



Higher Education Commission, Pakistan

Tender Notice

Improvement / Revamping of A&A and Allied Offices at CTC Building, HEC H-9 Premises, Islamabad

Tenders are invited by the Higher Education Commission from reputable firms/contractors having relevant experience and registered with Income Tax & GST Department for execution of the following task:

1.	Name of Procuring Agency	Higher Education Commission, H-9, Islamabad
2.	Tender Number	04/HEC/RE/2020-21
3.	Procurement Title	Improvement / Revamping of A&A and Allied Offices at CTC Building, HEC H-9 Premises, Islamabad
4.	Last Date for Obtaining Tender Documents and its Price	22-01-2021, @ Rs.1000/- (non-refundable) as Tender Documents Fee
5.	Closing Time and Date of Bid Submission	1330 hrs on 26-01-2021 at Engineering Section HEC, Sector H-9, Islamabad
6.	Time and Place of Public Opening of Bids (on the closing date)	1400 hrs on 26-01-2021, at Auditorium Block, HEC, Sector H-9, Islamabad
7.	Amount of Bid Security / Earnest Money	2 % of Bid Value in Shape of Pay Order / Bank Draft in favour of DG(Finance) HEC
8.	Time Period for Performance of Contract	Four Months (120 Days)

Note:

- i. Tender Documents, costing Pak Rs. 1000/- (cash, non-refundable) each to be deposited in HEC Account No.17427900133401 of Habib Bank Limited SRC branch Sector H-9 Islamabad (via online) can be downloaded from HEC website for ease. However, no bid will be accepted without evidence of the tender fee submission and attachment of below-mentioned documents with submitted bid on submission date/time.
 - a. Full name, permanent address, telephone and fax numbers.
 - b. Type of firm whether it is sole enterprise or a joint firm.
 - c. Details of similar work completed during last 10 years with completion certificates from organizations (at least three similar nature of works).
 - d. Income Tax certificate (must be on active list of FBR) and valid PEC registration certificate in relevant specialization code i.e. CE 10 with respect to procurement.
 - e. Affidavit that the firm has not been blacklisted nor involved in litigation with any Government / Semi Government, Autonomous Body.
 - f. HEC reserves the right to accept or reject any or all the tenders as per PPRA rules.
 - g. This tender notice is also available in PPRA & HEC website.

A-XEN
Engineering Section
Higher Education Commission, Sector H-9, Islamabad
Tel: 051-90401526, 1528

Tender Documents



**Improvement / Revamping of A&A and allied offices at CTC Building,
HEC Premises, Islamabad**

Higher Education Commission

H-9 Islamabad

Telephone: + 92-51-9040 1526-28 Fax: +92- 51- 9040 1502

Email: marслан@hec.gov.pk URL: <http://www.hec.gov.pk>

1- Introduction

The Higher Education Commission (HEC) Secretariat is based in H-9, Islamabad and it consists of a number of buildings. CTC Building is one of the oldest buildings of this premises and it requires major revamping. As the attestation visitors' area is also allied with this building, hence a comprehensive revamping is required to be undertaken under this tender to provide conducive work environment and facilitation to the visitors from public as well.

2- TOR Objectives

Higher Education Commission (HEC) invites the services of Renovation works from well reputed Civil works related companies at HEC Islamabad. This tender document is intended to explain all the works required for Improvement / Revamping of A&A and allied offices at CTC Building, HEC Premises, Islamabad at length.

3- Scope of Work

As detailed in BOQ at Schedule – A to BID.

4- Proposed Document Format

The objective of bid submission requirement is to provide bidders the information to submit their bid in response of this tender document according to the requirements and in order/sequence as set forth. Bidders must pursue following requirements for their proposals/bids.

- ❖ For this tender PPRA's Rule 36(a) 'Single Stage - Single Envelope' procedure of open competitive bidding shall be adopted.
- ❖ Bids shall comprise of a single envelope and must also be labeled with the name, address and contact number of the bidding company, and also the Title of the Tender for which the bid is being submitted.

4A- Proposal

In preparing the proposal, the Contractors are expected to examine the documents in detail. Material deficiencies in providing the information in the proposal may result in rejection of the proposal. Therefore, interested Company/Companies may attach following documents along with their proposals:

- a) Name of firm/Company with location of Head Office, Branch Offices, its status, address, telephone numbers, fax number and email etc.
- b) Year of Establishment of company/firm with documentary proof and registration certificates with PEC.
- c) NTN and Sales Tax Registration Certificates.
- d) Affidavit to the effect that the firm has not been blacklisted and is not in litigation with any organization/department private or public etc.

- e) Similar work experience i.e. Renovation / Maintenance works of PKR 07 Million or above with documentary proof. (At-least 03 work orders / completion certificates)
- f) List of previous and existing clients served by the tenderers showing complete detail of their names, addresses contact numbers as well as quantum of work with completion certificates.
- g) Reference letter of satisfactory services from existing or previous clients.
- h) Bidders are required to fill and submit the Schedule A to Bids while following the format given.
- i) All the Government taxes including GST and any perspective Taxes imposed by Government of Pakistan must be included in the quoted rates. Separate claim in this regard will not be entertained from the Contractor.
- j) Bidders are required to submit their proposals in PAK Rupees (PKR). A bank draft/pay order amounting 2 % of the bid value should accompany the financial proposal as earnest money/bid security drawn in favor of Director (Finance), Higher Education Commission, Islamabad. The bid shall not be considered without earnest money.
- k) Bid Validity period will be 90 days from the opening date of bids.

5- Selection procedure

- i. The tender shall be awarded lowest evaluated bidder as per the procedure of PPRA Rule 36-A "Single Stage Single Envelope".
- ii. HEC will be fully authorized to verify the authenticity of the information provided by the bidders as and when required.
- iii. After the approval of contract award, contract / agreement on the stamp paper worth Rs. 100/- shall be executed by the firm with selected bidder within 7 working days from the date of issuance of Letter of Acceptance on standard terms and conditions.
- iv. If the selected bidder fails to sign the contract within 07 working days then the contract will be awarded to second lowest bidder and the amount deposited as security will be forfeited.
- v. Selection Criteria will be least cost based fulfilling the mandatory conditions.

6- Submission, Receipt and Opening of Proposals

The completed proposal must be delivered at the submission address on or before date & time as stated in the BIDDING DATA Sheet. Any Proposal received after the closing time shall be returned unopened.

The proposal shall be opened by the Committee at Higher Education Commission Islamabad on the same day.

7- Proposal Evaluation

On opening the proposal in the presence of the representative of the firms who may choose to attend, the Client will announce the names of the firm, and the quoted amounts of their proposal. The Client will keep a record of representatives attending the meeting.

8- Clarification (References)

Queries regarding this RFP shall be submitted in writing to:

Engr. Muhammad Arslan
A-XEN
Higher Education Commission,
H – 9, Islamabad
Phone: +92-51-90401526-1528
Email: marслан@hec.gov.pk

Company Profile

Name of Firm / Company

Name of Bidder

Office Address of Firm/Agent

Email address of firm/agent

NIC No of Bidder

Telephone No. /Cell No.

Fax No.

NTN & GST Number

PEC Registration Number

Name of Authorized Person/Contact No.

