

Standard Bidding Document

Tender Project: Remodeling of Executive Office Space at CUI Islamabad
(EFS=36835)
(Works)

National

Single Stage-Two Envelope



July 21, 2026

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REQUEST FOR BIDS

PROCUREMENT OF CIVIL WORKS

1. The **Comsats University, Islamabad (Islamabad Campus) (Comsats University, Islamabad)** has reserved Funds for the procurement planned for FY **2026-27**. The **Comsats University, Islamabad (Islamabad Campus) (Comsats University, Islamabad)** intends to apply part of the proceeds of this Fund to cover eligible payments under the contract for the "**Tender Project: Remodeling of Executive Office Space at CUI Islamabad (EFS=36835)**" with the reference of "**P57938**".
2. The **Comsats University, Islamabad (Islamabad Campus) (Comsats University, Islamabad)** invites sealed Bids from eligible Bidders for procurement of Works (**Tender Project: Remodeling of Executive Office Space at CUI Islamabad (EFS=36835)**) 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 amount described in Bid Security Section in Bidding Document in the form of **Pay Order, Bank Guarantee, Demand Draft**. Or all bids must be accompanied by bid securing declaration in the format specified in the Bidding documents
5. E-Bidding documents, containing detailed terms & conditions, specifications and requirements etc. are available on **e-Pak Acquisition and Disposal System (EPADS)** at **<https://epads.gov.pk/opportunities/federal/procurements/57938>** for all the interested bidders registered on **EPADS v2.0**. Bidders are required to get themselves registered on **EPADS v2.0** to participate in Bidding process.
6. The e-bids, prepared in accordance with the instructions in the e-Bidding documents, must be submitted through **EPADS v2.0** on or before **Tuesday,**

August 11, 2026 11:00 AM. E-bids will be opened by using **EPADS v2.0** on the same day at **Tuesday, August 11, 2026 11:30 AM.** Manual submission of Bids shall not be entertained. Those vendor 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>.

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).

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Instructions to Bidders

A. INTRODUCTION

1. Scope of Bid

1.1. The Procuring agency/Employer (PA), as indicated in the Bid Data Sheet (BDS) invites Bids for the execution of Works as specified in the BDS and Section V- Works Requirements. The name, identification, and number of lots (contracts) of this National/ International Competitive Bidding process are specified in the BDS.

2. Source of Funds

2.1. Source of funds as referred in Clause 2 of Bid Data Sheet.

3. Eligible Bidders

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

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 may be prescribed

in BDS, in accordance with the guidelines issued by the PPRA).

3.2. The invitation for bids is open to all prospective bidders subject to any provisions of incorporation or licensing by the respective national/international incorporating agency or statutory body established for that particular trade or business. Procuring agencies shall specify the registration/licensing requirements for the foreign bidder keeping in view the requirement of that business.

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

3.3.1. 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/Employer to provide consulting services for the preparation of design or technical specifications of the works that are the subject of the bid; or

3.3.2. have controlling shareholders in common; or

3.3.3. receive or have received any direct or indirect subsidy from any of them; or

3.3.4. have the same legal representative for purposes of this Bid; or

3.3.5. 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 bid of another bidder, or influence the decisions of the Procuring agency/Employer regarding this Bidding process; or

3.3.6. Submit more than one bid in this bidding process.

3.4. A Bidder may be ineligible if –

3.4.1. he is declared bankrupt or, in the case of company or firm, insolvent;

3.4.2. 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;

3.4.3. the bidder is convicted, by a final judgment of a Court of Law or relevant Professional Statutory Body, of any offence involving professional conduct;

3.4.4. The bidder is debarred/ blacklisted by a national level Procuring agency/Employer and hence debarred due to involvement in corrupt and fraudulent practices, or performance failure or due to breach of bid securing declaration.

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

3.6. Bidders shall submit proposal relating to the nature, conditions and modalities of sub-contracting wherever the sub-contracting of any elements of the contract is envisaged.

