

# Standard Bidding Document

TENDER NO 1380/26 PROCUREMENT OF LINE T&P AND PPE ITEMS  
FIBER GLASS LADDER 16' FIBER GLASS LADDER 32'  
(Goods)

National

Single Stage-Two Envelope



*May 16, 2026*

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## INVITATION TO BIDS PROCUREMENT OF GOODS

1. The **Sukkur Electric Power Company (SEPCO) (MM Directorate)** has reserved Funds for the procurement planned for FY **2025-26**. The **Sukkur Electric Power Company (SEPCO) (MM Directorate)** intends to apply part of the proceeds of this Fund to cover eligible payments under the contract for the "**TENDER NO 1380/26 PROCUREMENT OF LINE T&P AND PPE ITEMS FIBER GLASS LADDER 16' FIBER GLASS LADDER 32''**".
2. The **Sukkur Electric Power Company (SEPCO) (MM Directorate)** invites E-bids from eligible Bidders for procurement of goods described in the bidding documents on **EPADS v2.0**.
3. **Single Stage-Two Envelope** will be used by adopting **Least Cost Based Selection (LCBS)** Technique for the subject procurement, in line with the Public Procurement Rules, 2004 and any Regulations, Regulatory Guides, Procurement Guidelines or Instructions issued by the Authority from time to time.
4. All Bids must be accompanied by a Bid Security amounting described in Bid Security Section in Bidding Document in the form of **Pay Order, Banker's Cheque, Call at Deposit, Bank Guarantee, Demand Draft**. Where **Bid Security** is not required by the **Procuring Agency**, Bidders are required to furnish **Bid Security Declaration** as specified in Bidding Document.
5. E-Bidding documents, containing detailed terms & conditions, specifications and requirements etc. are available on **e-Pak Acquisition and Disposal System (EPADS)** at <https://vendors.epads.gov.pk/>.
6. Bidder(s) are required to get themselves registered on **EPADS v2.0** on or before **Tuesday, June 9, 2026 10:30 AM**. E-bids will be opened using **EPADS v2.0** on the same day at **Tuesday, June 9, 2026 11:45 AM**. Manual submission of Bids shall not be entertained. Those vendors who have not yet registered on the new version of **EPADS v2.0**, may register themselves on <https://vendors.epads.gov.pk/>. A tutorial to explain the registration process is available at <https://www.youtube.com/watch?v=MNW6T38v7tc>

7. In terms of Rules 48 of Public Procurement Rules, 2004 Grievance Redressal Committee (GRC) is notified for the subject procurement and notification copy is available on the procuring agency's website and on Authority's website at ([www.ppra.org.pk](http://www.ppra.org.pk)).

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## Instructions to Bidders

## A. Introduction

### 1.Scope of Bids

1.1 The Procuring Agency (PA), as indicated in the **Bids Data Sheet (BDS)** invites Bids **through EPADS v2.0** for the provision of Goods for as specified in the BDS and **in Section V - Evaluation Criteria, Specifications & Schedule of Requirements**. The name, identification, and number of items/deliverables are provided in the **BDS**. The successful Bidders will be expected to provide the goods within the specified period and timeline(s) as stated in the **BDS**.

### 2. Source of Funds

2.1 Source of funds is referred in Clause-1 of Invitation for Bids.

### 3. Eligible Bidders

3.1 A Bidder may be natural person, company or firm or public or semi-public agency of Pakistan or any foreign country, or any combination of them with a formal existing agreement (on Judicial Papers) in the form of a joint venture, consortium, or association. In the case of a joint venture, consortium, or association, all members shall be jointly and severally liable for the execution of the Contract in accordance with the terms and conditions of the Contract. The joint venture, consortium, or association shall nominate a Lead Member as nominated in the BDS, who shall have the authority to conduct all business for and on behalf of any and all the members of the joint venture, consortium, or association during the Bidding process, and in case of award of contract, during the execution of the contract.

3.2 Verifiable copy of the agreement that forms a joint venture, consortium or association shall be required to be submitted as part of the Bid.

3.3 The appointment of Lead Member in the joint venture, consortium, or association shall be confirmed by submission of a valid Power of Attorney to the Procuring Agency.

3.4 Any bid submitted by the joint venture, consortium or association shall indicate the part of proposed contract to be performed by each party and each party shall be evaluated (or post qualified if required) with respect to its contribution only, and the responsibilities of each party shall not be substantially altered without prior written approval of the Procuring Agency and in line with

any instructions issued by the Authority.

*(The limit on the number of members of JV or Consortium or Association may be prescribed in BDS, in accordance with the guidelines issued by the PPRA).*

3.5 The invitation for Bids is open to all prospective suppliers, manufacturers, or authorized agents / dealers subject to any provisions of incorporation or licensing by the respective national incorporating agency or statutory body established for that particular trade or business. Procuring agencies shall specify the registration/licensing requirements for the foreign bidders keeping in view the requirement of that business.

3.6 A Bidder shall not have a conflict of interest. All Bidders found to have a conflict of interest shall be disqualified. A Bidder may be considered to have a conflict of interest with one or more parties in this Bidding process, if they:

1. are associated or have been associated in the past, directly or indirectly with a firm or any of its affiliates which have been engaged by the Procuring Agency to provide consulting services for the preparation of the design, specifications and other documents to be used for the procurement of the Goods to be purchased under this Invitation for Bids.
2. have controlling shareholders in common; or
3. receive or have received any direct or indirect subsidy from any of them; or
4. have the same legal representative for purposes of this Bid; or
5. have a relationship with each other, directly or through common third parties, that puts them in a position to have access to information about or influence on the Bids of another Bidder, or influence the decisions of the Procuring Agency regarding this Bidding process; or
6. Submit more than one Bid in this Bidding process.

3.7 A Bidder may be ineligible if –

1. he is declared bankrupt or, in the case of company or firm, insolvent;
2. payments in favor of the Bidder is suspended in accordance with the judgment of a court of law other than a judgment declaring bankruptcy and resulting (in accordance with the national laws) in the total or partial loss of the right to administer and dispose of its property;

3. the Bidder is convicted, by a final judgment, of any offence involving professional conduct;

4. the Bidder is blacklisted locally or by international organizations and hence debarred due to involvement in corrupt and fraudulent practices, or performance failure or due to breach of Bid securing declaration.

3.8 As and when required, bidders shall provide to the Procuring Agency evidence of their eligibility, proof of compliance with the necessary legal requirements to carry out the contract effectively.

3.9 Bidders shall submit Bids relating to the nature, conditions and modalities of sub-contracting wherever the sub-contracting of any elements of the contract amounting to more than ten (10) percent of the Bid price is envisaged.

## 4. Eligible Goods and Related Services

4.1 All goods and related services to be supplied under the contract shall have their origin in eligible source countries, and all expenditures made under the contract will be limited to such goods and services. For purpose of this Bid, ineligible countries are the countries declared ineligible by the Federal Government.

## 5. One Bid per Bidder

5.1 A bidder shall submit only one Bid, in the same bidding process, either individually as a Bidder or as a member in a joint venture or any similar arrangement.

5.2 The Bidder shall not engage a subcontractor for any portion of the contract if the value of such subcontracting exceeds thirty percent (30%) of the total contract amount.

## 6. Cost of Bidding

6.1 Any cost incurred by the bidder relating to the preparation and submission of its Bid shall be borne by the bidder, and the Procuring Agency shall in no case be responsible or liable for those costs, regardless of the conduct or outcome of the bidding process.

## B. Bidding Documents

## 7. Contents of Bidding Document

7.1 The Goods required, Bidding procedures, and terms and conditions of the contract are prescribed in the Bidding Documents. In addition to the Invitation for Bids, the Bidding documents which should be read in conjunction with any addenda issued in accordance with **ITB 9.1** include:

**Section I** -Invitation to Bids

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

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

**Section IV** Evaluation Criteria, Specifications, Schedule of Requirements

**Section V** Bid Forms

**Section VI** General Conditions of Contract (GCC)

**Section VII** Special Conditions of Contract (SCC)

**Section VIII** Contract Forms

7.2 The Bidder is expected to examine all instructions, forms, terms and specifications in the Bidding documents. Failure to furnish all the information required in the Bidding documents through **EPADS v2.0** will be at the Bidder's risk and may result in the rejection of his Bids.

## 8. Clarification of Bidding documents

8.1 A prospective Bidder requiring any clarification of the Bidding documents may notify the Procuring Agency through **EPADS v2.0**.

8.2 The Procuring Agency will within three (3) working days after receiving the request for clarification, respond to any request for clarification through **EPADS v2.0** provided that such request is received not later than three (03) days prior to the deadline for the submission of Bids as prescribed in **ITB 22**

8.3 Copies of the Procuring Agency's response will be forwarded to all identified Prospective Bidders through **EPADS v2.0**, including a description of the inquiry, but without identifying its source.

8.4 Should the Procuring Agency deem it necessary to amend the Bidding document as a result of a clarification, it shall do so following the procedure under **ITB 9**.

8.5 If indicated **in the BDS**, the Bidder's designated representative is invited at the Bidder's cost to attend a pre-Bid meeting at the place, date and time mentioned **in the BDS**. During this pre-Bid meeting, prospective Bidders may request clarification of the schedule of requirement, the Evaluation Criteria or any other aspects of the Bidding document.

8.6 Minutes of the pre-Bid meeting, if applicable, including the text of the questions asked by Bidders, including those during the meeting (without identifying the source) and the responses given, together with any responses prepared after the meeting will be uploaded on **EPADS v2.0**. Any modification to the Bidding documents that may become necessary as a result of the pre-Bid meeting shall be made by the Procuring Agency exclusively through the use of an Addendum pursuant to **ITB 9**. Non-attendance at the pre-Bid meeting will not be a cause for disqualification of a Bidder.

## 9. Amendment of Bidding documents

9.1 Before the deadline for submission of Bids, the Procuring Agency for any reason, whether at its own initiative or in response to a clarification requested by a prospective Bidder or Pre-Bid meeting may modify the Bidding documents by issuing addenda through **EPADS v2.0**.

9.2 The Procuring Agency shall promptly publish the addendum through **EPADS v2.0**.

9.3 Any addendum issued including the notice of any extension of the deadline shall also be communicated through EPADS v2.0 to all the bidders who have already submitted their bids. Such bidders shall have the right to withdraw their already submitted bid and re-submit the revised bid prior to the original or extended bid submission deadline.

9.4 To give prospective Bidders reasonable time in which to take an addendum/corrigendum into account in preparing their Bids, the Procuring Agency may, at its discretion, extend the deadline for the submission of Bids through **EPADS v2.0**:

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

## C. Preparation of Bids

## 10. Language of Bid

10.1 The Bid prepared by the bidder, as well as all correspondence and documents relating to the Bids exchanged by the Bidder and the Procuring Agency shall be written in the English language unless otherwise specified in the BDS. Supporting documents and printed literature furnished by the Bidder may be in another language provided they are accompanied by an accurate translation of the relevant pages in the English language unless otherwise specified in the **BDS**, in which case, for purposes of interpretation of the Bidder, the translation shall govern.

## 11. Documents and samples Constituting the Bid

**11.1 The Bid prepared by the Bidder shall constitute** the documents required in the **BDS**.

Details of sample(s) where applicable and requested in the BDS.

1. Documentary evidence established in accordance with ITB that the Bidder is eligible and/or qualified for the subject bidding process;
2. Documentary evidence establish that the Bidder has been authorized by the manufacturer to deliver the goods into Pakistan, where required and where the supplier is not the manufacturer of those goods;
3. Documentary evidence establish that the goods and related services to be supplied by the Bidder are eligible goods and services, and conform to the Bidding Documents;
4. Bid security or Bid Securing Declaration furnished in accordance with **ITB 18**.

## 12. Documents Establishing Eligibility of the Goods and Conformity to Bidding documents

**12.1**To establish the conformity of the bidder to the Bidding document, the Bidder shall furnish as part of its Bids the documentary evidence that Goods provided conform to the technical specifications and standards.

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

**13.1** The Bidder shall furnish, as part of its Bid, all those documents establishing the Bidder's eligibility to participate in the Bidding process and/or its qualification to perform the contract if its Bid is accepted.

## 14. Form of Bids

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

## 15. Bids Prices

15.1 The Bids Prices quoted by the Bidder in the Form of Bid and in the Price Schedules shall conform to the requirements specified below or exclusively mentioned hereafter in the Bidding documents.

15.2 All items in the Schedule of Requirement must be listed and priced separately in the Price Schedule(s). If a Price Schedule shows items listed but not priced and neither explicitly denied, their prices shall be construed to be included in the prices of other items.

15.3 Items not listed in the Price Schedule shall be assumed not to be included in the Bid, and provided that the Bid is still substantially responsive in their absence or due to their nominal nature, the corresponding average price of the respective item(s) of the remaining substantially responsive Bidder(s) shall be construed to be the price of those missing item(s)

15.4 The Bid price to be quoted in the Form of Bid in accordance with **ITB 14.1** shall be the total price of the Bid.

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

15.6 Prices quoted by the Bidder shall be fixed during the Bidder's performance of the contract and not subject to variation on any account. A Bid submitted with an adjustable price will be treated as non-responsive and shall be rejected.

## 16. Bids Currencies

16.1 Prices shall be quoted in Pakistani Rupees unless otherwise specified in the BDS in accordance with Rule 30(2) of the Public Procurement Rules, 2004.

## 17. Bids Validity Period

17.1 Bids shall remain valid for the period specified in the **BDS** after the Bid submission deadline prescribed by the Procuring Agency. A Bid valid for a shorter period shall be rejected by the Procuring Agency as non-responsive. The period of Bid validity will be determined from the complementary Bid securing instrument, i.e. the expiry period of Bid Security or Bids Securing Declaration as the case may be.

17.2 The procuring agency shall ordinarily be under an obligation to process and evaluate the bid and to issue letter of award within the stipulated bid validity period.

17.3 Under exceptional circumstances, prior to the expiration of the initial Bid validity period, the Procuring Agency may request the Bidders' consent to an extension of the period of validity of their Bids only once through **EPADS v2.0**, for the period not more than the period of initial bid validity. The Bid Security provided under **ITB 18** shall also be suitably extended. A Bidder may refuse the request without forfeiting its Bid security or causing to be executed its Bid Securing Declaration. A Bidder agreeing to the request will not be required nor permitted to modify its Bid, but will be required to extend the validity of its Bid Security or Bid Securing Declaration for the period of the extension.

## 18. Bid Security or Bid Securing Declaration

18.1 The Bidder shall furnish as part of its Bid, a Bid Security in accordance with Rule 25 of the Public Procurement Rules, 2004.

18.2 The original Bid Security shall be enclosed within the sealed envelope and to be submitted physically before closing time for submission of bids. Whereas, scanned copy of bid security shall be uploaded electronically through EPADS v2.0 before closing hours for submission of bids.

18.3 The Bidder who failed to submit the original Bids security before the submission deadline shall be disqualified straightaway.

18.4 The Bid Security or Bid Securing Declaration is required to protect the Procuring Agency against the risk of Bidder's conduct which would warrant the security's forfeiture, pursuant to **ITB 18.7**.

18.5 The Bid Security shall be denominated in the local currency, and it shall be a Bank Draft in the name of the Procuring Agency and valid for twenty-eight (28) days beyond the end of the validity of the Bid. This shall also apply if the period

for Bids/Bid Validity is extended. In either case, the form must include the complete name of the Bidder.

18.6 The Bid Security shall be payable promptly upon written demand by the Procuring Agency in case any of the conditions listed in **ITB 18** are invoked.

18.7 Unsuccessful Bidders' Bid Security will be discharged or returned as promptly as possible, however in no case later than thirty (30) days after the expiration of the period of Bids Validity prescribed by the Procuring Agency pursuant to **ITB 17**. The Procuring Agency shall make no claim to the amount of the Bid Security, and shall promptly return the Bid Security document, after whichever of the following that occurs earliest:

1. the expiry of the Bid Security;
2. the entry into force of a procurement contract and the provision of a Performance Guarantee, for the performance of the contract if such a guarantee, is required by the Bid documents;
3. the rejection by the Procuring Agency of all Bids;
4. the withdrawal of the Bids prior to the deadline for the submission of Bids, unless the Bids documents stipulate that no such withdrawal is permitted.

18.8 The successful Bidder's Bids Security will be discharged upon the Bidder signing the contract, or furnishing the Performance Guarantee.

18.9 The Bid Security may be forfeited or the Bid Securing Declaration executed:

1. if a Bidder:
  2. withdraws its Bid during the period of Bid Validity as specified by the Procuring Agency, and referred by the Bidder on the Form of Bids except as provided for in **ITB 17.2**; or
  3. does not accept the correction of errors; or
  4. in the case of a successful Bidder, if the Bidder fails:
    5. to sign the contract; or
    6. to furnish Performance Guarantee.

## 19. Withdrawal, Substitution, and Modification of Bid

19.1 Before Bid submission deadline, any Bidder may withdraw, substitute, or modify its Bid after it has been submitted through EPADS v2.0. Bids requested to be withdrawn, shall be returned unopened to the Bidders through **EPADS v2.0**.

## 20. Format and Signing of Bid

20.1 The Bidder shall prepare and submit Bids with due diligence after carefully reading all the terms and condition **before bid submission deadline** through EPADS v2.0.

## D. Submission of Bids

### 21.Submission of Bids through EPADS v2.0

21.1 The Technical and Financial Bids if required to submitted, shall be submitted on **EPADS v2.0**.

### 22. Deadline for Submission of Bids

22.1 Bids shall be received by the Procuring Agency through **EPADS v2.0** before bid submission deadline.

22.2 The Procuring Agency may, under exceptional circumstances, extend the deadline for the submission of Bids, after recording reasons in writing and in an equal opportunity manner.

In such case, all rights and obligations of the Procuring Agency and the Bidders that were previously governed by the original deadline shall thereafter be subject to the revised deadline.

## E. Opening and Evaluation of Bids

### 23. Opening of Bids

23.1 The Bid Evaluation Committee of the Procuring Agency shall open all Bids through the EPADS v2.0, on the date and time specified in the Bid Data Sheet (BDS).

23.2 The Bid Evaluation Committee **shall generate minutes through EPADS v2.0 containing brief details of bid opening process.** The record of the Bid opening shall include, as a minimum: the name of the Bidder, the Bid price if applicable, and the presence or absence of a Bid Security or Bid Securing Declaration.

23.3 The procuring agency shall live broadcast the opening of bids on national media or on their website or digital channels, if the volume of procurement exceeds five hundred million rupees in case of goods and services and one thousand million rupees in case of works.

23.4 In case the date of opening of bid has been declared as public holiday or the procuring agency fail to open bid due to any EPADS v2.0 related issues, the submission and opening of bids shall be shifted to the next working day on the same time.

23.5 In case of Single Stage One Envelope Procedure, the Bidders names, the Bid prices, the total amount of each Bid and, the presence or absence of Bid Security, Bid Securing Declaration and such other details as the Procuring Agency may consider appropriate, will be announced by the Bid Evaluation Committee.

## 24. Clarification of Bids

24.1 To assist in the examination, evaluation and comparison of Bids of the Bidders, the Procuring Agency may, ask any Bidder for a clarification of its Bid including breakdown of prices.

24.2 The request for clarification and the response shall be sought through EPADS v2.0 **before three days prior to the deadline for submission of bids.** No change in the prices or substance of the Bids shall be sought, offered, or permitted.

24.3 The alteration or modification in the BIDS which in any way affect the following parameters will be considered as a change in the substance of a Bids:

1. evaluation & qualification criteria;
2. required scope of work or specifications;
3. all securities requirements;
4. tax requirements;

5. terms and conditions of Bidding documents.

6. change in the ranking of the Bidder

24.4 From the time of Bids opening to the time of Contract award if any Bidder wishes to contact the Procuring Agency on any matter related to the Bids it should do so through **EPADS v2.0**.

## 25. Preliminary Examination of Bids

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

1. meets the eligibility criteria defined in **ITB 3**;
2. has been prepared as per the format and contents defined by the Procuring Agency in the Bidding documents;
3. is accompanied by the required securities; and
4. is substantially responsive to the requirements of the Bidding documents.

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

25.3A substantially responsive Bid is one which conforms to all the terms, conditions, and specifications of the Bidding documents, without material deviation or reservation. A material deviation or reservation is one that: -

1. affects in any substantial way the scope, quality, or performance of the Goods;
2. limits in any substantial way, inconsistent with the Bidding documents, the Procuring Agency's rights or the Bidders obligations under the Contract; or
3. if rectified, would affect unfairly the competitive position of other Bidders presenting substantially responsive Bids.

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

## 26. Examination of Terms and Conditions; Technical Evaluation

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

26.2 The Procuring Agency shall evaluate the technical aspects of the Bids submitted, to confirm that all requirements specified in Schedule of Requirements and Technical Specifications of the Bidding documents have been met without material deviation or reservation.

26.3 If after the examination of the terms and conditions and the technical evaluation, the Procuring Agency determines that the Bid is not substantially responsive in accordance with **ITB 25.2**, it shall reject the Bid.

## 27. Correction of Errors

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

1. if there is a discrepancy between unit prices and the total price that is obtained by multiplying the unit price and quantity, the unit price shall prevail, and the total price shall be corrected, unless in the opinion of the Procuring Agency there is an obvious misplacement of the decimal point in the unit price, in which the total price as quoted shall govern and the unit price shall be corrected;
2. if there is an error in a total corresponding to the addition or subtraction of sub-totals, the sub-totals shall prevail and the total shall be corrected; and
3. where there is a discrepancy between the amounts in figures and in words, the amount in words will govern.
4. Where there is discrepancy between grand total of price schedule and amount mentioned on the Form of Bids, the amount referred in Price Schedule shall be treated as correct subject to elimination of other errors.

27.2 The amount stated in the Bid will, be adjusted by the Procuring Agency in accordance with the above procedure for the correction of errors and, with the concurrence of the Bidder, shall be considered as binding upon the Bidder. If the Bidder does not accept the corrected amount, its Bid will then be rejected, and the Bid Security may be forfeited or the Bids Securing Declaration may be executed.

## 28. Conversion to Single Currency

28.1 To facilitate evaluation and comparison, the Procuring Agency will convert all Bids prices expressed in the amounts in various currencies in which the Bids prices are payable. For the purposes of comparison of bids quoted in different currencies, the price shall be converted into a single currency specified in the bidding documents. The rate of exchange shall be the selling rate prevailing on the date of opening of financial bids specified in the bidding documents, in accordance with weighted average customer exchange rates list issued by the State Bank of Pakistan on that day.

## 29. Evaluation of Bids

29.1 The Bids, quotations, or proposals shall be evaluated by the respective evaluation committees as per evaluation criteria described in the Bidding Documents in accordance with Rule 29 and 30 of the Public Procurement Rules, 2004.

### **1. Least Cost Based Selection (LCBS)**

After meeting the requirements of eligibility, qualification and substantial responsiveness, the bid in compliance with all the mandatory (technical) specifications/requirements and/or requisite quality threshold (if any), and having lowest evaluated cost (or financial proposal) shall be considered Successful Bid.

### **2. Quality and Cost Based Selection (QCBS)**

In such combination, there shall be some specific weightage of both the technical features and financial aspects of the proposal. The financial marks shall be awarded on the basis of inverse proportion calculations. The successful bid shall be declared, on the basis of combined evaluation.

### **3. Quality Based Selection (QBS)**

After meeting the requirements of eligibility, qualification and substantial responsiveness the bid in compliance with all the mandatory (technical) specifications/requirements and attaining highest marks in the Technical Evaluation considering all other qualitative and/or quantitative parameters (or point rated criteria) for technical proposal(s) such as working methodology, implementation plan, resource allocation, additional functionalities, risk management approach, knowledge transfer techniques, post implementation methodology etc. shall be treated as highest ranked bid. Later on, the financial proposal of highest ranked bidder shall be opened, however, in case of failure to proceed further with such a bidder, the procuring agency may resort to second

highest bidder and so on.

29.2 In case of tie of bids, the bidders shall be provided an opportunity to offer their best and final monetary offer through EPADS v2.0. However, in no case the rates shall be higher than the original financial bids.

## 30. Domestic Preference

30.1 The procuring agency shall evaluate and compare bids, allow for preference to domestic bidders, while competing with the international bidders in accordance with the policies of Federal Government.

The percentage of preference, to be accorded shall be clearly mentioned in the bidding documents under the bid evaluation criteria.

## 31. Determination of Successful Bid

31.1 Selection technique will be adopted for determining the Successful Bid in accordance with the criteria referred in the BDS or prescribed in the separate section titled as Evaluation Criteria.

31.2 In case where the Procuring Agency adopts the Cost Based Evaluation Technique and, the Bid with the lowest evaluated price from amongst those which are eligible, compliant and substantially responsive shall be the Successful Bid.

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

1. Where the Procuring Agency knows about the main features, usage and output of the products; however not clear about the complete features, technical specifications and functionalities of the goods to be procured and requires the bidders to submit their proposals defining those features, specifications and functionalities; or
2. Where the Procuring Agency, in addition to the mandatory requirements and mandatory technical specifications, requires parameters specified in EvaluationCriteria to be evaluated while determining the quality of the goods.

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

## 32. Abnormally Low Financial Bids

32.1 Where the Bid price is considered to be abnormally low, the Procuring Agency shall perform price analysis either during determination of Successful Bids or as a part of the post-qualification process.

32.2 The Procuring Agency may reject an Abnormally low financial bids.

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

1. Comparing the Bids price with the cost estimate;
2. Comparing the Bids price with the Bids offered by other Bidders submitting substantially responsive Bids; and
3. Comparing the Bids price with prices paid in similar contracts in the recent past either government- or development partner-funded.

32.4 The Procuring Agency will determine to its satisfaction whether the Bidder that is selected as having submitted the successful bid is qualified to perform the contract satisfactorily.

32.5 The determination will take into account the Bidder's financial, technical, and production capabilities. It will be based upon an examination of the documentary evidence of the Bidder's qualifications submitted by the Bidder, as well as such other information as the Procuring Agency deems necessary and appropriate. Factors not included in these Bidding documents shall not be used in the evaluation of the Bidders' qualifications.

32.6 Procuring Agency may seek "Certificate for Independent Price Determination" from the Bidder and the results of reference checks may be used in determining an award of contract.

Explanation: The Certificate shall be furnished by the Bidder. The Bidder shall certify that the price is determined keeping in view of all the essential aspects such as raw material, its processing, value addition, optimization of resources due to economy of scale, transportation, insurance and margin of profit etc.

32.7 An affirmative determination will be a prerequisite for award of the contract to the Bidder. A negative determination will result in rejection of the Bidder's Bids, in which event the Procuring Agency will proceed to the next ranked Bidder to make a similar determination of that Bidder's capabilities to perform

satisfactorily.

## F. Award of Contract

### 33. Criteria of Award

33.1 The Procuring Agency will award the Contract to the Bidder whose Bids has been determined to be substantially responsive to the Bidding documents and who has been declared as Most Advantageous Bidder.

### 34. Negotiations

34.1 The procuring agency shall not engage in negotiations with respect to scope and price with the bidder except when the procuring agency conducts a procurement using direct **or negotiated** contracting or a request for proposals with evaluation based on quality alone.

34.2 The procuring agency may negotiate with the most advantageous bid with a view to streamline the work or task execution, at the time of contract finalization on methodology, work plan, staffing, finalizing payment arrangements, delivery arrangements, minor amendments to the special conditions of the contract.

### 35. Procuring Agency Right to reject all bids

35.1 The Procuring Agency reserves the right to reject all bids or proposals at any time prior to the issuance of the Letter of Award, without incurring any liability, in accordance with Rule 33 of the Public Procurement Rules, 2004.

### 36. Procuring Agency's Right to Vary Quantities at the Time of Award

36.1 The Procuring Agency reserves the right at the time of contract award to increase or decrease the **quantity of** Goods originally specified in these Bidding documents provided this does not exceed **by** 15%, without any change in unit price or other terms and conditions of the Bids and Bidding documents.

### 37. Notification of Award

37.1 Prior to the award of contract, the procuring agency shall announce and publish the result of bid evaluation on **EPADS v2.0** in accordance with Rule 35

of the Public Procurement Rules, 2004.

37.2 The Bidder whose Bids has been accepted will be notified of the award by the Procuring Agency prior to expiration of the Bids/Bid Validity period. The Letter of Award will state the sum that the Procuring Agency will pay the successful Bidder in consideration for the delivery of Goods as prescribed by the Contract (hereinafter and in the Contract called the "Contract Price).

37.3 The Letter of award will constitute the formation of the Contract, subject to the Bidder furnishing the Performance Guarantee and signing of the contract.

## 38. Signing of Contract

38.1 Promptly after issuance of Letter of award, Procuring Agency shall send the successful Bidder the draft Contract, incorporating all terms and conditions as agreed by the parties to the contract.

38.2 Immediately after the Redressal of grievance by the GRC (if any), mandatory standstill period in accordance with Rule 35 of the Public Procurement Rules, 2004 and **after fulfillment of all condition's precedent** of the Contract Form, the successful Bidder and the Procuring Agency shall sign the Contract.

## 39. Corrupt & Fraudulent Practices

39.1 Procuring Agencies (including beneficiaries of Government funded projects and procurement) as well as Bidders/Contractors under Government financed contracts, observe the highest standard of ethics during the procurement and execution of such contracts, and will avoid to engage in any corrupt and fraudulent practices.

## F. Grievance Redressal & Complaint Review Mechanism

### 40. Constitution of Grievance Redressal

40.1 The Grievance Redressal Committee shall address the grievance, if any submitted by any party, including the bidder, in accordance with Rule 48 of the Public Procurement Rules, 2004 to be read with Redressal of Grievances Regulations, 2021.

40.2 In case if any party or the bidder is not satisfied with the decision of the GRC or if it fails to decide within ten days, the bidder or the party may file an appeal before the Appellate Committee of the Authority in accordance with Rule 48 of the Public Procurement Rules, 2004 to be read with Redressal of Grievances Regulations, 2021.

## G. Mechanism of Blacklisting

### 41. Mechanism of Blacklisting

41.1 The Procuring Agency shall initiate blacklisting proceedings against any bidder, supplier, or contractor in accordance with the Mechanism for Blacklisting Regulations, 2024, read with Rule 19 of the Public Procurement Rules, 2004.

41.2 The blacklisted/debarred bidder may file the review petition before the Authority in accordance with Rule 19 of the Public Procurement Rules, 2004 to be read with Procedure of filing and disposal of Review Petitions Regulations, 2021.