Signature of the bidder

Authorized Representative

Stamp

Mandatory Requirements

Sr. No.	Attributes	Reference Page#
1.	Firms Income Tax Certificate, GST Certificate and Valid Registration Certificate of PEC Registration in Category C-6 or above can participate with relevant specialization code i.e. CE-10.	
2.	Affidavit (that the firm has not been blacklisted by private, Govt., Semi Govt. and Autonomous Body)	
3.	Locations of offices at Rawalpindi / Islamabad	
4.	Similar work experience i.e. Renovation / Maintenance works of PKR 07 Million or above with documentary proof. (At-least 03 work orders / completion certificates)	

Checklist:

Sr. No	Description	Annex	Page #
1	Firms Income Tax Certificate, GST Certificate and Valid Registration Certificate of PEC Registration in Category C-6 or above, with relevant specialization code i.e. CE-10, can participate.	<u>(Part A)</u>	
2	Affidavit (that the firm has not been blacklisted by private, Govt., Semi Govt. and Autonomous Body)	<u>(Part B)</u>	
3	Locations of offices at Rawalpindi / Islamabad	<u>(Part C)</u>	
4	Similar Works of experience with documentary proof		

- **Note:** The contractors are strongly advised to complete their documents as per the above checklist with proper formatting, annexing and page numbering. Only the information given as per the prescribed format mentioned above & checklist will be considered and all the irrelevant information and without proper formatting, annexing and page numbering shall be rejected and no claim in this regard shall be entertained.

**INSTRUCTIONS
TO BIDDERS
&
BIDDING DATA**

A. GENERAL

IB.1 Scope of Bid & Source of Funds

1.1 Scope of Bid

The Employer as defined in the Bidding Data (hereinafter called “the Employer”) wishes to receive Bids for the Works summarized in the Bidding Data (hereinafter referred to as “the Works”).

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

IB.2 Eligible Bidders

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

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

IB.3 Cost of Bidding

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

B. BIDDING DOCUMENTS

IB.4 Contents of Bidding Documents

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

1. Instructions to Bidders & Bidding Data
2. Form of Bid & Schedules to Bid

Schedules to Bid comprise the following:

- (i) Schedule A: Schedule of Prices
- (ii) Schedule B: Specific Works Data
- (iii) Schedule C: Works to be Performed by Subcontractors
- (iv) Schedule D: Proposed Programme of Works
- (v) Schedule E: Method of Performing Works
- (vi) Schedule F: Integrity Pact

3. Conditions of Contract & Contract Data

4. Standard Forms:
 - (i) Form of Bid Security
 - (ii) Form of Contract Agreement
5. Specifications
6. Drawings, if any

IB.5 Clarification of Bidding Documents

5.1 A prospective bidder requiring any clarification(s) in respect of the Bidding Documents may notify the Engineer/Employer at the Employer's/Engineer's address indicated in the Bidding Data.

5.2 The Engineer/Employer will respond to any request for clarification which it receives earlier than five (05) days prior to the deadline for the submission of Bids. Copies of the Engineer/Employer's response will be forwarded to all prospective bidders, at least three (3) days prior to dead line for submission of Bids, who have received the Bidding Documents including a description of the enquiry but without identifying its source.

IB.6 Amendment of Bidding Documents

6.1 At any time prior to the deadline for submission of Bids, the Employer may, for any reason, whether at his own initiative or in response to a clarification requested by a prospective bidder, modify the Bidding Documents by issuing addendum.

6.2 Any addendum thus issued shall be part of the Bidding Documents pursuant to Sub-Clause 6.1 hereof and shall be communicated in writing to all purchasers of the Bidding Documents.

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

C. PREPARATION OF BIDS

IB.7 Language of Bid

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

IB.8 Documents Comprising the Bid

8.1 The bid prepared by the bidder shall comprise the following components:

- (a) Form of Bid duly filled, signed and sealed, in accordance with Sub-Clause IB.14.3.
- (b) Schedules (A to F) to Bid duly filled and initialed, in accordance with the instructions contained therein & in accordance with Sub-Clause IB14.3.

- (c) Bid Security furnished in accordance with Clause IB.13.
- (d) Power of Attorney in accordance with Sub-Clause IB 14.5.
- (e) Documentary evidence in accordance with Clause IB.12.

IB.9 Sufficiency of Bid

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

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

IB.10 Bid Prices, Currency of Bid and Payment

10.1 Unless stated otherwise in the Bidding Documents, the contract shall be for the whole of the works as described in Sub-Clause 1.1 thereof.

10.2 Bidder shall quote premium in the form of percentage above or below on the price put to Tender in the total summary of the estimate provided in Bidding Documents. Prices provided in the estimate against items are complete inclusive value of the finished work without any hidden technical and/or financial reservation. Tenders shall not modify, change, nor add any condition of the estimate (or Lump Sum cost).

10.3 The priced Bill of Quantities for scheduled items is provided by Client. The bidder will quote percentage above / below the estimated cost (or) Lump Sum cost as stipulated in bidding documents. For non-scheduled items, the bidder will quote the price as per the description/specification provided of the item.

10.4 No advance payment shall be made to the contractor.

IB.11 Documents Establishing Bidder's Eligibility and Qualifications

11.1 Pursuant to Clause IB.8, the bidder shall furnish, as part of its bid, documents establishing the bidder's eligibility to bid and its qualifications to perform the Contract if its bid is accepted.

11.2 Bidder/Manufacturer must possess and provide evidence of its capability and the experience as stipulated in Bidding Data and the Qualification Criteria stipulated in the Bidding Documents.

IB.12 Documents Establishing Works' Conformity to Bidding Documents

12.1 The documentary evidence of the Works' conformity to the Bidding Documents may be in the form of literature, drawings and data and the bidder shall furnish documentation as set out in Bidding Data.

13.2 The bidder shall note that standards for workmanship, material and equipment, and references to brand names or catalogue numbers, if any, designated by the Employer in the Technical Provisions are intended to be descriptive only and not restrictive.

IB.13 Bid Security

13.1 Each bidder shall furnish, as part of his bid, at the option of the bidder, a Bid Security in the amount stipulated in Bidding Data in Pak. Rupees in the form of Deposit at Call or pay order by a Scheduled Bank in Pakistan in favour of the Employer valid for a period up to ninety (90) days beyond the bid validity date.

13.2 Any bid not accompanied by an acceptable Bid Security shall be rejected by the Employer as non-responsive.

13.3 The bid securities of unsuccessful bidders will be returned upon award of contract to the successful bidder or on the expiry of validity of Bid Security whichever is earlier.

13.4 The Bid Security of the successful bidder will be returned when the bidder has furnished the required Performance Security, pursuant to Clause IB.21 and signed the Contract Agreement, pursuant to Sub-Clauses IB.20.2 & 20.3.

13.5 The Bid Security may be forfeited:

- (a) if a bidder withdraws his bid during the period of bid validity; or
- (b) if a bidder does not accept the correction of his Bid Price, pursuant to Sub-Clause 16.4 (b) hereof; or
- (c) in the case of a successful bidder, if he fails to:
 - (i) sign the Contract Agreement, in accordance with Sub-Clauses IB.20.2 & 20.3.

13.6 In scenario mentioned in Clause 13.5 (c), the employer may contract the second lowest bidder for award process.

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

14.1 Bids shall remain valid for the period stipulated in the Bidding Data after the date of bid opening.

14.2 All Schedules to Bid are to be properly completed and signed.

14.3 No alteration is to be made in the Form of Bid except in filling up the blanks as directed. If any alteration be made or if these instructions be not fully complied with, the bid may be rejected.

14.4 The bid shall be typed or written in indelible ink and shall be signed by a person or persons duly authorized to sign. This shall be indicated by submitting a written Power of Attorney authorizing the signatory of the bidder to act for and on behalf of the bidder. All pages of the bid shall be initialed and official seal be affixed by the person or persons signing the bid.

