



**PAKISTAN RAILWAYS  
RAWALPINDI DIVISION**

**TENDER DOCUMENTS**

**FOR**

**SPECIAL REPAIR TO DIVISIONAL SUPERINTENDENT OFFICE ROOM IN THE SECTION OF  
IOW-1/RAWALPINDI.**

**Advertised Tender No. 1012-W/1/181**

**Date of Opening: 20.04.2026**

**Tendering Procedure: Single Stage-Single Envelope**

**DIVISIONAL SUPERINTENDENT OFFICE  
PAKISTAN RAILWAYS  
RAWALPINDI**

**TABLE OF CONTENTS**

<b>S.No.</b>	<b>Description</b>	<b>Page No.</b>
<b>1.</b>	<b>Title</b>	<b>1</b>
<b>2.</b>	<b>Contents of Bidding Documents</b>	<b>2</b>
<b>3.</b>	<b>Forms of Bid</b>	<b>3-4</b>
<b>4.</b>	<b>Bidding Data</b>	<b>5-6</b>
<b>5.</b>	<b>Special Conditions of Contract</b>	<b>7-8</b>
<b>6.</b>	<b>Preamble to Bill of Quantity</b>	<b>9</b>
<b>7.</b>	<b>Bill of Quantity</b>	<b>10</b>

**FORM OF TENDER  
(LETTER OF OFFER)**

Name of Work: - **SPECIAL REPAIR TO DIVISIONAL SUPERINTENDENT OFFICE ROOM IN THE SECTION OF IOW-1/RAWALPINDI.**

The Divisional Superintendent  
Pakistan Railways  
Rawalpindi.

Respected Sir,

1. Having examined the Bidding Documents including Instructions to Bidders, Bidding Data, and Conditions of Contract. Specifications, Drawings and Bill of Quantities and Addenda if any for the execution of the above named Works, we, the undersigned, offer to execute and complete such Works and remedy any defects therein in conformity with the Conditions of Contract. Specifications, Drawings, Bill of Quantities and Addenda if any for the sum of Rs. \_\_\_\_\_ (Rupees \_\_\_\_\_) or such other sum as may be ascertained in accordance with the said conditions.
2. We understand that all the Appendices attached hereto form part of this Bid.
3. As security for due performance of the undertakings and obligations of this Bid, we submit herewith a Bid Security in the amount of Rs. \_\_\_\_\_ (Rupees \_\_\_\_\_) drawn in favour of Divisional Accounts Officer Rawalpindi or made payable to you and valid for a period of 182 days beginning from the date Bids are opened.
4. We undertake, if our Bid is accepted, to commence the Works and to complete the whole of the Works comprised in the Contract within the time stated in the special stipulations of the conditions of contract annexed to this Bid.
5. We agree to abide by this Bid for the period of 182 days from the date fixed for receiving the same and it shall remain binding upon us and may be accepted at any time before the expiration of that period.
6. Unless and until a formal Agreement is prepared and executed, this Bid, together with your written acceptance thereof, shall constitute a binding contract between us.
7. We do hereby declare that the Bid is made without any collusion, comparison of figures or arrangement with any other bidder for the Works.
8. We understand that you are not bound to accept the lowest or any Bid you may receive.

Dated this    day of \_\_\_\_\_, 2026

Signature: \_\_\_\_\_

In the capacity of Sole Proprietor to sign Bids for and on behalf of

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

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

Witness Signature: \_\_\_\_\_

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

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

Occupation \_\_\_\_\_

## **Bidding Data**

(This section should be filled in by the Employer before issuance of the Bidding Documents.) The following specific data for the Works to be tendered shall complement, amend, or supplement the provisions in the Instructions to Bidders. Wherever there is a conflict, the provisions herein shall prevail over those in the Instructions to Bidders.