## Bid Data Sheet

# Bids Data Sheet (BDS)

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

*BDS Clause Number*

*ITB Number*

*Amendments of, and Supplements to, Clauses in the Instruction to Bidders*

## A. Introduction

**BDS Clause Number 1**

**ITB Number 1.1**

Name of Procuring Agency: **Sukkur Electric Power Company (SEPCO) (MM Directorate)**

The subject of procurement is: **TENDER NO 1380/26 PROCUREMENT OF LINE T&P AND PPE ITEMS FIBER GLASS LADDER 16' FIBER GLASS LADDER 32'**

Expected commencement date: **Monday, June 15, 2026**

**BDS Clause Number 2**

**ITB Number 2.1**

Financial year for the operations of the Procuring Agency: **2025-26**

Name and identification number of the Contract: **P33608**

**BDS Clause Number 3**

**ITB Clause Number 3.1**

JV/Consortium or Association Allowed: **Yes**

Number of JV/Consortium Members: **2**

*see section of eligibility criteria.*

## B. Bidding Documents

**BDS Clause Number 4**

**ITB Number 8.1**

The Bidders may seek clarifications through **EPADS v2.0** : Clarification Date: Wednesday, June 3, 2026

## C. Preparation of Bids

### **BDS Clause Number 5**

#### **ITB Number 10.1**

The Language of all correspondences and documents related to the Bids shall be in: **English**

List of documents required along with the bid:

1. i) Certificate that General Conditions of Contract for purchases by WAPDA dated 12/08/1984 amended up to date and latest purchase procedure are acceptable to the bidder and are hereby agreed to by the bidder
2. ii) Fix Bid Security amount mentioned in bidding Doc for registered/unregistered firms of the total value of tender issued by a Scheduled Bank of Pakistan only.
3. iii) Certificate that the material offered is in accordance with the WAPDA / Tender Specifications amended to date.
4. iv) List of any deviations or reservations from the Bid/Specification.
5. v) Copy of letter of Prequalification for the material quoted in tender with WAPDA/DISCO.
6. vi) Copy of Letter of Registration with WAPDA/DISCO.
7. vii) Technical data as required in the WAPDA / PEPCO Specification and Literature in English giving out salient feature of the quoted items.
8. viii) Samples of the all the quoted items should be submitted with the bid otherwise the bid shall be liable for rejection.
9. ix) Make, Model and Country of origin of all the quoted items should also be clearly mentioned in bid.
10. x) Authorization letter of the foreign principal / manufacturer for local agents.

11. xi) (Integrity Pact) Declaration of fees, commission and brokerage etc. payable by the suppliers of goods, services and works in contracts worth Rs 10 Million or More.

12. NOTE : Bid Bond all other relevant / technical documents / information should be attached with Tender documents.

**BDS Clause Number 6**

**ITB Number 11.1**

**Items/Lots and threere relateddocuments:**

*See section items and Lots*

**BDS Clause Number 7**

**ITB Number 12.1**

**Items / Lots Specifications:**

*see section of items specifications.*

**BDS Clause Number 8**

**ITB Number 15.6**

The price shall be **Fixed**.

**BDS Clause Number 9**

**ITB Number 16.1**

Currency of the Bids shall be : **PKR**

**BDS Clause Number 10**

**ITB Number 17.1**

The Bids/Bid Validity period shall be: **120 Days**

**BDS Clause Number 11**

**ITB Number 18.1**

The amount of Bid Security shall be as defined in Bid Security Section for items and lots given in **BDS 6**

The Bid Security shall be in the form of: **Pay Order, Banker's Cheque, Call at Deposit, Bank Guarantee, Demand Draft**

## D. Submission of Bids

**BDS Clause Number 12**

**ITB Number 20.1**

Bid shall be submitted online on EPADS v2.0 whereas hard copy of the bid security should be submitted to the following;

**Office Of Manager Material Management, Old thermal power Station, SEPCO HQ ,Sukkur** before bid submission deadline.

Bids that are not submitted on EPADS v2.0 shall be disqualified.

The deadline for Bids submission is: **Tuesday, June 9, 2026 10:30 AM**

## E. Opening and Evaluation of Bids

**BDS Clause Number 13**

**ITB Number 23.1**

The Bids opening shall take place on **EPADS v2.0**.

Day : **Tuesday**

Date: **Tuesday, June 9, 2026**

Time : **11:45 AM**

**BDS Clause Number 14**

**ITB Number 31.1**

Selection technique adopted will be: **Least Cost Based Selection (LCBS)**  
see *Evaluation Criteria*

## F. Review of Procurement Decisions

**BDS Clause Number 15**

**ITB Number 41.1**

Grievance against this procurement shall be submitted online on EPADS v2.0.

Arbitrator shall be appointed by mutual consent of the both parties.

## Eligibility Criteria

Bidder's Type	Required Registration
Individual / Individual Consultant	NADRA CITIZENSHIP (CNIC/NICOP)
Sole Proprietorship	FBR (NTN)
Partnership Firm	FBR (GSTN)
Company (Private Limited)	
Company (Public Limited)	
Company (Holding Company)	
Company (Limited by Guarantee)	
State Owned Enterprise (Private Limited)	
State Owned Enterprise (Public Limited)	

Eligibility Criteria	Document
i. Local Manufacturer/Vender: The bidder must be pre-qualified and registered with SEPCO/DISCOs/NTDC /GENCOs and any other WAPDA formation under relevant category of material being procured DISCOs/WAPDA formation under relevant category.	Yes

<p>ii. Foreign Manufacturer/Vender: The invitation foreign sourcing through local vendors or foreign manufacturers is permissible. Vendors (registered or non-registered) with SEPCO/DISCOs/NTDC/GENCOs or other WAPDA formations shall be eligible, subject to provision of valid authorization from the original manufacturer. Eligibility is further subject to prototype approval of the offered gloves in accordance with the technically approved specifications finalized by the C.E (S&amp;S), former NTDC/NGC.</p>	<p>Yes</p>
<p>The bidder should be registered with income tax &amp; sales tax departments of FBR</p>	<p>Yes</p>
<p>As per direction of FBR dated 3.9.2015 conveyed vide CE (operation) PEPCO vide letter No.1918-28dated.17.09.2025, only registered suppliers who are on Active Taxpayer List (ATL) of FBR, are eligible to supplygoods / services to SEPCO</p>	<p>Yes</p>
<p>The bidder should have at least 02-years' experience of supply of offered equipment / material /T&amp;P/ services of thesame nature or relevant material to same category to SEPCO / DISCO/any other WAPDA formation.In casebidder/manufacture fails to fulfill the criteria, its bid will be considered non-responsive</p>	<p>Yes</p>
<p>At-least (02) number of Purchase Orders and their relevant GRNs/Completion Certificates/ICs of same nature / type to be attached with the bid. In case bidder/manufacture fails to fulfill the criteria, its bid will be considered nonresponsive</p>	<p>Yes</p>
<p>Note: i-Non-submission of said documents / certificates shall render the bid non-responsive. ii-Experience will be counted from date of submitted P.O of relevant material. iii-Same nature means required tender item, Rubber Insulating Gloves used in DISCOs / WAPDA / KE /NGC (as per NTDC /NGC Specifications) and relevant category material means material of M23 category supplied.</p>	<p>Yes</p>
<p>Bids may liable to be rejected and declared as rejected/non-responsive forthwith if: Material is not as per required scope of work and specifications</p>	<p>No</p>
<p>Bids may liable to be rejected and declared as rejected/non-responsive forthwith if: Firm is not as per Tax requirements i.e., the bidder should have registered with Income Tax &amp; Sales Tax Department and be listed on Active Taxpayer List (ATL).</p>	<p>Yes</p>

Bids may liable to be rejected and declared as rejected/non-responsive forthwith if In the event that the total amount of pending or threatened litigations, arbitration and other claims represents twenty five percent (25%) of the Bidder's net worth.	No
Bids may liable to be rejected and declared as rejected/non-responsive forthwith if Financial statements and documents to ascertain the financial health of bidder not attached (In case of Litigation only)	Yes
The material shall be supplied strictly according to NTDC's standard specifications and the quantity mentioned in BOQ FIBER GLASS LADDER 16' DDS-34:2003 Fiber Glass Ladder 32' DDS-34:2003	Yes
Material shall comply with latest specifications. Where prototype approval is not available within last 3 years, supplier shall obtain approval from CE (S&S) NTDC before mass production. Drawings/samples shall be submitted within 30 days of PO. All testing costs shall be borne by supplier. Failed prototypes shall be improved and resubmitted without delivery extension. Changes required shall be incorporated without extra cost.	Yes
Delay in offering the prototype beyond 30-days will be considered as breach of contract agreement and liquidated charges @ 0.0667% percent for each and every day, of delay in submission of prototype sample, beyond the allowable 30 days, shall be recoverable from the contractor. These liquidated charges are in addition to the liquidated damages stated in preamble to general conditions of contract clause 26.1. All expenses of testing charges will have to be borne by the manufacturer/supplier.	Yes
In case of failure of 1st prototype Sample, the material shall be improved and second samples must be re-offered for prototype testing to Chief Engineer (S&S) NTDC by the Bidder, within 10-days and get prototype approval within 20-days after its submission. The time taken for improvement in samples and resubmission of drawings will notentitle the manufacturer to claim extension in delivery period on this account. If the Prototype fails second time, firm will be considered Non-Responsive	Yes
The bidder shall quote on FCS basis rate for the supply of stores applicable to both delivery locations, i.e., Regional Store Rohri and Regional Store Larkana. The total quantity shall be delivered as follows: 80% to Regional Store Rohri, 20% to Regional Store LarkanaNo separate or conditional rates for individual locations shall be acceptable.	No

The quoted FCS price in Pak Rupees shall be firm and final and not subject to escalation for any reason what-so ever. The Tenderer shall be entirely responsible for all duties and Taxes and other such levies on finished goods/components and raw material of the Contracted goods until delivery to the consignee(s). The Sales Tax be quote separately.	No
Conditional Bids / Rates will not be entertained / accepted.	No
Bid submission / Tender opening date & timings shall be observed strictly	No
You have to submit the requisite Certificate dully filled in, regarding the Declaration of Fees, Commission & Brokerage etc paid by you about Goods, Services & Works.	Yes
Cartel / pool rates are strictly prohibited. The firms found involved in collusive practice shall be dealt under PPRA Rules / PEPCO instructions.	No
In case of holiday announced by the Govt. of Pakistan, strike in SEPCO or any other reasons what so ever due to which this office remains closed on the above scheduled tender opening date, the tender will be opened on next working day at same time and place / venue.	No
In case of new entrant, the tenderer should submit the copy of educational / regular purchase order issued by any DISCOs along-with its completion and performance of supplied material in the light of specification /instructions / guidelines issued by Chief Engineer (S&S) NTDC Lahore letter No.3187-97 dated. 20.10.2015,otherwise your firm will be considered foreducational order / non-responsive.	No
xi) The bidder's Beneficiary Declaration certificate mentioning the names of beneficiary accounts as per PPRA SRO 592 and in case, such owners / Beneficiary have other firms with different names registered as General Order Suppliers with DISCO/ NTDC/WAPDA who are consistently non-performing (non-delivery of material, non-submission of performance Guarantees, Bid Guarantees, Advance Payments, non-execution of contract agreements etc.)	No
In Continuition of Above Clause (xi) then the bidder's having same beneficiary / owners firm's shall be declared as non-responsive. Copy of form of Beneficiary Declaration certificate is attached.	No

Marking of page number of the bid along with all enclosures must be ensured in sequence to ascertain the number of documents attached with the bidding documents, as per C.E (TS) Design memo No. 5686-91 dt.16.08.2024.

No

## Evaluation Criteria

Eligible bidder(s) with substantially responsive bid(s) offering **Least Cost Based Selection (LCBS)** shall be considered for the award of contract(s).

### Least Cost Based Selection (LCBS)

Technical Marks	100
Passing Marks	70
Technical Compliance & Capability	
Valid Relevant ISO Certification (Manufacturer) (Quantitative)(Doc Required)	15
Country of Origin & International Standards Compliance (IEC/ASTM etc.) (Quantitative)(Doc Required)	10
Minimum 2 similar supply contract successfully completion PO/Certificate (Quantitative)(Doc Required)	20
Minimum two (02) contracts in hand for general T&P and similar tender items, (Quantitative)(Doc Required)	15
Average Annual Turnover for the last 03 Financial years minimum PKR 100 million and above (Quantitative)(Doc Required)	10
Providing sample and Catalogue/Technical Data submission of offered material (Quantitative)(Doc Required)	15
Total Business Experience: 08 years or above for supply of similar nature / T&P items. Experience will be calculated from the date of first Purchase Order issued from DISCOs/ NTDC/ GENCOS or other WAPDA formations. (Quantitative) (Doc Required)	15

## Items/Lots

### Items Without Lots :

Item	UNSPSC	Delivery Schedule	Quantity	Bid Security	Sample Quantity	Manufacturer / Dealer Authorization	Warranty
FIBER GLASS LADDER 16'	Ladders	<b>Address:</b> ON FCS Basis at Regional Store Rohri & Larkana <b>Schedule:</b> 90 Days <b>Quantity:</b> 212	212	197000	1	Manufacturer Authorization form	12 Months
Fiber Glass Ladder 32'	Ladders	<b>Address:</b> ON FCS Basis at Regional Store Rohri & Larkana <b>Schedule:</b> 90 Days <b>Quantity:</b> 29	29	48000	1	Manufacturer Authorization form	12 Months

### Related Services of Goods:

No

### Items/Lot Specification

### Items Without Lots :

**Item:** FIBER GLASS LADDER 16'

**UNSPSC:** Ladders

**Specifications / Requirements:**

“The FIBER GLASS LADDER 16’ shall comply with the requirements specified in NTDC Specification DDS-34:2003” Amended to date

**Item:** Fiber Glass Ladder 32'

**UNSPSC:** Ladders

**Specifications / Requirements:**

“The FIBER GLASS LADDER 32’ shall comply with the requirements specified in NTDC Specification DDS-34:2003” Amended to date

## Price Schedule

### For Individual Items

#	Item Title	Quantity	Unit Price (PKR)	Total Price (PKR)	Delivery Location	Delivery Period / Year	Country of Origin
1							
2							

### For Lots

#	Lot Title	Total Lot Price (PKR)	Country of Origin
1	[Lot 1 Title]		





## General Conditions of Contract

## A. General

### 1. Definitions

1.1 Unless the context otherwise requires, the following terms whenever used in this Contract shall have the same meaning and shall be interpreted as indicated

1. "Applicable Law" means the laws and any other instruments having the force of law in the Government's Country, or in such other country as may be specified in the Special Conditions of the Contract (SC), as they may be issued and in force from time to time;
2. "Procuring Agency" means:-
  - 2.1. any Ministry, Division, Department or any Office of the Government;
  - 2.2. any authority, corporation, body or organization established by or under a Law or which is owned or controlled by the Government;
3. "The Contract" means an agreement enforceable by law;
4. "The Contract Price" means the price payable to the Bidder under the Contract for the full and proper performance of its contractual obligations;
5. "Ancillary Services" means those services ancillary to the provision of Goods, such as transportation and insurance, and any other incidental services, such as installation, commissioning, provision of technical assistance, training, and other such obligations of the Bidder covered under the Contract;
6. "GCC" means the General Conditions of Contract contained in this section;
7. "SCC" means the Special Conditions of Contract by which the GCC may be amended or supplemented;
8. "Day" means calendar day unless indicated otherwise.
9. "Effective Date" means the date on which this Contract comes into force and effect.
10. "The Bidder" means the individual or corporate body whose Bids to provide the Goods has been accepted by the Procuring Agency;
11. "The Project Site," where applicable, means the place or places named in Bids Data Sheet and technical Specifications;
12. "Government" means the Government of Pakistan;
13. "Subcontractor" means any entity to which the Bidder subcontracts any part of the Goods.
14. "Service" means any object of procurement other than goods or works;
15. "Party" means the Procuring Agency or the Bidder, as the case may be, and "Parties" means both of them;
16. "Foreign Currency" means any currency other than the currency of the country of the Procuring Agency;

17. "Completion Date" means the date of completion of the contract by the Bidder as certified by the Procuring Agency;

18. "In Writing" means communicated in written form with proof of receipt;

19. "Local Currency" means the currency of Pakistan;

## **2. Application and Interpretation**

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

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

## **3. Applicable Law**

3.1 The contract shall be governed and interpreted in accordance with the laws of Pakistan, unless otherwise specified in SCC.

## **4. Governing Language**

4.1 The Contract as well as all correspondence and documents relating to the Contract exchanged between the Bidder and the Procuring Agency, shall be written in the **English language** unless otherwise stated in the SCC. Supporting documents and printed literature that are part of the Contract may be in another language provided these are accompanied by an accurate translation of the relevant passages in English, in which case, for purposes of interpretation of the Contract, this translation shall govern.

## **5. Notices**

5.1 Any notice, request, or consent made pursuant to this Contract shall be in writing and shall be deemed to have been made when delivered in person to an authorized representative of the Party to whom the communication is addressed, or when sent by registered mail, telex, telegram, or facsimile to such Party at the address specified in the SCC.

## **6. Delivery/Location**

6.1 The Goods shall be delivered to such locations as the Procuring Agency may approve and as specified in SCC.

## **7. Authorized Representatives / Authority of Member in charge**

7.1 Any action required or permitted to be taken, and any document required or permitted to be executed, under this Contract by the Procuring Agency or the Bidder may be taken or executed by the officials specified in the SCC.

## **B. Commencement, Completion, Modification, and Termination of Contract**

### **8. Effectiveness of Contract**

8.1 This Contract shall come into effect on the date the Contract is signed by both parties and such other later date as may be stated in the SCC.

## **9. Commencement of Services**

9.1 The Bidder shall confirm availability of Key Experts and begin carrying out the Services not later than the number of days after the Effective Date specified in the SCC.

## **10. Program**

10.1 Before commencement of the Services, the Bidder shall submit to the Procuring Agency for approval a Program showing the general methods, arrangements, order and timing for all activities. The Services shall be carried out in accordance with the approved Program as updated.

## **11. Starting Date/Expiration Date**

11.1 The Bidder shall start carrying out the Services Five (05) days after the date the Contract becomes effective, or at such other date as may be specified in the SCC.

11.2 Unless terminated earlier pursuant to Clause **GCC 15** hereof, this Contract shall expire at the end of such time period after the Effective Date as specified in the SCC.

## **12. Entire Agreement**

12.1 This Contract contains all covenants, stipulations and provisions agreed by the Parties. No agent or representative of either Party has authority to make, and the Parties shall not be bound by or be liable for, any statement, representation, promise or agreement not set forth herein.

## **13. Modification**

13.1 Any modification or variation of the terms and conditions of this Contract, including any modification or variation of the scope of the Services, may only be made by written agreement between the Parties. However, each Party shall give due consideration to any Bids for modification or variation made by the other Party.

13.2 In cases of any modifications or variations, the prior written consent of the Procuring Agency is required.

## **14. Force Majeure**

### **14.1 Definition**

For the purposes of this Contract, "Force Majeure" means an event which is beyond the reasonable control of a Party and which makes a Party's performance of its obligations under the Contract impossible or so impractical as to be considered impossible under the circumstances.

### **14.2 No Breach of Contract**

The failure of a Party to fulfill any of its obligations under the contract shall not be considered to be a breach of, or default under, this Contract in so far as such inability arises from an event of Force Majeure, provided that the Party affected by such an event (a) has taken all reasonable precautions, due care and reasonable alternative measures in order to carry out the terms and conditions of this Contract, and (b) has informed the other Party as soon as possible about the occurrence of such an event.

### **14.3 Extension of Time**

Any period within which a Party shall, pursuant to this Contract, complete any action or task, shall be extended for a period equal to the time during which such Party was unable to perform such action as a result

of Force Majeure.

## **14.4 Payments**

During the period of their inability to perform the Services as a result of an event of Force Majeure, the Bidder shall be entitled to continue to be paid under the terms of this Contract, as well as to be reimbursed for additional costs reasonably and necessarily incurred by them during such period for the purposes of the Services and in reactivating the Service after the end of such period.

## **15. Termination**

### **15.1 By the Procuring Agency**

The Procuring Agency may terminate this Contract in case of the occurrence of any of the events specified in paragraphs (a) through (e) of this Clause. In such an occurrence the Procuring Agency shall give at least thirty (30) calendar days' written notice of termination to the Bidder in case of the events referred to in (a) through (d); at least sixty (60) calendar days' written notice in case of the event referred to in (e);

1. If the Bidder fails to remedy a failure in the performance of its obligations hereunder, as specified in a notice of suspension;
2. If the Bidder becomes (or, if the Bidder consists of more than one entity, if any of its members becomes) insolvent or bankrupt or enter into any agreements with their creditors for relief of debt or take advantage of any law for the benefit of debtors or go into liquidation or receivership whether compulsory or voluntary;
3. If the Bidder fails to comply with any final decision reached as a result of arbitration proceedings;
4. If, as the result of Force Majeure, the Bidder is unable to perform a material portion of the Services for a period of not less than sixty (60) calendar days;
5. If the Procuring Agency, in its sole discretion and for any reason whatsoever, decides to terminate this Contract;

### **15.2 By the Bidder**

The Bidder may terminate this Contract, by not less than thirty (30) calendar days' written notice to the Procuring Agency, in case of the occurrence of any of the events specified in paragraphs (a) through (d) of this Clause.

1. If the Procuring Agency fails to pay any money due to the Bidder pursuant to this Contract and not subject to dispute within forty-five (45) calendar days after receiving written notice from the Bidder that such payment is overdue.
2. If, as the result of Force Majeure, the Bidder is unable to perform a material portion of the Services for a period of not less than sixty (60) calendar days.
3. If the Procuring Agency fails to comply with any final decision reached as a result of arbitration.
4. If the Procuring Agency is in material breach of its obligations pursuant to this Contract and has not remedied the same within forty-five (45) days (or such longer period as the Bidder may have subsequently approved in writing) following the receipt by the Procuring Agency of the Bidder's notice specifying such breach.

## **C. Obligations of the Bidder**

## **16. General**

### **16.1 Standard of Performance**

1. The Bidder shall deliver the product and carry out the Services with all due diligence, efficiency and economy, in accordance with generally accepted professional standards and practices, and shall observe sound management practices, and employ appropriate technology and safe and effective equipment, machinery, materials and methods. The Bidder shall always act, in respect of any matter relating to this Contract or to the Services, as a faithful adviser to the Procuring Agency, and shall at all times support and safeguard the Procuring Agency's legitimate interests in any dealings with the third parties.

### **16.2 Law Applicable to Goods**

The Bidder shall deliver the goods in accordance with the Contract and in accordance with the Law of Pakistan and shall take all practicable steps to ensure that any of its Experts and Sub-Bidders, comply with the Applicable Law.

## **17. Conflict of Interests**

### **17.1 Bidder Not to Benefit from Commissions and Discounts.**

The remuneration of the Bidder shall constitute the Bidder's sole remuneration in connection with this Contract or the Services, and the Bidder shall not accept for their own benefit any trade commission, discount, or similar payment in connection with activities pursuant to this Contract or to the Services or in the discharge of their obligations under the Contract, and the Bidder shall use their best efforts to ensure that the Personnel, any Subcontractors, and agents of either of them similarly shall not receive any such additional remuneration.

### **17.2 Bidder and Affiliates Not to be Otherwise Interested in Project**

The Bidder agree that, during the term of this Contract and after its termination, the Bidder and its affiliates, as well as any Subcontractor and any of its affiliates, shall be disqualified from providing Goods for any project resulting from or closely related to the Services.

### **17.3 Prohibition of Conflicting Activities**

Neither the Bidder nor its Subcontractors nor the Personnel shall engage, either directly or indirectly, in any of the following activities:

1. during the term of this Contract, any business or professional activities in the Government's country which would conflict with the activities assigned to them under this Contract;
2. during the term of this Contract, neither the Bidder nor their Subcontractors shall hire public employees in active duty or on any type of leave, to perform any activity under this Contract;

## **18. Confidentiality**

18.1 Except with the prior written consent of the Procuring Agency, the Bidder and the Experts shall not at any time communicate to any person or entity any confidential information acquired in the course of the contract.

## **19. Insurance to be Taken Out by the Bidder**

19.1 The Bidder(a) shall take out and maintain, and shall cause any Subcontractors to take out and maintain, at its (or the Subcontractors', as the case may be) own cost but on terms and conditions approved by the Procuring Agency, insurance against the risks, loss or damage, and for the coverage, as shall be specified in the SCC; and (b) at the Procuring Agency's request, shall provide evidence to the Procuring Agency showing that such insurance has been taken out and maintained and that the current premiums have been paid.

## **20. Bidder's Actions Requiring Procuring Agency's Prior Approval**

20.1 The Bidder shall obtain the Procuring Agency's prior approval in writing before taking any of the following actions:

- (a) appointing such members of the Personnel not provided by the Bidder;
- (b) changing the Program of activities; and
- (c) any other action that may be specified in the SCC.

## **21. Reporting Obligations**

21.1 The Bidder shall submit to the Procuring Agency the reports and documents in the numbers, and within the periods as prescribed by the Procuring Agency.

## **22. Liquidated Damages**

22.1 If the Supplier fails to deliver any or all of the Goods or to perform the Services within the period(s) specified in the Contract, the Procuring Agency shall, without prejudice to its other remedies under the Contract, deduct from the Contract Price, as liquidated damages, a sum equivalent to the percentage specified in SCC of the delivered price of the delayed Goods or unperformed Services for each week or part thereof of delay until actual delivery or performance, up to a maximum deduction of the performance security (or guarantee) specified in SCC. Once the said maximum is reached, the Procuring Agency may consider termination of the Contract pursuant to **GCC Clause 15**.

### **22.2 Correction for Over-payment**

If the Intended Completion Date is extended after liquidated damages have been paid, the Procuring Agency shall correct any overpayment of liquidated damages by the Bidder by adjusting the next payment certificate. The Bidder shall be paid interest on the overpayment, calculated from the date of payment to the date of repayment, at the rates specified in SCC.

### **22.3 Lack of performance penalty**

If the Bidder has not corrected a Defect within the time specified in the Procuring Agency's notice, a penalty for Lack of performance will be paid by the Bidder. The amount to be paid will be calculated as a percentage of the cost of having the Defect corrected, assessed as specified in the SCC.

## **23. Performance Guarantee**

23.1 Within Seven (07) days from the issuance of acceptance letter from the Procuring Agency, the successful Bidder shall furnish the Performance Guarantee in shape of ----- at the discretion of the PA in the amount **specified in SCC**. In case the amount of Bids security is equal or greater than

23.2 The proceeds of the Performance Guarantee shall be payable to the Procuring agency as compensation for any loss resulting from the Supplier's failure to complete its obligations under the Contract.

23.3 The Performance Guarantee shall be denominated in the currency of the Contract, or in a freely convertible currency acceptable to the Procuring agency and shall be in the acceptable form as specified in SCC.

23.4 The Performance Guarantee will be discharged by the Procuring agency and returned to the Supplier not later than thirty (30) days following the date of completion of the Supplier's performance obligations under the Contract, including any warranty obligations, unless otherwise **specified in SCC**.

## **24. Fraud and Corruption**

24.1 The Procuring Agency requires the Supplier to disclose any commissions or fees that may have been paid or are to be paid to agents or any other party with respect to the Bidding process or execution of the Contract. The information disclosed must include at least the name and address of the agent or other party, the amount and currency, and the purpose of the commission, gratuity or fee.

## **25. Sustainable Procurement**

25.1 The Bidder shall conform to the sustainable procurement contractual provisions, if and as specified in the SCC.

## **D. Bidder's Personnel**

### **26. Description of Personnel**

26.1 The titles, agreed job descriptions, minimum qualifications, and estimated periods of engagement in the carrying out of the Services of the Bidder's Key Personnel. The Key Personnel listed by title as well as by name are hereby approved by the Procuring Agency.

### **27. Removal and/or Replacement of Personnel**

27.1 Except as the Procuring Agency may otherwise agree, no changes shall be made in the Key Personnel. If, for any reason beyond the reasonable control of the Bidder, it becomes necessary to replace any of the Key Personnel, the Bidder shall provide as a replacement a person of equivalent or better qualifications.

27.2 If the Procuring Agency finds that any of the Personnel have (i) committed serious misconduct or have been charged with having committed a criminal action, or (ii) have reasonable cause to be dissatisfied with the performance of any of the Personnel, then the Bidder shall, at the Procuring Agency's written request specifying the grounds thereof, provide as a replacement a person with qualifications and experience acceptable to the Procuring Agency.

27.3 The Bidder shall have no claim for additional costs arising out of or incidental to any removal and/or replacement of Personnel.

## **E. Obligations of the Procuring Agency**

### **28. Assistance and Exemptions**

28.1 The Procuring Agency shall use its best efforts to ensure that the Government shall provide the Bidder such assistance and exemptions as specified in the SCC.

### **29. Change in the Applicable Law**

29.1 If, after the date of this Contract, there is any change in the Applicable Law with respect to taxes and duties which increases or decreases the cost of the related Services rendered by the Bidder, then the remuneration and reimbursable expenses otherwise payable to the Bidder under this Contract shall be increased or decreased accordingly by agreement between the Parties, and corresponding adjustments shall be made to the amounts referred in the SCC.

### **30. Services and Facilities**

30.1 The Procuring Agency shall make available to the Bidder and the Experts, for the purposes of the Services and free of any charge, the services, facilities and property described , at the times and in the manner specified in the SCC or terms of reference.

30.2 In case that such services, facilities and property shall not be made available to the Bidder, the Parties shall agree on (i) any time extension that it may be appropriate to grant to the Bidder for the performance of the Services, (ii) the manner in which the Bidder shall procure any such services, facilities and property from other sources, and (iii) the additional payments, if any, to be made to the Bidder as a result thereof.

## **F. Payments to the Bidder**

### **31. Contract Price**

31.1 The price payable shall be in Pakistani Rupees unless otherwise specified in the SCC. Prices charged by the Supplier for Goods delivered under the Contract shall not vary from the prices quoted by the Supplier in its Bid.

### **32. Terms and Conditions of Payment**

32.1 Payments will be made to the Bidder according to the payment schedule stated in the SCC and as per actual invoice submitted by the Bidder.

32.2 Unless otherwise stated in the SCC, the advance payment shall be made against the provision by the Bidder of a bank guarantee for the same amount, and shall be valid for the period stated in the SCC. Any other payment shall be made after the conditions listed in the SCC for such payment have been met, and the Bidder have submitted an invoice to the Procuring Agency specifying the amount due.

### **33. Currency of Payment**

33.1 Any payment under this Contract shall be made in the currency(ies) specified in the SCC.

## **G. Quality Control**

### **34. Identifying Defects**

34.1 The principle and modalities of Inspection of the Goods by the Procuring Agency shall be as indicated in the SCC. The Procuring Agency shall check the Bidder's performance and notify him of any Defects that are found. Such checking shall not affect the Bidder's responsibilities. The Procuring Agency may instruct the Bidder to search for a Defect and to uncover and test any service that the Procuring Agency considers may have a Defect. Defect Liability Period is as defined in the SCC.

### **35. Correction of Defects, and**

#### **Lack of Performance Penalty**

35.1 The Procuring Agency shall give notice to the Bidder of any Defects before the end of the Contract. The Defects liability period shall be extended for as long as Defects remain to be corrected.

35.2 Every time notice a Defect is given, the Bidder shall correct the notified Defect within the length of time specified by the Procuring Agency's notice.

35.3 If the Bidder has not corrected a Defect within the time specified in the Procuring Agency's notice, the Procuring Agency will assess the cost of having the Defect corrected, the Bidder will pay this amount, and a Penalty for Lack of Performance.

### **36. Taxes and Duties**

36.1 A Supplier shall be entirely responsible for all taxes, duties, fees, etc., incurred until delivery of the contracted Goods to the Procuring Agency.

## **H. Settlement of Disputes**

### **37. Alternate Dispute Resolution**

37.1 The disputes between the parties to the contract may be settled in accordance with Public Procurement Rules, 2004.

37.2 The procuring agency shall refer the matter to the Chief Justice Islamabad High Court or Managing Director PPRA or the Secretary Ministry of Law & Justice for appointment of Arbitrator.

37.3 The fee for the Arbitrator shall be specified in Pak Rupees as determined by the appointing authority which shall be borne and shared equally by the contracting parties.



