 (c): _____

Contract Identification				
Award date				
Completion date				
Role in Contract	Prime Contractor ☐	Member in JV ☐	Management Contractor ☐	Subcontractor ☐
Total Contract Amount			PKR	
Details of relevant experience				

2. Key Requirement no 2 in accordance with 4.2 (c): _____
3. Key Requirement no 3 in accordance with 4.2 (c): _____
4. …

Appendix-A

Form of Bid Security

(Bank Guarantee)

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

[Guarantor letterhead or SWIFT identifier code]

Beneficiary: *[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 product.

Appendix-B

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/Employer]*

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/Employer 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.]

Appendix-C

Formula for Price Adjustment

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

a) Price Adjustment/ escalation shall not be applicable on Civil, Mechanical and Electrical projects /contracts having contract life less than 365 days from the date of the signing of the contract.

b) Procuring Agency/Employer is advised not to change any provisions hereof unless otherwise stated by the Authority.

c) No method, other than given in this formula will be applicable to compute the price adjustment.

d) This document will be applicable only for Price Adjustment in local currency (Pak. Rs.). Price Adjustment in foreign currency is not allowed.

e) Price Adjustment formula and corresponding references to be inferred for price adjustment shall be agreed and firmed up before signing of the contract. Procuring agency and contractor shall firm up the weightages and co-efficient for respective items before signing of the contract and there shall be no change permissible in the weightages after signing of the contract.

f) For imported plant/ equipment and materials quoted in local currency (Pak. Rs.), foreign currency, exchange rates shall be fixed at the respective interbank currency exchange rates, 28 days prior to the tender opening date. The change in foreign currency exchange rate will be applicable to the foreign currency component stated in the Letter of Credit established by the Contractor or his Vendor.

g) This procedure is to assist the Procuring agency/Employer and bidder for the preparation of provisions for price adjustment in their bidding / contract documents. All the coefficients of the price adjustment formula shall be specified in the bidding document at the time of advertisement.

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

$$\mathbf{P}n = \mathbf{A} + \mathbf{b}\,\frac{\mathbf{L}n}{\mathbf{L}o} + \mathbf{c}\,\frac{\mathbf{M}n}{\mathbf{M}o} + \mathbf{d}\,\frac{\mathbf{E}n}{\mathbf{E}o} + \ldots\ldots\ldots\ldots\ldots$$

where,

"**P**n" is the Price Adjustment factor for the work carried out in the period "n".

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

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

"Ln", "En", "Mn", ... are the current cost indices or reference prices for period "n", expressed in the relevant currency of payment, each of which is applicable to the relevant tabulated cost element on the date 28 days prior to the last day of the period (to which the particular Payment Certificate relates); and

"Lo", "Eo", "Mo", ... are the base cost indices or reference prices, expressed in the relevant currency of payment, each of which is applicable to the relevant tabulated cost element on the Base Date.

1. Construction schedule should be provided by the contractor as required in the Contract. Price Adjustment shall be applicable as payable in full for the original scheduled completion period.

2. In the event the completion of contract exceeds the original scheduled period:

   2.1 In case of default on the part of the contractor causing delay in original scheduled completion, the rate of Price Adjustment will be frozen at the original scheduled date of completion; however Price Adjustment will be applicable till actual completion. While computing Price Adjustment beyond the scheduled completion period, in the event the rate is reduced, then that reduced rate will be applied.

3. The Price Adjustment will be payable in full for the extended period if the contractor has been granted an extension of time for no fault on the part of the contractor, duly approved by the Employer.

4. Unless specifically stated otherwise in the contract, the basis for compensation will be only those elements, which are specifically listed as specified items in the tender documents. This list will specify the elements for Civil, Electrical, Mechanical, Sanitary, HVAC, etc., separately.

5. Formula for Price Adjustment provided herein will be applicable for all the contracts such as Civil, Electrical, Mechanical, etc.

6. There shall be no Price Adjustment for the elements which the Employer has either supplied free of cost or at fixed prices as well as for those elements for which an umbrella *ex gratia* or escalation cover is provided by the Government through an Executive Order

or Statutory Regulatory Order (SRO).

Weightages of Specified Items

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

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

a) Base Date Price alone of an element based on market rate shall be considered excluding cost of construction/ installation, overheads and profit.

b) Engineer's Estimate shall be prepared for complete project.

c) Appropriate Rate Analysis of the Engineer's Estimate shall be made to determine costs of the basic elements.

d) For such cost elements having various types of a particular element, individual cost of such family of the element used in the project to be determined and added to work out the element cost. (Grade-40 andGrade-60 steel shall be treated under same category).

e) Each cost element determined as above, shall be divided by the total amount of Engineer's Estimate to determine various weightages.