4. Eligible Material and Equipment

4.1. All the material and equipment to be mobilized under the contract shall have their origin in eligible source countries, and all expenditures made under the contract will be limited to such materials and equipment. For this purpose, ineligible countries are stated in the section-IV titled as “Eligible Countries”.

B. BIDDING DOCUMENTS

5. Contents of Bidding Documents

5.1. The scope of Works, bidding procedures, and terms and conditions of the contract are prescribed in the bidding documents. In addition to the Invitation for Bids, the bidding documents which should be read in

conjunction with any addenda issued in accordance with ITB 7.1 include:

Section I -Invitation for Bids

Section II Instructions to Bidders (ITBs)

Section III Bid Data Sheet (BDS)

Section IV Eligible Countries

Section V Evaluation and Qualification Criteria

Section VI Works Requirements Technical Specifications & Schedule of Requirements

Section VII Standard Bidding Forms

Section VIII General Conditions of Contract (GCC)

Section IX Particular Conditions of Contract (PCC)

Section X Contract Forms

5.2. The bidder is expected to examine all instructions, forms, specifications, terms and conditions prescribed in the bidding documents. Failure to furnish all the information required in the bidding documents will be at the bidder's risk and may result in the rejection of his bid.

6. Clarification of Bidding Document, Pre-bid Meeting

6.1. A prospective bidder requiring any clarification of the bidding document may notify the Procuring agency/Employer through EPADS.

6.2. The Procuring agency/Employer shall respond to the request for clarification in accordance with Rule 31 of the Public Procurement Rules 2004.

6.3. 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 7.

6.4. If indicated in the BDS, the bidder's designated representative is invited at the bidder's cost to attend a pre-bid meeting at the place, date and time mentioned in the BDS. During this pre-bid meeting, prospective bidders may request clarification of the schedule of requirement, the evaluation criteria or any other aspects of the bidding documents.

6.5. 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. Any modification to the bidding documents that may become necessary as a result of the pre-bid meeting shall be made by the Procuring agency/Employer exclusively through the use of an Addendum pursuant to ITB 7. Non-attendance at the pre-bid meeting will not be a cause for disqualification of a bidder.

6.6. The bidder is advised to visit and examine the Site of Works and its surroundings and obtain for itself on its own responsibility all information that may be necessary for preparing the bid and entering into a contract for construction of the Works. The costs of visiting the Site shall be at the bidder's own expense.

6.7. The bidder and any of its authorized personnel will be granted permission by the Procuring agency/Employer to enter upon its premises and lands for the purpose of such visit, but only upon the express condition that the bidder and its personnel will release and indemnify the Procuring agency/Employer from and against all liability in respect thereof, and will be responsible for death or personal injury, loss of or damage to property, and any other loss, damage, costs, and expenses incurred as a result of the inspection.

7. Amendment of Bidding Documents

7.1. The procuring agency may issue notification of any change, addition, modification or deletion in accordance with Rule 23 of the Public Procurement Rules 2004 i.e. Bidding Documents.

7.2. To give prospective bidders reasonable time in which to take an addendum/corrigendum into account in preparing their bids, the Procuring agency/Employer may, at its discretion, extend the deadline for the submission of bids:

Provided that the Procuring agency/Employer shall extend the deadline for submission of bid in pursuance of Rule 27 of the Public Procurement Rules 2004, i.e. Extension of time for submission of bids, if such an addendum is

issued within last three (03) days of the bid submission deadline.

C. PREPARATION OF BIDS

8. Language of Bid

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

9. Documents Constituting the Bids

9.1. The Bids prepared by the Bidder shall constitute of all the documents required in the BDS.

10. Documents Establishing Eligibility of Material, Equipment and Works, their Conformity to Bidding Documents

10.1. The bid prepared by the bidder shall constitute the following components: -

10.1.1. Documentary evidence established in accordance with ITB 10 that the material and equipment to be utilized by the Bidder for the executions of works are eligible material and equipment and conform to the Bidding Documents;

10.1.2. Documentary evidence established in accordance with ITB 11 that the bidder has been authorized to carry out the Construction works;