## Special Conditions of Contract

## **SECTION VIII. SPECIAL CONDITIONS OF CONTRACT**

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

### ***Number of GC Clause***

### ***Amendments of, and Supplements to, Clauses in the General Conditions of Contract***

### **Number of GC Clause 1**

#### **Definitions**

**The Procuring Agency is:** Sukkur Electric Power Company (SEPCO) (MM Directorate), Manager Material Management Office Of Manager Material Management, Old thermal power Station, SEPCO HQ ,Sukkur

#### **The Supplier is:**

**The title of the subject procurement is: TENDER NO 1380/26 PROCUREMENT OF LINE T&P AND PPE ITEMS FIBER GLASS LADDER 16' FIBER GLASS LADDER 32'**

### **Number of GC Clause 3**

#### **Applicable/Governing Law:**

The Contract shall be interpreted in accordance with the laws of Islamic Republic of Pakistan

### **Number of GC Clause 4**

#### **Language:**

The language of the Contract, all correspondence and communications to be given, and all other documentation to be prepared and supplied under the Contract shall be in **English**.

### **Number of GC Clause 5**

#### **Notices:**

#### **The addresses for the notices are:**

Procuring Agency:

Sukkur Electric Power Company (SEPCO) (MM Directorate), Manager Material Management Office Of Manager Material Management, Old thermal power Station, SEPCO HQ ,Sukkur  
+92-306-377-5784  
arif.bhutto@sepco.com.pk

Contractor/ Bidder:

[Name, address and telephone number].

The Contractor/ Bidder's Representative(s)

[Name, address, telephone number and e-mail address]

**Number of GC Clause 7.1**

**The Authorized Representatives are:**

**For the Procuring Agency:**

Sukkur Electric Power Company (SEPCO) (MM Directorate), Manager Material Management  
Office Of Manager Material Management, Old thermal power Station, SEPCO HQ ,Sukkur  
+92-306-377-5784  
arif.bhutto@sepco.com.pk

**For the Bidder:**

**Name:** .....

**Designation:** .....

**Address:** .....

**Number of GC Clause 8**

**Effectiveness of the contract**

**Number of GC Clause 9**

**Commencement of Contract:**

**Number of GC Clause 11.2**

**Expiration of Contract:**

**Number of GC Clause 15**

**Termination**

In the event of termination of the contract due to any reason as already defined in the General Conditions of Contract, the Bidder shall be responsible for providing to the Authority the Goods till the time of alternate arrangements.

**Number of GC Clause 17**

**Conflict of Interest:**

The Procuring Agency reserves the right to determine on a case-by-case basis whether the Bidder should be disqualified from providing goods or services due to a conflict of a nature described in Clause GCC 17.

**Number of GC Clause 22**

**Liquidated Damages**

If the Bidder fails to provide services as required under the contract or in case of any data loss/data breach or any incident compromising the data security or other such failures related to any services, the Bidder shall pay to the Procuring Agency as Liquidated Damages at a rate of **0.06%** to **10.00%** of the Contract value, in accordance with the extent of performance failure & the cost of investigating such incidents as judged by the

Authority.

### **Number of GC Clause 23**

#### **Performance Guarantee:**

The amount of performance guarantee shall be **5.00%** of the contract price in acceptable form of **Pay Order, Banker's Cheque, Call at Deposit, Bank Guarantee, Demand Draft**

### **Number of GC Clause 32**

#### **Payment terms:**

Payment will be made to the Bidder against the procured Goods and services according to the actual invoice or running bills submitted by the Bidder against the services provided within the time given in the conditions of the contract.

### **Number of GC Clause 33**

#### **Currency of Payment:**

All the payment to be released to the contractor/Bidder shall be in Pakistani Rupees.

### **Number of GC Clause 34**

#### **Identifying Defects:**

The Authority reserves the right at any time to inspect the premises of the provider to inspect the goods and monitor the goods being provided.

### **Delivery & Documents**

Copies of the Supplier's invoice showing Goods' description, quantity, unit price, and total amount;

Original and two copies of the usual transport document (for example, a negotiable bill of lading, a non-negotiable sea waybill, an inland waterway document, an air waybill, a railway consignment note, a road consignment note, or a multimodal transport document) which the buyer may require to take the goods;

Copies of the packing list identifying contents of each package;

Insurance Certificate;

Manufacturer's or Supplier's Valid Warranty Certificate;

Inspection Certificate issued by the Nominated Inspection Agency (if any), and the Supplier's Factory Inspection Report;

Certificate of Origin.

The above documents would be required even if the equipment has already been imported and is available with the supplier ex-stock

### **Number of GC Clause 37**

## **Following is the guidance for Dispute Resolution**

1. If any dispute of any kind whatsoever shall arise between the Authority and the Bidder in connection with or arising out of the Contract, including without prejudice to the generality of foregoing, any question regarding its existence, validity, termination and the execution of the Contract – whether during developing phase or after their completion and whether before or after the termination, abandonment or breach of the Contract – the parties shall seek to resolve any such dispute or difference by mutual diligent negotiations in good faith within 14 (fourteen) days following a notice sent by one Party to the other Party in this regard.
2. At future of negotiation the dispute shall be resolved through mediation and mediator shall be appointed with the mutual consent of the both parties.
3. At the event of failure of mediation to resolve the dispute relating to this contract such dispute shall finally be resolved through binding Arbitration by sole arbitrator in accordance with Arbitration Act 1940. The arbitrator shall be appointed by mutual consent of the both parties. The Arbitration shall take place in Islamabad, Pakistan and proceedings will be conducted in English language.
4. The cost of the mediation and arbitration shall be shared by the parties in equal proportion however the both parties shall bear their own costs and lawyer's fees regarding their own participation in the mediation and arbitration. However, the Arbitrator may make an award of costs upon the conclusion of the arbitration making any party to the dispute liable to pay the costs of another party to the dispute.
5. Arbitration proceedings as mentioned in the above clause regarding resolution of disputes may be commenced prior to, during or after completion of the contract.

Notwithstanding any reference to the arbitration herein, the parties shall continue to perform their respective obligations under the Contract unless they otherwise agree that the Authority shall pay the Bidder any monies due to the Bidder.

### **Rules of procedure for arbitration proceedings:**

Any dispute between the Authority and a Bidder who is a national of the Islamic Republic of Pakistan arising in connection with the present Contract shall be referred to adjudication or arbitration in accordance with the laws of the Islamic Republic of Pakistan including Arbitration Act 1940, however above provision shall prevail in referring the case to the Arbitrator.

### **Place of Arbitration and Award:**

The arbitration shall be conducted in English language and place of arbitration shall be at Islamabad. The award of the arbitrator shall be final and shall be binding on the parties.



Bid Securing Declaration

## Form 9: Bid Securing Declaration

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

Bid No.: **P33608**

To: **Sukkur Electric Power Company (SEPCO) (MM Directorate), Manager Material Management Office Of Manager Material Management, Old thermal power Station, SEPCO HQ ,Sukkur**

We, the undersigned, declare that:

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

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

1. have withdrawn or modified our Bid during the period of Bid Validity specified in the Form of Bid;
2. Disagreement to arithmetical correction made to the Bid price; or
3. having been notified of the acceptance of our Bid by the Procuring Agency during the period of Bid Validity, (i) failure to sign the contract if required by Procuring Agency to do so or (ii) fail or refuse to furnish the Performance Security or to comply with any other condition precedent to signing the contract specified in the Bidding Documents.

We understand this Bid Securing Declaration shall expire if we are not the successful

Bidder, upon the earlier of (i) our receipt of your notification to us of the name of the successful Bidder; or (ii) twenty-eight (28) days after the expiration of our Bid.



Contract Form

## SECTION IX: CONTRACT FORMS

THIS AGREEMENT made the \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_ between **Sukkur Electric Power Company (SEPCO) (MM Directorate), Manager Material Management Office Of Manager Material Management, Old thermal power Station, SEPCO HQ ,Sukkur**

(hereinafter called “the Procuring Agency”) of the one part and [name of Bidder] of [city and country of Bidder] (hereinafter called “the Bidder”) of the other part:

WHEREAS the Procuring Agency invited Bids for provision of goods, viz., **TENDER NO 1380/26 PROCUREMENT OF LINE T&P AND PPE ITEMS FIBER GLASS LADDER 16’ FIBER GLASS LADDER 32’ (P33608)** and has accepted a Bids by the Bidder for the provision of Goods in the sum of [contract price in words and figures] (hereinafter called “the Contract Price”).

### NOW THIS CONTRACT WITNESSETH AS FOLLOWS:

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

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

1. This form of Contract;
2. the Form of Bids and the Price Schedule submitted by the Bidder;
3. the Schedule of Requirements;
4. the Technical Specifications;
5. the Special Conditions of Contract;
6. the General Conditions of the Contract;
7. the Procuring Agency’s Letter of Acceptance; and
8. [add here: any other documents]

3. In consideration of the payments to be made by the Procuring Agency to the Bidder as hereinafter mentioned, the Bidder hereby covenants with the Procuring Agency to provide the Goods related services and to remedy defects therein in conformity in all respects with the provisions of the Contract.

4. The Procuring Agency hereby covenants to pay the Bidder in consideration of the provision of Goods and the remedying of defects therein, the Contract Price or such other sum as may become payable under the provisions of the contract at the times and in the manner prescribed by the contract.

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

Signed, sealed, delivered by \_\_\_\_\_ the \_\_\_\_\_ (for the Procuring Agency)

Witness to the signatures of the Procuring Agency:

.....

Signed, sealed, delivered by \_\_\_\_\_ the \_\_\_\_\_ (for the Procuring Agency)

Witness to the signatures of the Bidder: .....





Integrity Pact

## Integrity Pact

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

**Contract Number:** Contract Value: Contract Title:

Dated:

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

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

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

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

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



## Performance Guarantee Form

## Performance Guarantee Form

To: **Sukkur Electric Power Company (SEPCO) (MM Directorate), Manager Material Management Office Of Manager Material Management, Old thermal power Station, SEPCO HQ ,Sukkur**

WHEREAS *[name of Bidder]* (hereinafter called “the Bidder”) has undertaken, in pursuance of Contract No. *[reference number of the contract]* dated *[insert date]* for provision of Goods (hereinafter called “the Contract”).

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

AND WHEREAS we have agreed to give the Bidders guarantee:

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

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

Signature and seal of the Guarantors

---

*[name of bank or financial institution]*

---

*[address]*

---

*[date]*



Annexure

## Bid Data Sheet (BDS)

Information (Read-Only)

See Form Under Additional Forms and Documents: **Bid Data Sheet (BDS)** (page number: 67)

## Special Condition of Contract (SCC)

Information (Read-Only)

See Form Under Additional Forms and Documents: **Special Condition of Contract (SCC)** (page number: 73)

## Specification Ladders (DDS 34 2003)

Information (Read-Only)

See Form Under Additional Forms and Documents: **Specification Ladders (DDS 34 2003)** (page number: 79)

## Technical Data Ladders

The vender must comply with the Provided Specifications as in attachment for read only purpose however the technical data must be submitted of the Required tender Items

Technical Submission (Vendor)

Document Required

See Form Under Additional Forms and Documents: **Technical Data Ladders** (page number: 137)

## Standard Forms Annexures

Technical Submission (Vendor)

Document Required

See Form Under Additional Forms and Documents: **Standard Forms Annexures** (page number: 138)

## Price Schedule/BOQ

Financial Submission (Vendor)

Document Required

See Form Under Additional Forms and Documents: **Price Schedule/BOQ** (page number: 153)





## Procurement Forms

## Past Experience and Completed Contracts

The bidder/manufacturer must have demonstrated at least Two (2) numbers of contracts successfully completed as main supplier for similar item within the last five (5) years. The total quantity of contracts (e. sum of multiple contracts) shall at least be equal to or more than the quantity of contract for which the bid is submitted. In case of JV, all JV partners shall combinely meet the said required experience.

See Form Under Additional Forms and Documents: **Past Experience and Completed Contracts** (page number: 154)

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

See Form Under Additional Forms and Documents: **Historical Contract Non-Performance, and Pending Litigation and Litigation History** (page number: 155)

## Current Contracts and Their Progress

See Form Under Additional Forms and Documents: **Current Contracts and Their Progress** (page number: 157)

## Financial Capacity and Net Worth Evaluation Form

See Form Under Additional Forms and Documents: **Financial Capacity and Net Worth Evaluation Form** (page number: 158)

## Average Annual Turnover

“Minimum average annual turnover for the last three (03) years: PKR 100 million.”

See Form Under Additional Forms and Documents: **Average Annual Turnover** (page number: 160)





## Additional Forms and Documents



# SUKKUR ELECTRIC POWER COMPANAY

## BIDDING DOCUMENTS

TENDER NO 1380/26

PROCUREMENT OF LINE T&P AND PPE ITEMS

FIBER GLASS LADDER 16'

FIBER GLASS LADDER 32'

Bidding Opening Procedure: PPRA Rule 36 (b)

SINGLE STAGE TWO ENVELOPE

*(For the purpose of this tender, all references to manual processes and manual submission of tender/bid should be deemed to have been replaced with the processes and procedures in pursuant to E-Pak Acquisition & Disposal System (EPADS) and defined in E-PAK Procurement Regulation, 2023.)*

*This completed Bidding Documents; along with Bid Security Instrument and all necessary documents for the responsiveness of the bid as specified in the bidding documents; shall be submitted / uploaded on PPRA's EPADS Portal; before close of bid submission time.*

**Manager (Material Management) SEPCO**

**Old Thermal Power Station Old Sukkur**

**Phone: 071-9310798, 071-5620079**

**Fax: 071-9310797**

**JUNE-2026**

## Bid Data Sheet (BDS)

The following specific data for the goods to be procured shall complement, supplement, or amend.

<b>BDS Clause Number</b>	<b>Amendments of, and Supplements to, Clauses</b>
------------------------------	---

### A. Introduction

1.	<p><b>Name of Procuring Agency:</b> Sukkur Electric Power Company (SEPCO)</p> <p><b>The subject of procurement:</b> Procurement of Following Materials</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: center;">Sr. No</th> <th style="text-align: center;">Description</th> <th style="text-align: center;">Unit</th> <th style="text-align: center;">Quantity</th> <th style="text-align: center;">Specifications</th> </tr> </thead> <tbody> <tr> <td style="text-align: center;">1</td> <td>FIBER GLASS LADDER 16'</td> <td style="text-align: center;">No</td> <td style="text-align: center;">212</td> <td style="text-align: center;">DDS-34:2003</td> </tr> <tr> <td style="text-align: center;">2</td> <td>Fiber Glass Ladder 32'</td> <td style="text-align: center;">No</td> <td style="text-align: center;">29</td> <td style="text-align: center;">DDS-34:2003</td> </tr> </tbody> </table> <p><b>Procurement is based on "item-wise basis" of above referred materials</b> on EPAD System, to be supplied on FCS basis (Free Consignee Stores) at Regional Store Rohri / Larkana. The procurement shall be carried out on an item-wise basis, and bidders may quote for any one or more items independently. The loading / un-loading of the goods shall be responsibility of the supplier.</p> <p><b>Period for the delivery of goods:</b> 100% Within 90 days or earlier.</p>	Sr. No	Description	Unit	Quantity	Specifications	1	FIBER GLASS LADDER 16'	No	212	DDS-34:2003	2	Fiber Glass Ladder 32'	No	29	DDS-34:2003
Sr. No	Description	Unit	Quantity	Specifications												
1	FIBER GLASS LADDER 16'	No	212	DDS-34:2003												
2	Fiber Glass Ladder 32'	No	29	DDS-34:2003												
2.	<p>Financial year for the operations of the Procuring Agency: 2025-26</p> <p>Name of financing institution: SEPCO</p> <p>Name and identification number of the Contract: Tender No. 1380/26.</p>															
3.	Maximum number of Members in the Joint Venture, consortium or association shall be: Two															
4.	<p>i. <b>Local Manufacturer/Vender:</b> The bidder must be pre-qualified and registered with SEPCO/DISCOs/NTDC /GENCOs and any other WAPDA formation under relevant category of material being procured DISCOs/WAPDA formation under relevant category.</p> <p>ii. <b>Foreign Manufacturer/Vender:</b> The invitation foreign sourcing through local vendors or foreign manufacturers is permissible. Vendors (registered or non-registered) with SEPCO/DISCOs/NTDC/GENCOs or other WAPDA formations shall be eligible, subject to provision of valid authorization from the original manufacturer. Eligibility is further subject to prototype approval of the offered <b>Item</b> in accordance with the technically approved specifications finalized by the C.E (S&amp;S), former NTDC/NGC.</p> <p>who hold prototype approval for the subject material, if applicable; And are registered with FBR and are on Active Taxpayers List.</p> <p>The procurement process would be as per Public Procurement Rule 36 (b) Single Stage Two Envelope Procedure.</p>															
5.	Not Applicable															
6.	Ineligible countries are stated in the Section IV of this Bidding Documents.															
7.	This clause is not applicable															

### B. Bidding Documents

8.	<p>One scanned e-bid containing all the required documents is to be submitted / uploaded on EPADS.</p> <p><b>Note: Only e-bids submitted through the EPAD System shall be accepted.</b></p> <p><b>However, in addition, the hard copy Original Bid Security must be submitted in the office of the Manager (Material Management) SEPCO Sukkur Before submission deadline.</b></p>
9.	The clarification can be sought on the EPADS Portal.
10.	Not Applicable

### C. Preparation of Bids

11.	The Language of all correspondences and documents related to the Bid is English
12.	Samples are required whereas Sample of the offered material/item shall be submitted before the deadline for submission of the e-Bids to the office of the Manager (Material Management) SEPCO. The samples received after the deadline of e-bids shall not be entertained and the bidders shall be declared non-responsive. The submitted sample shall be as per relevant specification, if any
13.	Power of Attorney Authorizing the signatory of the bidder to submit the bid on the Company's Letter Head.



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14.	<p>The material shall be strictly according to standard specifications/If any (amended-to-date) For items necessitating prototype approval;</p> <p>i. If you do not possess the prototype approval for the offered material within last 3-years (if applicable under approved specification), you shall have to obtain prototype approval from the office of Chief Engineer (S&amp;S) NTDC 1st Floor PIA Building Egerton Road, Lahore before start of mass production. Drawings and prototype samples for prototype testing shall be offered within 30-days from the date of issue of purchase order to Chief Engineer (S&amp;S) NTDC. The Chief Engineer (S&amp;S) NTDC will accord approval of offered prototype within 30-days from the date of receipt of prototype call. All expenses shall be borne by the manufacturer / supplier. The testing will be carried out at manufacturer's premises/ HV&amp;SC Lab Rawat / RTL Faisalabad or any other independent Lab of International repute like KEMA Holland, CRIEPI Lab Japan, CESI Lab Italy to be approved by Chief Engineer (S&amp;S) NTDC.</p> <p>ii. If the prototype sample fails, the material shall be improved and re-offered for prototype testing to Chief Engineer (S&amp;S) NTDC. The time taken for improvement in sample and re-submission of drawings will not entitle the manufacturer to claim extension in delivery period on this account.</p> <p>iii. Any changes suggested in the material and drawings during prototype testing for compliance of specifications and purchase orders shall have to be incorporated without any extra price claim.</p>
15.	Not Applicable
16.	The bidders will have to submit complete technical detail of the offered item including technical schedule and drawings.
17.	Not Applicable
18.	<p>The bidder shall provide the following documents:</p> <p>i. No Deviation certificates from Commercial terms and technical specification</p> <p>ii. Income tax returns for last three years</p> <p>iii. Audited Financial Reports of last three years</p> <p>iv. Declaration for no blacklisting/debarment from NTDC/ WAPDA/DISCOs/GENCOs/Govt. Dept. or any organization (locally or internationally) for both manufacturer and bidder.</p> <p>v. Declaration regarding no involvement in litigation case, if involved then submit the Form accordingly.</p> <p>vi. Complete bid schedule duly signed and stamped (in duplicate) by the bidder. Non-submission of bid schedule or failure to fill the bid schedule shall result in non-qualification of bidder.</p> <p>vii. Technical literature, if any along with make and origin of product offered.</p> <p>viii. Copy of P.O, if the offered product was previously supplied to any formation of NTDC/WAPDA/DISCOs/ GENCOs /Govt. Dept.</p> <p>ix. Supply record of last three years</p> <p>x. Current contract commitment</p>




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	<p>The following Clause is added:</p> <p><b>A. Eligible Bidders</b></p> <p>xi. A Bidder having the Nationality of Pakistan.</p> <p>xii. Manufacturer / supplier of the offered equipment, prequalified/registered in required categories complying qualification &amp; experience criteria as laid down in bidding document.</p> <p>xiii. The Bidder shall be registered with Income Tax and Sales Tax Departments and shall be on Active Taxpayers List of the Federal Board of Revenue.</p> <p>xiv. The Bidder/manufacturer shall not be, blacklisted by DISCOs/NTDC/PPMC or any other Government department.</p> <p><b>B. Qualification of the Bidder</b></p> <p>To be qualified for award, the Bidder shall meet the experience, capability and adequacy of resources as per criteria delineated herein:</p> <p><b>Contractual Experience</b></p> <p>i. The bidder/manufacturer must have demonstrated at least Two (2) numbers of contracts successfully completed as main supplier for similar item within the last five (5) years. The total quantity of contracts (i.e. sum of multiple contracts) shall at least be equal to or more than the quantity of contract for which the bid is submitted. In case of JV, all JV partners shall combinely meet the said required experience.</p> <p><b>Supply Capacity</b></p> <p>The manufacturer shall provide the following information with the Bid to establish its capacity/capability to execute the order.</p> <p>i. Manufacturing Capacity</p> <p>ii. Orders in hand</p> <p>The manufacturing capacity of the Bidder should be at least equal to orders in hand and this order (if placed on it).</p>
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	<p><b>Note:- In case of New Entrant following shall criteria apply:</b></p> <p>The tenderer should submit the copy of educational / regular purchase order issued by any DISCOs alongwith its completion and performance of supplied material in the light of specification / instructions / guidelines issued by Chief Engineer (D&amp;S) NTDC Lahore letter No 3187-97 dated. 20.10.2015, otherwise your firm will be considered for Educational Order / Non-Responsive.</p>
19.	The offered bid prices shall be on FCS basis (Free Consignee Stores) at Regional Stores (Rohri & Larkana) SEPCO. The loading / un-loading of the goods shall be responsibility of the supplier.
	Not Applicable
20.	The quoted prices shall be in PKR.
21.	Not applicable.
22.	Bid validity period shall be <b>120 days</b> .
23.	The amount of Bid Security shall be <b>Rs. 245,000/-</b> . The bid validity period for the aforementioned tender shall 120 days. The bank instrument shall remain valid for an additional 28 days beyond the validity date. The currency of the Bid Security shall be in PKR.
24.	Bid Securing Declaration is not allowed.
25.	<p>Bid Security shall be in PKR issued in favour of Chief Executive Officer (CEO) SEPCO and it shall be in the form as per the following:</p> <ul style="list-style-type: none"> <li>- A Bank guarantee issued by a scheduled bank of Pakistan in the form provided in the Bidding Documents.</li> <li>- Call Deposit Receipt (CDR)</li> </ul> <p><b>Note:</b> The bid security from any insurance company will not be acceptable in any case and the bid shall be liable for rejection.</p>
26.	Alternative Bid is not allowed.
27.	Not Applicable
28.	Not Applicable. Only bids on EPADS will be accepted.
29.	Written confirmation of authorization is required on the bidder's letterhead alongwith the signature specimen and CNIC number. These should be scanned and attached with bid.

#### D. Submission of Bids



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30.	One scanned e-bid containing all the required documents is to be submitted / uploaded on EPADS. <b>Note: Only e-bids submitted through the EPAD System shall be accepted.</b> <b>However, in addition, the hard copy Original Bid Security must be submitted in the office of the Manager (Material Management) SEPCO Sukkur Before submission deadline.</b>
31.	Not Applicable. Only e-bids on EPADS will be accepted.
32.	The deadline for Bid submission on EPAD is <b>Day: Tuesday Date: 09.06.2026 Time: 10:30 A.M</b>

### E. Opening and Evaluation of Bids

33.	The Bid opening on EPAD is <b>Day: Tuesday Date: 09.06.2026 Time: 11:45 A.M</b>
34.	Opening of the e-bids does not mean that all the participating bidders are responsive.
35.	Only PKR Currency is acceptable.
36.	Technical and Commercial Evaluation/Comparison of " <b>bids is based on item-wise basis</b> " shall be carried out on FCS (Free Consignee Stores) unit price basis at Regional Stores (Rohri & Larkana) SEPCO. The unloading of the goods shall be the responsibility of the Supplier). The Bid shall be considered non-responsive if the bidder's previous two-year performance against DISCOs/local contracts is not satisfactory. The material/items shall be supplied as per the legitimate delivery schedule strictly according to the approved sample by the sample selection committee of the procuring agency. The bid will be declared non-responsive, if the samples are rejected by the sample Technical Evaluation Committee. Arithmetical errors will be rectified on the following basis: <ul style="list-style-type: none"> <li>✓ If there is a discrepancy between the unit price and total price that is obtained by multiplying the unit price and quantity, the unit price shall prevail and the total price shall be corrected. If there is a discrepancy between the words and figures the amount in words shall prevail.</li> <li>✓ If there is a discrepancy between the total Tender price entered in Form of Tender and the total shown in the Schedule of Prices. The amount stated in the Form of Tender will be corrected by the Purchaser / Engineer in accordance with the Corrected Schedule of Prices.</li> <li>✓ If the Tenderer does not accept the corrected amount of Tender, his Tender shall be rejected and his Tender Security forfeited.</li> <li>✓ Tenders indicating the delivery beyond the date specified in tender schedule shall be declared non-responsive.</li> </ul> The bidder must be registered with Income Tax and Sales Tax Department. The bidder shall offer material that strictly matches the quality, composition, and performance of the approved sample.
37.	The comparison shall be made on the basis of: <ol style="list-style-type: none"> <li>i. FCS (Free Consignee Stores) at Regional Stores (Rohri &amp; Larkana) SEPCO including free loading and unloading of material.</li> </ol>
38.	The offered samples in addition to relevant Specification (if any) shall be evaluated by the procuring agency's technical evaluation committee as per PPR rule 4 Principles of Procurement especially in terms of quality of material used, material finishing, workmanship, efficiency, economy and value for money etc. If deemed necessary, The Technical Evaluation Committee may, at its discretion, carry out testing of the submitted samples from any nationally recognized and reputable laboratory available on the panel of PPMC. The testing charges of the most advantageous / lowest evaluated bidder shall be borne by the said bidder. The testing charges of samples of all other bidders shall be borne by SEPCO.
39.	Not Applicable
40.	The evaluation shall be carried out as per ITB Clause 16, 18, 30 and Clause-36, 37 & 38 of BDS, NIT and bidding documents on the basis of the eligibility of the Supplier / Manufacturer and the eligibility of goods. Additionally the bidder also has to comply with the SEPCO special requirements. If eligible, the bidder will be selected on the least cost basis.
41.	Not Applicable
42.	Negotiations will be undertaken as per Public Procurement Rule 40.

### F. Award of Contract

43.	Percentage for quantity increase or decrease is 15% during the currency of the contract.
44.	The successful bidder will be issued Letter of Intent (LOI)/Letter of Acceptance. The successful bidder shall have to submit the Performance Security (Guarantee) within 07 days from the date of issue of LOI. The Performance Security (Guarantee) shall be 5% of the total Contract Price (Including GST).



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45.	<p>The Performance Security (Guarantee) shall be in the form of:</p> <ul style="list-style-type: none"> <li>- A bank guarantee issued by a scheduled bank of Pakistan in the form provided in the Bidding Documents.</li> <li>- Call Deposit Receipt (CDR)</li> </ul> <p><b>Note:</b> The bid security from any insurance company will not be acceptable in any case and the bid shall be liable for rejection.</p>
46.	Advance Payment is not allowed.
47.	Not Applicable
48.	The Arbitrator shall be appointed by mutual consent of both parties. Arbitration shall take place at SEPCO Sukkur.
49.	<p><b>Following shall be added in Clause 49:</b></p> <p>The debarment / blacklisting of firms / suppliers shall be as per SEPCO debarment policy and PPRA Rule-19.</p> <p><b>The address of the Procuring Agency:</b>  Manager Material Management,  Sukkur Electric Power Company (SEPCO)  Regional Head Quarter, Old Thermal Power Station Sukkur-Pakistan  Direct: +92-719310798, P.N: +92-719310796  Email: arif.bhutto@sepco.com.pk  Email: managermmsepco@gmail.com</p> <p><b>The Address of PPRA to submit a copy of grievance:</b>  Grievance Redressal Appellate Committee, Public Procurement Regulatory Authority  G-5/2, Islamabad, Pakistan Tel: +92-51-9202254</p>

1<sup>st</sup> Floor,

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## Special Conditions of Contract (SCC)

The following Special Conditions of Contract (SCC)

SCC Clause Number	Amendments of, and Supplements to, Clauses
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### Definitions

1.	The Procuring Agency is: Sukkur Electric Power Company (SEPCO)
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### Documents Forming the Contract

2.	Purchase Order (PO) Performance Guarantee submitted by the successful firm and its verification from the concerned Bank Letter of Intent (LOI) issued by SEPCO and its acceptance by the successful bidder Special Conditions of Contract General Conditions of Contract Specifications Contractor's Bid on EPAD Bidding Document and Notice inviting Bids SEPCO Special Conditions duly signed Addendum (if any)
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### Conditions Precedent

3.	Having issued the Purchase Order it shall come into effect on the date of its issuance. <ol style="list-style-type: none"> <li>i. Submission of performance Security (or guarantee) in the form specified in the SCC</li> <li>ii. Acceptance of LOI</li> <li>iii. Declaration of ultimate Beneficiary Owner as per pro-forma specified in SCC</li> </ol>
4.	Not applicable

### Governing Language

5.	The Governing Language shall be English
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### Applicable Law

6.	The Applicable Law shall be: Laws of the Government of Pakistan and PPRA rules.
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### Performance Security (or Guarantee)

7.	The amount of Performance Security (Guarantee), as a percentage of the Contract Price, shall be: 5% of the Total Bid Price (Including GST) <b>Time period of validity: shall be 12 Months from the receipt of the last consignment.</b>
8.	The Performance Security/Guarantee shall be in PKR issued in favor of Chief Executive Officer (CEO) SEPCO and it shall be in the form as the per following: <ol style="list-style-type: none"> <li>a. A bank guarantee issued by a scheduled bank of Pakistan in the form provided in the Bidding Documents.</li> <li>b. Call Deposit Receipt (CDR)</li> </ol> <b>Note:</b> The performance security from any insurance company will not be acceptable in any case and the bid shall be liable for rejection.
	After delivery and acceptance of the Goods, the Performance Security (or guarantee) shall be withheld to cover the Supplier's warranty obligations in accordance with the SSC clause 14 & 15 (Warranty GCC-18). The Performance Security (or guarantee) shall be extended by the firm in case any defect or replacement of material is claimed until the expiry/extended warranty period.