Weightage of Fixed Portion

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

a) First the weightages of all the cost elements having value of five (5) percent or more to be added up to see whether the total is 75 percent or less. In that case the total is to be subtracted from one (01) to determine the weightage of the fixed portion,

b) In case total weightage of the cost elements including HSD and labour exceeds 75 percent, the element(s) having lowest weightage(s) other than HSD and labour, shall be excluded in considering the adjustable costs elements.

c) Fixed portion shall be 25 percent and in case the fixed portion exceeds 25 percent it shall be supported by calculations attached with the bidding documents.

d) Sum of fixed portion and weightages b, c, d, ….etc., of the adjustable portion shall always be one (01).

Base Date Price

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

Current Date Price

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

Sources of Prices

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

Method for payment of bills

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

Coefficient or Weightages

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

Price Adjustment for Lump Sum Contract

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

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

b) If the resulting Price Adjustment Factor is positive (+ve), the price should be added tothe contractor's payable amount. If the result is negative (-ve), the price should be subtracted from the payable amount.

c) The executed quantities of the elements subject to Price Adjustment can be obtained from the actual measurement or from certified invoice of the contractor or any other mode agreed between the parties which shall be stipulated in the contract.

Section VIII. General Conditions (GC)

Red Book:

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The Conditions of Contract are the "General Conditions" which form part of the "Conditions of Contract for Construction for Building and Engineering Works Designed by the Employer ("Red book") Second edition 2017" published by the Federation Internationale Des Ingenieurs – Conseils (FIDIC) and the following "Particular Conditions" which shall complement the General Conditions of the Contract.

An original copy of the above FIDIC publication i.e. "*Conditions of Contract for Building and Engineering Works Designed by the Employer*" must be obtained from FIDIC.

International Federation of Consulting Engineers (FIDIC)

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Section IX. Special Conditions of the Contract

Special Conditions of the Contract

The Special Conditions of Contract (SCC) complement the General Conditions of Contract (GCC) to specify data and contractual requirements of the National Bank of Pakistan, the engineer, the sector, the overall project, and the works. In the event of a conflict, the provisions herein shall prevail over those in the GCC.

Part A – Contract Data

Contract data of the SCC, includes data to complement the GCC in a manner similar to the way in which the Bid Data Sheet complements the Instructions to Bidders.

SCC Clause Number	GCC Clause Number	Amendments of, and Supplements to, Clauses in the GCC
General Provision (GCC 1)		
1.	1.3	**For notices** Wing Head, Engineering Wing (Central), Engineering Group, LCMG, Ground Floor, NBP Regional Headquarters Building, 26-Mclagon Road, Lahore: Contractors Authorized representatives name and address: …… ……
2.	1.4	**Governing Law;** The Applicable Law shall be: **Laws of the Country**
3.	1.4	**Communication Language:** The Communication Language shall be: **ENGLISH**
4.	1.5	**Documents forming the contract listed:** **(a) The Contract Agreement; (b) The Letter of Acceptance; (c)The Particular Conditions Part A – Contract Data(BDS); (d) the Particular Conditions Part B – Special Provisions(SCC); (f) General Conditions; (g) the Specification; (h) the Drawings; (i) the Schedules; (j) the JV Undertaking (if the Contractor is a JV); and (k) any other documents forming part of the Contract.**
The Employer/ Procuring agency/Employer (GCC Clause 2)		
5.	2.1	Time for access to the Site:

		120 days after Commencement Date
The Engineer (GCC Clause 3)		
6.	3.2	Engineer's Duties and Authority: Variations resulting in an increase of the Accepted Contract Amount in excess of 10 % shall require approval of the National Bank of Pakistan.
The Contractor (GCC Clause 4)		
7.	4.2	Performance guarantee/ security will be ***5%* of the Contract Price** in the form of a **bank guarantee from a scheduled bank of Pakistan/Insurance bond from an insurance company having at least AA rating from PACRA/JCR**
8.	4.7.2(a)	**Clause 4.7 Setting out** Period for notification of errors in the items of reference *"**30 Day**"*
9.	4.22	**Contractor's Operations on site** On Site *[Describe any other places as forming part of the Site]*
Sub-Contracting (GCC Clause 5)		
10.	5.1(a)	Maximum allowable accumulated value of work subcontracted (as a percentage of the Accepted Contract Amount) **Note: N/A**
11.	5.1 (b)	Works for which sub-contracting is not permitted. [*Insert works for which sub-contracting is not permitted*] **Note: N/A**
Staff and Labour (GCC Clause 6)		
12.	6.5	Normal working hours *[**12 Hours**]*
Plant, Material and Workmanship (GCC Clause 7)		
13.	7.2	Samples *[please specify if required]*
Commencement, Delays and Suspension (GCC Clause 8)		
14.	8.3	Number of additional paper copies of program Note: ***Through EPADS***
15.	8.8	Delay damages shall be payable for each day of delay shall be 0.1% of the Contract Price per day, in the currency and proportions in which the Contract Price is payable. Maximum amount of delay damages is *10*% of the Contract Price