Clause Reference

### **1 Name and address of the Employer:**

- (i). Divisional Superintendent Pakistan Railways Rawalpindi.  
Telephone # 051-90270851.
- (ii). Divisional Engineer-I, Pak. Railways, Rawalpindi.  
051-9270864.
- (iii). Works Accounts Branch, Divisional Superintendent Office, Pak. Railways  
Rawalpindi.

### **2. Brief Description of Works:**

**SPECIAL REPAIR TO DIVISIONAL SUPERINTENDENT OFFICE ROOM IN THE SECTION OF IOW-1/RAWALPINDI.**

### **3. Name of the Borrower/Source of Financing/Funding Agency:**

Pakistan Railways

### **4. Amount and type of financing:**

**Rs.2,499,954/-** Chargeable to Deposit Misc.X (Estimate No.148/2024-24)

### **5. Time limit for clarification:**

10 days.

### **6. Bid language:**

The same language in which the Bidding Documents are written i.e. English will be used in these bidding documents.


### **7. Prequalification Information to be updated:**

Railway approved contractors including those registered with other govt. departments and Pakistan Engineering Council will be eligible for bidding.

### **8. Furnish Technical Proposal:**

The bidder, if desire will submit a technical proposal in sufficient detail to demonstrate the adequacy of the bid in meeting requirements for timely completion of the Works.

**Bidder**

  
**for, Divisional Superintendent  
P.R Rawalpindi**

9. Bidders will quote entirely in Pak. rupees but specify the percentages of foreign currency they, if require.

**10. Period of Bid Validity:**

The validity period of this bid will be 182 days. This period will allow time to evaluate the Bids, bearing in mind the complexity of the Works, and the time required for obtaining references, clarifications, clearances, and approvals (including the Financing Agency's "No Objection" if it is a bilateral or multilateral funding agency financed project) and for notification of the award.

**11. Amount of Bid Security:**

Rs.124,997/- in the shape of CDR in favour of Divisional Accounts Officer, Pakistan Railways, Rawalpindi

**12. Number of copies of the Bid to be completed and returned:**

One Original

**13. Venue, time, and date for the purpose of tender submission:**

- (i). Venue: Office of the Divisional Accounts Officer, Pak. Railways, Rawalpindi.
- (ii). Time: Upto 12.00 PM
- (ii). Date: 20.04.2026

**14. Name and Number of the Contract:**

**SPECIAL REPAIR TO DIVISIONAL SUPERINTENDENT OFFICE ROOM IN THE SECTION OF IOW-1/RAWALPINDI.**

**15. Deadline for submission of bids:**

- (i). Time: Upto 12.00 PM
- (ii). Date: 20.04.2026

**16. Standard form & amount of Performance Guarantee & Retention Money acceptable to the Employer:**

(a). Performance Guarantee will be of 5% of the accepted bid price. For this already obtained bid security shall be converted into performance guarantee on written request of successful bidder or separate bank guarantee/CDR of 5% should be furnished by him as per standard specimen of PEC.

(b). In addition of performance guarantee, five percent retention money shall be deducted from each bill which shall be retained for the Defect Liability Period (DLP) of one year.