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<p><b>9. Inspections and Tests</b></p>	<p>Inspection and tests prior to shipment of Goods and at final acceptance are as follows:</p> <p><b>A.</b> Quality and quantity inspection shall be carried out prior to shipment of Goods by the manufacturer(s)/supplier(s) at the supplier's own expense and responsibility in terms of the approved samples verifying the size, dimensions, quality &amp; finishing of material etc. The supplier/manufacturer shall submit the inspection certificate issued by himself to the Procuring Agency, at the time of submission of the inspection call, in order to ensure that the goods are manufactured / supplied in compliance with the contract.</p> <p><b>B.</b> The joint inspection shall be carried out at the manufacturer's/supplier's premises by the Chief Engineering (MI) PPMC Lahore or his authorized representative, Deputy Manager (Safety) &amp; alongwith Representative of CBA Union. Notice in writing shall have to be given to the office of Chief Engineer PPMC and Manager Material Management SEPCO simultaneously by the manufacturer/supplier when the store against the order is ready for inspection. The inspection call shall be effective when delivered to SEPCO or Chief Engineer (MI) PPMC Lahore, whichever is later.</p> <p>The manufacturer/Supplier shall have to deposit Inspection Fee @ 0.5% of the cost of material on order while offering material for inspection in the Account of Chief Engineer (MI) PPMC.</p> <p>All expenses of Inspector(s) of SEPCO shall be borne by the Tenderer including Boarding/ Lodging, Daily Allowance etc.</p> <p><b>Stage inspection may be carried out, if necessary.</b></p> <p><b>C.</b> All reasonable facilities as provided in the specification or followed by the industry or trade, in general, shall have to be accorded to the inspecting officers at your expense for carrying out the inspection. The Inspecting Officer may reject a part or the whole of the consignment tendered for inspection, if after inspection, such portion thereof as he may decide, on his discretion, he is satisfied that the consignment is below the requirements of the particulars governing the supply given in the Purchase Order.</p> <p><b>D.</b> The decision of the Inspecting Officer shall be binding on the supplier. If the stores are rejected as aforesaid, then without prejudice to the right of the Purchaser, the supplier may submit stores in replacement of those rejected but resubmission will not mean the extension of the delivery period.</p> <p>On final rejection, the purchaser shall have the following rights:</p> <p><b>E.</b> To purchase the rejected goods at the supplier's cost and expense.</p> <p><b>F.</b> To terminate the contract/PO and recover from the supplier the loss the Company, thereby incurs.</p> <p><b>G.</b> To take action as per PPRA Rules.</p> <p><b>H.</b> SEPCO reserves the right to re-inspect, re-test (at its own expense) and, where necessary, reject the Goods after the arrival at the final destination. This shall in no way be limited to or eased because of the Goods having previously been inspected, tested and passed by SEPCO or its representative prior to the Goods' shipment. The decision of SEPCO based on the reports of re-inspection and/or re-testing shall be binding on the manufacturer/supplier.</p> <p><b>I. <u>For Foreign Manufacturers:</u></b> Pre-shipment inspection of the material will be carried out at Foreign Manufacturers works by the committee constituted by CEO SEPCO, 01 Representative of SEPCO OR Chief Engineer (MI) PPMC Lahore OR Both representatives from SEPCO.</p> <p><b>0.5% Inspection fee will not be applicable for Foreign Inspection.</b> All reasonable facilities for performing / witnessing any tests by the Inspector during Pre-shipment Foreign Inspection shall have to be afforded by the supplier if such tests are clearly intended by or provided for in the specifications or schedule of prices or as agreed between purchaser and the supplier witnessing of the test will cover the expenses of Two Inspectors from WAPDA / SEPCO including Return Air Ticket up to the place of inspection and back (as admissible), Local Transportation, Boarding, Lodging in "A" class Hotel and Daily Allowance as permissible under WAPDA rules.</p> <p>Inspection Certificate will be issued by inspecting officers upon submission of Complete Import Documents to verify the originality of foreign item (in case of foreign material) otherwise the material offered for inspection will be rejected by the inspecting officers and appropriate action will be initiated against the bidder as per PPRA / Procurement Manual/General Conditions of Contract (amended to date).</p> <p>In case the goods fail to withstand any test and you desire to submit new consignment, the cost of repeating such test / re-inspection and cost of witnessing such test by the Inspectors / Engineer, including boarding / lodging, shall be borne by you and the equipment will be released or modified to the satisfaction of SEPCO without any additional cost to the SEPCO.</p> <p>Any inspection and / or witnessing tests or the waiving of such tests and / or surveillance by the Engineer / Inspectors shall not relieve you from obligations and responsibilities under the contract regardless of any approval or consent given by the Engineer and or Inspectors.</p>
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	<p><b>10.2.8</b> The inspecting officers may reject a part of the or whole consignment rendered for inspection if after inspection such portion thereof, as they may decide on their discretion, they are satisfied that the consignment is below the requirements of particulars governing the supply given in letter of Intent / Purchase Order.</p> <p><b>10.2.9</b> If the stores are rejected as aforesaid, then without prejudice to the right of the purchaser you may submit stores in replacement of those rejected but re-submission will not mean extension of delivery period.</p> <p><b>10.2.10</b> On final rejection the purchaser shall have the following rights:</p> <ol style="list-style-type: none"> <li>a) To purchase the rejected goods at your cost and expense.</li> <li>b) To terminate the contract and recover from you, the loss, incurred by SEPCO.</li> </ol> <p>In case, the rejection exceeds 20% of the contracted quantity or volume, the additional fee payable to SEPCO's Inspection Agents will be recovered from you.</p> <p><b>J. VISUAL INSPECTION:</b> Visual Inspection shall be carried out by SEPCO Material Inspection Committee and will highlight and communicate any defect found at time of visual inspection to this office as well as to the supplier. The concerned Deputy Manager Regional Store SEPCO shall be issued GRN after issuance of Verification Certificate in accordance with Material Quality and as per Specification / Standard by SEPCO Material Inspection Committee.</p>
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### Packaging

<b>10.</b>	<p>The Goods shall be packed properly in accordance with standard export packing specified by the Procuring Agency in the Technical Specification.</p> <p>The word "Sukkur Electric Power Company" or SEPCO with PO / Rate Contract No &amp; year together with other essential markings as per the Specification shall be provided.</p>
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### Delivery and Documents

<b>11.</b>	<p>The Goods shall be supplied on FCS basis (Free Consignee Stores) at (Regional Stores Rohri &amp; Larkana) SEPCO including free lifting and delivery.</p>
<b>12.</b>	<p>Upon delivery of the Goods, the supplier shall notify SEPCO and mail the following documents to SEPCO:</p> <ol style="list-style-type: none"> <li>i. one original plus four copies of the Supplier's invoice showing Goods' description, quantity, unit price, and total amount;</li> <li>ii. delivery note, railway receipt, or truck receipt;</li> <li>iii. Manufacturer's or Supplier's warranty certificate;</li> <li>iv. Certificate to the effect that the prime material has been used in the manufacturing of Goods, and if any evidence of used/scrap material is found at a later stage the supplied Goods shall be replaced free of cost with the Goods having prime material. Also, if any manufacturing, design and/or inherent fault is detected at later stage the faulty Goods shall be replaced with Healthy Goods. The inspection procedure for the replaced goods shall be same as per the inspection requirement in the Technical Specifications and the Contract.</li> <li>v. Inspection certificate issued by the nominated inspectors/agency, and</li> </ol> <p>The above documents shall be received by SEPCO before the arrival of the Goods and, if not received, the Supplier will be responsible for any consequent expenses.</p>

### Insurance

<b>13.</b>	<p>The Insurance shall be in an amount equal to 110 percent of the FCS value of the Goods from "warehouse" to "warehouse" on "All Risks" basis, including War Risks and Strikes.</p>
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### Warranty

<b>14.</b>	<p>The warranty period shall be for a period of <b>12 Months</b> from the date of completion of supply. The supplier shall be held responsible for all the losses and the unacceptable Goods shall be substituted with the acceptable Goods free of cost from the date of intimation by the Deputy Manager Regional Stores (Rohri &amp; Larkana) SEPCO Sukkur.</p>
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15.	<p>Upon receipt of notice for correction of defects under the warranty period the manufacturer/supplier shall, within 45 days (or the period specified in Specification) and with all reasonable speed, repair or replace the defective goods or parts thereof. The cost of lifting the defective goods its subsequent repair or replacement and returning back to SEPCO stores shall be borne by the supplier.</p> <p>If the supplied goods or its part(s) is/are damaged during the warranty and need repair, its warranty period will be protected. The warranty period shall effectively remain active from the date of intimation of defective goods to the manufacturer/supplier and shall resume again once the defect has been removed and goods supplied back to SEPCO stores.</p> <p>For Example: An item has a warranty period of <b>12 Months</b>. Its warranty starts on 1<sup>st</sup> January and it gets defective after its successful use/commissioning after 6 months on 5<sup>th</sup> July. The manufacturer/supplier is intimated about the defect on 7<sup>th</sup> July. The remaining warranty is 1 year, 5 months and 23 days. This remaining warranty period shall remain reserved. The item is lifted for repair on 15<sup>th</sup> July and returned to SEPCO stores on 7<sup>th</sup> August. The remaining warranty of 1 year, 5 months and 23 days will resume from 7<sup>th</sup> August.</p> <p>If the Goods under warranty period already repaired are damaged again (second time) the procedure mentioned for the first time damage shall be followed. Accordingly, the same procedure shall be followed for damage/defect for the third time. However, if the goods under warranty period are damaged for the third time the manufacturer/supplier shall be issued a Performance Certificate that will have an impact on its participation in future bids/tenders in SEPCO.</p> <p>The warranty period of the entirely replaced item shall be as per the initial warranty period of new goods.</p> <p><b>NOTE: Liquidated Damages shall be applicable where there is a delay in delivery of material under the warranty claim. Liquidated Damages shall be applicable as per SCC clause 20.</b></p>
Payment	

16.	<p>The payment will be made directly by the Chief Financial Officer SEPCO within (30) days on the presentation of the following documents:-</p> <ol style="list-style-type: none"> <li>i. Invoice of the supplied material in triplicate.</li> <li>ii. Delivery Challan duly acknowledged and signed by the consignee.</li> <li>iii. GRN issued by concerned Deputy Manager, Regional Store SEPCO and Countersigned by Manager MM.</li> <li>iv. Warranty Certificate.</li> <li>v. Inspection Certificate issued by Chief Engineer (MI) PPMC or his authorized representative.</li> <li>vi. Confirmation letter of acceptance of Performance Bond by the Manager (MM) SEPCO.</li> <li>vii. Confirmation letter by the Manager (MM) SEPCO against each invoice claim regarding the adequacy of the validity of the Performance guarantee with respect to supplies / delivery.</li> <li>viii. Certificate to the effect that the billed amount has not been claimed or received earlier (Non-payment certificate).</li> <li>ix. Professional Tax paid certificate by the firm.</li> <li>x. All Federal &amp; Provincial Taxes will be applied as per prevailing laws.</li> <li>xi. Copy of General Sales Tax/Excise Duty Invoice.</li> <li>xii. The manufacturer/supplier in its invoices shall also give an undertaking, in case of omission of any deductible amount; SEPCO's claim at any later stage (through pre-audit / post audit) shall be acceptable to them.</li> </ol> <p>As per directions of FBR dated. 3.9.2015 conveyed vide C.E (Operation) PEPCO vide letter No. 1918-28 dated. 17.09.2015, the payment to the registered persons may be linked with the active taxpayer status of the suppliers as per FBR database. If any registered supplier is not in ATL his payment should be stopped till he files his mandatory returns and appears on ATL of FBR.</p> <p><b>PARTIAL DELIVERIES AND PARTIAL PAYMENTS ARE ALLOWED.</b></p> <p>The amount of 18% sales tax will be reimbursed by the Chief Financial Officer SEPCO as under:</p> <ol style="list-style-type: none"> <li>i. Sales Tax return cum payment Challan for the month of delivery of material.</li> <li>ii. Copy of GRN duly stamped and signed by the respective consignees and shall be counter signed by Manager MM.</li> <li>iii. Sales Tax Invoice as per GRN above.</li> </ol>
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	iv. Any increase/decrease in the existing tariff of custom duty/Sales tax or any other tax is imposed or charged by the Government of Pakistan/Provincial Government, the same will be adjusted by the Chief Financial Officer SEPCO Sukkur on presentation of documentary evidence. In case the manufactures who pay lump-sum Sales Tax, they shall also submit an affidavit on non-judicial paper separately that "Challan includes the amount of Rs. _____ of Sales Tax for supply of material to SEPCO against P.O. No. _____ dated. _____"
17.	Not applicable.
18.	All payments shall be made in PKR

**Prices**

19.	Prices shall not be adjusted. The offered price shall be firm and final.
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**Liquidated Damages**

20.	<p>If the supplier fails to deliver the Goods or any consignment thereof within the specified delivery period, the purchaser shall be entitled at his option, either:</p> <p>a) To recover from the supplier liquidated damages levied at the rate of 2% per Month Or a fraction thereof subject to a maximum of ten percent (10%) of the PO/contract price, except:</p> <ul style="list-style-type: none"> <li>• Where un-delivered stores hold up the use of other stores, liquidated damages shall be levied on the total value of the contract/PO.</li> <li>• The recovery of liquidated damages mentioned above can be affected from any payment due to the supplier from any unit of SEPCO Or</li> </ul> <p>b) To purchase from elsewhere, without notice to the supplier, at the supplier's risk and cost, the stores not delivered, without canceling the contract/PO in respect of the consignment not yet due for delivery Or</p> <p>c) To cancel the contract/PO at the supplier's risk and cost and initiate blacklisting/debarring action as per Public Procurement Rules.</p> <p>In the event of action being taken under (b) or (c) above, the supplier shall be liable for any loss which the purchaser may suffer on the account, but the supplier shall not be entitled to any gain on repurchase made against the supply order.</p>
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**Procedure for Dispute Resolution**

21.	As per the Laws of Government of Pakistan.
22.	<p><b><u>For Contracts to be entered with Foreign Contractor/ Service Provider:</u></b></p> <p>All disputes arising in connection with the present Contract shall be finally settled under the Rules of Conciliation and Arbitration of the International Chamber of Commerce by one or more arbitrators appointed in accordance with said Rules.</p> <p><b><u>For Contracts to be entered with Nationals of Pakistan:</u></b></p> <p>i. If any dispute of any kind whatsoever shall arise between SEPCO and the Supplier in connection with or arising out of the Contract, including without prejudice to the generality of foregoing, any question regarding its existence, validity, termination and the execution of the Contract– whether during developing phase or after their completion and whether before or after the termination, abandonment or breach of the Contract – the parties shall seek to resolve any such dispute or difference by mutual diligent negotiations in good faith within 7 (seven) days following a notice sent by one Party to the other Party in this regard.</p> <p>ii. At future of negotiation the dispute shall be resolved through Arbitrator shall be appointed by mutual consent of both parties, after consultation between the contractor &amp; procuring agency to act as the adjudicator in case of any arisen disputes in accordance with <b>BDS Clause 48.</b></p> <p>iii. At the event of failure of mediation to resolve the dispute relating to this contract such dispute shall finally be resolved through binding Arbitration by sole arbitrator in accordance with Arbitration Act 1940. The Arbitration shall take place in SEPCO Sukkur and proceedings will be conducted in English language.</p> <p>iv. The cost of the mediation and arbitration shall be shared by the parties in equal proportion however the both parties shall bear their own costs and lawyer’s fees regarding their own participation in the mediation and arbitration. However, the Arbitrator may make an award of costs upon the conclusion of the arbitration making any party to the dispute liable to pay the costs of another party to the dispute.</p> <p>v. Arbitration proceedings as mentioned in the above clause regarding resolution of disputes may be commenced prior to, during or after delivery of goods.</p> <p>Notwithstanding any reference to the arbitration herein, the parties shall continue to perform their respective obligations under the Contract unless they otherwise agree that SEPCO shall pay the supplier any monies due to the Supplier.</p> <p><b>Furthermore, the supplier agrees that the territorial jurisdiction of the litigation shall be Sukkur District. No court other than Sukkur District will entertain any judicial matter in respect thereto.</b></p>

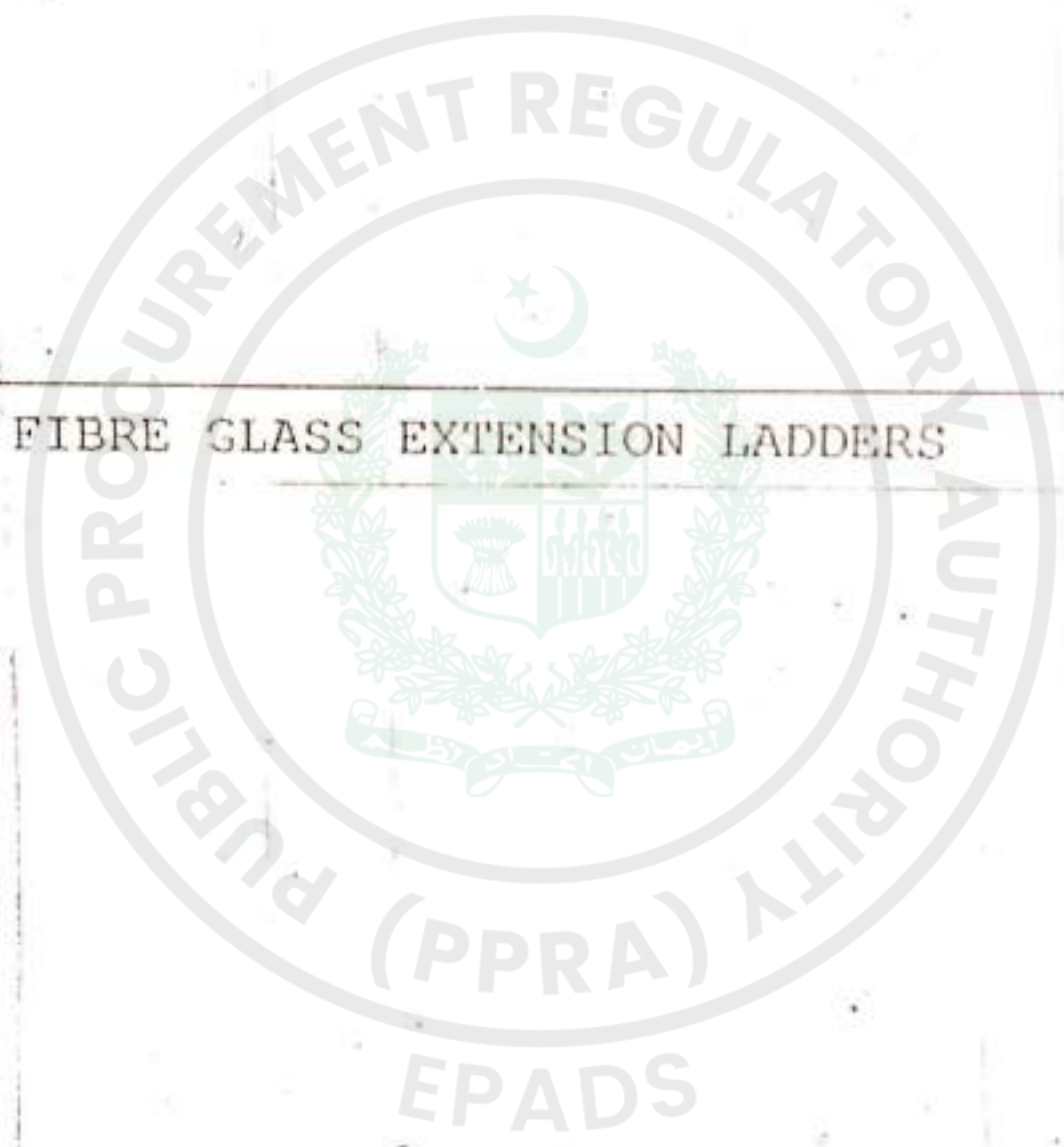



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REVISED SPECIFICATION DD-S-34-2003



FIBRE GLASS EXTENSION LADDERS

PAKISTAN

WATER AND POWER DEVELOPMENT AUTHORITY

PAKISTAN WATER AND POWER DEVELOPMENT AUTHORITY

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OFFICE OF THE  
CHIEF ENGINEER (DIST. ENGG.)  
WAPDA, ICEEP BUILDING, 17-C/1,  
FAISAL TOWN, LAHORE.

4781-91 / CEDE/DA/3/2-68-


Dated: 19-11-2003

The Chief Executive Officer  
WAPDA

SUBJECT: SPECIFICATION NO.DDS-34:2003 FOR DIFFERENT SIZES OF FIBER  
GLASS EXTENSION LADDERS

Please find enclosed herewith a copy new WAPDA Specification  
No.DDS-43:2003 for Fiber Glass Extension Ladders of sizes 16', 20', 24', 28', 30', 32'  
and 48' for your record and reference for procurement as per requirement.

IA/As Above

  
(S. SHAFIQ AHMAD) 19-11-03  
CHIEF ENGINEER (DIST. ENGG.)

Cc to:-

1. General Manager (Operation) WAPDA, WAPDA House, Lahore.
- ✓ Chief Engineer (Material Inspection) WAPDA, Sunny View, Lahore.
3. Chief Engineer (P&D) WAPDA WAPDA House, Lahore

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FIBREGLASS EXTENSION LADDERS

0 GENERAL

1 This standard covers heavy duty fiberglass extension ladders.

2 This standard is intended for the procurement of material and does not  
include all the necessary provision of a contract.

3 This standard is subject to revision as and when required.

0 SCOPE

This standard covers Fiberglass Side Rail Extension Ladders.

0 DESIGN AND CONSTRUCTION

1 The ladder design and construction should be fit for heavy duty 300  
lbs. work load with a safety factor of 4 (1200 lbs. capacity) when set  
and used properly at an angle of 75.5 degrees i.e. by placing the foot  
of the ladder from the wall or vertical support by a quarter of the  
working length of the ladder. The ladder should bear an embossed or  
branded marking of : "For 300 Lbs. Work Load".

2 Side rails of the ladder should be of tough, rigid, light weight  
fiberglass construction.

3 Manufacturing Process

The Manufacturing process used for side rails should be a quality  
controlled automated pultrusion process or equivalent that ensures  
minimization of voids, contamination and physical defects of the  
manual

layup process. The final laminate is thus composed of approximately 50% glass rovings and glass mat and 50% koplac polyester resins.

#### 1.4 Protection of Rail Ends

Rail ends to be protected by top and bottom plugs (Fig.1). Cast aluminum safety shoes with heavy corded rubber bottoms and spiked ends. These should be well secured and of replaceable type. Manufacturer/suppliers shall ensure that replacements are available when required by the purchaser.

#### 1.5 Combination Pole Grip and Cable Hook Assembly

Each ladder shall be provided with a combination rigid pole grip and cable hook assembly to hold top of the ladder against and pole, pipe, corner or cable (Fig-3)

#### 1.6 Ladder Lash

Each ladder shall be provide with a ladder lash made of not less than 52 mm (2") wide nylon webbing. Forged steel snap and quick adjustment slide with clip which can be placed around objects up to 432mm (17") in diameter or across. (Fig.4)

#### 1.7 Side Rail Spacing

Side rail spacing should be approximately 368mm (14.5") for base section of 32' extension Ladder.

## LADDER RUNGS

of the ladder should be of round aluminum section of adequate strength, with the following features.

- 4.1 Oval-lock rung to rail construction.
- 4.2 Stainless steel wear sleeves and zinc plated steel rung braces to be provided for additional strength and minimizing side sway.
- 4.3 Rung locks are to be of nylon coated aluminum, spring loaded, gravity type attached to side rails with plated steel brackets.
- 4.4 Rung to rail connection should be ensured by heat treated aluminum discs placed between the double crimped aluminum rung and fiberglass side rail to increase the bearing area of the rung connection and torsional rigidity.

## Features Exclusive to Extension Ladders

### 5.1 Outside Slide Guide

Extension ladders should have outside slide guides for easy separation and operation. Four (4) aluminum outside slide guides on I beam extensions and two (2) slide guides on channel extensions are to be provided.

5.2 Rung lock to be gravity type, spring loaded cast aluminum.

5.3 Top caps and bottom plugs to protect top and bottom of both base and fly sections.

## Rope and Pulley

31 to 32mm = One and a quarter inch (1" 1/4) galvanized steel pulley is installed on the top rung of the base section with clevis brackets. All weather propylene rope is to be provided on the fiberglass ladders for opening out the extension section. (Fig. 2)

### 5.5 Dimension of Extension Ladders

The dimensions of extension ladders are given in Table-1:

TABLE 1

TOTAL LENGTH OF SECTIONS	FLY LENGTH	BASE LENGTH	MAX. EXT. LENGTH	DIMENSIONS OF				WT.	RAIL
				FLY WIDTH		BASE WIDTH			
				INNER	OUTER	INNER	OUTER		
2	3	4	5	6	7	8	9	10	
5.8 (16)	2.44 (8)	2.44 (8)	3.96 (13)	346 (13 5/8)	403 (15 7/8)	375 (14 3/4)	438 (17 1/4)	16.82 (37)	
6.1 (20)	3.05 (10)	3.05 (10)	5.183 (17)	346 (13 5/8)	403 (15 7/8)	375 (14 3/4)	438 (17 1/4)	20.45 (45)	
7.3 (24)	3.66 (12)	3.66 (12)	6.40 (21)	346 (13 5/8)	403 (15 7/8)	375 (14 3/4)	438 (17 1/4)	24 (53)	
7.54 (28)	4.26 (14)	4.26 (14)	7.62 (25)	346 (13 5/8)	403 (15 7/8)	375 (14 3/4)	438 (17 1/4)	27.72 (61)	
9.15 (30)	4.57 (15)	4.57 (15)	8.23 (27)	346 (13 5/8)	403 (15 7/8)	375 (14 3/4)	438 (17 1/4)	30.45 (67)	
9.75 (32)	4.88 (16)	4.88 (16)	8.84 (29)	346 (13 5/8)	403 (15 7/8)	375 (14 3/4)	438 (17 1/4)	32.27 (71)	
48 (48)	7.32 (24)	7.32 (24)	13.12 (43)	"	"	"	"	48	



**NOTE**

- Dimensions are in meters (ft), Col 1 through 4; mm and (inches), Col 5 through 8 and 10; weights are in Kg and (lbs), Col 9.
- The above dimensions may vary slightly to be in accordance with the standard production range of the manufacturer/supplier.
- Minimum overlap for the above sizes of extension ladders shall be 914mm (3ft) for 32' F.G Ladders and for 48' F.G Extension Ladders shall be 152.5mm (5ft.)

*M*

FIGURES FOR FIBERGLASS LADDER SPECIFICATION

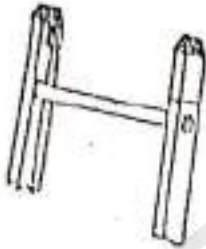


Fig. 1

Harring Top Cap

cap for use with channel fiber glass ladders. Made of non marring rubber to eliminate marks on metal or plastic surface.



Fig. 2

Front Mounted Pully Assembly permit raising and lowering extension ladder from the front.

To of



Fig. 4

Ladder Lash

be made of 2" wide nylon webbing forged steel snap and a quick adjustment slide with clip can be placed around objects up to 17" diameter or across.



Fig. 3

Combination Pole Grip & Cable Hook Assembly

Combination rigid pole grip and cable hook assembly to hold top of ladder against any pole, pipe, corner or cable.

NOTE:

More figures with the text

## Tests and Checks

### 6.1 Surface Appearance

#### 6.1.1 Procedure for Measuring Surface Appearance

Where a quantitative measure of surface appearance is desired, and arithmetic average (A.A.) surface roughness tester shall be used that meets the requirements of American National Standard for Surface Texture, ANSI B46.1-1978, except as modified herein. The stylus tip radius may be either 2.54 or 10.16 millimeter (100 or 400micro-inches). The unit may employ a continuous reading meter, a recorder, or a digital display of the measurements. The system shall be calibrated with at least two reference standards prior to test measurements. Three coupons from the web of the composite being studied shall be evaluated. Each coupon should be measured at three locations. The traverse should be measured at three locations. The traverse should be perpendicular to the pultrusion direction.

The arithmetic average (A.A.) surface roughness value obtained after 1000 hours of exposure to the weathering cycle described in 7.9.5.1(1) should not exceed the valued given in Table 2.

TABLE 2

#### SURFACE ROUGHNESS VALUES

<u>Surface Roughness Test Conditions</u>		
<u>Traverse (Drive) Speed Mm/second (inches/second)</u>	<u>Roughness Cutoff mm (inches)</u>	<u>Surface Roughness (A.A.) Micro-meter (microinches)</u>
0.254 (0.010)	(0.030)	1.905 (75)
7.62 (0.30)	0.762 (0.030)	2.286 (90)

As an alternative, a surface roughness evaluation, as described in ANSI B46.1-1978, using peak-count techniques may be employed. The counts-per-inch at a peak-count bandwidth of 635 micro mm (25 microinches) should not exceed 100 after the 1000 hours weathering cycle.

## 6.2 Rail Tolerance.

The tolerance set forth in 6.2.1 through 6.2.8 are considered standard. A specific shape may require a change in tolerance values. These changes will be established between the material supplier and the ladder manufacturer.

### 6.2.1 Weight

The allowable variation from nominal is + 10%.

### 6.2.2 Straightness.

The allowable deviation is as follows:

- (1) Web bow: 2.5mm per meter (0.030 inch per foot) of length.
- (2) Flange bow: 4.2mm per meter (0.050 inch per foot) of length.

NOTE: The straightness is measured with the effect of the shape's weight on a flat surface acting so as to minimize deviation.

### 6.2.3 Twist

The allowable deviation from straight is 0.82" per meter (1/4") per foot of length; the maximum for the entire length is 5".

### 6.2.4 Flatness.

The allowable deviation is 0.2mm per 25mm (0.008 inch per inch) of dimension measured.

## 6.2.5 Angularity

The allowable deviation from 90° is  $\pm 2^\circ$ .

## 6.2.6 Cut Length

The allowable deviation is -0 to +6.35mm (-0 to +1/4 inch) from the specified length.

## 6.2.7 Squareness of End Cut

The allowable deviation from square is  $\pm 1^\circ$ .

## 6.2.8 Cross-Sectional Dimensions

The allowable deviations from the nominal dimensions are as follows:

- (1) Thickness:  $\pm 5\%$  or 0.25mm ( $\pm 0.010$  inch), whichever is greater.
- (2) Width:  $\pm 1\%$  or 0.75mm ( $\pm 0.030$  inch), whichever is greater, when measured at right angles to the web.
- (3) Depth:  $\pm 1\%$  or 0.75mm ( $\pm 0.030$  inch), whichever is greater, when measured adjacent and parallel to the web.

## 6.3 Flexural Modulus Requirement

The apparent flexural modulus of the composite when tested in full section shall be 1970kg per sq mm ( $2.8 \times 10^6$  psi (pound-force per square inch)) minimum. This value shall be based upon testing in horizontal bending a centrally loaded beam on a nominal span-to-depth ratio of 36.5 to 1. This ratio should not be less than 32 to 1 or more than 40 to 1. Nominal dimensions shall be employed in all calculations.

For purpose of evaluating the flexural modulus, a single ladder shall be constructed with its length equal to a the desired span plus nominally 0.61 meter (2 feet). A horizontal bending test (see

shall be performed with nominally 1 foot of ladder length beyond support. Incremental loading up to a maximum load as given below shall be applied equally to the side rails at the center of the unit by means of a 38mm (1-11/2 inch) wide beam. A load-deflection curve is obtained. It shall be assumed that each rail carries 50% of the load. The apparent modulus (E, psi) of a rail shall be calculated using the equation.

$$E = \frac{P(L)^3}{96(I) \Delta}$$

where:

- I = moment of inertia at nominal dimension of one rail (inch<sup>4</sup>)
- L = span (inches)
- P = load (pounds)
- Δ = Deflection at centre of span under load P (inches)

$$E = \frac{P(L)^3}{1362.6(I) \Delta}$$

where:

- I = moment of inertia at nominal dimension of one rail cm<sup>4</sup>
- L = Span in Cm, P = Load (KG).
- Δ = Deflection at centre of span under load P (cm)
- E = Flexural Modulus in Kg sq.cm.