Measurement and Valuation (GCC Clause 12)		
16.	12.2	The method of measurement shall be in accordance with the Bill of Quantities. Except as otherwise stated in the Contract, measurement shall be made of the net actual quantity of each item of the Permanent Works and no allowance shall be made for bulking, shrinkage or waste*]*
17.	12.3	Percentage profit *[*five percent (5%)*]*
Variations and Adjustments (GCC Clause 13)		
18.	13.4 (b)(ii)	Percentage rate to be applied to Provisional Sums for overhead charges and profit is ***20 %***
19.	13.7	Adjustments for Changes in Cost: The Contract Price shall be adjustable during Contract Execution. *[The Procuring agency/Employer shall ensure consistency with Bid Data Sheet]*
Contract Price and Payment (GCC Clause 14)		
20.	14.2	Total advance payment shall be __10____% Percentage of the Accepted Contract Amount payable in the currency and proportion of the contract. *[Insert number and timing of installments if applicable]* **Note: N/A**
21.	14.2.3	Repayment of Advance payment: [*insert percentage if applicabel* **Note: N/A**
22.	14.3(iii)	Percentage of retention: **5%** Limit of Retention Money **5 %**
23.	14.5(b)(i)	Plant and Materials: If Sub-Clause 14.5 applies: Plant and Materials for payment when shipped _____ *[list].* **Note: N/A**
24.	14.5(c)(i)	Plant and Materials:

		Plant and Materials for payment when delivered to the Site _____ *[list].* **Note: N/A**
25.	14.6.2	Withholding (amounts in) an IPC _____ % of the Accepted Contract Amount. **Note: N/A**
26.	14.7(a)	Period of payment of Advance Payment to the Contractor _____days *[insert number of days, normally 28 days]* **Note: N/A**
27.	14.7b(i)	Period for the Procuring agency/Employer to make interim payments to the Contractor under Sub-Clause 14.6 (interim Payment) **30 days** *[insert number of days, normally 30 days]*
28.	14.7b(ii)	Period for the Procuring agency/Employer to make interim payments to the Contractor under Sub-Clause 14.13 (Final Payment) **60 days** *[insert number of days, normally 60 days]*
29.	14.7(c)	Period for the Procuring agency/Employer to make final payment to the Contractor **60 days** *[insert number of days, normally 56 days]*
30.	14.8	financing charges for delayed payment (percentage points above the average bank short-term lending rate as referred to under sub-paragraph (a)) _____% **Note: N/A**
31.	14.11.1(b)	Number of additional paper copies of draft Final Statement
32.	14.15	**Currencies of Payment** The Contract Price shall be paid in the currency or currencies named in the Contract Data. If more than one currency is so named, payments shall be made as follows: (a) if the Accepted Contract Amount was expressed in Local Currency only or in Foreign Currency only.
33.	14.15 (a)(i)	The proportions or amounts of the Local and Foreign Currencies, and the fixed rates of exchange to be used for calculating the payments, shall be as stated in the Contract Data, except as otherwise agreed by both parties. **Note: N/A**

34.	14.15 (c)	Payment of Delay Damages shall be made in the currencies and proportions specified in the Contract Data.
35.	14.15 (f)	If no rates of exchange are stated in the Contract Data, they shall be those prevailing on the Base Date and published by the central bank of the Country.
36.	17.2 (d)	**Liability for Care of the Works** Any operation of the forces of nature (other than those allocated to the Contractor in the Contract Data) which is Unforeseeable or against which an experienced contractor could not reasonably have been expected to have taken adequate preventative precautions.
Insurance (GCC Clause 19) Note: N/A		
37.	19.1	Permitted deductible limits **insurance required for the Works**: **Note: The sum stated in Letter of Acceptance plus fifteen percent 15%.** **insurance required for Goods**: **Note: Full replacement Cost** insurance required for liability for breach of professional duty: _ **Note: N/A** _____ insurance required against liability for fitness for purpose (if any is required): **Note: N/A** _____ **insurance required for injury to persons and** **damage to property**: a**) As per workmen compensation act b) Contractor's all Risk including Third party c) Damages to the Structure, stores if supplied by the Bank** insurance required for injury to employees: __ other insurances required by Laws and by local practice: _____
38.	19.2.1(b)	Additional amount to be insured (as a percentage of the replacement value, if less or more than 15%
39.	19.2.1(iv)	List of Exceptional Risks which shall not be excluded from the insurance cover for the Works **Note: N/A**
40.	19.2.2	Extent of insurance required for Goods Amount of insurance required for Goods **(19.1) Note: Full replacement Cost**