10.1.3. Documentary evidence established in accordance with ITB 11 that the bidder is eligible and/or qualified for the subject bidding process;

10.1.4. Form of Bid and Bid Prices completed in accordance with ITB 12 and 13;

10.1.5. Completed schedules as required, including priced Bill of Quantities in accordance with ITB 13.

10.1.6. Technical Proposal completed in all aspects in accordance with ITB-15.

10.1.7. Bid security or Bid Securing Declaration furnished in accordance with ITB 17;

10.1.8. Any other document required in the BDS.

10.2. In addition to the requirements, bids submitted by a JV shall include a copy of the Joint Venture Agreement entered into by all members. Alternatively, a letter of intent to execute a Joint Venture Agreement in the event of a successful bid shall be signed by all members and submitted with the bid, together with a copy of the proposed Agreement.

10.3. The bidder shall furnish, as part of its bid, all those documents establishing the eligibility in conformity to the terms and conditions specified in the bidding documents for all material, equipment and works which the bidder proposes to execute.

10.4. The documentary evidence of conformity of the material, equipment and works to the Bidding Documents may be in the form of literature, drawings, and data, and shall consist of:

10.4.1. a detailed description of the work methodology, approach, schedule and resources to be mobilized at site;

10.4.2. an item-by-item commentary on the Procuring agency/Employer's Technical Specifications demonstrating substantial responsiveness of the material, equipment and works to those specifications, or a statement of deviations and exceptions to the provisions of the Technical Specifications;

10.4.3. any other procurement specific documentation requirement as stated in the BDS.

10.5. The required documents and other accompanying documents must be in English. In case any other language than English is used the pertinent translation into English shall be attached to the original version.

11. Documents Establishing Eligibility and Qualification of the Bidder

11.1. 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.

11.2. The documentary evidence of the bidder's eligibility to bid shall establish to the satisfaction of the Procuring agency/Employer that the bidder, at the time of submission of its bid, is from an eligible country as defined in Section-IV titled as "Eligible Countries".

11.3. The documentary evidence of the bidder's qualification to perform the contract if its bid is accepted shall establish to the satisfaction of Procuring agency/Employer that:

11.3.1. The bidder has the financial and technical capability necessary to perform the Contract, meets the qualification criteria specified in Section-V, Evaluation and Qualification Criteria and BDS.

11.3.2. In the case of a bidder not doing business within Pakistan, the bidder is or will be (if awarded the contract) represented by a local bidder (Joint Venture) in accordance with the PEC works bylaws, and in case of award of works such foreign firm is required to participate in the execution of works to carry out its obligations as prescribed in the Conditions of Contract and /or Technical Specifications.

11.3.3. That the bidder meets the qualification criteria listed in Section-V, Evaluation and Qualification Criteria and BDS.

12. Forms of Bid

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

13. Bid Prices

13.1. The bid prices quoted by the bidder in the Standard bid Forms, Bill of Quantities and in the Price Schedules shall conform to the requirements specified below or exclusively mentioned hereafter in the bidding documents.

13.2. The bidder shall fill in rates and prices for all items of the Works described in the Bill of Quantities. If a Price Schedule shows items listed but not priced, their prices shall be construed to be included in the prices of other items in the Bill of Quantities and will not be paid for separately by the Procuring agency/Employer.

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

Provided that:

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

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

The Procuring agency/Employer may fix the price of missing items in accordance with market survey, and the same shall be considered as final price.

13.4. The Bid price to be quoted in the Form of Bid in accordance with ITB 12 shall be the total price of the bid.

13.5. Unless otherwise specified in the BDS and the Contract, the rates and prices quoted by the bidder are subject to adjustment during the performance of the Contract in accordance with the provisions of the

Conditions of Contract.

13.6. If so specified in ITB 1.1, bids may be invited for individual lots (contracts) or for any combination of lots (packages).

13.7. Prices quoted by the Bidder shall be fixed during the bidder's performance of the contract and not subject to variation on any account. A bid submitted with an adjustable price will be treated as non-responsive and shall be rejected, pursuant to ITB 27, unless otherwise price adjustment is permissible under Conditions of the Contract.