A 136.36kg (300) pound load is used when testing the ladders. A lower or higher maximum test load may be employed where section design or endpoint application requires such a change.

A different test procedure that will correlate with this method of valuating flexural modulus is acceptable.

When the section, its length, or its endpoint application (that is, the size and duty rating of the ladder) does not permit testing as a single ladder, the procedure described in 6.4 shall be employed.

6.4 Process Control Requirements - Rail

The producer shall monitor his process by periodically deflecting lengths of rail under a specified load and measuring the deflection. If the deflection is less than the specified value and there is not test failure, the lot is acceptable.

6.4.1 Single and Extension-Ladder Rail Bending Strength Test

rail shall be tested with the X-X axis<sup>1</sup> horizontal (web vertical) and should be laterally supported during test at intervals of 305mm (12 inches). The span shall be the maximum length of a rail based upon the endpoint application, less nominally 305mm (1 foot). A load shall be applied that induces a bending moment simulating the bending moment encountered in use, thus ensuring that the rail meets the strength requirements of this standard for the maximum length and required overlap.

Lateral restraints shall minimize frictional forces and other lateral components.

The test may incorporate tow rails spaced 152mm (6 inches) apart in the loading fixture to reduce lateral instability. In that case, the load applied shall be sufficient to induce the required ladder bending moment, which is twice the required bending moment in each rail.

6.4.2 Tensile Strength Test

The rail shall have a minimum tensile strength of 21.13 kg per sq mm (30 000 psi) when tested in bending with the Y-Y axis<sup>2</sup> horizontal, flanges turned down, and laterally unsupported. The test span shall be 121.6mm (4 feet) with a minimum 152 mm (6-inch) overhang at each support.

<sup>1</sup>The X-X axis is defined as a line perpendicular to the web of the section and passing through the centroid of the section.

<sup>2</sup>The Y-Y axis is defined as a line parallel to the web of the section and passing through the centroid of the section.

## Compressive Strength Test

The rail shall have a minimum compressive strength of 14 kg per sq.mm (20,000 psi) when tested in bending with the Y-Y axis horizontal, flanges turned up, and laterally unsupported. The test span shall be 1216mm (4 feet) with a minimum 152mm (6-inch) overhang at each support.

### 6.4.4 Flexural modulus Test

Two rails shall be tested in a loading fixture in which the flanges point inward (toward each other) and lateral restraints are provided on a uniform 305mm (12-inch) spacing each side of center. These restraints shall be relatively thin about 12.7mm (1/2 inch), and shall slotted to tightly contain the section in order to prevent rotation while maintaining a constant 152mm (6-inch) gap along the entire rail length. Consequently, the two rails shall be contained in such a manner that they act as a unit. Each rail's X-X axis shall be horizontal (web vertical).

#### 6.4.4.1 Single and Extension Ladders

The procedures, load, and basic equation specified in 6.3 shall apply. Twice the bending moment described in 6.4.1 shall be employed, as two rails are used. This test method shall be used only until a ladder manufacturer can build and test a ladder rail according to the requirements of 6.3. This procedure obviates the need to perform the bending strength test described in 6.4.1.

The determination of the apparent flexural modulus (E, psi) of a rail shall be based upon the deflection of a rail under the maximum load required for this test rather than on the value calculated from the equation in 6.3

## ELECTRICAL PROPERTIES

Electrical properties of the reinforced plastic materials shall be determined at the time of manufacture.

### NOTE

These tests do not reflect the electrical properties of reinforced plastic ladders owing to the wide variety of reinforced plastic composites, metals, and design possibilities employed in their construction. Consequently, these requirements refer only to the reinforced plastic rails. However, ladder constructed of reinforced plastic rails and metal rungs or steps are designed for use in certain electrical applications.

### 7.1 AC Dielectric Strength

A full section of 1-inch length of the rail material, as received, shall have a dielectric strength of at least 25000 volts as determined by the short-time test method given in ASTM D149-81. Tests for Dielectric Breakdown Voltage and Dielectric Strength of Electrical Insulating Materials at Commercial Power Frequencies, and ASTM D229-77, which uses the parallel plane-to-plane method in oil, modified as follows. The full-section specifications with parallel ends shall be placed edgewise between parallel circular-disc flat electrodes. These opposing cylinders should be at least 5 inches in diameter, 1 inch thick, with edges rounded to a 0.25-inch radius. The disc shall extend a minimum of  $\frac{1}{4}$  inch beyond the largest specimen dimension. Ten specimens shall be included in the average.

Special attention should be given to the cleanliness, dryness, and temperature of the transformer oil used. Dibutyl phthalate is a satisfactory substitute for transformer oil. Either material should be periodically evaluated using ASTM D1816-79. Test for Dielectric Breakdown Voltage of Insulating Oils of Petroleum Origin Using VDE Electrodes.

NOTE: The ac dielectric strength test is employed as a means of evaluating other characteristics of the composite.

## Current Leakage

dc current leakage shall not exceed 90 microamperes when a voltage of 90 kilovolts is applied to electrodes spaced 10 inches apart on a length of rail composite conditioned for 72 hours 22°C (72°F) and 60% relative humidity as follows:

- (1) Affix a continuous length of metallic conductive tape completely around the specimen's surface at the two locations spaced 10 inches apart.
- (2) Connect the tape to the power source.
- (3) Slowly raise the voltage to the 90 kilovolt level and measure leakage current.
- (4) If flashover occurs at a voltage lower than 90 kilovolts, report the voltage and flashover current level.

NOTE:

The dc current leakage is affected by the surface condition, the presence of metallic or other electrical conductive materials, and even the adhesives used in labels.

## TEST REQUIREMENTS

### 8.1 General

8.1.1 The test methods depicted in this section to be followed in determining whether a ladder conforms to the requirements of this standard.

8.1.2 Many of the testes required by the standard are inherently dangerous. Extreme care shall be exercised to avoid personal injury when setting up and conducting the tests, and when disassembling the test gear at the conclusion of the tests.

8.1.3 Diligent effort and close attention to all details shall be exercised in setting up and conducting the tests. Subtle variations in test techniques may introduce

significant testing errors that bias the testing program. Personnel inexperienced in ladder testing, even though otherwise professionally qualified, should be especially careful so follow the preferred test methods.

8.1.4

Design verification tests shall be conducted during the initial evaluation of a specific product design and thereafter whenever there is a change in the design, method of manufacture, or material. It is not intended that design verification tests shall be conducted on ladders that have been in use or subjected to prior damage, misuse, or abuse. Ladders subjected to design verification tests are not intended for subsequent use.

8.1.5

Quality control tests shall be conducted during the manufacturing process employed to produce the ladder. Such tests normally shall not be conducted on every ladder manufactured or on ladders that have been in use or subjected to prior damage, misuse, or abuse. Certain quality control tests, such as dimensional verifications, hardness, chemistry, spectroscopic, and mechanical properties tests may be conducted on ladders subsequent to their use when done with extreme care by properly qualified professionals, following applicable standards for such tests, where proper recognition is given to the influence on the test results of the prior use and test method itself. Except where the quality control tests are destructive in nature, ladders subjected to quality control tests may be subsequently placed into field service.

8.1.6

In-service tests may be conducted in the field by the manufacturer, the actual owner, the user, or their agents, to evaluate the condition of the product following actual field service. It is intended that ladders that conform to the in-service use tests shall continue to be employed.

The development and ongoing implementation of overall quality control shall be the responsibility of each individual manufacturer.

8.1.8 Conformance to the design verification requirements shall be determined 5 minutes after load removal, where applicable.

8.1.8 The test load shall be applied slowly, using care to avoid impact loading during the test.

Single and Extension Ladder Tests

NOTE: The tests in 8.2.2; 8.2.7.2 & 8.2.8 are advisory, not mandatory, when conducted for in-service testing purposes.

8.2.1 Horizontal Bending Test

NOTE: This is a design verification test.

The ladder shall be placed in a flat horizontal position, as show in Fig. 5a. When extension and combination ladders are tested, the unit shall be opened to the required overlap and extended to its maximum working length.

The unit shall be loaded with the preload shown in Table 3. which shall be held for a minimum period of 1 minute and then unloaded.

After preloading, a deflection test load in accordance with Table 3 shall be applied equally to both side rails. The load shall be applied to the center of the nearest rung to the center of the test span over a 90mm (3-1/2-inch) length of the rung, as shown in Fig 5b. Vertical measurements shall be taken of both rails before and during loading, and after the load is removed. The maximum average deflection of both side rails shall not exceed the value given in Table-4.

Ladder shall then be subjected for a least 1 minute to, and increased load, equal to the ultimate test load in accordance with Table 3. The ladder shall sustain the ultimate test load without ultimate failure. The test load shall be sequentially applied at three different rung locations: first to the center of the highest base rung below the overlap; second to the center of the fly rung in the center of the overlap or, if necessary 152mm (6-inches) higher than the center of the ladder span; and third to the center of the lowest fly rung above the overlap. The end support bars shall be designed to permit longitudinal translation of either one or both supports during loading as the test unit deflects, yet still maintain the 152mm (6-inch) overhang at each end.

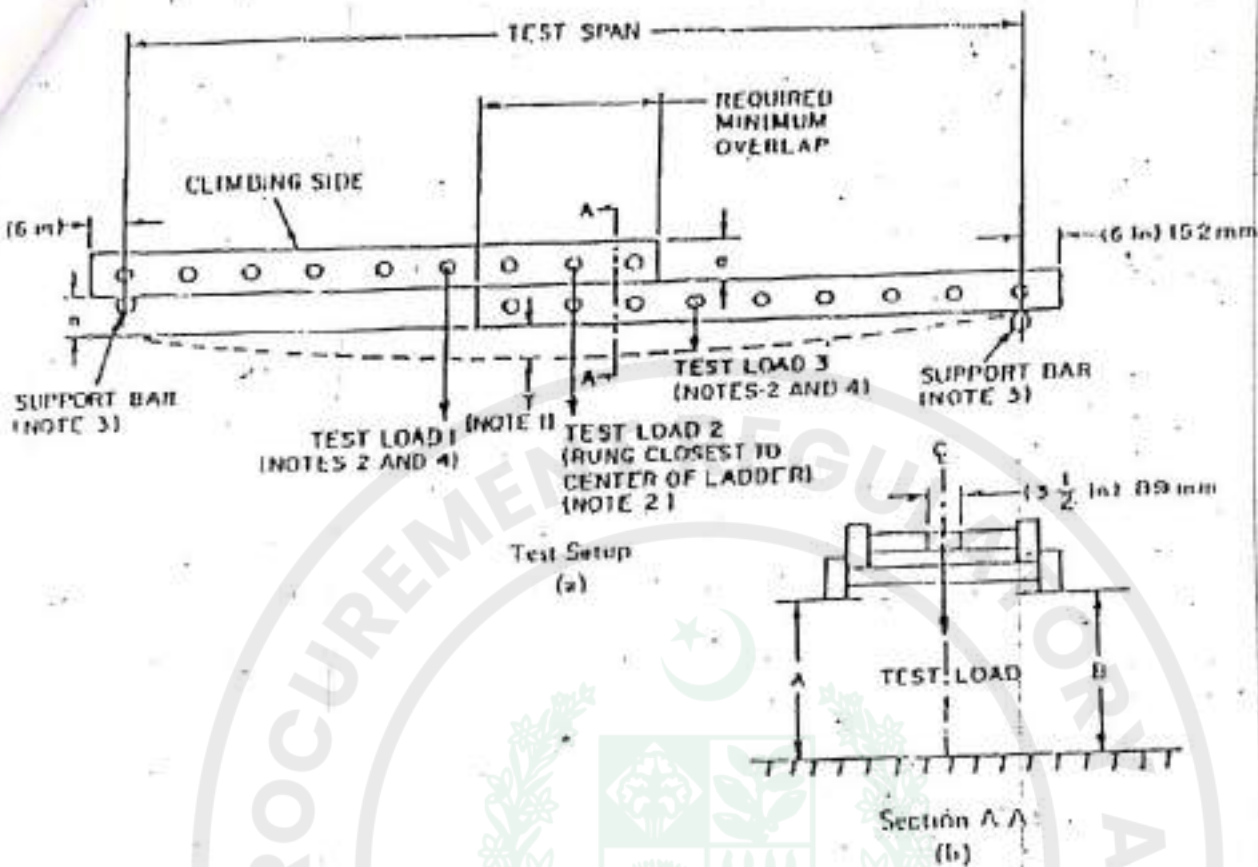
### 8.2.2 Deflection Test

NOTE: This is both a design verification test and an in-service use test.

The Ladder shall be supported and the load shall be applied to the rung closest to the midpoint of the span, over a 90mm (3-1/2-inch) bearing on the rung, as shown in Fig. 6. All supporting and loading apparatus shall conform to that show in Fig.6. The test results shall be recorded on a data sheet that contains at least the minimum data shown in Fig.7, or the equivalent.

The ladder shall be preloaded with a 14 kg (30-pound) load for 1 minute before applying the test load. The test load shall be applied for a period of 1 minute, in accordance with Table 5.

Deflection shall be determined by measuring, at the midpoint between the supports, that vertical distance from the extreme outside edges of the widest section of both rails to the floor or other reference surface both before loading and while the full test load is applied.



NOTE  
(1)  
(2)

$y$  = deflection of the ladder under load.

The ultimate test load shall be applied at three different locations: (a) to the center of the highest base rung below the overlap (test load 1); (b) to the center of the fly rung in the center of the ladder span (test load 2); and (c) to the center of the lowest fly rung above the overlap (test load 3). The deflection test load, which is applied before the ultimate test load, shall be applied only to the center of the rung nearest the center of the test span (test load 2).

(3)  
(4)

The support bars shall have a nominal radius of 25mm (1 inch). This test is illustrated for a ladder design in which the fly section is behind the base section, shown here with the base section on the left. For the alternative design in which the base section is behind the fly section, the base would be on the right, and test load positions 1 and 3 would be reversed.

(5)

Auxiliary means that do not increase the strength of the ladder may be used to ensure that the ladder locks remain engaged during the test to prevent translation of the fly section relative to the base section during the test.

Fig. 5  
Horizontal Bending Test

**Table 3**  
**Horizontal Bending Test Loads**

Duty Rating and Type	Working Load	Preload	Deflection Test Load	Ultimate Test Load
Extra heavy duty-type 1A	136.36kg (300 lbs)	102.27kg (225 lbs)	136.36kg (300 lbs)	170.45kg (375 lbs)

**Table 4**  
**Maximum Allowable Average Deflections**  
**for Horizontal Bending Test**

Ladder Size Meter (feet)	Maximum Working Length (Size less Minimum Overlap)*		Maximum Average Deflection Centimeters (inches)
	Two-Section Meter (feet)	Three-Section Meter (feet)	
4.878 (16)	3.963 (13)	-	17.272 (6.8)
6.0975 (20)	5.183 (17)	-	25.4 (10.0)
7.317 (24)	6.40 (21)	-	33.53 (13.2)
6.515 (28)	7.622 (25)	-	41.656 (16.4)
9.756 (32)	-	7.2927 (26)	44.12 (17.4)
9.756 (32)	8.841 (29)	-	49.784 (19.6)
14.64 (48)	13.11 (43)	-	82.29 (32.4)

\*For single ladder use column for maximum working length for two section extension ladder.

These measurements shall be entered on the data sheet (see Fig:7). The test shall be repeated with the load applied to the other rail of the ladder. The twist angle between a line joining the loaded and unloaded rails and the horizontal shall be calculated from the trigometric equation:

$$\theta = \arcsin \frac{(\text{difference in deflection of rails})}{(\text{outside width of widest section})}$$

$$\theta = \arcsin \frac{(A - B)}{(W)}$$

The ladder shall pass this test without exceeding the values of deflection and angle of twist shown in Table 6.

## Simulated In-Use Inclined Load Test

NOTE:

This is a design verification test.

The ladder shall be fully extended and supported as shown in Fig. 8. The load shall be applied equally to both side tails on the lowest fly rung above the overlap using two 90mm (3-1/2-inch) straps, each located next to a rail and centrally loaded through an equalizer bar on the climbing side of the ladder. All supporting and load apparatus shall conform to that shown in Fig. 8.

The ladder shall be loaded in accordance with Table 14. The full load shall be applied for a period of 1 minute before release. The ladder shall sustain this load without ultimate failure. Permanent deformation (set) shall be allowed.

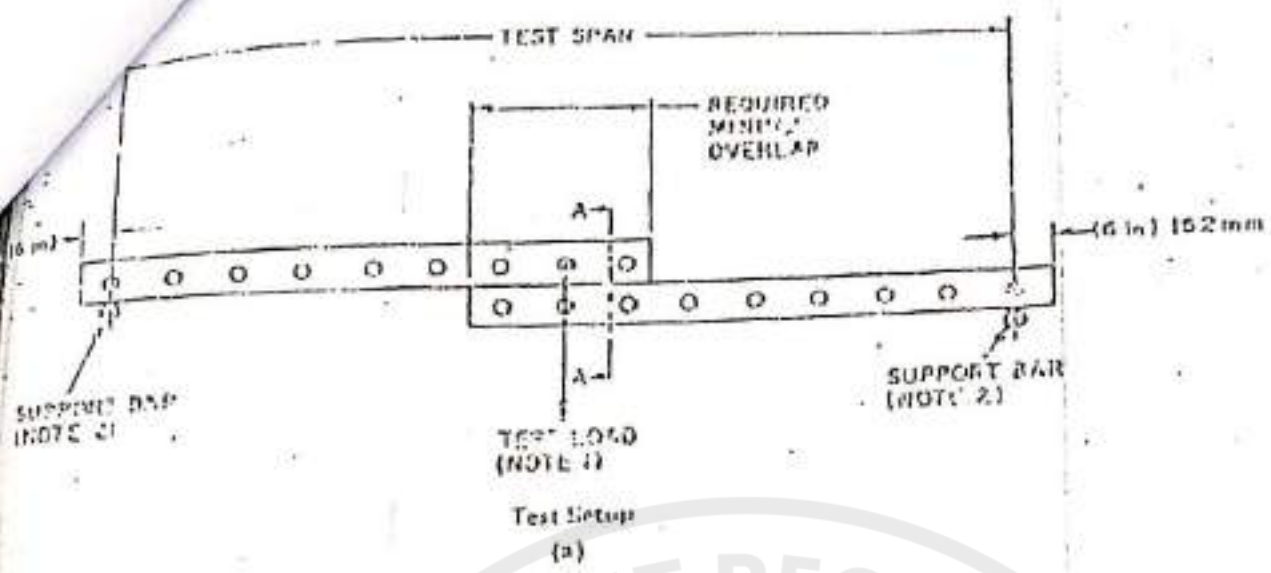
This test shall be used only for design verification. It shall not be employed for quality control or field inspection purposes.

### 8.2.4 Hardware Test Requirements

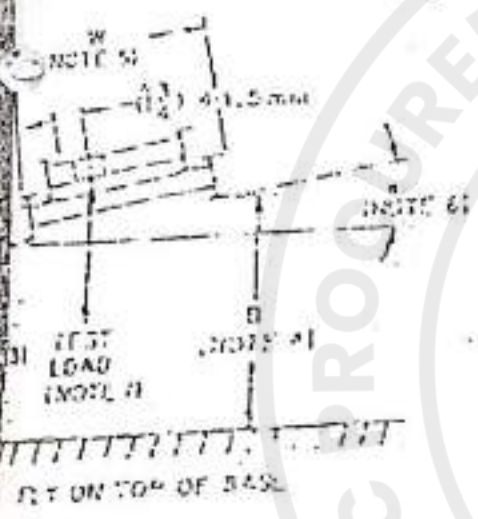
8.2.4.1 Column and Hardware Load Test  
NOTE: This is a design verification test.

#### 8.2.4.1.1 Single and Extension Ladders

The test unit shall either be the shortest full-size ladder manufactured or a unit merely of sufficient length for test purposes. If a full-size ladder is used, the fly section shall be extended a minimum of one rung beyond the minimum working length of the ladder. Short test units shall consist of portions of the base and fly sections of the extension ladder with all the hardware or fittings attached.



Test Setup  
(a)



Section A-A  
(b)

The test load shall be applied to the rung closest to the midpoint of the test span over a 90mm (3-1/2-inch) bearing on the rung.  
 The support bars shall have a nominal radius of 25mm (1-inch).  
 A = vertical height of loaded rail.  
 B = vertical height of unloaded rail.  
 W = width of widest ladder section.  
 a = angle of twist.  
 Auxiliary means that do not increase the strength of the ladder may be used to ensure that the ladder locks remain engaged during the test to prevent translation of the fly section relative to the base section during the test.

Fig. 6  
Deflection Test  
20



Table 5  
Deflection Test Loads

Duty Rating and Type	Deflection Test Load (pounds)
Extra heavy duty - type 1A	70

Table 6  
Deflection and Angles of Twist

Ladder Size (feet)	Maximum Working Length (Size less Minimum Overlap)		Maximum Deflection Y Of Loaded Rail # Centimeter (inches)	Twist Angle a # (degrees)	Sinθ
	Meters (feet)				
	Two-Section*	Three-Section	Extension Ladder	Extension Ladder	Ladder
16	3.963(13)	-	3.81(1.50)	3.10	0.85408
18	4.268(14)	-	4.445(1.75)	3.20	0.82582
20	4.573(15)	-	5.08(2.00)	3.30	0.80756
22	4.878(16)	-	5.72(2.25)	3.40	0.78930
24	5.183(17)	-	6.35(2.50)	3.50	0.77104
26	5.488(18)	-	6.99(2.75)	3.60	0.75278
28	5.793(19)	-	7.62(3.00)	3.70	0.73452
30	6.098(20)	-	8.26(3.25)	3.80	0.71626
32	6.403(21)	-	8.89(3.50)	3.90	0.69800
34	6.708(22)	-	9.53(3.75)	4.00	0.67974
36	7.013(23)	-	10.17(4.00)	4.10	0.66148
38	7.318(24)	-	10.81(4.25)	4.20	0.64322
40	7.623(25)	-	11.45(4.50)	4.30	0.62496
42	7.928(26)	26	12.09(4.75)	4.40	0.60670
44	8.233(27)	-	12.73(5.00)	4.50	0.58844
46	8.538(28)	-	13.37(5.25)	4.60	0.57018
48	8.843(29)	-	14.01(5.50)	4.70	0.55192
50	9.148(30)	-	14.65(5.75)	4.80	0.53366
52	9.453(31)	-	15.29(6.00)	4.90	0.51540
54	9.758(32)	-	15.93(6.25)	5.00	0.49714
56	10.063(33)	-	16.57(6.50)	5.10	0.47888
58	10.368(34)	-	17.21(6.75)	5.20	0.46062
60	10.673(35)	-	17.85(7.00)	5.30	0.44236
62	10.978(36)	-	18.49(7.25)	5.40	0.42410
64	11.283(37)	-	19.13(7.50)	5.50	0.40584
66	11.588(38)	-	19.77(7.75)	5.60	0.38758
68	11.893(39)	-	20.41(8.00)	5.70	0.36932
70	12.198(40)	-	21.05(8.25)	5.80	0.35106

For single ladder the use column for maximum working length for two-section extension ladder

$Y = 0.25X - 2.5$ , where Y = maximum deflection of loaded rail (inches) and X = ladder size (feet).

$a = 0.10X + 1.50$ , where a = twist angle (degrees) and X = ladder size (feet)

The unit shall be placed at a 75-1/2° working angle, and shown in Fig.9 with both locks engaged. A downward distributed load, in accordance with Table 8 shall be applied for a period of one minute, equally to both side rails on the lowest fly rung above the overlap, using two 90mm (3-1/2-inch) straps, each located next to a rail and centrally loaded through an equalizer bar over the climbing side of the ladder. Permanent deformation in other

of the ladder structure due to the test is not a test failure. However, the ladder shall still support the test load after the application of the load, even if the rung assumes permanent deformation (set).

#### 8.2.4.2 Single lock Load Test

NOTE: This is a design verification test.

The test unit shall either be the shortest full-size ladder manufactured of a unit merely of sufficient length of test purposes. If a full-size ladder is used, the fly section shall be extended on rung beyond the minimum working length of the ladder. Short test units shall consist of portions of the base and fly sections of the extension ladder with all the hardware of fittings attached.

The test unit shall be set, as shown in Fig. 9, at a 75-1/2° working angle, with on lock removed.

A downward distributed load, in accordance with Table 15, shall be applied for a minimum period of 1 minute, equally to both side rails on the lowest fly rung above the overlap using two 90mm (3-1/2-inch) straps, each located next to rail and centrally loaded through an equalizer bar over the climbing side of the ladder.

The locks shall withstand this test with no permanent deformation (set) or other parts of the ladder structure including racking of the ladder structure due to the test is not a test failure. However, the ladder shall still support the test load after the application of the load, even if the rung assumes permanent deformation (set).

### Lock Tip Load Test

This is a design verification test.

NOTE: The test will shall be either the shortest full-size ladder manufactured or a unit merely of sufficient length for test purposes. If a full-size ladder is used, the fly section shall be extended a minimum of one rung beyond the minimum working length of the ladder. Short test units shall consist of portions of the base and fly sections of the extension ladder, with the locks attached.

The test unit shall be set at  $75\frac{1}{2}^{\circ}$  working angle, with both locks partially engaged. The bottom end of the ladder shall be prevented from slipping by a block or equivalent means. The tip of each lock shall bear on the center of a steel fixture laced over the top of rung, as shown in Fig.11. During the test, each lock shall be prevented from pivoting by a means located adjacent to its pivot point, but which shall not in any way affect that portion of the lock under test.

A downward distributed load, in accordance with Table 8, shall be applied for a period of 1 minute, equally to both side rails on the lowest fly rung above the overlap, using two 90mm (3-1/2-inch) straps, each located next to a rail an centrally loaded through an equalizer bar over the climbing side of the Ladder. Permanent deformation in other parts of the ladder structure due to the test is not a test failure. However, the ladder shall still support the test load after the application of the load, even if the rung assumes permanent deformation (set).

### 0.2.4.4 Cyclic Rung-Lock Design Verification Test

NOTE: This is a design verification test.

A machine equivalent to that pictured in Fig.12 shall be used to operate the rung lock through the following cycle, as shown in Fig 13.

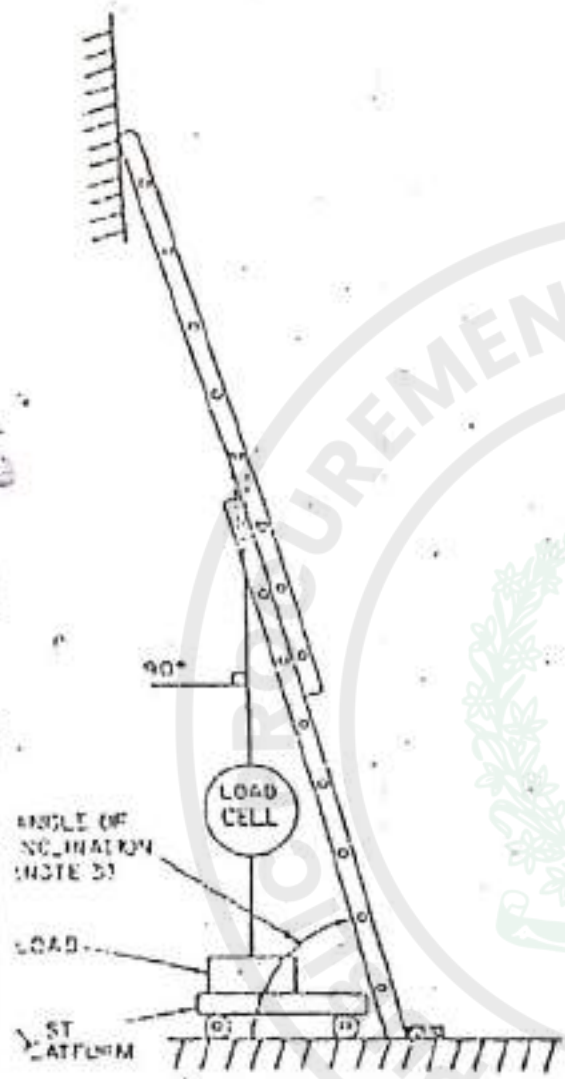
- (1) One 6-inch upstroke to allow rung lock to engage rung
- (2) Full 152mm (6-inch) downstroke to lock rung lock on rung.
- (3) Full 304mm (12-inch) upstroke to disengage rung lock.
- (4) Full 304mm (12-inch) downstroke to return rung lock to starting position.

Locks shall be test with the Ladder at 75-1/2° angle.



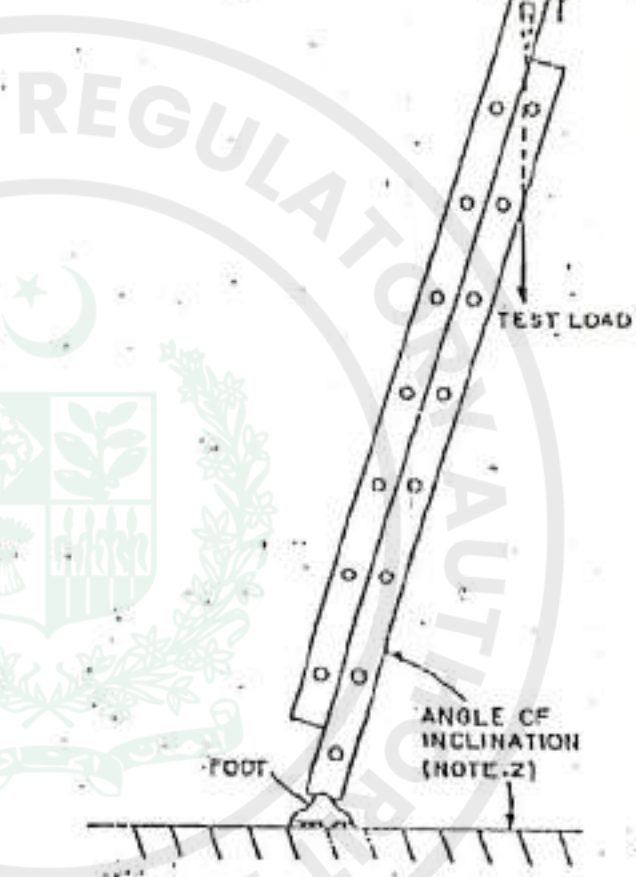
**TABLE 7**  
**Simulated in-Use Inclined Load Test**

Duty Rating and Type	Working Load (pounds)	Test Load (pounds)
Extra heavy duty - type 1A	300	1000



- NOTES:**
- (1) This illustration shows the test setup before the load is applied
  - (2) The test platform follows the test load as the ladder deflects in to wall.
  - (3) The angle of inclination shall be 75-1/2°.