**Bidder**

**for, Divisional Superintendent  
Pakistan Railways  
Rawalpindi.**

**SPECIAL CONDITIONS OF CONTRACT**

No. 1012-W/1/181

Dated: .03.2026

Sub: - **SPECIAL REPAIR TO DIVISIONAL SUPERINTENDENT OFFICE ROOM IN THE SECTION OF IOW-1/RAWALPINDI.**

1. The Contractor should examine carefully all the bidding documents of the Procurement he has tendered for and has obtained all information which was necessary before bidding.
2. The work will be carried out in accordance with the Standard Form of Bidding Documents for Procurement of Works (For Smaller Works) Harmonized with PPRA Rules, June 11, 2007.
3. The rates are inclusive of cost of all Labour and material involved in the procurement including all taxes and incidental charges.
4. Pakistan Railways Administration does not bind itself to accept the lowest or any tender. The Railway administration may reject all bids at any time prior to the acceptance of a bid. The Railway administration shall upon request communicate to any contractor who submitted a bid, the grounds for its rejection of all bids.
5. After acceptance of bid, the successful bidder will be required to furnish Performance Guarantee of 5% which will be furnished by him as per standard specimen of PEC. Performance Guarantee shall be valid and retained till completion of the work. It shall be released along with final bill of the work.
6. In addition of performance guarantee, 5% retention money shall be deducted from each bill of the contractor which shall be retained for the defect liability period (DLP) of one year.
7. The failure of the successful bidder to comply with the requirement of clause-4 & 5 above, shall constitute sufficient grounds for the annulment of the award and forfeiture of the bid security.
8. The successful bidder should start the work within 14 days after signing of contract.
9. If the contractor fails to comply with the Time for Completion in accordance with for the whole of the works or any section within the relevant time prescribed in the letter of acceptance, then the contractor shall pay to the employer 1% of the contract price for completion of work subject to a maximum of 10% of contract price stated in the letter of acceptance as L.D. Charges.
10. (a). The complete scope of work will be divided on the completion period of work (after start of work) on the basis of following 04 stages: -
  - i. Completion of 15% work in 1<sup>st</sup> stage.  
(1<sup>st</sup> quarter of the completion period)
  - ii. Completion of 30% work in 2<sup>nd</sup> stage.  
(2<sup>nd</sup> quarter of the completion period)
  - iii. Completion of 30% work in 3<sup>rd</sup> stage.  
(3<sup>rd</sup> quarter of the completion period)
  - iv. Completion of 25% work in 4<sup>th</sup> stage.  
(4<sup>th</sup> quarter of the completion period)
- b. The percentage of completed work will be assessed by the engineer In-charge at site during all the stages.
- c. If the contractor/firm fails to follow the above mention treshshold, 1% penalty will be imposed on the contractor on short/remaining work (percentage) from each stage.
- d. If the contractor fails to follow the treshhold in al the stages, the already existing clause of termination of contract, will be invoked.

**Bidder**



**Divisional Engineer-I  
P.R. Rawalpindi**

## **BILL OF QUANTITIES**

### **Preamble**

1. The Bill of Quantities shall be read in conjunction with the Conditions of Contract, 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 executed and measured by the Contractor and verified by the Engineer and valued at the rates and prices entered in the priced Bill of Quantities, where applicable, and otherwise at such rates and prices as the Engineer may fix as per the Contract.
3. The rates and prices entered in the priced Bill of Quantities shall, except insofar as it is otherwise provided under the Contract include all costs of Contractor's plant, labour, supervision, materials, execution, insurance, profit, taxes and duties, together with all general risks, liabilities and obligations set out or implied in the Contract. Furthermore all duties, taxes and other levies payable by the Contractor under the Contract, or for any other cause, as on the date 28 days prior to deadline for submission of Bids, shall be included in the rates and prices and the total Bid Price submitted by the Bidder.
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 will have 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 the Works.
6. General directions and description of work and materials are not necessarily repeated nor summarised in the Bill of Quantities. References to the relevant sections of the Bidding Documents 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-Clause 58.2 of Part I, General Conditions of Contract, applicable to this tender.

**Bidder**



**for, Divisional Superintendent  
Pakistan Railways  
Rawalpindi**

**BILL OF QUANTITY REGARDING SPECIAL REPAIR TO DIVISIONAL SUPERINTENDENT OFFICE ROOM IN THE SECTION OF  
IOW-1/RAWALPINDI.**