13.8. All duties, taxes, and other levies payable by the Contractor under the Contract, or for any other cause, as of the date twenty-eight (28) days prior to the deadline for submission of bids, shall be included in the rates and prices and the total bid price submitted by the bidder.

14. Currencies of Bid and Payment

14.1. Prices shall be quoted in Pakistani Rupees unless otherwise specified in the BDS. Comparison of bids and tie of bid shall be treated in accordance with the Rule 30(2) of Public Procurement Rules, 2004.

15. Documents Comprising the Technical Proposal

15.1. The bidder shall furnish a Technical Proposal including a statement of work methods, equipment, personnel, schedule and any other information as stipulated in Section VII – Standard Bid Forms, in sufficient detail to demonstrate the adequacy of the bidder's proposal to meet the work requirements and the completion time.

16. Bid Validity Period

16.1. Bids shall remain valid for the period specified in the BDS after the bid submission deadline prescribed by the Procuring agency/Employer. A bid valid for a shorter period shall be rejected by the Procuring agency/Employer as non-responsive. The period of bid validity will be determined from the complementary bid securing instrument i.e. the expiry period of bid security or bid securing declaration as the case may be.

16.2. Under exceptional circumstances, prior to the expiration of the initial Bids/Bid validity period, the Procuring Agency may request the Bidders' consent to an extension of the period of validity of their Bids/Bid. Such request for extension of the period of bid validity shall be carried out in accordance with Rule 26 of the Public Procurement Rules, 2004.

17. Bid Security or Bid Securing Declaration

17.1. Pursuant to ITB 11.1 unless otherwise specified in the BDS, the bidder shall furnish as part of its bid, a Bid Security in accordance with Rule 25 of the Public Procurement Rules, 2004 in the amount and currency specified in the BDS or Bid Securing Declaration as specified in the BDS in the format provided in Section VII (Standard Bidding Forms).

In case Procuring agency/Employer is inviting bids in lots / packages, the bidder shall be required to submit his bid security against the respective lot/package for which he is submitting his bid.

Until the development of functionality of auto verification of financial instrument in EPADS, the scanned copy of bid security or bid securing declaration, as the case may be, shall be uploaded on E-PADS whereas the original instrument to be submitted to the procuring agency before closing of bid submission deadline,

17.2. The Bid Security shall be denominated in the local currency or in another freely convertible currency, and it shall be in the form specified in the **BDS** which shall be in any of the following:

17.2.1. A bank guarantee, an irrevocable letter of credit issued by a Scheduled bank in the form provided in the Bidding Documents or another form acceptable to the Procuring agency/Employer and valid for twenty-eight (28) days beyond the end of the validity of the Bid. This shall also apply if the period for Bid Validity is extended. In either case, the form must include the complete name of the bidder;

17.2.2. A cashier's or certified cheque; or

17.2.3. Another security as indicated in the **BDS**.

17.3. The Bid Security or Bid Securing Declaration shall be in accordance with the Form of the Bid Security or Bid Securing Declaration included in Section VII (Standard Bidding Forms) or another form approved by the Procuring agency/Employer prior to the bid submission.

17.4. The Bid Security shall be payable promptly upon written demand by the Procuring agency/Employer in case any of the conditions listed in ITB 17.9 are invoked.

17.5. Any bid not accompanied by a Bid Security or Bid Securing Declaration in accordance with ITB 17.1 or 17.3 shall be rejected by the Procuring agency/Employer and shall be declared as non-responsive bid, pursuant to ITB 27.

17.6. Unsuccessful bidders' Bid Security will be discharged or returned as promptly as possible, however in no case later than thirty (30) days after the expiration of the period of Bid Validity prescribed by the Procuring agency/Employer pursuant to ITB 16. The Procuring agency/Employer shall make no claim to the amount of the Bid Security, and shall promptly return the Bid Security document, after whichever of the following that occurs earliest:

17.6.1. The expiry of the Bid Security;

17.6.2. The entry into force of a procurement contract and the provision of a performance security (or guarantee), for the performance of the contract if such a security (or guarantee), is required by the Bidding documents;

17.6.3. The rejection by the Procuring agency/Employer of all Bids;

17.6.4. The withdrawal of the bid prior to the deadline for the submission of bids, unless the bidding documents stipulate that no such withdrawal is permitted.