**Fig. 8**  
**Inclined Load Test**

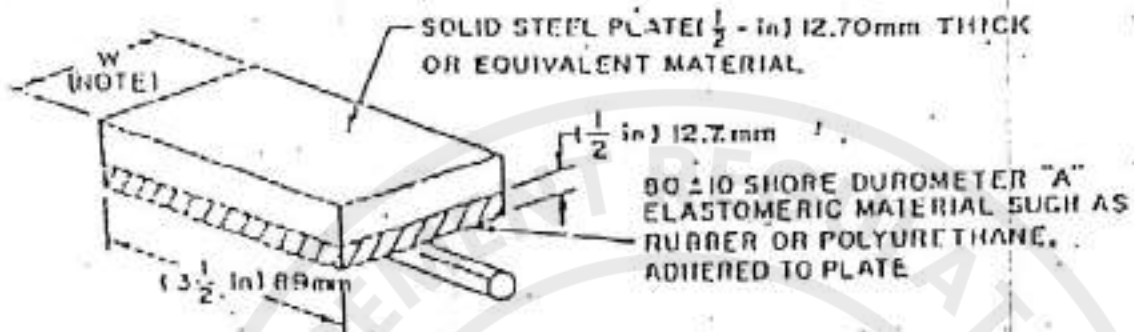


- NOTES:**
- (1) The fly section may be located either to the front or to the rear of the base section.
  - (2) The angle of inclination shall be 75-1/2°
  - (3) Both locks shall be engaged for the column and hardware load test (8.2.4.1); for the single lock load test (8.2.4.2), one lock shall be engaged and the other lock removed

**Fig. 9**  
**Column and Hardware Load Test and Single Lock Load Test**

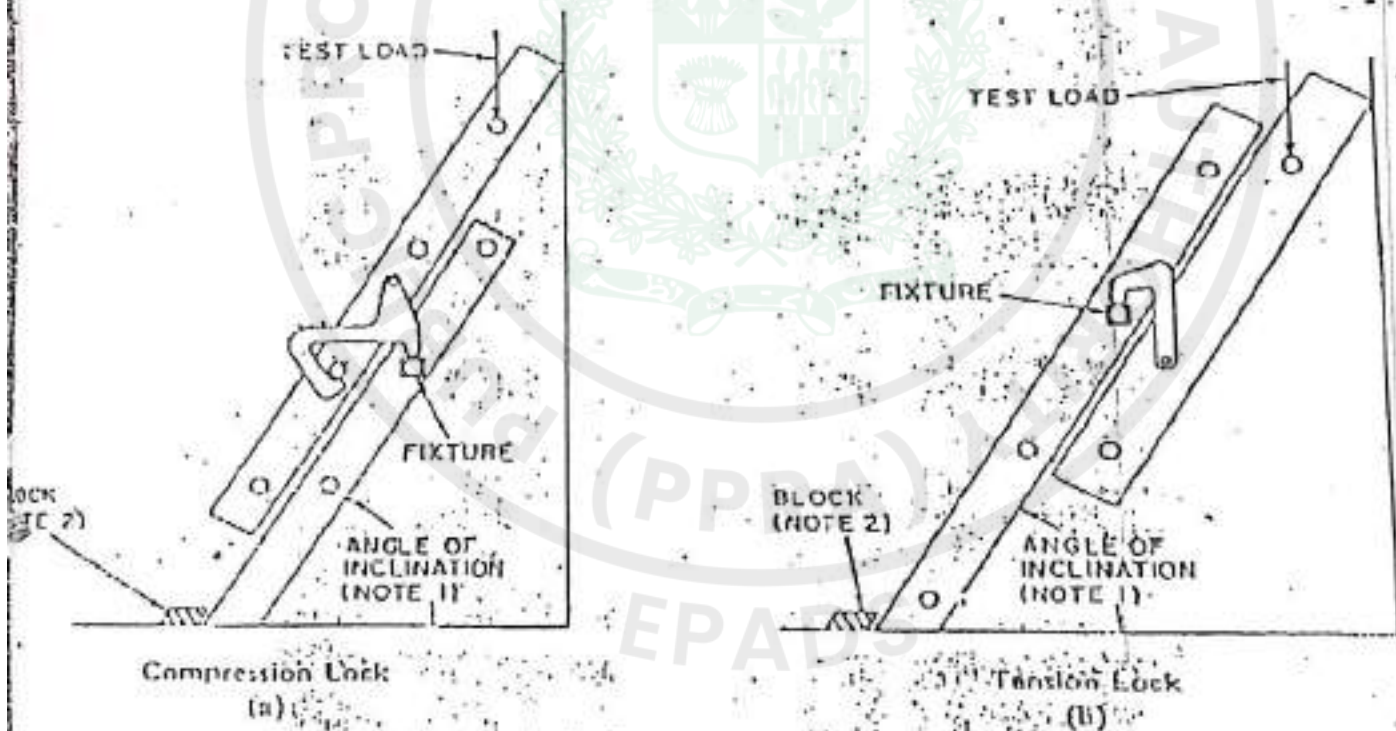
**TABLE 8**  
Hardware Tests

Duty Rating and Type	Column & Hardware Test Load (pounds)	Single Lock Test Load (pounds)
Extra heavy duty - type 1A	1200	1000



NOTE: W - width of step or long plate 1 inch.

Fig. 10 - Standard Loading Block



- ES: (1) The angle of inclination shall be 75-1/2°.
- (2) A block or equivalent means shall be used to prevent the bottom of the ladder from slipping.

Fig 11  
Lock Tip Load Test  
27

Operating Cycle	Air-Value Position*			
	No.1	No.2	No.3	No.4
Full upstroke	O	C	C	O
Full downstroke	C	O	O	C
One-half downstroke to latch	O	C	O	C
Downstroke to lock	C	O	O	C

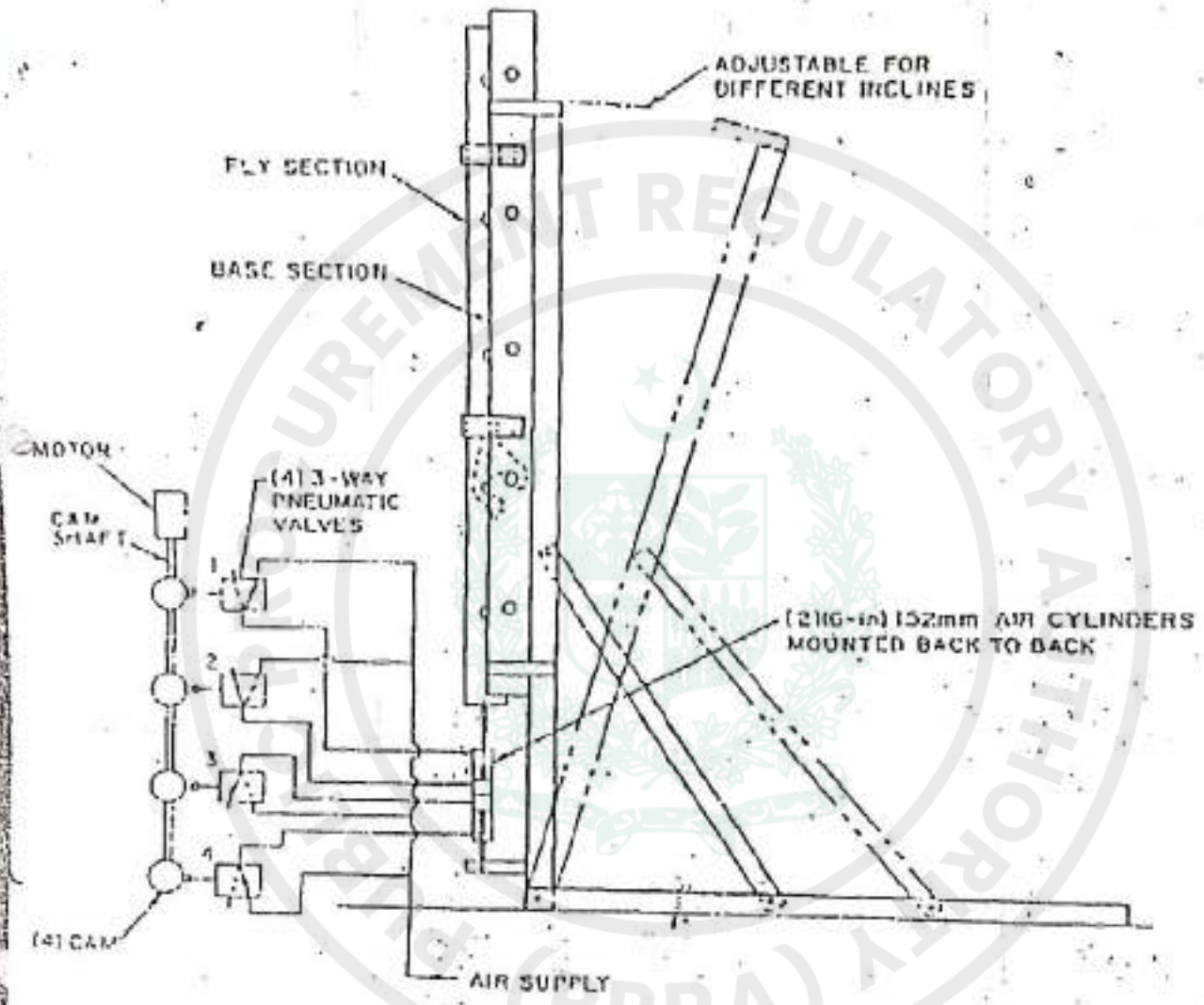


Fig 12  
Cyclic Rung Lock Test Arrangement

ring-loaded locks shall be attested with the ladder in the vertical position.

The rung lock may be manually lubricated prior to or during the test. A stroke speed shall be 152-304mm (6 to 12) inches per second. A minimum of 100 cycles shall be imposed. Any malfunction of the rung lock or fracture of its components, including springs, shall be considered as not meeting this requirement. The presence of wear that does not affect the proper functioning of the lock shall not constitute failure.

This test is not intended to apply to fixed-type locks and on extension ladders.

# Extension - Ladder Bending Strength Test

This is a design verification test.

The test shall be conducted on either a single section of the ladder or on a three-rung test sample taken from the

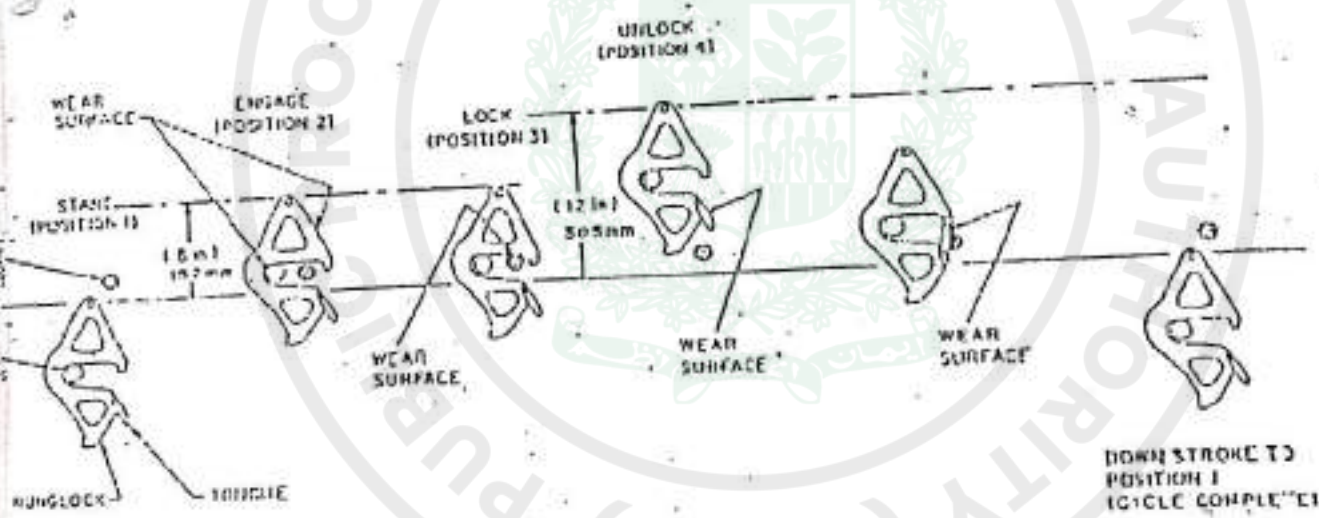


Fig 13  
Rung Lock Testing Cycle

Maximum width portion of a like ladder section with a like rung. The test unit shall be supported and the load shall be applied as shown in Fig 14a, using a standard loading block. The rung tested shall be unbraced.

measured on the standard loading block for a period of 1 minute. Upon removal of the test load, the permanent deformation (set) shall be measured with a straight edge and a rule as shown in Fig.14b. The allowable permanent deformation (set) shall not exceed  $L/K$  for rung length (L) measured between the inside webs of the attached side rails, in accordance with Table 16 (K is a factor that varies with duty rating and type). Other than buckling related to the allowable permanent deformation (set), there shall be no test failure.

#### 8.2.6 Rung-to-Side-Rail Shear Strength Test

NOTE: This is a design verification test.

The test unit shall consist either of a single section of the ladder or a three-rung test section taken from a like ladder having the same rung cross section and rung joint. The test unit shall be set at a working angle of  $75\frac{1}{2}^\circ$  to the horizontal. For combination ladders in the extension-ladder orientation a slightly modified angle shall be used so that the tread portions of the steps are horizontal (level).

A distributed load, in accordance with Table 9, shall be applied for a minimum period of 1 minute, as shown in Fig.14a, but resting on the widest like cross-section braced and unbraced test rungs as near the side rail as possible. On removing the load, the unit shall show no indication of test failure either in the fastening means attaching the rung or in the side wall.

When a 3-foot test sample is used, the test shall be applied to the center rung. When single sections of a ladder are tested, the test load shall be applied to the third or fourth rung from the bottom.

## Rung Torque Test.

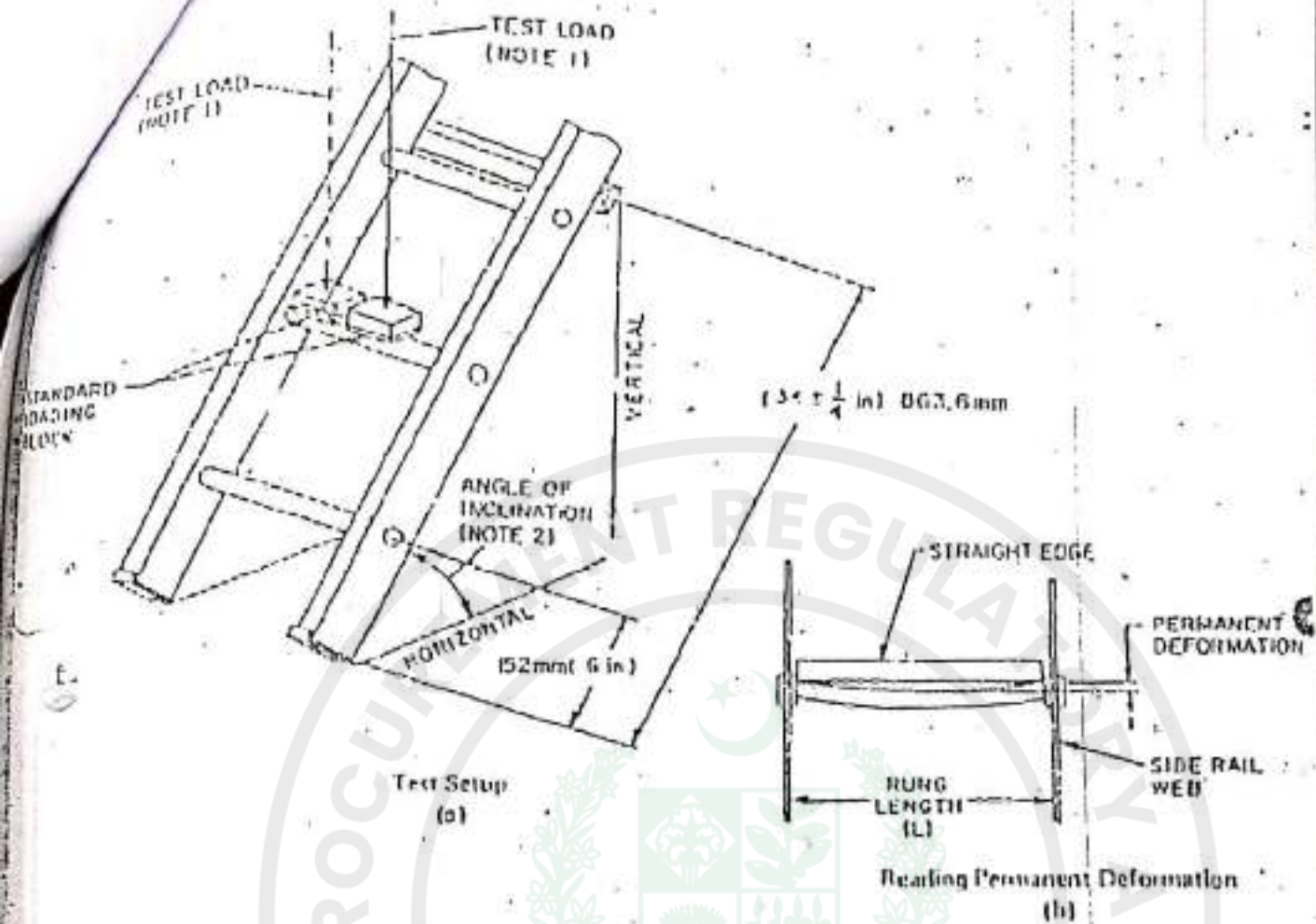
The test unit shall consist of either a single section of the ladder or a short test sample comprising at least one rung and two side rails in the case of the in-service test (8.2.7.2), or one rung and one side rail when employing the design verification test (8.2.7.1). A torque load, in accordance with Table 10, shall be applied in a clockwise and then counter clockwise direction, alternately, for 10 cycles at each torque test load increment. The rung joint shall be so secured to the side rails that this alternating torque load shall cause no relative motion between the rung and the side rails in excess of 90 maximum (based on a 1/16-inch maximum movement for a 1-1/4 inch diameter round rung), for both the design verification test (8.2.7.1) and the in-service test (8.2.7.2).

f. Torque test loads shall start at 3.4645 metre-kg (300 inch-pounds) and shall increase in 3.4656 metre-kg (300-inch-pound) increments requirements of Table 17 is reached.

### 8.2.7.1 Rung Torque Design Verification Test

NOTE: This is a design verification test.

The test unit shall consist of one rung and one side rail and shall be trimmed so that the rung extends 5 to 6 inches from the rung joint (see Fig. 15a). The rail itself shall extend 50 to 90mm (2 to 2-3/4 inches) from each side of the joint. The surface that is visible in the area around the rung joint, consisting of the immediate area of the rail, the rung joint, and the adjacent



NOTES:

- (1) The test load for the rung bending (8.2.5) is indicated by a solid arrow; the test load of the rung-to-side-shear strength test (8.2.6) is indicated by the dashed arrow.
- (2) The angle of inclination shall be  $75\frac{1}{2}^\circ$ , except that for combination ladders in the extension-ladder orientation a slightly modified angle shall be used so that the tread portions of the steps are horizontal (level).

Fig.14

Rung Bending Test and Rung-to-Side-Rail Shear Strength test

area of the rung, shall be coated with dye blueing or similar material and allowed to dry. A reference line shall be scribed, running along the rung, across the rung joint, and onto the side rail. In the case of tubular rungs, a clamp shall be placed over the rung, and the torque shaft shall be slide through the pillow

to the cut end of the rung of until it is within 16mm (5/8  
of the rung joint. The rail shall be clamped in place with  
the hold-down plate. The rung clamps shall be located 76mm (3 inches)  
from the rung joint and shall be tightened in place. All bolts shall  
be checked for tightness.

When solid rungs are tested, the test rung shall be inserted into a  
chuck, collet, or rung clamp, after which the rail shall be clamped in  
place with the holddown plate and the rung chuck (collet, or rung  
torque tube clamp) shall be tightened.

The load shall be applied with a torque wrench. The load at which the  
first movement is noted should be recorded, as well as the type of  
break (R-J for rung-to-joint- movement; J-R for joint-to-rail  
movement; or R-J-R for rung-to-joint-to-rail movement).

#### 8.2.7.2 Rung Torque In-Service Test

NOTE: This is an in-service use test.

The test unit shall consist of either a single section of the ladder  
or a short section comprising at least one rung and two side rails  
(see Fig 15b). The torque load shall be applied to a 90mm (3-1/2-inch)  
wide block in the center of the rung, made of such material that the  
block will not deform the rung locally. The torque shall be applied,  
as described above, using a test bar whose moment arm may vary as long  
as the required torque test load in inch-pounds is obtained. In no  
case, however, shall the moment arm be less than 0.457 meter (18  
inches).

Both sets of rung joints and the immediately adjacent areas of the

**Table 9**  
**Step Bending, Rung Bending, Side-Rail Bending,**  
**Compression and Shear Strength Tests**

Duty Rating and Type	Table Load (pounds) *		Maximum Allowable Permanent Deformation $L \times 1/K$ **
	Compression, Side-Rail Bending, and Shear Strength Tests	Rung and Step Bending Tests	
Extra heavy duty-type 1 A	1000	1000	1/25

\* This test load is for use in the step bending, rung bending, compression, side-rail bending, and shear strength tests.

\*\* Values listed are of the rung bending test only. L is the rung length in inches. The factor K varies with duty rating and type : K=25 for extra-heavy-duty ladders, 50 for heavy-duty ladders, 75 for medium-duty ladder, and 100 for light-duty ladders.

**Table 10**  
**Rung Torque Tests**

Duty Rating and Type	Maximum Test Load	
	Design Verification Torque Test (inch-pounds) *	In-Service Torque Test (inch-pounds) *
Extra heavy duty - type 1A	600	900

\* The test load (pounds) at a 762mm (30-inch) moment arm is 9.09 kg (20 pounds) for the design verification torque test and 30 pounds for the in-service torque test. These values will vary with the moment arm selected.

rung and side rail shall be coated with a die marking material, and a line shall be scribed along the rung, across the rung joint, and onto the side rail at both rung joint locations.

The rung shall be so secured to the side rails that the alternating torque load shall cause no relative motion between the rung and the

Both rung joint in the assembly shall typical methods that acceptable alternates for performing this test. ✓

### Side Sway Test

NOTE:

This is both a design verification test and an in-service use test.

The test unit shall consist of a single ladder, a section from an extension ladder, or both the stepladder portion and the single or extension-ladder portion of a combination ladder. This test shall be conducted for all sections of an extension ladder.

This test section shall be placed on edge resting on level supports located 152mm (6 inches) from each end of the ladder, as shown in plane, and rungs shall be in the vertical plane and perpendicular to the ground.

A preload of 30 pounds shall be applied at the center of the span, held for a period of 1 minute, and unloaded. A test load, in accordance with Table 5, shall be applied for a minimum period of 1 minute to the center of the span over a 90mm (3-1/2 inch) length of the bottom side rail. The load shall be applied by hanging weights from the bottom of the lower rail. Care shall be taken to ensure that the load is centered with respect to the width of the rail. The maximum deflection of the midpoint of the lower side rail, measured to a reference surface, shall not exceed the allowable maximum deflection listed in Table 11.

Each section shall withstand this test without any permanent deformation (set) in excess of 1/1000 of the effective span of the side rails.

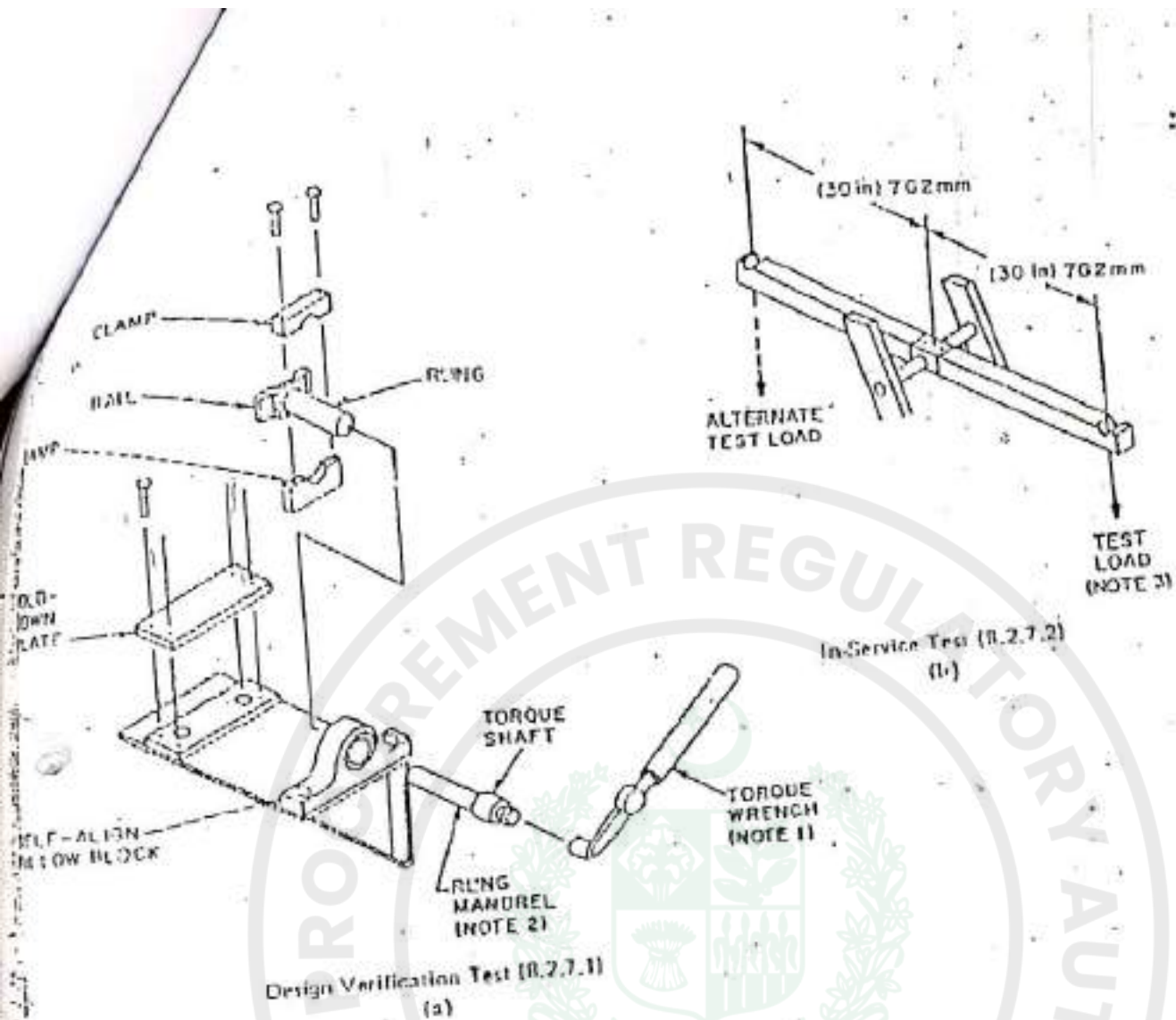


Fig. 15

NOTES:

- (1) An equivalent method may be used to apply torque.
- (2) Test testing of a hollow rung is illustrated. The rung mandrel is put inside the hollow rung being tested to keep it from collapsing.
- (3) The load may be applied by means of a dead weight or a force gage. The moment arm shown may be replaced by a pipe wrench or the equivalent.
- (4) Shim the test unit as required, so that the rung neutral axis is approximately coincident with the pillow block centerline.

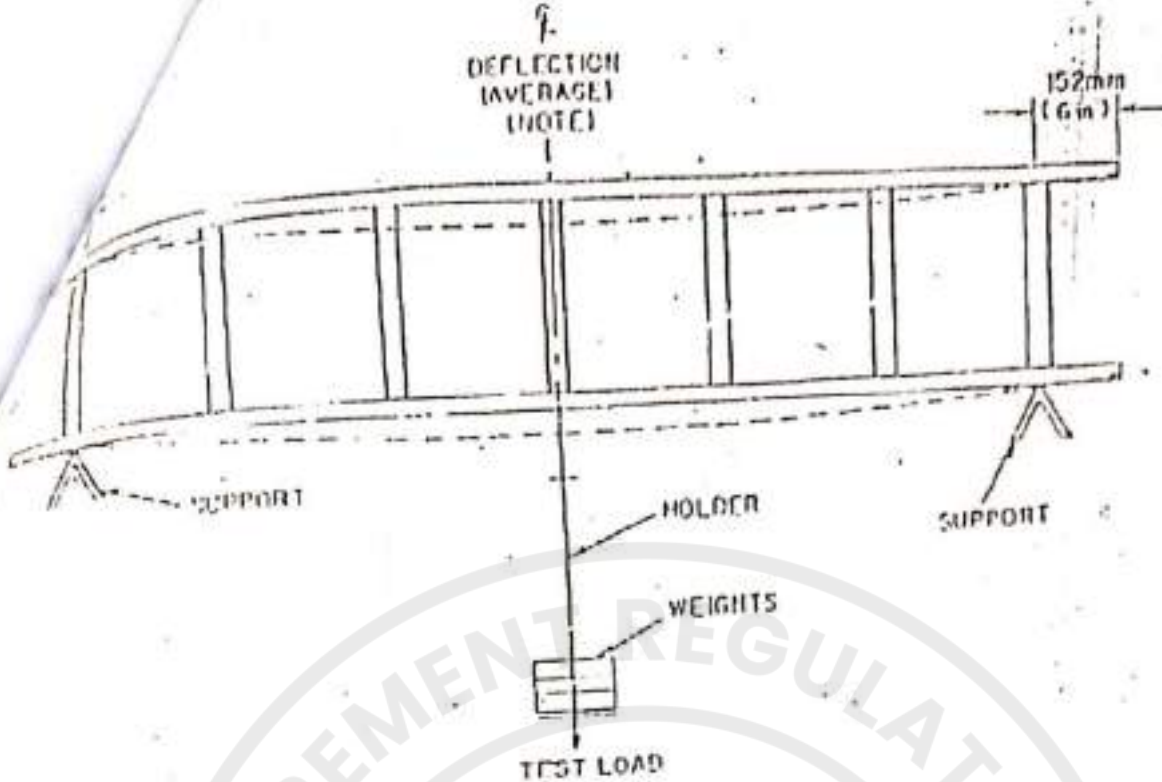
## Side-Rail Cantilever Bending Tests

### Static Side-Rail Cantilever Bending Test

This is a design verification test.

NOTE:  
The test unit shall consist of either a single ladder section or the base section of an extension ladder; any safety shoes or spikes affixed to the section shall be removed before the test is conducted. The test unit shall be placed on edge with the rungs in a vertical plane, as shown in Fig. 17. The lower side rail shall be clamped to a support and shall be unsupported from the bottom end to the midpoint of the lowest rung. If the rung has a flat surface, that surface shall be parallel to the edge of the support.

The test load shall be applied, by means of a weight, in accordance with Table 12, for a minimum period of 1 minute, to the extreme bottom end of the upper side rail, as shown in Fig. 17. The load shall be centrally applied to a 50mm (20-inch) long block resting on the full width of the rail web and held in place by a clamp. The load attachment point on the clamp shall not be more than 50mm (2-inches) below the underside of the web of the rail being tested. The weight shall be suspended so that it is acting through the vertical neutral axis of the side rail. The allowable permanent deformation (set) of the upper side rail shall not exceed 6.35mm (1/4-inch).