14.5 The Bid shall be delivered in person or sent by registered mail at the address to Employer as given in Bidding Data prior to the closing time of bid submission.

D. SUBMISSION OF BID

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

15.1 Bids must be received by the Employer at the address/provided in Bidding Data not later than the time and date stipulated therein.

15.2 Bids submitted through telegraph, telex, fax or e-mail shall not be considered.

15.3 Any bid received by the Employer after the deadline for submission prescribed in Bidding Data will be returned unopened to such bidder.

15.4 Proposal received by HEC after the deadline for submission of proposal prescribed in the document will be returned unopened to such applicant. Delays in the mail or courier, delays of person in transit, or delivery of a proposal to the wrong office shall not be accepted as an excuse for failure to deliver a proposal at the proper place and time. It shall be the applicant's responsibility to determine the manner in which timely delivery of his proposal will be accomplished either in person, by messenger or by mail.

E. BID OPENING AND EVALUATION

IB.16 Bid Opening, Clarification and Evaluation

16.1 The Employer will open the bids, in the presence of bidders' representatives who choose to attend, at the time, date and location stipulated in the Bidding Data.

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

16.3 To assist in the examination, evaluation and comparison of Bids the Engineer/Employer may, at its discretion, ask the bidder for a clarification of its Bid. The request for clarification and the response shall be in writing and no change in the price or substance of the Bid shall be sought, offered or permitted.

16.4 (a) Prior to the detailed evaluation, pursuant to Sub-Clauses IB.16.7 to 16.9, the Engineer/Employer will determine the substantial responsiveness of each bid to the Bidding Documents. For purpose of these Clauses, a substantially responsive bid is one which conforms to all the terms and conditions of the Bidding Documents without material deviations. It will include to determine the requirements listed in Bidding Data.

(b) Arithmetical errors will be rectified.

16.5 A Bid determined as substantially non-responsive will be rejected and will not subsequently be made responsive by the bidder by correction of the non-conformity.

16.6 Any minor informality or non-conformity or irregularity in a Bid which does not constitute a material deviation may be waived by Employer, provided such waiver does not prejudice or affect the relative ranking of any other bidders.

16.7 The Engineer/Employer will evaluate and compare only the bids previously determined to be substantially responsive pursuant to Sub-Clauses IB.16.4 to 16.6

16.8 The Board of Officers will evaluate and compare only the Bids determined to be substantially responsive as per Clause 16.

16.9 In case of public holiday on bid opening date, bids will be opened on next working day.

16.10 The work done will be carried out in phases by the successful bidder since the office is operational. Contractor shall ensure minimum disturbance during the working hours and will be responsible for safeguarding the client's assets at site. The contractor shall ensure the completion of first phase expeditiously, so next phase can be started.

IB.17 Process to be Confidential

17.1 Subject to Sub-Clause IB.16.3 heretofore, no bidder shall contact Engineer/Employer on any matter relating to its Bid from the time of the Bid opening to the time the bid evaluation result is announced by the Employer.

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

F. AWARD OF CONTRACT

IB.18 Award Criteria & Employer's Right

18.1 Subject to Sub-Clause IB.19.2, the Employer will award the Contract to the bidder whose bid has been determined to be substantially responsive to the Bidding Documents and who has offered the lowest evaluated Bid Price,

18.2 Not with standing Sub-Clause IB.19.1, the Employer reserves the right to accept or reject any bid, and to annul the bidding process and reject all bids, at any time prior to award of Contract, without thereby incurring any liability to the affected bidders or any obligation to inform the affected bidders of the grounds for the Employer's action except that the grounds for its rejection of all bids shall upon request be communicated, to any bidder who submitted a bid, without justification of the grounds. Notice of the rejection of all the bids shall be given promptly to all the bidders.

IB.19 Notification of Award & Signing of Contract Agreement

19.1 Prior to expiration of the period of bid validity prescribed by the Employer, the Employer will notify the successful bidder in writing ("Letter of Acceptance") that his bid has been accepted.

IB.20 Performance Security

20.1 The Employer shall retain the amount of bid security as performance security till successful completion of works.

IB.21 Signing of Agreement

21.1 The formal Agreement between the Employer and the successful Bidder shall be executed within seven (07) days of the receipt of Letter of Acceptance by the successful Bidder from the Employer.

IB.22 General Performance of the Bidders

22.1 The Employer reserves the right to obtain information regarding performance of the Bidders on their previously awarded contracts/works. The Employer may in case of poor performance of the Bidder as found during the physical verification or through respective Clients' feedback, reject the bid of the bidder and can also black list such Bidder and debarring him participating in future bidding for similar works.

IB.23 Services at Site

23.1 It shall be the sole responsibility of the Contractor to provide, operate and maintain in working condition all temporary services such as Water Supply, Electricity, Telephone connections, etc. required for the proper execution of works under his Contract. Contractor shall also be responsible for payment of the installation as well as consumption charges, directly to the concerned agencies or any other charges or royalties levied by the concerned authority or local governing agency or any other municipal body. Bidders attention is specially directed to Sub-Clause 15.3.2 if Special Provisions attached to these Tender Document where by the successful Bidder is required to make all the necessary arrangements for a temporary electricity service, at site during the whole of the Contraction period or if he is responsible to arrange a temporary electrical connection then he shall arrange and furnish an Electric Power Generating set at site and maintain the generating set in perfect working condition through-out the duration of Contract.

IB.24 Integrity Pact

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

IB. 25: Unforeseen Items

- a) Any unforeseen items / jobs if necessary to be executed as per work / job requirements will be executed as per approved premium on PWD Schedules 2012 (if available in the schedule), or on prevailing market rates in accordance with the rates given in Govt. Schedules of Works / Market rates as analyzed by the AXEN.
- b) The work /Job will conform to Pak PWD Govt. Standards and specifications.

BIDDING DATA SHEET

Instructions to Bidders

Clause Reference

1.1 Name of Employer

Higher Education Commission, Islamabad.

Brief Description of Works

Improvement / Revamping of A&A and allied offices at CTC Building, HEC Premises, Islamabad

15.1 (a) Employer's address:

Higher Education Commission, H9 Islamabad

(b) Engineer's address:

Engr. Muhammad Arslan
AXEN, Engineering Section
Higher Education Commission,
H – 9, Islamabad
Phone: +92-51-90401526-28
Email: marслан@hec.gov.pk

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

13.1 Amount of Earnest Money

2% of Quoted Cost

14.1 Period of Bid Validity

90 Days

14.4 Number of Copies of the Bid to be submitted

One original *copy*.

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

Engr. Muhammad Arslan
AXEN, Engineering Section
Higher Education Commission,
H – 9, Islamabad
Phone: +92-51-90401526-28
Email: marслан@hec.gov.pk

15.1 Deadline for Submission of Bids

13:30 Hours on 26 January, 2021

16.1 Venue, Time, and Date of Bid Opening

As per bid invitation letter/ tender notice

16.10 Duration of Completion of Works

120 Days (The work done will be carried out in phases by the successful bidder since the office is operational. Contractor shall ensure minimum disturbance during the working hours and will be responsible for safeguarding the client's assets at site. The contractor shall ensure the completion of first phase expeditiously, so next phase can be started)

16.4 Responsiveness of Bids

- (i) The Bid is valid till required period,
 - (ii) The Bid prices are firm during currency of contract (if it is a fixed price bid)
 - (iii) Completion period offered is within specified limits,
 - (iv) The Bidder/Manufacturer is eligible to Bid and possesses the requisite experience, capability and qualification.
 - (v) The Bid does not deviate from basic technical requirements and
 - (vi) The Bids are generally in order, etc.
17. The evaluation criteria is least cost based.