17.7. The successful bidder's Bid Security will be discharged upon the bidder signing the contract pursuant to ITB 40, or furnishing the performance security (or guarantee), pursuant to ITB 41.

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

17.8.1. if a Bidder:

17.8.1.1. Withdraws its Bid during the period of Bid Validity as specified by the Procuring agency/Employer, and referred by the bidder on the Form of Bid except as provided for in ITB 16.2; or

17.8.2. In the case of a successful bidder, if the bidder fails:

17.8.2.1. to sign the contract in accordance with ITB 40; or

17.8.2.2. to furnish performance security (or guarantee) in accordance with ITB 41.

17.9. In case of Bid Security issued by the foreign bank is allowed by the Procuring agency/Employer, the same should be counter guaranteed by a corresponding bank in Pakistan. Furthermore, in case of joint venture, it should be in the name of Joint venture to ensure joint responsibility. In case the JV is not legally constituted at the time of bid submission, the bid security or bid securing declaration shall be in the names of all future members as named in the letter of bid.

18. Withdrawal of Bids

18.1. Before bid submission deadline, any bidder may withdraw, substitute, or modify its bid after it has been submitted by sending a written notice, duly signed by an authorized representative, and the corresponding must accompany the respective written notice.

19. Format and Signing of Bid

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

D. SUBMISSION OF BIDS

20. Submission of Bids through EPADS v2.0

20.1. All bids shall be submitted through EPADS v2.0.

21. Deadline for Submission of Bids

21.1. All bids shall be received through **EPADS v2.0** not later than bid submission deadline as specified in the **BDS**.

21.2. The Procuring agency/Employer may, under exceptional circumstances and at its discretion, extend the deadline for the submission of bids, pursuant to Rule 27 of the Public Procurement Rules, 2004. Extension of Time for submission of bid, by amending the Bidding Documents in accordance with ITB 7, in which case all rights and obligations of the Procuring agency/Employer and bidders previously subject to the deadline will thereafter be subject to the new deadline.

22. Substitution and Modification of bids

22.1. A bidder may substitute or modify his bid after it has been submitted, provided that written notice of the substitution or modification of the bid, is received by the Procuring agency/Employer prior to the deadline for submission of bids.

22.2. Revised bid may be submitted after the substitution or modification made in the original bid in accordance with the provisions referred in **ITB 18**.

E. OPENING AND EVALUATION OF BIDS

23. Opening of Bids

23.1. The Procuring Agency will open bids in accordance with Rule 28 of the Public Procurement Rules, 2004 and as specified in the BDS.

24. Confidentiality

24.1. Information relating to the examination, clarification, evaluation and comparison of bids and recommendation of contract award shall not be disclosed to bidders or any other persons not officially concerned with such process until the time of the announcement of the respective evaluation report.

25. Clarification of Bids

25.1. Clarification of Bidding Documents shall be carried out in accordance with Rule 31 of the Public Procurement Rules, 2004.

25.2. The alteration or modification in the bid which in any case affect the following parameters will be considered as a change in the substance of a bid:

- 25.2.1. evaluation & qualification criteria;
- 25.2.2. required scope of work;
- 25.2.3. contract price;
- 25.2.4. all securities requirements;
- 25.2.5. tax requirements;
- 25.2.6. terms and conditions of bidding documents.
- 25.2.7. change in the ranking of the bidder

26. Preliminary Examination of Bids

26.1. Prior to the detailed evaluation of bids, the Procuring agency/Employer will determine whether each bid:

- 26.1.1. meets the eligibility criteria defined in **ITB 3** and **ITB 4**;
- 26.1.2. has been prepared as per the format and contents defined by the Procuring agency/Employer in the bidding documents;
- 26.1.3. has been properly signed;

26.1.4. is accompanied by the required securities; and

26.1.5. is substantially responsive to the requirements of the bidding documents.