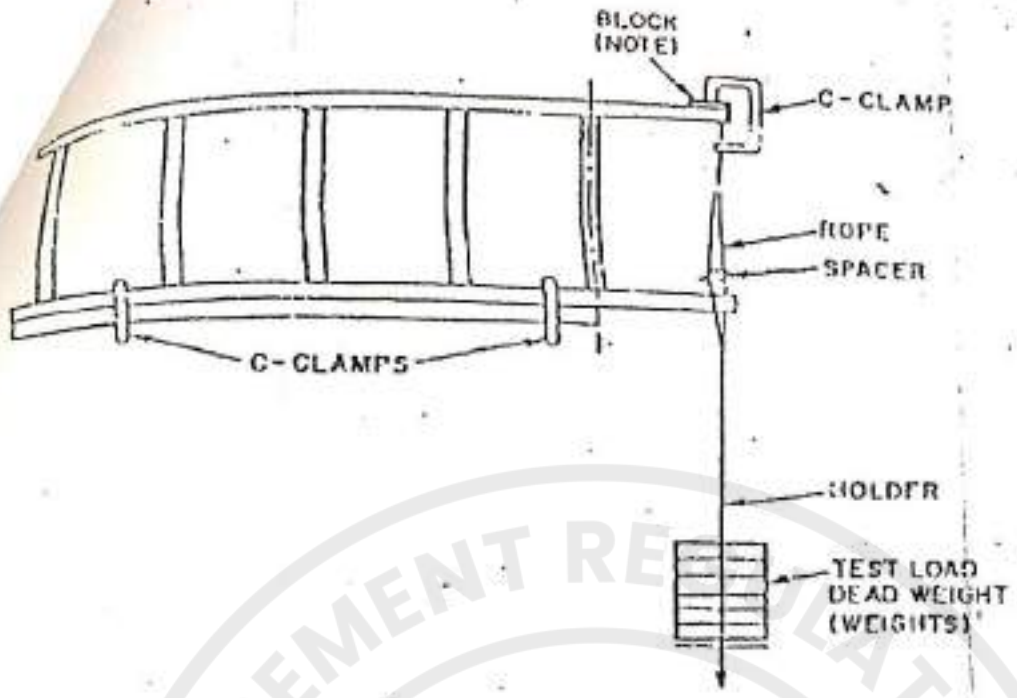
NOTE: The deflection is the difference between the height of the lower edge of the ladder side when unloaded (solid line) and when loaded (dotted line).

Fig. 16  
Side Sway Test

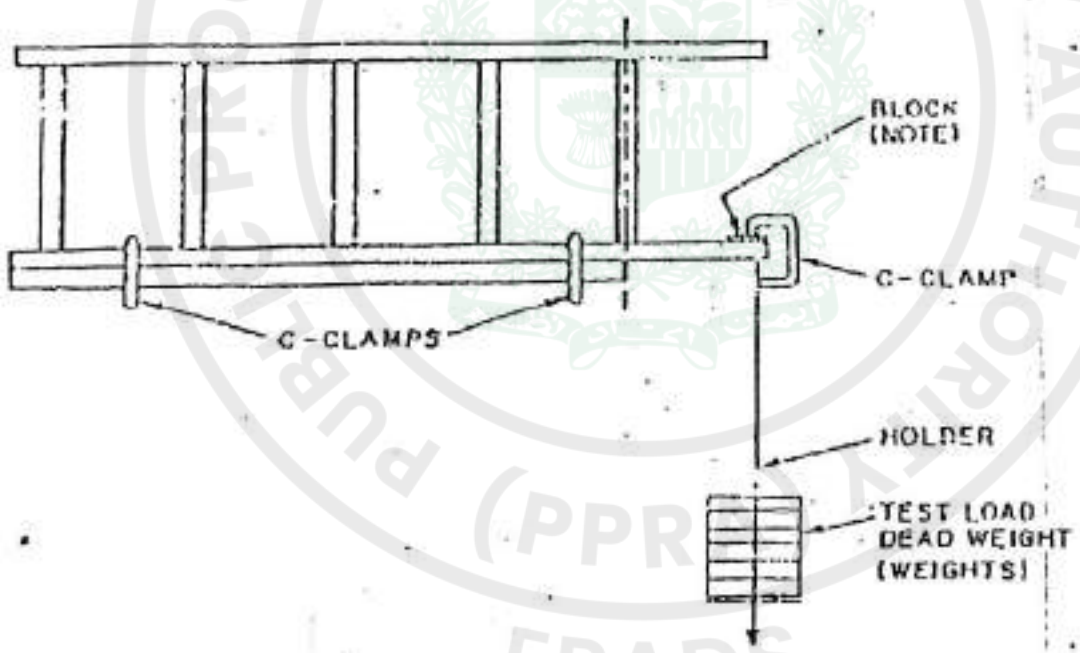
Table 11  
Maximum Allowance Deflection of Sway Test  
Midspan Deflection of Lower Side Rail

Test Section Length X* (feet)	Maximum Deflection Y* (inches)
	Single and Extension
4	0.84
5	0.88
6	0.92
7	0.96
8	1.00
9	1.04
10	1.08
12	1.16
14	1.24
16	1.32
18	1.40
20	1.48
22	1.56
24	1.64
26	1.72
28	1.80
30	1.88

\*y = 0.04X + 0.68, where Y = maximum allowable midspan deflection in the side sway test (inches) and X = ladder test section length (feet).



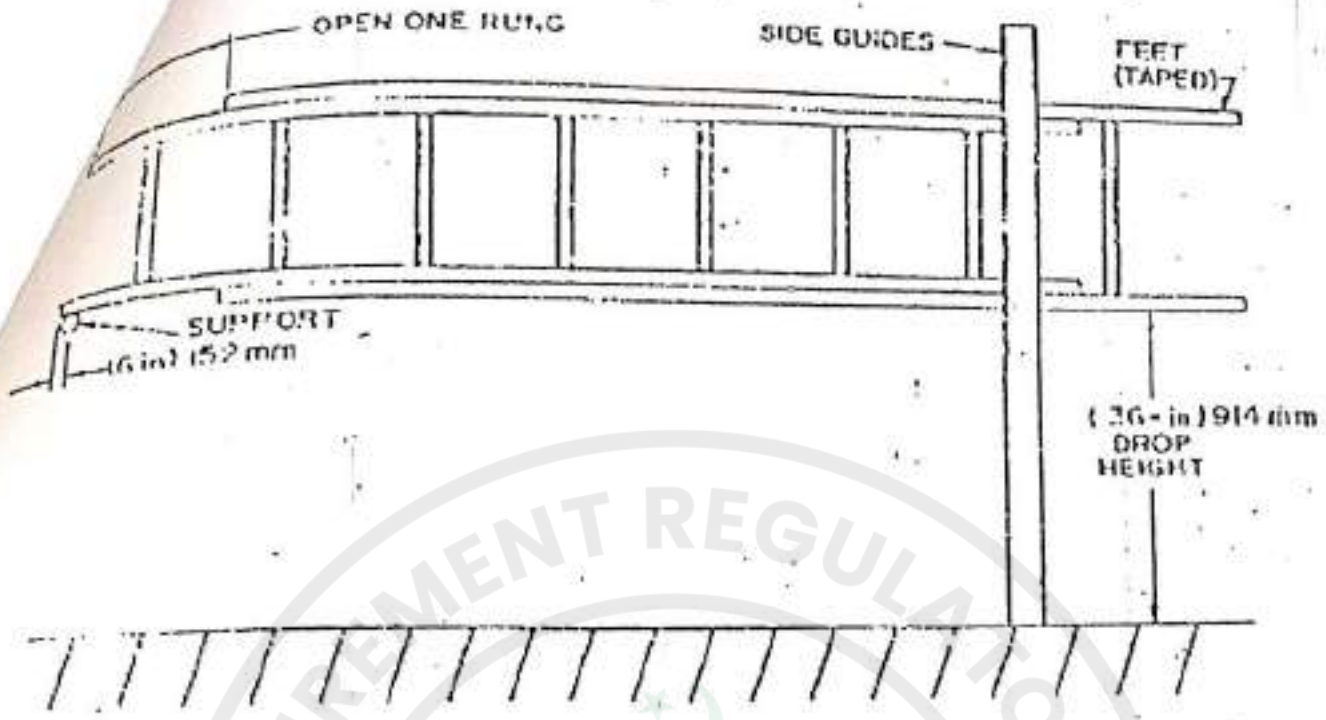
Cantilever-In Test  
(a)



Cantilever-Out Test  
(b)

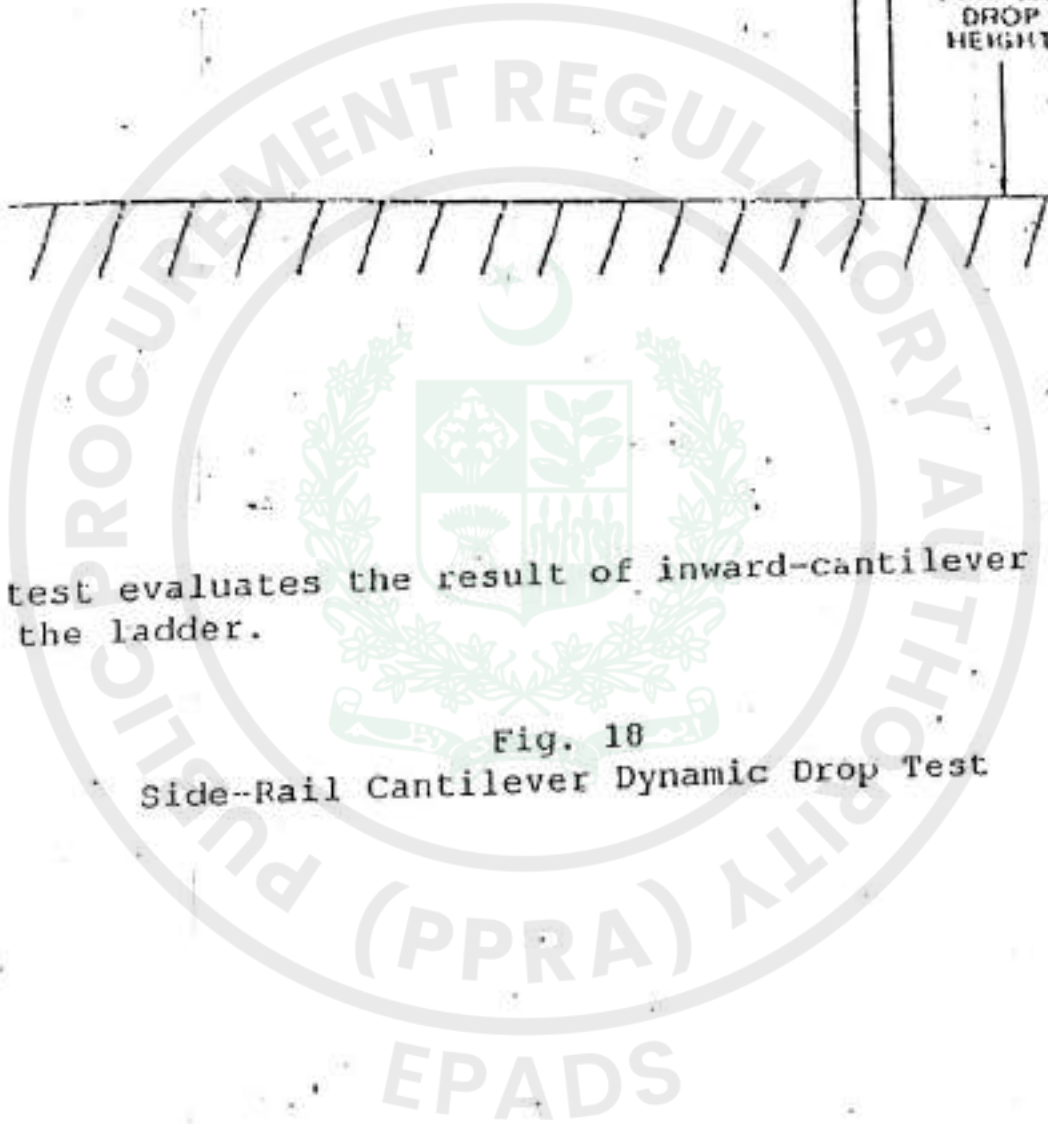
NOTE: The block shall be 1-inch thick, 2-inches long measured along the rail and of width equal to the clear distance between flanges.

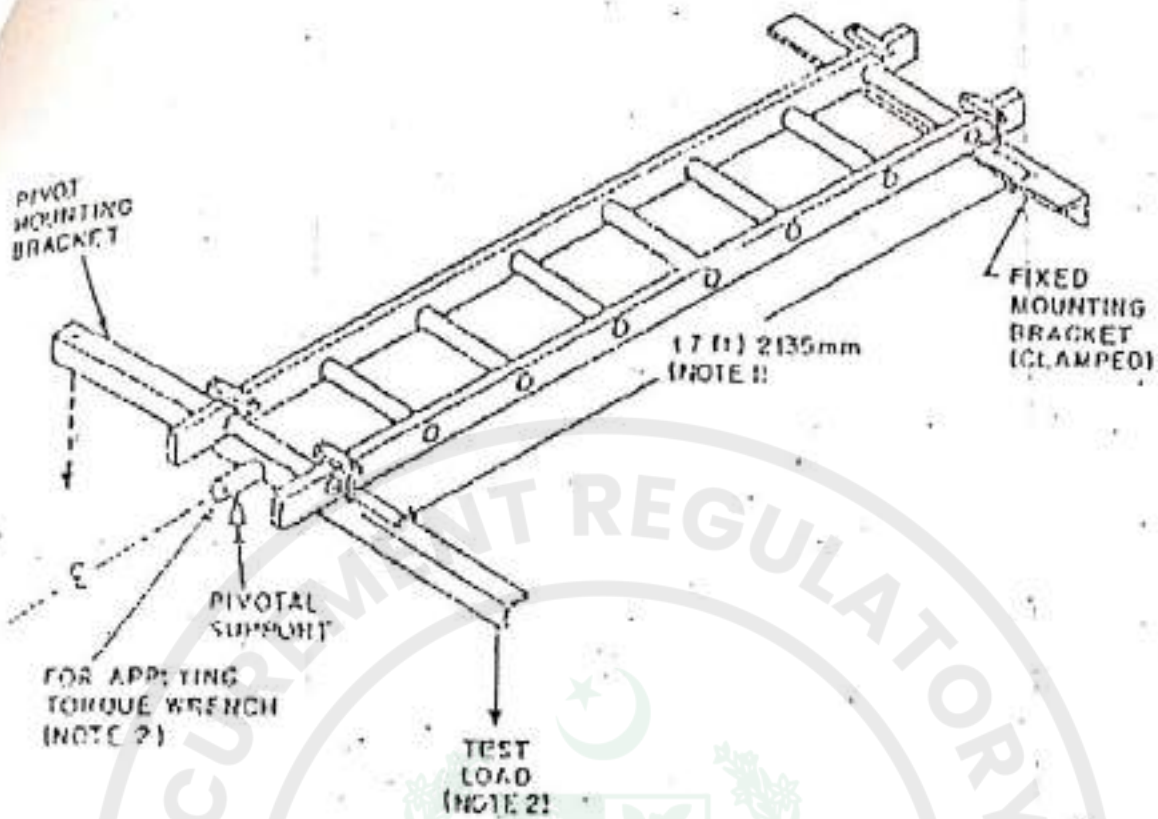
Fig. 17  
Static Side-Rail Cantilever Bending Test  
39



NOTE: This test evaluates the result of inward-cantilever dynamic loading of the ladder.

Fig. 18  
Side-Rail Cantilever Dynamic Drop Test





NOTES:

- (1) The test span is 2.13 meters (7 feet), but any ladder base section, or dingle ladder, that is at least 2.44 meter (8 feet) in length may be tested.
- (2) The torque may be applied alternately using the torque wrench, or a test load may be applied alternately on each end of the arm.

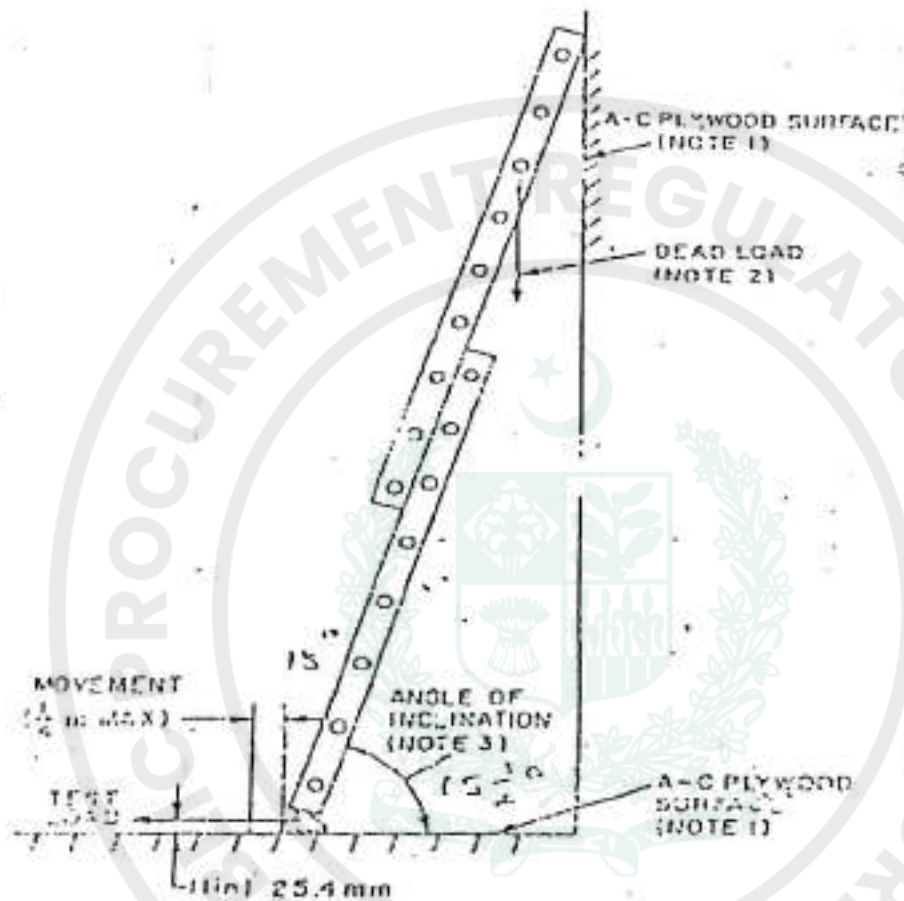
Fig. 19  
Single or Extension-Ladder Twist Test

*M*

Table 12  
Ladder Section Twist Test

Duty Rating and Type	Working Load	Maximum Allowable Angle of Twist $\theta^*$ (degrees)
Extra heavy duty - type 1A	136.36 kg (300)	14

$\theta = m.38 - 0.08$ , where  $\theta$  = maximum allowable angle of twist (degrees) and  $X$  = working load kg (pounds).



- NOTES:
- (1) The grain of the plywood shall be parallel to the direction of loading; the grain on the vertical sheet under the upper end of the fly section shall run in vertical direction, and the grain on the horizontal sheet under the base section shall be parallel to the direction of the test load.
  - (2) The dead load shall be applied on the third highest rung.
  - (3) The angle of inclination shall be  $75\frac{1}{2}^\circ$ , except that for combination ladders in the extension-ladder orientation a slightly modified angle shall be used so that the tread portions of the steps are horizontal (level).

Fig 20  
Foot Slip Test  
42

Table 13  
Static Side-Rail Cantilever Bending Test Load

Duty Rating and Type	Working Load	Test Load (pounds)
Extra heavy duty - type 1A	136.36 kg (300 lbs)	227.27 kg (500 lbs)

The test load shall then be applied to the extreme bottom end of the lower side rail in a like manner, as shown in Fig. 17b. The allowable permanent deformation (set) of the lower side rail shall not exceed 6.35mm 1/4 inch.

Provided the ladder continues to support the test load, permanent deformation (set) or ultimate failure of any ladder components as a result of the tests, except for the limitation on the maximum allowable permanent deformation (set) of the upper and lower side rail, shall not constitute test failure.

#### 8.2.9.2 Side-Rail Cantilever Dynamic Drop Test

NOTE: This is a design verification test.

The test unit shall be longest ladder for each base section rail size. An extension ladder shall be opened 1 foot for the drop test. Ladder feet shall remain on the section, but each foot shall be taped so that bottom surface makes an angle of 90° with the rail length.

The test ladder shall be placed in a horizontal position with the rungs vertical. The fly section shall be sported 6 inches from the very top of the fly section (including caps), so that the lower rail of the bottom section is 0.9246 meter (36 inches) from a concrete floor. (See Fig. 18)

To perform the drop test, both rails of the base section shall be guided in a vertical plane during a free-fall drop. The allowable permanent deformation (set) of the lower side rail shall not exceed 6.35mm (1/4 inch).

### Ladder Section Twist Test

This is a design verification test.

The test unit shall consist of a ladder base section of any length, supported over a 2.13 meter (7-foot) test span. The ladder shall be placed in a flat horizontal position and supported at each end, as shown in Fig. 19. The horizontal support for the ladder on one end shall be fixed. An initial preload of 6.927 meter Kg (600 inch-pounds,) applied, in a clockwise direction, shall be used to establish a reference for angular deflection after which the ladder shall be unloaded. A torque of 13.85 meter (1200 inch-pounds) shall then be applied, using one of the two methods shown in Fig. 15. The torque shall be applied first in a clockwise and then in a counter clockwise direction. The angle of twist measured from the horizontal position shall not be greater than the values in Table 12. Attention shall be given to ensure that the ladder is tightly clamped onto the test fixtures during this test.

8.2.11

### Foot Slip Test

Single and extension ladders shall be tested for skid resistance as shown in Fig. 20. The test unit shall be a 4.8 meter (16-foot) extension ladder in the fully extended position. The test surface shall be A-C plywood, which shall be presanded using 320 fine wet/dry sandpaper. The "A" side of the plywood shall be placed in contact with the bottom of the ladder. The surface at the top of the fly section tests against shall also be A-C plywood, similarly treated.

weight, in accordance with Table 14, shall be attached to the third fly rung. A horizontal pulling force, in accordance with Table 14, statically applied to the bottom of the ladder at 1 inch above the test surface, shall not cause movement in excess of 1/4 inch across the test surface.

Table 14  
Foot Slip Test

Duty Rating and Type	Test Load Kg (pounds)	Horizontal pulling Force kg (pounds)
Extra heavy duty - type 1A	136.36 (300)	22.72 (50)

8.2.12 Multisection Extending Force Test

NOTE: This is a design verification test.

The test unit shall be a complete extension ladder. The unit shall be set in a vertical position, at the minimum working length of the ladder. The base section may be braced or otherwise held to maintain vertical alignment.

A measured downward force shall be applied to the rope if the ladder has rope and pulley system installed. The force shall be smoothly applied to cause vertical extension of the fly section of 61 cm (2feet) or more, at a rate of 15.25 to 30.5 cm (1/2 to 1 foot) per second. For those ladder not equipped with a rope and pulley, the measured force shall be applied vertically to the bottom rung of the fly section.

The maximum measured force that occurs during each pull shall be recorded. Three test pulls shall be done for each ladder, and the maximum forces shall be averaged for the three pulls. This average maximum shall not exceed two times the weight of the ladder fly section.

9.1 Grouping in Lots and Lot Quantity

The ladders offered for acceptance shall be grouped in lots of 100 units.

9.2 Drawing of Samples for Tests

Ten samples shall be drawn from each lot at random for tests as per 9.3.

9.3 Nomination of tests

The inspector shall nominate any of the ten tests out of the following list, before drawing the samples offered from each lot:

LIST OF TESTS

	Type of Test		Clause Reference of Specification
	Design Verif. Test	Routine Test	
1) Verification of dimensions as offered in the accepted bid	X	X	8.2.1
2) Horizontal bending test.	X	X	8.2.2
3) Deflection test			
4) Simulated in-use inclined load test	X		8.2.3
5) Column and hardware load test	X		8.2.4.1
6) Single lock load test	X		8.2.4.2
7) Lock tip load test	X		8.2.4.3
8) Cyclic Rung-lock design verification test	X		8.2.4.4

	Type of Test		Clause Reference of Specification
	Design Verif. Test	Routine Test	

9) Extension-ladder bending strength test	x		8.2.5
10) Rung torque tests	x	x	8.2.7
11) Rung torque design verification test	x		8.2.7.1
12) Rung Torque in service test	x		8.2.7.2
13) Side sway test	x	x	8.2.8
14) Static side-rail cantilever bending test	x	x	8.2.9.1
15) Side-Rail cantilever Dynamic drop test	x		8.2.9.2
16) Ladder Section twist test	x		8.2.10
17) Foot slip test	x		8.2.11
18) Multi-section extending force test	x		8.2.12



9.4 Acceptance Criteria

If the number of defective units in the samples drawn exceed one, the entire lot except the defective unit shall be accepted:

If the number of defective units exceed one fresh samples ten in no shall be drawn at random out of the lost and tested. If there are no defective units, the entire lot shall be accepted.

9.5 Rejection Criteria

If there is any defective piece found in these then the entire lot shall be rejected.

 DD (D&D)	 DIR (D&S)	 CE (DE)
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SPECIFICATION NO. DDS-34:2003

FIBER GLASS EXTENSION LADDERS

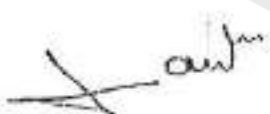

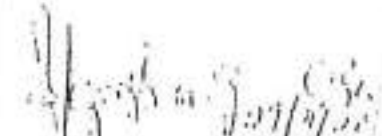
AMENDMENT NO.1

DATED 29.11.2007

Replace Clause 5.4 to read as under

5.4 Rope and Pulley

31 to 32mm = One and a quarter inch (1" ¼) galvanized Steel / Aluminum Alloy pulley is installed on the top of rung of the base section with clevis brackets. All weather propylene rope is to be provided on the fiberglass ladders for opening out the extension section. (fig. 2).

 (JAVID NASEEB MALIK) DEPUTY DIRECTOR (D&S)	 29/11/07 (AZIZ UR REHMAN) DIRECTOR (D&S)	 29/11/07 (YAQOOB BAIG MIRZA) CHIEF ENGINEER (D&S)
--	--	--

**WAPDA SPECIFICATION DDS-34:2003**  
**FIBER GLASS EXTENSION LADDERS**

**AMENDMENT NO. 2**

**DATED 8<sup>th</sup>, SEPTEMBER, 2008**

Add the following tests in clause 9.3 "NOMINATION OF TESTS" :-

Sr.#	Description	Type of test	Clause reference Of specification
19.	Tensile strength test	Design verification	6.4.2
20.	Compressive strength test	-do-	6.4.3
21.	Electrical properties	-do-	7.1
22.	DC current leakage	-do-	7.2

*[Signature]*

JAVOID NASEEB MALIK)  
DY. MANAGER (D&S)

*[Signature]*  
8/9/08

(AZIZ UR REHMAN)  
MANAGER (D&S)

*[Signature]*

(RANA MUHAMMAD AJMAL KHAN)  
CHIEF ENGINEER (D & S) NTDC

NATIONAL TRANSMISSION AND DESPATCH COMPANY

Chief Engineer (Standards & Specifications) NTDC

Dated 19-07-2018

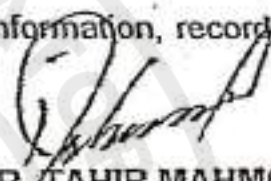
215-2229/ICSS 268

The Chief Executive Officer,  
AT DISCOS

Subject:

AMENDMENT NO.3 DATED 05.06.2018 IN WAPDA SPECIFICATION  
NO. DDS-34:2003 OF FIBER GLASS EXTENSION LADDER.

Enclosed please find herewith a copy of Amendment No.3 in WAPDA Specification No. DDS-34:2003 of subject material, for your information, record and implementation.

  
(ENGR. TAHIR MAHMOOD)  
CHIEF ENGINEER (S&S) NTDC

Cc to:-

1. General Manager (D&E) NTDC, 522-WAPDA House, Lahore
2. Chief Engineer (Q.A & I) NTDC, Bungalow No.8-B, G-Block, Gulberg-II, Lahore
3. All manufacturers of Fiber Glass Extension Ladder.

CLASSIFICATION DDS-34:2003  
GLASS EXTENSION LADDERS  
**AMENDMENT NO.3**

DATED 5<sup>th</sup> JUNE, 2018

Add clause 3.2.1 under clause 3.0 "DESIGN & CONSTRUCTION" as under:-

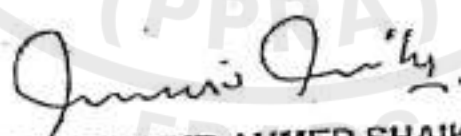
The swing countering section shall be fixed on the base section by means of fixing plates, shall be armed manually by means of springs and include handle lock and stopper latch to fix in working position / prevent excess rotation. The section shall rest against PC Pole/Steel Structure by combination of pole grip and hook assembly, thus providing stability at the midpoint where base and fly sections overlap.

Pictorial view of swing countering mechanism is shown in Drawing No. CEDS/DDE/282/G.

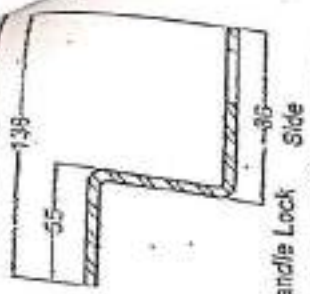
Add point No.4 under NOTE of Table-1:-

Weight of 48 feet Fiber Glass extension Ladder with swing countering arrangement shall be 60 Kg  $\pm$  10% while rail dimensions shall be same as that of rail for base and fly sections.