Score:

Contract will be awarded on least cost basis.

FORMS OF BID AND SCHEDULES TO BID

FORMS OF BID

Improvement / Revamping of A&A and allied offices at CTC Building, HEC Premises, Islamabad

To: AXEN,
Engineering Section, Services Division,
Higher Education Commission, H-9,
Islamabad

1. Having examined the Bidding Documents including Instructions to Bidders, Bidding Data, Conditions of Contract, Specifications, Drawings, all Bill of Quantities and Addenda Nos ____ for the execution of complete such works and remedy any defects therein in conformity with the Conditions of Contract, Specifications, Drawings, Bill of Quantities and Addenda, We undertake to execute the subject work for Rs. _____
(Rupees _____).

2. We understand that all the Schedules attached hereto form part of this Bid.

3. As security for due performance of the undertakings and obligations of this Bid, we submit herewith a Bid Security in the amount of Rs _____ (Rupees _____) in the form of Pay Order / Call Deposit drawn in favour of HEC or made payable to HEC and valid for a period of ninety (90) days.

4. We undertake, if our Bid is accepted, to commence the Work and to deliver and complete the Works comprised in the Contract within the time(s) stated in Contract Data.

5. We agree to abide by this Bid for the period of ninety (90) 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 understand that you are not bound to accept the lowest or any bid you may receive.

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

Dated:- This _____ day of _____, 2021

Signature _____

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

(Name of Bidder in Block Capitals)

(Seal)

Address _____

Witness:

(Signature) _____

Name: _____

Address: _____

SCHEDULES TO BID INCLUDE THE FOLLOWING:

- Schedule A to Bid: Schedule of Prices / Bill of Quantities (Attached at the end)
- Schedule B to Bid: List of drawings / layouts with specifications (Attached at the end)
- Schedule C to Bid: Works to be Performed by Subcontractors
- Schedule D to Bid: Proposed Programme of Works
- Schedule E to Bid: Method of Performing Works
- Schedule F to Bid: Integrity Pact (If applicable)

SCHEDULE – C TO BID

WORKS TO BE PERFORMED BY SUBCONTRACTORS

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

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

Note:

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

SCHEDULE – D TO BID

PROPOSED PROGRAMME OF WORKS

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

Programme in bar chart shall be submitted by contractor within 03 days from the date of receipt of Acceptance Letter.

SCHEDULE – E TO BID

METHOD OF PERFORMING WORKS

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

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

Will be submitted by contractor within 05 days from the date of receipt of Acceptance Letter.

SCHEDULE – F TO BID

(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 No. _____ Dated _____

Contract Value: _____

Contract Title: _____

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

Without limiting the generality of the foregoing, [name of Supplier] represents and warrants that it has fully declared the brokerage, commission, fees 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 consultation fee or otherwise, with the object of obtaining or inducing the procurement of a contract, right, interest, privilege or other obligation or benefit in whatsoever form from GoP, except that which has been expressly declared pursuant hereto.

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

[name of Supplier] accepts full responsibility and strict liability for making any false declaration, not making full disclosure, misrepresenting facts 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 rights and remedies available to GoP under any law, contract or other instrument, be voidable at the option of GoP.

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

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

Name of Buyer:

Name of Seller/Supplier:

Signature:

Signature:

[Seal]

[Seal]

CONDITIONS OF CONTRACT

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CONDITIONS OF CONTRACT

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CONDITIONS OF CONTRACT

1. GENERAL PROVISIONS

1.1 Definitions

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

The Contract

1.1.1 "Contract" means the Contract Agreement and the other documents listed in the Contract Data.

1.1.2 "Specifications" means the document as listed in the Contract Data, including Employer's requirements in respect of work to be carried out by the Contractor (if any), and any Variation to such document.

1.1.3 "Drawings" means the Employer's drawings of the Works as listed in the Contract Data, and any Variation to such drawings.

Persons

1.1.4 "Employer" means the person named in the Contract Data and the legal successors in title to this person, but not (except with the consent of the Contractor) any assignee.

1.1.5 "Contractor" means the person named in the Contract Data and the legal successors in title to this person, but not (except with the consent of the Employer) any assignee.

1.1.6 "Party" means either the Employer or the Contractor.

Dates, Times and Periods

1.1.7 "Commencement Date" means the date seven (07) days after the date the Contract comes into effect or any other date named in the Contract Data.

1.1.8 "Day" means a calendar day

1.1.9 "Time for Completion" means the time for completing the Works as stated in the Contract Data (or as extended under Sub-Clause 7.3), calculated from the Commencement Date.

Money and Payments

1.1.10 "Cost" means all expenditure properly incurred (or to be incurred) by the Contractor, whether on or off the Site, including overheads and similar charges.

Other Definitions

1.1.11 "Contractor's Equipment" means all machinery, apparatus and other things required for the execution of the Works but does not include Materials or Plant intended to form part of the Works.

1.1.12 "Country" means the Islamic Republic of Pakistan.

1.1.13 "Employer's Risks" means those matters listed in Sub-Clause 6.1.

1.1.14 "Force Majeure" means an event or circumstance which makes performance of a Party's obligations illegal or impracticable and which is beyond that Party's reasonable control.

1.1.15 "Materials" means things of all kinds (other than Plant) to be supplied and incorporated in the Works by the Contractor.

1.1.16 "Plant" means the machinery and apparatus intended to form or forming part of the Works.

1.1.17 "Site" means the places provided by the Employer where the Works are to be executed, and any other places specified in the Contract as forming part of the Site.

1.1.18 "Variation" means a change which is instructed by the Engineer/Employer under Sub-Clause 10.1.

1.1.19 "Works" means any or all the works whether Supply, Installation, Construction etc. and design (if any) to be performed by the Contractor including temporary works and any variation thereof.

1.1.20 "Engineer" means the person notified by the Employer to act as Engineer for the purpose of the Contract and named as such in Contract Data.

1.2 Interpretation

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

1.3 Priority of Documents

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

1.4 Law

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

1.5 Communications

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

1.6 Statutory Obligations

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

2. THE EMPLOYER

2.1 Provision of Site

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

2.2 Permits etc.

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

2.3 Engineer's/Employer's Instructions

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

2.4 Approvals

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

3. ENGINEER'S/EMPLOYER'S REPRESENTATIVES

3.1 Authorized Person

The Employer shall appoint a duly authorized person to act for him and on his behalf for the purposes of this Contract. Such authorized person shall be duly identified in the Contract Data or otherwise notified in writing to the Contractor as soon as he is so appointed.

3.2 Engineer's/Employer's Representative

The name and address of Engineer's/Employer's Representative is given in Contract Data.

4. THE CONTRACTOR

4.1 General Obligations

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

4.2 Contractor's Representative

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

4.3 Subcontracting

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

4.4 Performance Security

The bid security / earnest money amounting to 2% of the Contract Amount shall be retained by the Client as performance security till the completion of the project.

5. DESIGN BY CONTRACTOR

5.1 Responsibility for Design

The Contractor shall remain responsible for providing the services of interior designer / architect during the contract period for supervising the execution of works as per the proposed designs by him, duly approved by the Client. The interior designer shall be responsible for ensuring the quality of works / material and workmanship during the currency of Contract as per the directions of the Client.