The Procuring agency/Employer's determination of a bid's substantial responsiveness will be based on the contents of the bid itself.

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

26.2.1. affects in any substantial way the scope, quality, or performance of the Works;

26.2.2. limits in any substantial way, inconsistent with the bidding documents, the Procuring agency/Employer's rights or the bidders' obligations under the Contract; or

26.2.3. if rectified, would affect unfairly the competitive position of other bidders presenting substantially responsive bids.

26.3. The Procuring agency/Employer will confirm that the documents and information specified under ITB 9, 10 and 11 have been provided in the bid. If any of these documents or information is missing, or is not provided in accordance with the Instructions to Bidders, the bid shall be rejected.

26.4. The Procuring agency/Employer may waive-off any minor informality, nonconformity, or irregularity in a bid which does not constitute a material deviation, provided such waiver does not prejudice or affect the relative ranking of any Bidder.

Explanation: A minor informality, non-conformity or irregularity is one that is merely a matter of form and not of substance. It also pertains to some immaterial defect in a Bid or variation of a bid from the exact requirements of the invitation that can be corrected or waived without being prejudicial to other bidders. The defect or variation is immaterial when the effect on quantity, quality, or delivery is negligible when contrasted with the total cost or scope of the works. The Procuring agency/Employer either shall give the bidder an opportunity to cure any deficiency resulting from a minor

informality or irregularity in a bid or waive the deficiency, whichever is advantageous to the Procuring agency/Employer. Examples of minor informalities or irregularities include failure of a bidder to –

26.4.1. Submit the number of copies of signed bids required by the invitation;

26.4.2. Furnish required information concerning the number of its employees;

26.4.3. the firm submitting a bid has formally adopted or authorized, before the date set for opening of bids, the execution of documents by typewritten, printed, or stamped signature and submits evidence of such authorization and the bid carries such a signature.

26.5. Provided that a Technical Bid is substantially responsive, the Procuring agency/Employer may request the bidder to submit the necessary information or documentation, within a reasonable period of time, to rectify nonmaterial nonconformities or omissions in the Technical Bid related to documentation requirements. Requesting information or documentation on such nonconformities shall not be related to any such aspect of the technical Proposal linked with the ranking of the bidders. Failure of the bidder to comply with the request may result in the rejection of its bid.

26.6. Provided that a Technical Bid is substantially responsive, the Procuring agency/Employer shall rectify quantifiable nonmaterial nonconformities or omissions related to the Financial Proposal. To this effect, the Bid Price shall be adjusted, for comparison purposes only, to reflect the price of the missing or nonconforming item or component.

26.7. If a bid is not substantially responsive, it will be rejected by the Procuring agency/Employer and may not subsequently be evaluated for complete technical responsiveness.

27. Examination of Terms and Conditions; Technical Evaluation

27.1. The Procuring agency/Employer shall examine the bid to confirm that all terms and conditions specified in the **GCC** and the **PCC** have been

accepted by the bidder without any material deviation or reservation.

For this purpose:

“Deviation” means departure from the requirements specified in the Bidding Document.

“Reservation” means setting of limiting conditions or withholding from complete acceptance of the requirements specified in the Bidding Document.

27.2. The Procuring agency/Employer shall evaluate the technical aspects of the bid submitted in accordance with ITB 30, to confirm that all requirements specified in Section VI – Works Requirement, Technical Specifications of the Bidding Documents have been met without material deviation or reservation.

27.3. If after the examination of the terms and conditions and the technical evaluation, the Procuring agency/Employer determines that the bid is not substantially responsive in accordance with ITB 27, it shall reject the bid.