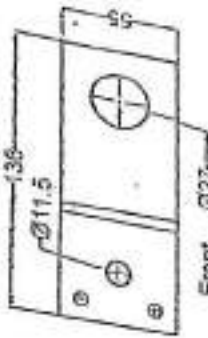
  
(ENGR. SHAZIA SULEMAN)  
Y. MANAGER (D&S)

  
(ENGR. SHABIR AHMED SHAIKH)  
Addl. Chief Engineer (D&S)

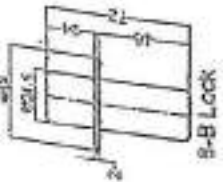
  
(ENGR. TAHIR MAHMOOD)  
CHIEF ENGINEER (S&S) NTDC



8. Handle Lock Side



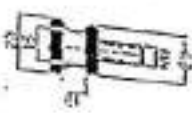
Front



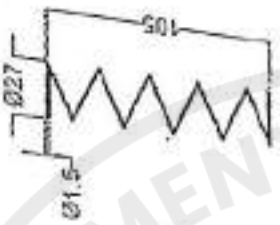
8-B Lock



9. Stopper Latch with chain



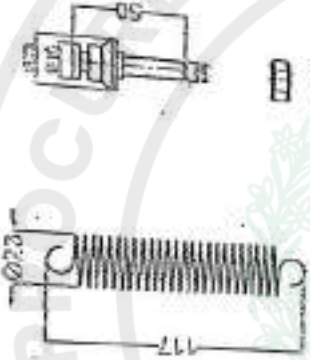
B-A Lock



7. Spring (Small)



2. Bush Top



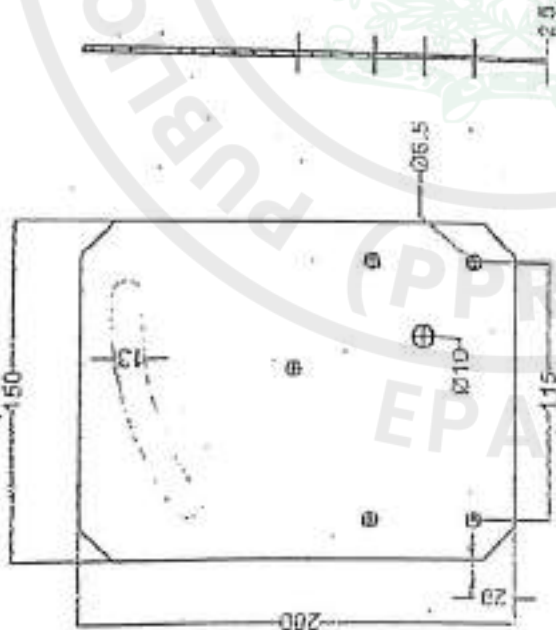
4. Plate Spring



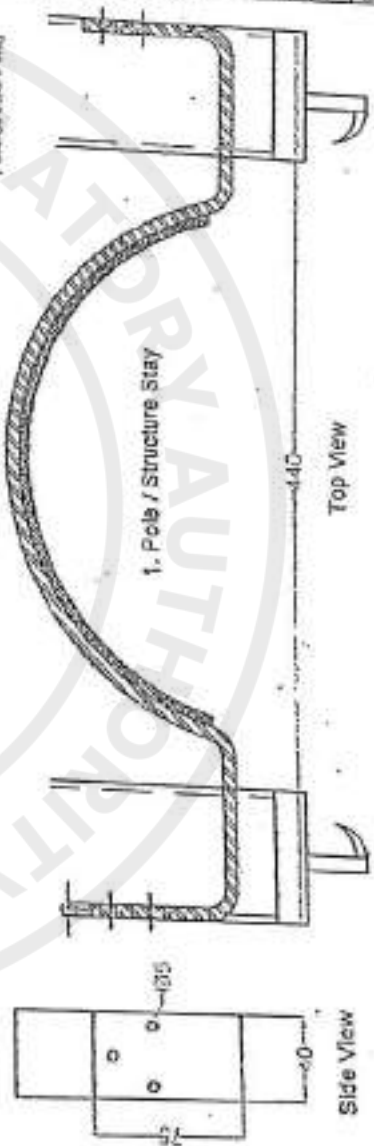
Pin Washer



lock Washer



3. Fixing Plate



1. Pole / Structure Stay

Top View

Side View

Sr. #	Description	Qty.	Material
1.	Pole/Structure Stay	1	M5 Hot Dip Galv.
2.	Bush	1	M5 Electro Galv.
3.	Fixing Plate	2	M5 Electro Galv.
4.	Plate Spring	2	Spring Steel Electro Galv.
5.	Spring Washer P/s	4	M5 Electro Galv.
B-A	Lock	1	M5 Electro Galv.
B-B	Lock	1	M5 Electro Galv.
7.	Spring (Small)	2	Spring Steel
8.	Handle Lock (B-Type)	1	M5 Electro Galv.
9.	Stopper Latch with chain	1	M5 Electro Galv.

STANDARDS & SPECIFICATIONS, NTDC

Fiber Glass 48' Ladder

Swing Countering Mechanism Parts

Designed by: \_\_\_\_\_ Date: 2018

Checked by: \_\_\_\_\_ Dwg. CEDS/DDE/262/1

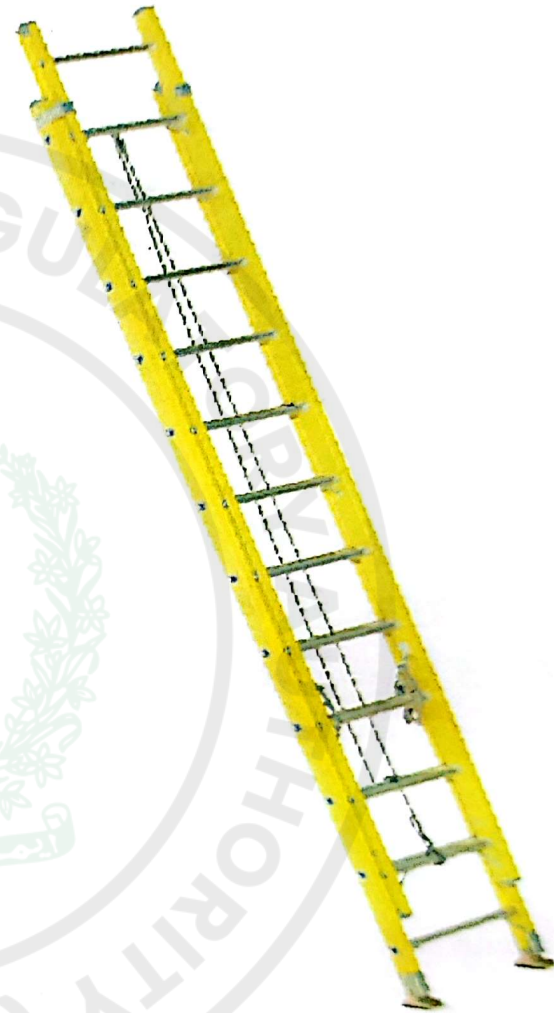
Approved by: \_\_\_\_\_ Rev: \_\_\_\_\_

## FIBERGLASS EXTENDABLE LADDER

Electrical Distribution & Industrial Applications

### FEATURES:

- Heavy Duty Fiberglass Insulated Side Rails
- Aluminum Serrated Round Rung Steps
- Aluminum Foots with gusset for stability
- Pulley with rope for easy operation
- Non-conductive – Electrically Insulated
- Slip Resistant
- Aesthetically Appealing / Corrosion Resistant
- 1 year warranty / 375 lb safe working load
- Tested at 90,000 Volts



EX-16	EX-20	EX-24	EX-28	EX-32	EX-36	EX-40	EX-44	EX-48	EX-70
16 Feet	20 Feet	24 Feet	28 Feet	32 Feet	36 Feet	40 Feet	44 Feet	48 Feet	70 Feet
Overlap Length 3 Feet					Overlap Length 4 Feet		Overlap Length 5 Feet		Overlap Length 5 Feet

**SECTION - VI**

**STANDARD FORMS**

**FOR**

**Single Stage Two Envelope Procedure**



## Form of Qualification Information

### 1. Individual Bidders or Individual Members of Joint Ventures

1.1 Constitution or legal status of Bidder: *[attach copy]*

Place of registration: *[insert]*

Principal place of business: *[insert]*

Power of attorney of the signatory of Bid: *[attach]*

1.2 Total annual volume of Services performed in 3 years, in PKR specified in the Bid Data Sheet: *[insert]*

1.3 Services performed as prime Supplier on the provision of Services of a similar nature and volume over the last 3 years. The values should be indicated in the same currency used for Item 1.2 above. Also, list details of work underway or committed, including the expected completion date.

Project Name and Country	Name of Purchasing Agency and Contact Person	Type of Services provided and year of completion	Value of Contract
(a)			
(b)			
(c)			
(d)			

1.4 Major items of Supplier's Equipment proposed for carrying out the Services. List all information requested below. Refer also to ITB 13.3(c).

Item of equipment	Description, make, and age (years)	Condition (new, good, poor) and number available	Owned, leased (from whom?), or to be purchased (from whom?)
(a)			
(b)			
(c)			
(d)			

1.5 Qualifications and experience of key personnel proposed for administration and execution of the Contract. Attach biographical data. Refer also to ITB 13.3(d).

Position	Name	Years of experience (general)	Years of experience in proposed position
(a)			
(b)			

1.6 Proposed sub-contracts and firms involved. Refer to GCC 24.

Sections of the Services	Value of Sub-contract	Sub-contractor (Name and Address)	Experience in providing similar services
(a)			
(b)			

- 1.7 Financial reports for the last 3 years: balance sheets, profit and loss statements, auditors' reports, etc. List below and attach copies.
- 1.8 Evidence of access to financial resources to meet the qualification requirements: cash in hand, lines of credit, etc. List below and attach copies of support documents. We certify/confirm that we comply with eligibility requirements as per ITB 3 of the bidding documents.
- 1.9 Name, address, telephone, telex, e-mail, and facsimile numbers of banks that may provide references if contacted by SEPCO.
- 1.10 Information regarding any litigation, current or within the last 5 years, in which the Bidder is or has been involved.

Other party(ies)	Cause of dispute	Details of litigation award	Amount involved
a)			
b)			

- 1.11 Information regarding Occupation Health and Safety Policy and Safety Records of the Bidder. Attach valid certificates.
- 1.12 Statement of compliance with the requirements of ITB 3.4.
- 1.13 Proposed Program (service work method and schedule). Descriptions, drawings, and charts, as necessary, to comply with the requirements of the bidding documents.

**2. Joint Ventures**

- 2.1 The information listed in 1.11 - 1.12 above shall be provided for each member of the joint venture.
- 2.2 The information in 1.13 above shall be provided for the joint venture.
- 2.3 Attach the power of attorney of the signatory(ies) of the Bid authorizing the signature of the Bid on behalf of the joint venture.
- 2.4 Attach the Contract among all members of the joint venture (and which is legally binding on all members), which shows that
  - a) all members shall be jointly and severally liable for the execution of the Contract in accordance with the Contract terms;
  - b) one of the members will be nominated as being in-charge, authorized to incur liabilities, and receive instructions for and on behalf of any and all members of the joint venture; and
  - c) the execution of the entire Contract, including payment, shall be done exclusively with the member in charge.

**3. Additional Requirements**

- 3.1 Bidders should provide any additional information required in the Bid Data Sheet and to fulfill the requirements of ITB 12.1, if applicable.

We, the undersigned declare that

- a) The information contained in and attached to this form is true and accurate as of the date of bid submission *Or [delete statement which does not apply]*
- b) The originally submitted pre-qualification information remains essentially correct as of date of submission

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

Name and Title of Signatory: \_\_\_\_\_

Name of Bidder: \_\_\_\_\_

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

## Form of Bid

Bid /Tender No. \_\_\_\_\_

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

To

Manager  
Material Management  
SEPCO, Sukkur.

We, the undersigned, declare that:

Having examined the Bidding Documents including Addenda, the receipt of which is hereby duly acknowledged, we, the undersigned, offer to deliver \_\_\_\_\_ in conformity with the said Bidding Documents for the sum of \_\_\_\_\_ or such other sums as may be ascertained in accordance with the Schedule of Prices attached herewith and made part of this Bid.

We declare that our Bidding price did not involve agreements with other Bidders for the purpose of bid suppression.

The Arbitrator shall be appointed by mutual consent of both parties, after consultation between the contractor & procuring agency to act as the adjudicator in case of any arisen disputes in accordance with **BDS Clause 48**.

We undertake, if our bid is accepted, to deliver the goods in accordance with the delivery schedule specified in the Schedule of Requirements.

If our Bid is accepted, we undertake to provide a Performance Security (Guarantee) in the form, in the amounts, and within the 15-days from the date of issue of Letter of Intent (LOI). Failure to provide the Performance Guarantee within the stipulated time, the delivery period shall start. The delayed period shall be deducted from the delivery schedule while issuing the Purchase Order.

We declare that as Bidder(s) we do not have a conflict of interest with reference to **ITB Clause 3.7**.

We agree to abide by this Bid for the Bid Validity Period specified in BDS 22, and it shall remain binding upon us and may be accepted at any time before the expiration of that period.

We are not participating, as Bidders, in more than one Bid in this Bidding process, other than alternative offers in accordance with the Bidding Documents.

Our firm, its affiliates or subsidiaries – including any subcontractors or suppliers for any part of the contract – has not been declared ineligible by the Government of Pakistan under Pakistan's laws or official regulations.

Until a formal Contract is prepared and executed, this Bid, together with your written acceptance thereof and your notification of award, shall constitute a binding Contract between us.

We understand that you are not bound to accept the lowest or any Bid you may receive.

We certify/confirm that we comply with the eligibility requirements as per **ITB Clause 3** of the Bidding Documents.

Dated this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_\_.

(Name)

\_\_\_\_\_

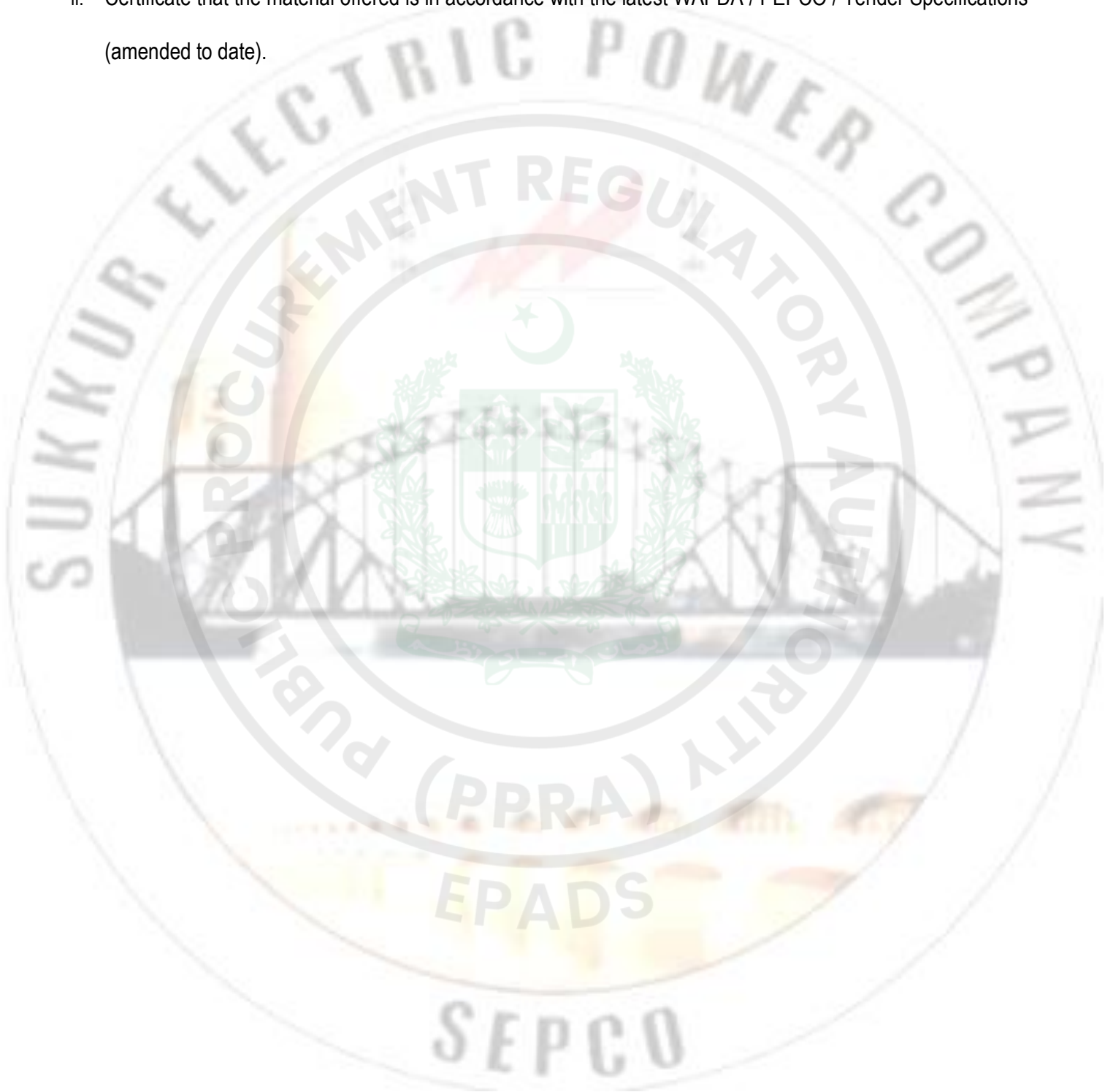
[signature]

[in the capacity of]

Duly authorized to sign Bid for and on behalf of \_\_\_\_\_

**To Whom It May Concern:**

- i. It is certified that General Conditions of Contract for purchases by PEPCO / WAPDA dated 12/08/1984 amended up to date and latest purchase procedure PPRA-2004 (amended to date) are acceptable / agreed.
- ii. Certificate that the material offered is in accordance with the latest WAPDA / PEPCO / Tender Specifications (amended to date).



**PROFORMA SHOWING PERFORMANCE OF THE FIRM IN SEPCO / OTHER DISCOS**  
**DURING LAST TWO FISCAL / CALENDAR YEARS**

Note:-

Copy of 1<sup>st</sup> Page of Purchase order / LOI / Performance Certificate should be attached.

Name of Firm: \_\_\_\_\_

Name of DISCO	PO No. & Date	Description of Material	Qty: on Order	Delivery Schedule	Qty: Supplied to date	Date of Supply	Qty: Balance	Material Supplied		Remarks
								In time	Delay	

**It is also certified that:**

- i) Our firm is not in litigation with any formation of NTDC / WAPDA / DISCOs.
- ii) In case of any information found incorrect from the above, SEPCO reserve the right to cancel our tender or prequalification and registration without assigning any reason what so ever and all consequences at our cost.

## BID SECURITY FORM

To: Chief Executive Officer SEPCO

Whereas [name of the Bidder] (hereinafter called "the Bidder") has submitted its Bid dated [date of submission of Bid] for the delivery of [name and/or description of the goods] (hereinafter called "the Bid").

KNOW ALL PEOPLE by these presents that WE [Name of Financial Institution] of [name of country], having our registered office at [address of Financial Institution] (hereinafter called "the Bank"), are bound unto [name of SEPCO] (hereinafter called "SEPCO") in the sum of [amount] for which payment well and truly to be made to the said SEPCO, the Bank binds itself, its successors, and assigns by these presents.

Sealed with the Common Seal of the said Bank this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_\_.

The conditions of this obligation are:

1. If the Bid
  - (a) have withdrawn or modified our Bid during the period of Bid Validity specified in the Form of Bid;
  - (b) Disagreement to arithmetical correction made to the Bid price; or
  - (c) having been notified of the acceptance of our Bid by SEPCO during the period of Bid Validity, (i) failure to sign the contract if required by SEPCO to do so or (ii) fail or refuse to furnish the Performance Security or to comply with any other condition precedent to signing the contract specified in the Bidding Documents.
2. We undertake to pay to SEPCO up to the above amount upon receipt of its first written demand, without SEPCO having to substantiate its demand, provided that in its demand SEPCO states the amount claimed by it is due to it, owing to the occurrence of one or both of the conditions, specifying the occurred condition or conditions.

This guarantee shall remain in force up to and including twenty-eight (28) days after the period of Bid Validity, and any demand in respect thereof should reach the Bank not later than the above date.

Name: \_\_\_\_\_ in the capacity of \_\_\_\_\_  
signed

[Signature of the Bank]

Dated on \_\_\_\_\_

## PERFORMANCE SECURITY (GUARANTEE) FORM

To: Chief Executive Officer SEPCO

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

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

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

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

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

Signature and seal of the Guarantors

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

\_\_\_\_\_  
*[Address]*

\_\_\_\_\_  
*[Date]*

## INTEGRITY PACT

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

Contract Number: \_\_\_\_\_

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

Contract Title: \_\_\_\_\_

Contract Value: \_\_\_\_\_

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

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

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

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

Notwithstanding any rights and remedies exercised by GoP in this regard, [Name of Supplier] agrees to indemnify GoP for any loss or damage incurred by it on account of its corrupt business practices and further pay compensation to GoP in an amount equivalent to ten time the sum of any commission, gratification, bribe, finder's fee or kickback given by [Name of Supplier] as aforesaid for the purpose of obtaining or inducing the procurement of any contract, right, interest, privilege or other obligation or benefit in whatsoever form from GoP.

\_\_\_\_\_  
Buyer

\_\_\_\_\_  
Seller

**To Whom It May Concern**

We (Company Name) hereby certify that we are not blacklisted and rendered ineligible for corrupt and fraudulent practices by any Government (Federal, Provincial or Local) or a Public Sector Organization / Division / Ministry.



## NON / INVOLVEMENT LITIGATION CERTIFICATE

It is certified that M/s. \_\_\_\_\_  
 is not involved in the litigation in any court of law against Sukkur Electric Power Company (SEPCO) and other DISCOs / any formation of WAPDA till date.

If the firm (M/s. \_\_\_\_\_) is involved in any litigation against above organizations then provide one page brief alongwith following information on the prescribed proforma.

Name of DISCO / Formation	P.O / W.O	Dated	Item	Amount Involved (Rs.)		Reason for Litigation	Current Status with Attested Copies of the evidences (Under Process / Resolved / Stay Order / Arbitrations)
				Pending or Threatened	Resolved		

Net worth of the Firm ending latest fiscal year = \_\_\_\_\_  
 (Alongwith proof / documentary evidences of required net worth). Bank statement and FBR statement must be attached.

%age of pending or threatened litigation with respect to Net worth \_\_\_\_\_

In case of any information found incorrect from the above, SEPCO reserve the right to cancel our tender or prequalification and registration without assigning any reason what so ever and all consequences at our cost.





## Manufacturer's Authorization

(This letter of authorization should be on the letterhead of the Manufacturer and should be signed by a person with the proper authority to sign documents that are binding on the Manufacturer. The Bidder shall include it in its Bid, if so indicated in the BDS.)

Date: [insert date of Bid submission]  
Tender No.:

To: [insert complete name of Procuring Agency]

### WHEREAS

We [insert complete name of Manufacturer], who are official manufacturers of (insert type of goods manufactured), having factories at [insert full address of Manufacturer's factories], do hereby authorize [insert complete name of Bidder] to submit a Bid the purpose of which is to provide the following Goods, manufactured by us insert name and or brief description of the Goods], and to subsequently negotiate and sign the Contract.

We hereby extend our full guarantee and warranty in accordance with Clause 28 of the General Conditions of Contract, with respect to the Goods offered by the above firm.

Signed: [insert signature(s) of authorized representative(s) of the Manufacturer]

Name: (insert complete name(s) of authorized representative (s) of the Manufacturer]

Title: [insert title]

Dated on \_\_\_\_\_ day of \_\_\_\_\_ [insert date of signing]

ww) Documents & Certificates to be submitted with the relevant Bid for Responsiveness of the Bid

S. No.	Description	Document attached Tick "Yes/No"
1	Certificate that General Conditions of Contract for purchases by PEPCO / WAPDA dated 12/08/1984 amended up to date and latest purchase procedure PPRA-2004 (amended to date) are acceptable to the bidder and are hereby agreed to by the bidder.	
2	The amount of Fixed Bid Security of tender (or as applicable if specified in the special condition above) issued by a Scheduled Bank of Pakistan has been attached alongwith bidding documents.	
3	Certificate that the material offered is in accordance with the PEPCO / Tender Specifications amended to date.	
4	Copy of letter of Prequalification for the material quoted in tender with DISCOs under relevant category of material.	
5	Copy of Letter of Registration with PEPCO/ DISCOs under relevant category of material.	
6	Technical data of the quoted items along-with PEPCO Standard Specification.	
7	Literature in English giving out salient feature of the quoted items.	
8	Copy of valid Prototype approval from Chief Engineer (S&S) NTDC, if applicable.	
9	Declaration of fees, commission and brokerage etc. payable by the suppliers of goods, services and works in contracts worth Rs: 10 Million or More.	
10	Satisfactory field performance of the firm against Educational /Regular PO (or as mentioned 2 and above) on the Proforma attached.	
11	Copy of certificate of registration with Sales Tax Department along-with necessary undertaking that the name of your firm exists on active tax payer list of FBR.	
12	Schedule of Technical Deviations (if any)	
13	Schedule of Contractual Deviations (if any)	
14	Certificate that the firm is not involved in litigation against SEPCO / DISCOs / Any Other WAPDA Formation.	
15	The bidder must be attached a Declaration of Beneficial Owner's Information of Public Procurement Contract Awarded Regulations 2022 on the prescribed Proforma attached for all procurement contracts worth Rs.50-Million and above.	
16	Bank Annual turnover certificate along of last three years (03)	
17	Providing last three years Bank Statement + Auditor Reports	

**Note:** All above certificates / documents should be attached / signed / properly filled by the firm with submitted Bid. Any document missed or instructions not complied with will lead to non-responsiveness of bid.

Signature of Bidder \_\_\_\_\_

M/s \_\_\_\_\_

**PRICE SCHEDULE FOR SEPCO TENDER NO 1380/26**

- Due by 10:30 AM on 09.06.2026
- Tender will be opened at 11:45 AM on 09.06.2026

NAME OF BIDDER: \_\_\_\_\_

Description of Stores	NTDC Specification (Amended todate)	Quantity Required (No)	FCS Unit Rate (As per SCC Clause 11) in PKR Without 18% GST	Total Amount in PKR (3 x 4)
1	2	3	4	5
FIBER GLASS LADDER 16'	DDS-34:2003	212 Nos.		
Fiber Glass Ladder 32'	DDS-34:2003	29 Nos.		
			<b>TOTAL:</b>	
			<b>18% GST:</b>	
			<b>GRAND TOTAL:</b>	

(In words: \_\_\_\_\_)

**Bid Security:**

Bid Security / Guarantee i.e. **Rs. 245,000/-**, the bid validity period for the aforementioned tenders shall 120 days. The bank instrument shall remain valid for an additional 28 days beyond the validity date.

Bid Security / Pay order No. \_\_\_\_\_

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

Bid Security Validity \_\_\_\_\_

Name of Bank &amp; Branch \_\_\_\_\_

**Delivery Schedule:**

- **100% quantity shall be supplied within 90-days or earlier** from the date of issue of purchase order. Delivery period shall be completed not later than the dates specified.
- The terms "Delivery Date" shall mean the date of 1<sup>st</sup> day of Inspection or 15<sup>th</sup> day of Inspection Call whichever is earlier, shall be reckoned as date of delivery of Store to Consignee provided the goods accepted for supply have been delivered within 20-days of issue of Inspection Certificate subject to the condition that the supplier / manufacturer offers the material for Inspection at least 15-days prior to the due date and the offer is not rejected due to being a fake call or material not conforming to the specification.

**Note:**

- This tender is governed by Procurement Rules issued by PPRA (Amended todate) and WAPDA General condition of contract Dated 12/08/1984 (Amended todate).
- Marking of page numbers of the bid alongwith all enclosures must be ensured in sequence to ascertain the number of documents attached with the bidding documents.



BIDDER SIGN STAMP

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

*[The following table shall be filled in for the Applicant and for each member of a Joint Venture]*

Applicant's Name: *[insert full name]*

Date: *[insert day, month, year]*

Joint Venture Member Name: *[insert full name]*

IFP No. and title: *[insert IFP number and title]*

Page *[insert page number]* of *[insert total number]* pages

<input type="checkbox"/> Not debarred due to deviation from commitment of Bid Securing Declaration- <input type="checkbox"/> Not debarred due to non-performance			
Year	Non-performed portion of contract	Contract Identification	Total Contract Amount (current value, currency, exchange rate and PKR equivalent)
<i>[insert year]</i>	<i>[insert amount and percentage]</i>	Contract Identification: <i>[indicate complete contract name/ number, and any other identification]</i> Name of Procuring Agency: <i>[insert full name]</i> Address of Procuring Agency: <i>[insert street/city/country]</i> Reason(s) for nonperformance: <i>[indicate main reason(s)]</i>	<i>[insert amount]</i>
Pending Litigation, in accordance with Section III, Qualification Criteria and Requirements			
<input type="checkbox"/> Pending litigation in accordance with Section III, Qualification Criteria and Requirements, Sub-Factor 2.3 as indicated below.			
Year of dispute	Amount in dispute (currency)	Contract Identification	Total Contract Amount (currency), US\$ PKR Equivalent (exchange rate)

<i>[insert year]</i>	<i>[insert amount]</i>	<p>Contract Identification: [indicate complete contract name, number, and any other identification]  Name of Procuring Agency: <i>[insert full name]</i>  Address of Procuring Agency: <i>[insert street/city/country]</i>  Matter in dispute: <i>[indicate main issues in dispute]</i>  Party who initiated the dispute: <i>[indicate "Procuring Agency" or "Supplier"]</i>  Status of dispute: <i>[Indicate if it is being treated by the Adjudicator, under Arbitration or being dealt with by the Judiciary]</i></p>	<i>[insert amount]</i>
<input type="checkbox"/> No consistent history of court/arbitral award decisions in accordance with Section III, Qualification Criteria and Requirements, Sub-Factor 2.4. <input type="checkbox"/> Consistent history of court/arbitral award decisions in accordance with Section III, Qualification Criteria and Requirements, Sub-Factor 2.4 as indicated below.			
<b>Year of award</b>	<b>Outcome as percentage of Net Worth</b>	<b>Contract Identification</b>	<b>Total Contract Amount (currency), PKR Equivalent (exchange rate)</b>
<i>[insert year]</i>	<i>[insert percentage]</i>	<p>Contract Identification: [indicate complete contract name, number, and any other identification]  Name of Procuring Agency: <i>[insert full name]</i>  Address of Procuring Agency: <i>[insert street/city/country]</i>  Matter in dispute: <i>[indicate main issues in dispute]</i>  Party who initiated the dispute: <i>[indicate "Procuring Agency" or "Supplier"]</i>  Court/ arbitral award decision: <i>[Indicate if the award decision was against the Applicant or any member of a joint venture.]y]</i></p>	<i>[insert amount]</i>

## Current Contract Commitments / Contracts in Progress Form

<b>1. Name of Contract(s)</b>
<b>2. Procuring Agency Contact Information [insert address, telephone, fax, e-mail address]</b>
<b>3. Value of outstanding contracts [current PKR equivalent]</b>
<b>4. Estimated Delivery Date</b>
<b>5. Average monthly invoices over the last six months (PKR/mon.)</b>

## Financial Situation and Performance

*[The following table shall be filled in for the Applicant and for each member of a Joint Venture]*

Applicant's Name: *[insert full name]*

Date: *[insert day, month, year]*

Joint Venture Member Name: *[insert full name]*

IFP No. and title: *[insert IFP number and title]*

Page *[insert page number]* of *[insert total number]* pages

### 1. Financial data

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

\* Refer ITA 14 for the exchange rate

### 3. Financial documents

The Applicant and in case of JV, members of JV shall provide copies of financial statements for *[number]* years pursuant Section III, Qualifications Criteria and Requirements. The financial statements shall:

- (a) reflect the financial situation of the Applicant or in case of JV member, and not an affiliated entity (such as parent company or group member).
  - (b) be independently audited or certified in accordance with local legislation.
  - (c) be complete, including all notes to the financial statements.
  - (d) correspond to accounting periods already completed and audited.
- Attached are copies of financial statements<sup>1</sup> for the *[number]* years required above; and complying with the requirements.

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<sup>1</sup> If the most recent set of financial statements is for a period earlier than 12 months from the date of Application, the reason for this should be justified.

## Average Annual Turnover (Annual Sales Value)

*[The following table shall be filled in for the Applicant and for each member of a Joint Venture]*

Applicant's Name: *[insert full name]*

Date: *[insert day, month, year]*

Joint Venture Member Name: *[insert full name]*

IFP No. and title: *[insert IFP number and title]*

Page *[insert page number]* of *[insert total number]* pages

<b>Annual Turnover Data</b>			
<b>Year</b>	<b>Amount Currency</b>	<b>Exchange rate* (If applicable)</b>	<b>PKR equivalent</b>
<i>[indicate calendar year]</i>	<i>[insert amount and indicate currency]</i>		
		Average Annual Turnover **	

\* Refer ITA for date and source of exchange rate.

\*\* Total PKR equivalent for all years divided by the total number of years. See Section III, Qualification Criteria and Requirements, ITA.