6. EMPLOYER'S RISKS

6.1 The Employer's Risks

The Employer's Risks are:-

- a) war, hostilities (whether war be declared or not), invasion, act of foreign enemies, within the Country;
- b) rebellion, terrorism, revolution, insurrection, military or usurped power, or civil war, within the Country;
- c) riot, commotion or disorder by persons other than the Contractor's personnel and other employees including the personnel and employees of Sub-Contractors, affecting the Site and/or the Works;
- d) ionizing radiations, or contamination by radio-activity from any nuclear fuel, or from any nuclear waste from the combustion of nuclear fuel, radio-active toxic explosive, or other hazardous properties of any explosive nuclear assembly or nuclear component of such an assembly, except to the extent to which the Contractor/Sub-Contractors may be responsible for the use of any radio-active material;
- e) Pressure waves caused by aircraft or other aerial devices travelling at sonic or supersonic speeds;
- f) late handing over of sites, anomalies in drawings, late delivery of designs and drawings of any part of the Works by the Employer's personnel or by others for whom the Employer is responsible;
- h) a suspension under Sub-Clause 2.3 unless it is attributable to the Contractor's failure; and
- i) physical obstructions or physical conditions other than climatic conditions, encountered on the Site during the performance of the Works, for which the Contractor immediately notified to the Employer and accepted by the Employer.

7. TIME FOR COMPLETION: 120 Days

7.1 Execution of the Works

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

Note: The time period for completion of works is four months (120 days) from the date of order of commencement of works. Since the time of completion is essence of contract, the successful bidder is expected to work round the clock for timely completion of work maintaining the quality of works at the same time. No slackness / justifications for undue delay shall be entertained by the Employer in this regard. Failure to meet the project program as per Schedule D (which will be in line with the project duration) shall result in imposition of liquidated damages on the Contractor as mentioned in the Contract Data.

7.2 Programme

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

7.3 Extension of Time

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

7.4 Late Completion

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

8. TAKING OVER

8.1 Completion

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

8.1.1 Taking – Over Notice

Within ten (10) days of then receipt of the said notice of completion from the Contractor the Employer/Engineer shall either takeover the completed Works and issue a Certificate of Completion to that effect or shall notify the Contractor his reasons for not taking-over the Works. While issuing the Certificate of Completion as aforesaid, the Employer/Engineer may identify any outstanding items of work which the Contractor shall undertake during the Maintenances Period.

9. REMEDYING DEFECTS

9.1 Remedying Defects

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

Failure to remedy any such defects or complete outstanding work within a reasonable time shall entitle the Employer to carry out all necessary works at the Contractor's cost.

9.2 **Uncovering and Testing**

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

10. **VARIATIONS AND CLAIMS**

10.1 **Right to Vary**

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

10.2 **Valuation of Variations**

Variations shall be valued as follows:

- a) at a lump sum price agreed between the Parties, or
- b) where appropriate, at rates in the Contract, or
- c) in the absence of appropriate rates, the rates in the Contract shall be used as the basis for valuation, or failing which
- d) at appropriate new rates, as may be agreed or which the Engineer/Employer considers appropriate,
- e) Any unforeseen items / jobs if necessary to be executed as per work / job requirements will be executed as per approved premium on PWD Schedules 2012 (if available in the schedule), or on prevailing market rates in accordance with the rates given in Govt. Schedules of Works / Market rates as analyzed by the AXEN.

10.3 **Early Warning**

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

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

10.4. **Valuation of Claims**

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

The approval/finalization of rates of all variations shall not relieve the contractor of his obligations under the contract. The contractor shall neither stop the work nor slow down the progress of the work awaiting the approval of rates of all variations.

10.5 Variation and Claim Procedure

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

Recovery / Refund

- a. The client reserves the right to carry out post payment audit of the final payment certificate.
- b. If as a result of such audit any over payment is discovered in respect of any work done by the contractor or alleged to have been done by him under the contract it shall be recovered from the contractor or any under payment is discovered the amount shall be duly paid to the contractor. The said right to adjust over & under payment shall not extend beyond a period of three years from the date of payment of the final sum.

11. CONTRACT PRICE AND PAYMENT

11.1 (a) Terms of Payments

The amount due to the Contractor under any Interim Payment Certificate issued by the Engineer pursuant to this Clause, or to any other terms of the Contract, be paid by the Employer to the Contractor within thirty (30) days after such Interim Payment Certificate has been jointly verified by Employer and Contractor, or, in the case of the Final Certificate within ninety (90) days after such Final Payment Certificate has been jointly verified by Employer and Contractor.

(b) Valuation of the Works

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

11.2 Monthly Statements

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

- a) the value of the Works executed; and

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

11.3 Interim Payments

Within a period not exceeding twenty eight (28) days from the date of submission of a statement for interim payment by the Contractor, the Engineer shall verify the same and within a period not exceeding thirty (30) days from the said date of submission by the Contractor, the Employer shall pay to the Contractor the sum verified by the Engineer less retention money at the rate stated in the Contract Data and any liquidated damages.

11.4 Retention

Retention money shall be paid by the Employer to the Contractor within sixty (60) days after either the expiry of the period stated in the Contract Data, or the remedying of notified defects, or the completion of outstanding work, all as referred to in Sub-Clause 9.1, which ever is the later.

11.5 Final Payment

Within twenty one (21) days from the date of issuance of the Maintenance Certificate the Contractor shall submit a final account to the Engineer to verify and the Engineer shall verify the same within thirty (30) days from the date of submission and forward the same to the Employer together with any documentation reasonably required to enable the Employer to ascertain the final contract value.

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

11.6 Currency

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

12. DEFAULT

12.1 Default by Contractor

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

If the Contractor has not taken all practicable steps to remedy the default within seven (07) days after receipt of the Employer's notice, the Employer may by a second notice given within a further fourteen (14) days, terminate the Contract at the risk and cost of the Contractor. The Contractor shall then demobilize from the Site leaving behind any Contractor's Equipment which the Employer instructs, in the second notice, to be used for the completion of the Works at the risk and cost of the Contractor.

12.2 Default by Employer

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

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

12.3 Insolvency

If a Party is declared insolvent under any applicable law, the other Party may by notice terminate the Contract immediately. The Contractor shall then demobilize from the Site leaving

behind, in the case of the Contractor's insolvency, any Contractor's Equipment which the Employer instructs in the notice is to be used for the completion of the Works.

12.4 Payment upon Termination

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

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

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

13. RISKS AND RESPONSIBILITIES

13.1 Contractor's Care of the Works

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

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

13.2 Force Majeure

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

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

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

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

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

15. RESOLUTION OF DISPUTES

15.1 Engineer's Decision

If a dispute of any kind whatsoever arises between the Employer and the Contractor in connection with the Works, the matter in dispute shall, in the first place, be referred in writing to the Engineer, with a copy to the other party. Such reference shall state that it is made pursuant to this Clause. No later than the twenty eight (28) days after the day on which he received such reference, the Engineer shall give notice of his decision to the Employer and the Contractor.

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

15.2 Notice of Dissatisfaction

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

15.3 Arbitration

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

16 INTEGRITY PACT - applicable for work costing above
Rs. 10 Million.

CONTRACT DATA

Sub-Clauses of

Conditions of Contract

1.1.3 Employer's Drawings,

1.1.4 **The Employer** means

Higher Education Commission, Islamabad.

1.1.5 **The Contractor** means

1.1.7 **Commencement Date** means the date of issue of Engineer's Notice to Commence which shall be issued within seven (07) days of the signing of the Letter of Acceptance.

1.1.9 **Time for Completion:** 120 days

(The time for completion of the whole of the Works should be assessed by the Employer)

1.1.20 **Engineer**

Assistant Executive Engineer, Engineering Section, HEC H-9, Islamabad.