41.	19.2.3(a)	amount of insurance required for liability for breach of professional duty **Note: N/A**
42.	19.2.3(b)	Insurance required against liability for fitness for purpose Yes/No [*delete as appropriate*] **Note: N/A**
43.	19.2.3	Period of insurance required for liability for breach of professional duty **Note: N/A**
44.	19.2.4	Amount of insurance required for injury to persons and damage to property **(19.1) Note: a) As per workmen compensation act b) Contractor's all Risk including Third party c) Damages to the Structure, stores if supplied by the Bank**
45.	19.2.6	**Insurance** <u>Other insurances required by Laws and by local practice</u> The contractor shall provide all other insurances required by the Laws of the countries where (any part of) the Works are being carried out, at the Contractor's own cost. Other insurances required by local practice (if any) shall be detailed in the Contract Data and the Contractor shall provide such insurances in compliance with the details given, at the Contractor's own cost.
Dispute Avoidance/ Adjudication Board (GCC Clause 21) Note: N/A		
46.	21.1	Time for appointment of DAAB *[specify]*
47.	21.1	The DAAB shall comprise *[specify] members*
48.	21.1	List of proposed members of DAAB - Proposed by Employer/ Procuring agency/Employer 1. ……. 2. …… 3. ……. - Proposed by Contractor 1. …….. 2. …… 3. …….
49.	21.2	Appointing entity (official) for DAAB members

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[3] of Accepted Contract Amount (Sub-Clause 14.9)	Time for Completion (Sub-Clause 1.1.84)	Delay Damages (Sub-Clause 8.8)

[3] These percentages shall also be applied to each half of the Retention Money under Sub-Clause 14.9

SECTION VIII: 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: ……

Name of Agency: ……

Attachment: Contract Agreement

Form of Contract

THIS AGREEMENT made the _____ day of _____ 20_____ between *[name and address of Procuring agency/Employer]* of Pakistan (hereinafter called "the Procuring agency/Employer") of the one part and *[name of Contractor]* of *[city and country of Contractor]* (hereinafter called "the ") of Contractor other part:

WHEREAS the Procuring agency/Employer desired that the works *[brief description of works]* should be executed by the contractor, and has accepted a Bid by the contractor for the execution and completion of these works and remedying of any defects therein, in the sum of *[contract price in words and figures]* (hereinafter called "the Contract Price").

NOW THIS CONTRACT WITNESSETH AS FOLLOWS:

1. In this Contract words and expressions shall have the same meanings as are respectively assigned to them in the Conditions of Contract referred to.

2. The following documents shall be deemed to form and be read and construed as part of this Contract, In the event of any ambiguity or conflict between the Contract Documents listed below, the order of precedence shall be the order in which the Contract Documents are listed below:-

   (a) This form of Contract;
   (b) Letter of Acceptance;
   (c) the Form of Bid and the Price Schedule submitted by the Bidder;
   (d) the Works Requirements;
   (e) the Technical Specifications;
   (f) the Drawings;
   (g) the General Conditions of the Contract
   (h) the Special Conditions of Contract,
   (i) the completed schedule including Bill of Quantities; and
   (j) [*add here: any other documents*]

3. In consideration of the payments to be made by the Procuring agency/Employer to the contractor as mentioned in this contract, the contractor hereby covenants with Procuring agency/Employer to execute the works to remedy defects therein in conformity in all respects with the provisions of the Contract.

4. The Procuring agency/Employer hereby covenants to pay the Contractor in consideration of the execution and completion of the Works and the remedying of defects therein, the Contract Price or such other sum as may become payable under the provisions of the Contract at the times and in the manner prescribed by the Contract.

IN WITNESS whereof the parties hereto have caused this Contract to be executed in accordance with their respective laws the day and year first above written.

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

Performance Guarantee Form

To: *[name of Procuring agency/Employer]*

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

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

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

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

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

Signature and seal of the Guarantors

_____

[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)]

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 and shall be deleted from the final product.

Integrity Pact

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

Contract Number: _____ Dated: _____
Contract Value: _____
Contract Title: _____

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

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

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

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

Notwithstanding any rights and remedies exercised by GoP in this regard, [Name of Contractor] agrees to indemnify GoP for any loss or damage incurred by it on account of its corrupt business practices and further pay compensation to GoP in an amount equivalent to ten

time the sum of any commission, gratification, bribe, finder's fee or kickback given by [Name of Contractor] as aforesaid for the purpose of obtaining or inducing the procurement of any contract, right, interest, privilege or other obligation or benefit in whatsoever form from GoP.

_____ _____

[Procuring agency/Employer] [Contractor]