S. No.	Description	Quantity	Unit	Rates Offered (In Figures & Words)	
<b>A</b>	<b>Civil Work</b>				
01	Work relating to Pakistan Railways Composite Schedule of Rates (RCSR) 2016 (Rawalpindi Division).	<u>Rs.401999/-</u> Basic Cost	Percentage above/below on RCSR-2016		
02	Providing & fixing Wall paper of approved quality and design (All labor and material) inclusive of taxes and all other incidental charges as per directives of the Engineer in charge. (Through Rate).	550	Per Sft		
03	Providing & fixing Blinds window (approximately 03) 82 Sft of approved quality and design (All labor and material) inclusive of taxes and all other incidental charges as per directives of the Engineer in charge. (Through Rate).	03	Each		
04	Marble buffing and polishing as per approved standard/quality (All labor and material) inclusive of taxes and all other incidental charges as per directives of the Engineer in charge. (Through Rate).	500	Sft		
05	Providing & fixing Wall Shower Set of approved quality and make (All labor and material) inclusive of taxes and all other incidental charges as per directives of the Engineer in charge. (Through Rate).	01	Per Set		
06	Providing and fixing Plaster of Paris (POP) cornice/gola, 4" wide, at wall-to-ceiling junction, of approved design and profile, including moulding, casting, cutting and proper fixing in position. The work includes surface preparation, alignment, jointing, filling, and smooth finishing ready to receive paint, complete in all respects (All labor & material) inclusive of taxes and all incidental charges, as per drawings, specifications, and instructions of the Engineer-in-Charge. (Through Rate).	180	Per Rft		
<b>B</b>	<b>Electrical Work</b>				
01	Work relating to Pakistan Railways Composite Schedule of Rates 2021-22 (Electric).	<u>Rs.205751/-</u> Basic Cost	Percentage above/below on CSR-2021-22		
02	Providing & fixing COB Lights (All labour and material) inclusive of all taxes and incidental charges as per instructions of the engineer incharge (Through Rate)	26	Each		
03	Providing & fixing Spot Lights (Media Shelves) (All labour and material) inclusive of all taxes and incidental charges as per instructions of the engineer incharge (Through Rate)	11	Each		
04	Providing & fixing Decorative Chandelier (All labour and material) inclusive of all taxes and incidental charges as per instructions of the engineer incharge (Through Rate)	02	Each		
05	Providing & fixing LED Android 55 inch (All labour and material) inclusive of all taxes and incidental charges as per instructions of the engineer incharge (Through Rate)	01	Each		
	Total				

Bidder

for, Divisional Superintendent  
Pakistan Railways  
Rawalpindi.


Incidental


ESTIMATED COST OF SPECIAL REPAIR TO DS OFFICE ROOM IN THE SECTION OF IOW-1/RAWALPINDI							
S.No	Description	Quantity	Cost		Amount		
			At	Per	Cash	Store	Total
1	Dismantling CC 1:2:4	18	6389	%Cft	1150	-	1150
2	Dismantling flooring tile	50	968	%Sft	484	-	484
3	Dismantling tile skirting	150	736	%Sft	1104	-	1104
4	Removing cement sand plaster	170	194	%Sft	330	-	330
5	P & F false ceiling of plaster of paris	468	153	Sft	71604	-	71604
6	P&F wooden paneling	550	345	Sft	189750	-	189750
7	Polishing	900	58.4	Sft	52560	-	52560
8	Prov. CC 1:2:4	18	197	Sft	3546	-	3546
9	Prov. dado skirting;	150	190	Sft	28500	-	28500
10	Prov. glazed tiles	50	146	Sft	7300	-	7300
11	P&F handle lock	2	1163	Each	2326	-	2326
12	P&F bath room accessories set	1	14165	Each	14165	-	14165
13	English WC	1	16060	Each	16060	-	16060
14	Wash hand basin	1	5852	Each	5852	-	5852
15	Swan neck cock 1/2"	1	2096	Each	2096	-	2096
16	Tee stop cock	3	1118	Each	3354	-	3354
17	Bib cost 1/2"	1	1030	Each	1030	-	1030
18	Looking Glass	4	197	Sft	788	-	788
19	Wall paper (T.R)	550	450	Sft	247500	-	247500
20	Blinds (window approx.3) 82 Sft (T.R)	3	32000	Each	96000	-	96000
21	Marble buffing and polishing (T.R)	500	180	Sft	90000	-	90000
22	Wall shower set (T.R)	1	40000	Each	40000	-	40000
23	POP cornice gola 4" (T.R)	180	260	Rft	46800	-	46800
<b>Total</b>					<b>922299</b>	-	<b>922299</b>
Add 160% above except item 19 to 23)		401999			643198	-	643198
<b>Total</b>					<b>1565497</b>	-	<b>1565497</b>
<b>Add 5% contingencies</b>					<b>78275</b>	-	<b>78275</b>
<b>Total</b>					<b>1643772</b>	-	<b>1643772</b>