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

- (a) The Contract Agreement
- (b) Letter of Acceptance
- (c) The completed Form of Bid
- (d) Contract Data
- (e) Conditions of Contract
- (f) The completed Schedules to Bid including Schedule of Prices
- (g) The Drawings with specifications

2.1 **Provision of Site:** On the Commencement Date

3.1 **Authorized person:**

Engr. Muhammad Arslan
AXEN, Engineering Section
Higher Education Commission,
H – 9, Islamabad
Phone: +92-51-90401526-28
Email: marслан@hec.gov.pk

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

Engr. Muhammad Arslan
AXEN, Engineering Section
Higher Education Commission,
H – 9, Islamabad
Phone: +92-51-90401526-28
Email: marslan@hec.gov.pk

4.4 Earnest Money:

Amount 2 % Bid Value in the form of Earnest Money Validity 120 days

7.2 Programme:

Time for submission: Within three (03) days of the Commencement Date.

Form of programme: *Bar chart of activities with resource allocation*

7.4 Amount payable due to failure to complete the work within the time stipulated in the programme (Clause 7.2) shall be 1% of the total amount of work per day of delay up to a maximum of (10%) of the total work stated in the tender documents.

9.1 Period for remedying defects

07 Days

(a) Defect Liability Period

For Construction items: 365 days

11.1 (a) Terms of Payments

As per procedure

11.1 (b) Valuation of the Works:

Overall price _____

11.2 **Percentage of retention / Security Money : 10 (10 %)**

11.3 **Currency of payment:** Pak. Rupees

15.3 Arbitration

In case of any dispute between M/s _____ and Engineer's Representative _____ HEC, regarding execution of the services and payments, the case shall be referred to the Sole Arbitrator (Executive Director HEC) whose decision shall be conclusive and final binding on both the Parties.

STANDARD FORMS

FORM OF CONTRACT AGREEMENT

Improvement / Revamping of A&A and allied offices at CTC Building, HEC Premises, Islamabad

THIS CONTRACT AGREEMENT (hereinafter called the "Agreement") made on the ____ day of _____ 2021_____ between _____(hereinafter called the "Employer") of the one part and _____ (hereinafter called the "Contractor") of the other part.

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

NOW this Agreement witnesseth as follows:

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

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

Signature of the Contactor Signature of the Employer

(Seal) (Seal)

Signed, Sealed and Delivered in the presence of:

Witness: Witness:

(Name, Title and Address) (Name, Title and Address)

SCHEDULE – A TO BID

SCHEDULE OF PRICES / BILL OF QUANTITIES

Sr. No.

1. Preamble to Schedule of Prices
2. Schedule of Prices

PREAMBLE TO SCHEDULE OF PRICES

1. General

1.1 The Schedule of Prices shall be read in conjunction with the Conditions of Contract, Contract Data together with the Specifications and Drawings, if any.

1.2 The Contract shall be for the whole of the Works as described in these Bidding Documents. Bids must be for the complete scope of works.

2. Description

2.1 The general directions and descriptions of works and materials are not necessarily repeated nor summarized in the Schedule of Prices. References to the relevant sections of the Bidding Documents.

3. Units & Abbreviations

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

Feet System (British Engineering System)

4. Rates and Prices

4.1 Except as otherwise expressly provided under the Conditions of Contract, the rates and amounts entered in the Schedule of Prices shall be the rates at which the Contractor shall be paid and shall be the full inclusive value of the works set forth or implied in the Contract; except for the amounts reimbursable, if any to the Contractor under the Contract.

4.2 Unless otherwise stipulated in the Contract Data, %age (above/below) the estimated cost entered by the bidder shall not be subject to adjustment during the performance of the Contract.

4.3 All duties, taxes and other levies payable by the Contractor shall be included in the rates and prices.

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

(b) The Contractor shall be responsible to make complete arrangements for mobilization at site, cost of site office, shifting of T&P etc. Employer is not committed to provide electric and water connection at site.

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

5. Bid Prices

5.1 Total Bid Price

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

Improvement / Revamping of A&A and allied offices at CTC Building, HEC Premises, Islamabad

SUMMARY OF ESTIMATE

(To be filled in and signed by the tender)

S.#	Description	Amount (RS)
1	Schedule Item	
A	Civil Schedule Item	1,963,764.50
B	Plumbing Schedule Item	602,828.9
	Total of Schedule Items	2,566,593.4
	Premium (Above / Below) %	
	Total of Schedule Items with Premium	
2	Non-Schedule Item	
C	Civil Items	
D	Plumbing Items	
E	Electrical Items	
	Total of Non-Schedule Item	
	Grand Total (1+2)	

We the undersigned offer to execute and complete such Work and remedy any defects in conformity with the Conditions of Contract, Specifications, Drawings, and Estimate for Rs. _____ (Rupees _____ Only).

(The Tenderer shall carry over the above quoted percentage to From of Tender at page T-1)

Authorized Signature and Official Seal _____

Name: _____

Date: _____

Sr. #	Description	QTY	Unit	Rate	Amount Rs
A	Civil Work (Schedule Item)				
1	Excavation for foundation trenches and drains in wet silt clay or mud and back filling the excavated material in foundation trenches, plinth, or under floor including breaking clods, watering, consolidation by ramming in layers not exceeding 9 inches (229 mm) in depth to full compaction, dressing and disposal of surplus excavated stuff as directed by the Engineer Incharge.	1,000.00	Cft	9.11	9,114.00
2	Dismantling G.I corrugated sheet roofing in ground floor including stacking of salvage material (serviceable) and disposing of unserviceable material complete in all respect as directed by the Engineer In-charge.	500.00	Sft	2.74	1,370.00
3	Dismantling burnt brick masonry / blocks in lime or cement mortar foundation, basement, plinth and ground floor including stacking salvaged material(serviceable) and disposing of surplus material as directed by the Engineer In-charge.				
A	Ground Floor	3,000.00	Cft	9.88	29,640.0
4	Dismantling lime or cement concrete in foundation or under floor basement, plinth and ground floor and disposing of surplus material as directed by the Engineer In-charge.				
a)	Ground Floor	1,000.00	Cft	11.82	11,820.0
5	Dismantling cement tiled floor, dado or skirting in basement, plinth and ground floor including base mortar and stacking salvaged material (serviceable) and disposing of surplus stuff as directed.				
a)	Ground Floor	2,500.00	Sft	8.63	21,575.0
6	Providing and laying in situ 1:4:8 (1 cement 4 sand and 8 coarse aggregate) cement concrete using crushed graded bolders 3/4 inch (19mm) and down gauge in any floor including form work, compacting, curing and removal of form work etc. complete in all respect.	1,250.00	Cft	144.1	180,137.5
7	Providing and laying in situ 1:2:4 (1 cement 2 sand and 4 coarse aggregate) cement concrete using crushed graded boulders 3/4 inch (19 mm) and down gauge in foundation, basement , plinth, ground and first floor floor including form work, compacting, curing and removal of form work etc. complete in all respect.	1,250.00	Cft	171.6	214,537.5
	Superstructure				
8	Providing and laying first class solid burnt brick masonry set in cement mortar 1:6 in straight or curved walls 9" to 13-1/2 inches (228mm-343mm) thick including scaffolding, raking out joints and curing etc. complete in superstructure.				

a)	Ground Floor	1,500.00	Cft	219.05	328,575.0
9	1/2" (13 mm) thick cement plaster 1:4 on walls and columns etc. in basement plinth, mezzanine and ground floor including making edges, corners, and curing etc. Complete.				
a)	Ground Floor	3,000.00	Sft	19.13	57,390.00
10	Distempering three renewal coats with vinyl distemper (Paintex ICI Dulux) of approved make and shade to walls and ceiling etc., including scraping cleaning the old surface in any floor.	8,000.00	Sft	7.52	60,160.00
11	Distempering with vinyle distemper (Paintex ICI Dulux, Berger, Nippon or equivalent) of approved make and shade in two coats over and including the cost of one priming coat of lime wash including sand papering, dusting, and filling the holes, cracks and inequalities, if any, at any height in any floor as per the direction of Engineer-in-Charge.	3,000.00	Sft	10.54	31,620.00
12	Repainting two coats with weather shield paint of make and shade (ICI Dulux, Berger, Nippon or equivalent) on plaster surface (External) including cleaning and sand papering the surface as directed by Engineer- in-Charge in any floor.	5,000.00	Sft	5.05	25,250.00
13	Repainting two coats with enamel paint of approved make and shade to wood/steel work including scraping and sand papering the surface as directed by Engineer-in-Charge in any floor.	2,500.00	Sft	9.55	23,875.00
14	Providing and fixing doubled glazed Champagne anodized aluminum Sliding windows / ventilators as per British standard manufactured by Lucky, Alcop, Krudson, Pakistan Cables and A.C.P. (fixing through their approved fabricators), Executive model section double or single glazed 101mm x 37mm and 1.6mm thick including the cost of aluminum netting, fitting with all accessories cutting hole etc. and making good damages to wall etc. complete as required in any floor as per direction of engineer-in-charge, but excluding the cost of glass pans.	500.00	Sft	683.7	341,860.0
15	Providing and fixing tinted glass panes 5mm thick to M.S. Box pipe / Aluminum doors, windows and ventilators etc including the cost of labour but excluding the cost of M.S. Square pipe beading, rubber packing and screw in any floor at any height.	500.00	Sft	106.1	53,055.00
16	Taking out door and window frames with or without hold fasts in ground floor including cutting walls, stacking salvaged material (Serviceable) and disposing of unserviceable material as directed within three chains (91.5m).	50.00	Nos	197.8	9,890.00

17	Providing and laying road kerb of precast cement concrete 1:2:4 (24" long 6" wide and 12" deep (610 mm long 152 mm wide and 305 mm deep) using screened graded bajri, form work and its removal compacting and curing laid in cement mortar 1:4 and cement plaster 1:4 neatly finished including cost of excavation and back filling of excavated stuff and its disposal within one chain lead as desired.	500.00	Rft	139.7	69,845.00
18	Providing and laying in floor C.C 1:2:4 tuff pavers 2" thick of approved design and colour and pattern (average strength 7000 psi) laid on sand cushion filling of joint with sand warring etc complete as per direction of Engineer In-charge (the cost of sand cushion is included)	3,000	Sft	61.64	184,920.0
19	Providing and fixing pre-cast pre-stressed RCC girders size 5" x 12" (127 mm x 304 mm) made by Izhar (Pvt) Limited including setting in position with cement concrete 1:2:4 at ends girder (sides and bottom) etc. as per direction of the Engineer-in-Charge.	50.00	Rft	244.6	12,230.50
20	Providing and fixing pre-cast RCC slab length 3'.00 to 4'-6" and width 1'-0" (914mm- to 1372mm X 304mm) made by Izhar (Pvt) Limited including setting in position and filling the joints with cement mortar 1:4 etc complete as per direction of Engineer-in-Charge.	250.00	Sft	61.88	15,470.00
21	Replacing worn out corrugated G.I. sheet of 24 BWG (1.06 mm) including fixing with 'J' hooks, bolts, nuts and washers etc. where necessary and stacking old stuff as directed in ground floor.	3,000	Sft	93.81	281,430.0
Total Amount of A					1,963,764.5
Premium (Above/Below)					
Total of A (with premium)					
B	Plumbing items (Schedule item)				
22	Providing and fixing best quality squatting type white glazed earthenware W.C Pan Pakistani (of not less than 18 inches clear opening as measured between flushing rims) complete with and including the cost of 13.6 liters best quality low level plastic flushing cistern with internal fittings complete, P.V.C flushing pipe suitable for squatting type with extra bends and length with fittings, C.I. trap 4 inches (100mm) dia and making requisite number of holes in walls, plinth & floor for pipe connection and making good in cement concrete 1:2:4. including P-trap complete in all respect.	5.00	Nos	3,424.92	17,124.60

23	Providing and fixing Pakistani make best available quality European Style white glazed earthenware wash down W.C Pan complete with and including the cost of plastic seat (PVC cover and buffers 3 galls. (13.6 liters) white glazed earthenware low level flushing cistern with siphon fittings, 1-1/2 inches (40mm) dia white porcelain enameled flush bend, ¾ inches (20mm) dia, G.I. warning pipe carried outside and bent vertically downwards and making requisite number of holes in walls, plinth and floor for pipe connections and making good in cement concrete 1:2:4.	5.00	Nos	4,804.67	24,023.35
24	Providing and fixing un plasticized polyvinyl chloride pipe (U.P.V.C) "E" class with specials) and clamps etc., including cutting and fitting, complete with and including the cost of breaking through walls and roof and making good etc; after cleaning the pipe and cartage 10 miles (16.09 km.) (working pressure 15 kg /cm ²) 3 inches(80 mm) dia pipe	400.00	Rft	215.35	86,140.00
25	Providing and fixing un plasticized polyvinyl chloride pipe (U.P.V.C) "E" class with specials) and clamps etc., including cutting and fitting, complete with and including the cost of breaking through walls and roof and making good etc; after cleaning the pipe and cartage 10 miles (16.09 km.) (working pressure 15kg/cm ²) 4 inches(100 mm) dia pipe	400.00	Rft	373.78	149,512.0
26	Providing and fixing un plasticized polyvinyl chloride pipe (U.P.V.C) "E" class with specials) and clamps etc., including cutting and fitting, complete with and including the cost of breaking through walls and roof and making good etc; after cleaning the pipe and cartage 10 miles (16.09 km.) (working pressure 15kg/cm ²) 6 inches(150 mm) dia pipe	300.00	Rft	686.23	205,869.0
27	Providing & fixing Chromium plated Muslim bib-cock without Muslim Shower of approved quality.	24	Nos.	721	17,304.00
28	Providing and fixing ½ inch (15mm) dia ball valve (with PVC Ball) made to B.S.S.1212	15	Nos.	129.76	1,946.40
29	Providing and fixing ¾ inch (15mm) dia ball valve (with PVC Ball) made to B.S.S.1212	15	Nos.	151.76	2,276.40
30	Providing & fixing 24" x 3/4" (610 mm x 20 mm) dia approved quality of chrome plated brass towel rail complete with brackets fixed with 1" (25 mm) long C.P brass screws and rawal plug.	6.00	Nos	968.44	5,810.64
31	Providing & fixing plastic (PVC) toilet paper holder in wall complete of any colour.	15.00	Nos	534.3	8,014.50
32	Providing & fixing 24 inches x 18 inches (610 mm x 457 mm) looking mirror of Imported glass 5 mm thick fixing with CP clamps and screws.	6.00	Nos	595.3	3,571.80
33	Providing & fixing plastic shelf of standard size of any colour and design with CP brass screws.	6.00	Nos	949.73	5,698.38