(CA)

**ABSTRACT ESTIMATED COST FOR SUPPLY AND ERRECTION OF ELECTRICAL MATERIAL FOR SPECIAL REPAIRING OF DS OFFICE INTERIOR WORKS.**

S. No.	Description.	Qty:	Unit	Unit Rate	Cost		
					Cash	Store	Total
<b>SUPPLY AND ERRECTION OF MATERIAL.</b>							
<b>(A) Schedule Items</b>							
1	PVC Cable size 3/0.029" S/C make Railway approved brand (CSR 2021-2022 P. No. 4.2.1.1a)	540	Mtrs	32.98	17809.2		17809.2
2	PVC Cable size 7/0.029" S/C make Railway approved brand (CSR 2021-2022 P. No. 4.2.1.1c)	360	Mtrs	52.83	19018.8		19018.8
3	PVC Pipe size 3/4" complete with all accessories. (CSR 2021-2022 P. No. 3/1.3.1/ii)	250	Feet	18.53	4632.5		4632.5
4	Circuit Breaker 16 Amps S.P with PVC Box (CSR 2021-2022 P. No. 20/9.8.1)	2	Each	480	960		960
5	Circuit Breaker 32 Amps T.P with PVC Box (CSR 2021-2022 P. No. 20/9.8.2 A)	1	Each	1100	1100		1100
6	AC Exhaust Fan 16" metallic body with louver (CSR 2021-2022 P. No. 15/7.1.3/b)	1	Each	4100	4100		4100
7	3-Pin switch and plug combined type having capacity 10/15 Amps proceline type (light plug) (CSR 2021-22 P. No. 12/5.1.8/b)	6	Each	250.00	1500		1500
8	3-Pin switch and plug combined type having capacity 30 Amps proceline type (power plug) (CSR 2021-22 P. No. 12/5.1.8/c)	6	Each	285.00	1710		1710
9	Plastic Tape 3/4" (CSR 2021-2022 P. No. 21/12.2.3)	4	roll	30	120		120
10	Air Conditioner 2 Ton (invertor) (CSR 2021-22 P. No. 24/12.6.3)	1	Each	154800	154800		154800
<b>TOTAL</b>							<b>205751</b>
100% above from CSR 2021-22							<b>205751</b>
<b>TOTAL -I</b>							<b>411501</b>
<b>(B) Non Schedule Items.</b>							
1	COB Lights	26	Each	1700	44200		44200
2	Spot Lights (Media Shelves)	11	Each	1500	16500		16500
3	Decorative Chandelier	2	Each	60000	120000		120000
4	LED Android 55 inch	1	Each	130000	130000		130000
<b>TOTAL</b>							<b>310700</b>
30 % above in the shape of taxes							<b>93210</b>
<b>TOTAL-II</b>							<b>403910</b>
<b>TOTAL I&amp;II</b>							<b>815411</b>
Countigency Charges @ 5%							<b>40771</b>
<b>GRAND TOTAL</b>							<b>856181.550</b>

  
 Divil: Electrical Foreman Power  
 Pakistan Railways  
 Rawalpindi

  
 Electrical Foreman/Power  
 Pakistan Railways  
 Rawalpindi

  
 Divisional Electrical Engineer  
 Pakistan Railways  
 Rawalpindi.