34	Providing and fixing 25 inches x 18 inches (635 x 457 mm) lavatory basin in white glazed earthenware (Pakistani) complete with and including the cost of Brass oxidized bolts kit built into walls 1/2 inches (15 mm) dia. Chrome plated mixer 1-1/4 inches (32mm) rubber plug and chrome plated brass chain 1-1/4 inches (32 mm) dia brass waste of approved pattern 1-1/4 inches (32 mm) dia. Malleable iron or C.P. brass traps malleable iron or brass and making requisite number of holes in walls plinth and floor for pipe connection and making good in cement concrete 1:2:4. Including providing and fixing best available(Pakistani make) white glazed earthenware pedestal.	6.00	Nos	5068.14	30,408.84
35	Providing and fixing double bibcock Master or equivalent complete with all fittings/accessories complete in all respect.	15.00	Nos	527.25	7,908.75
36	Providing and fixing approved quality stainless steel sink 33" x 18" Pak made (Atlas) complete with brass oxidized bolt kit/angle iron brackets built into walls 1/2" dia CP sink mixer 1-1/4" rubber plug and CP brass chain 1-1/4" CP brass waste 1-1/4" dia malleable iron or CP brass bottle trap with malleable iron or brass unions and making requisite number of holes in walls, plinth and floor for pipe connections and making good in cement concrete 1:2:4.	3	Nos.	12406.77	37,220.31
Total Amount of B					602,828.9
Premium (Above/Below)					
Total of B (with premium)					
Total of Schdule items with premium		(A+B)			
Non-Schedule Items					
C	Civil Items				
37	Providing and laying light / colour, unglazed vitrified porcelain tiles exceeding 1600 Sq. cm but not exceeding 3600 Sq each on walls & floors Pak make (Master or equivalent) in any floor laid with dry bond (stile bond) on 1" thick cement mortar (1:3) including jointing the tiles with joint filler of approved quality as per direction of the Engineer in charge.	6,000	Sft		
38	Providing and fixing 12mm glass (tempered) partition with D-48 top/bottom aluminum section including door with floor hinge machine, SS handle, locking arrangement etc. including the cost of frosted sheet complete in all respects as per direction of Engineer In-charge.	2,400	Sft		
39	Providing and fixing mineral fiber tiles 2' x 2' x 12mm ceiling including T & L angle hanger clips jointing clips and G.I wire etc. complete as required in ground floor.	6,000	Sft		

40	Providing and fixing MS Gate made up of hollow 16" gauge steel pipes and 18 " gauge sheet as per design attached including hold fasts and swing arrangement including providing wicket shutter of required size with all accessories and locking arrangement, painting with enamel paint. Complete as per direction of the Engineer In-charge.	300	Sft		
41	Providing and fixing of roller blinds of approved shade, quality and design including the cost of accessories etc. complete as per direction of the Engineer-in-charge.	500.00	Sft		
42	Application of Roof treatment membrane (3' x 100') hy grip make torch applied (3mm original) or equivalent bituminous membrane including the cost of removing scraping, old membrane and mortar etc from the roof surface, disposing of scraped material/ derbies and removing the dust by washing with water and removing the undulations and depressions complete in all respect as directed by Engineer-in-Charge.	500.00	Sft		
43	Dismantling and Removing Aluminum partitions complete in all respect as per the direction of Engineer In-Charge.	1	Lump sum		
Total of C					
D	Plumbing Items				
44	Providing and fixing PPR pipes, specials, fittings etc. including fixing cutting and fitting complete with and including the cost of breaking through walls and roof, making good etc; and testing with water to a pressure head of 200 feet (61 M), 1/2 inch dia pipe.	500.00	Rft		
45	Providing and fixing PPR pipe including its fittings , specials etc. fixing , cutting and fittings with and including the cost of breaking through walls and roof, making good etc. complete in all respect. ¾ inch (20 mm) dia.	500.00	Rft		
46	Providing and fixing best quality plastic Soap dish of approved design complete in all respect	10.00	Nos		
47	Providing and fixing Muslim shower 15 mm (Master or Equivalent) complete in all respect.	10.00	Nos		
48	Providing and fixing multi Floor trap with cover Jali (Pak made) of best quality complete in all respects.	15.00	Nos		
Total of D					
E	Electrical Items				
47	Providing and laying exhaust fan 10", plastic body (Pak Fan or Equivalent) complete in all respect.	18	No		
48	Providing and fixing LED 32 watt (2'x2' frame) of Phillips make or equivalent, complete in all respect.	60	No		
49	Providing and fixing SMD 12 watt LED Lights, round recessed of approved brand, complete in all respect.	50	No		

50	Providing and fixing Breaker SP 10 AMP Scheneider or equivalent complete in all respect as directed by Engineer In-charge.	10	Nos.		
51	Providing and fixing Breaker 3 SP 20 AMP Scheneider or equivalent complete in all respect as directed by Engineer In-charge.	5	Nos		
52	Providing and fixing LED Tube Light 36W (4'-0" Length) of approved brand, complete in all respect.	20	Nos.		
53	2.5 mm ² (7/029) Four Core Pure Copper PVC insulated (Newage, Pak Cables or equivalent)	270	Mtr		
54	Providing and fixing Extension Lead 4 point Bush with flexible wire (best quality), Best Pakistani Made	15	Nos.		
55	PVC Duct (16mm x 16mm) (Length: 12ft), Best Pakistani Made	15	Nos.		
56	Bracket Fan 18" Pak Fan (Steel body), Best Pakistani Made	20	Nos.		
57	Providing and fixing Light Plug Double Multi Clipsal including back boxes complete in all respect as per the direction of Engineer In-Charge.	50	Nos.		
58	Wiring for light, fan or call bell point with 1.5 mm ² single core, PVC insulated wire copper conductor wire in 20 mm (3/4") dia PVC conduit / duct attached with MS frame etc. including 1mm ² single core PVC insulated wire as ECC as required	80	Points		
59	Providing and fixing LED Tube Light 36 watt (4'-0" Length) of approved brand, complete in all respect.	40	Nos.		
60	Providing and fixing 03 pin power socket outlet (20 Amp) points controlled by one switch along with back boxes as per the design.	30	Nos.		
61	Providing and fixing switch sheets/plates of any gang (One, Two, Three, Four, and Five) with fan dimmer, two way switch, 5 Amp multiple socket, Telephone single socket etc. complete in all respect as per the design and direction of Engineer In-Charge	40	Nos.		
				Total of E	
F	HVAC				
62	Repositioning of Following A.c.				
	a. 2.0 Ton split A.c Units.	11	Job.		
63	Dismantling of Air Conditioners	11	Job.		
64	Provision and installation of Powder Coated Fancy wall Bracket complete in all respect as directed by Engineer Incharge.	11	Set.		
65	Provision and installation of Main Wire (110/76) Flexible, full gauge, 3 core 2.5 mm Pakistan Cable, Fast Cable, Aiwa or approved equal complete in all respect as directed by Engineer Incharge.	180	Mtr.		
66	Provision and installation of UPVC Drain 3/4 inch Dia complete in all respect as directed by Engineer Incharge.	350	Rft.		

67	Provision and installation of Duct (60mm x 60mm) complete in all respect make Dura, Adamjee as directed by Engineer Incharge.	100	Rft.		
68	Provision and installation of Duct (100mm x 100mm) complete in all respect make Dura, Adamjee as directed by Engineer Incharge.	80	Rft.		
69	Provision and installation of Bosch Power Shoe with Bosch Power Plug complete in all respect as directed by Engineer Incharge.	11	Nos.		
				Total of F	
				Total of C+D+E+F	
				Grand Total	

Amount in Words: _____

Contractor's Seal and Signatures

SCHEDULE – B TO BID

DESIGNS / DRAWINGS