28. Correction of Arithmetic Errors

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

28.1.1. if there is a discrepancy between unit prices and the sub-total price that is obtained by multiplying the unit price and quantity, the unit price shall prevail, and the sub-total price shall be corrected, unless in the opinion of the Procuring agency/Employer there is an obvious misplacement of the decimal point in the unit price, in which the total price as quoted shall govern and the unit price shall be corrected;

28.1.2. 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

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

28.1.4. Where there is discrepancy between grand total of price schedule and amount mentioned on the Form of Bid, the amount referred in Price Schedule shall be treated as correct subject to elimination of other errors.

28.2. The amount stated in the Bid will, be rectified by the Procuring agency/Employer in accordance with the above procedure for the correction of errors and, with, the concurrence of the bidder, shall be considered as binding upon the bidder. If the bidder does not accept the corrected amount, its bid shall be rejected after forfeiture of Bid Security or execution of the Bid Securing Declaration, as the case may be, in accordance with **ITB 41.3**.

29. Conversion to Single Currency

29.1. The unit rates and the prices shall be quoted by the bidder entirely in Pak rupees. A bidder expecting to incur expenditures in other currencies for inputs to the Works from outside the Procuring agency/Employer's country (referred to as the "Foreign Currency Requirements") shall indicate the same in the letter of bid-financial proposal. The proportion of the Bid Price (excluding Provisional Sums) needed by him for the payment of such Foreign Currency Requirements either (i) entirely in the currency of the Bidder's home country or, (ii) at the bidder's option, entirely in Pak rupees provided always that a bidder expecting to incur expenditures in a currency or currencies other than those stated in (i) and (ii) above for a portion of the foreign currency requirements, and wishing to be paid accordingly, shall indicate the respective portions in his bid. Comparison of bids quoted in different currencies and conversion of bids into a single currency shall be carried out in accordance with Rule 30(2) of the Public Procurement Rules, 2004.

30. Evaluation of Bids

30.1. The Procuring agency/Employer shall evaluate and compare only the bids determined to be substantially responsive, pursuant to **ITB 27**.

30.2. In evaluating the Technical Proposal of each Bid, the Procuring agency/Employer shall use the criteria and methodologies listed in the BDS

and in terms of works requirement. No other evaluation criteria or methodologies shall be permitted.

30.3. The Procuring agency/Employer's evaluation of a bid will take into account:

30.3.1. the bid price, excluding provisional sums and the provision, if any, for contingencies in the summary bill of quantities, but including day work items, where priced competitively;

30.3.2. converting the amount resulting from applying above, if relevant, to a single currency in accordance with ITB 29;

30.4. The estimated effect of the price adjustment provisions of the Conditions of Contract, applied over the period of execution of the Contract, shall not be taken into account in bid evaluation.

30.5. If these bidding documents allow bidders to quote separate prices for different lots, and the award to a single bidder of multiple lots, the methodology of evaluation to determine the lowest evaluated lot combinations in the Form of Bid, is specified in the **BDS**.

30.6. If the bid, which results in the Evaluated Bid Price (Successful Bid), is seriously unbalanced or front loaded in the opinion of the Employer, the Employer may require the Bidder to produce detailed price analyses for any or all items of the Bill of Quantities, to demonstrate the internal consistency of those prices with the construction methods and schedule proposed. After evaluation of the price analyses, taking into consideration the schedule of estimated Contract payments, the Employer may require that the amount of the performance security be increased at the expense of the Bidder to a level sufficient to protect the Employer against financial loss in the event of default of the successful Bidder under the Contract.

Explanation:

"Unbalanced" or "front-loaded" bids consist of deliberately submitting bids with artificially high prices or unit rates for the early stages of a construction project, offset by artificially low prices or unit rates for the later stages of the project, to improve the contractor's cash flow.

31. Domestic Preference

31.1. If the **BDS** so specifies, the Procuring agency/Employer will grant a margin of preference to the domestic contractor in line with the rules, regulations, regulatory guides or instructions issued by the Authority from time to time.

32. Determination of Successful Bid

32.1. The Procuring agency/Employer shall compare the evaluated bids in accordance with the predefined bidding procedure, of all substantially responsive bids to determine the Successful bidder.

33. Qualification of Bidder

33.1. The Procuring agency/Employer shall determine to its satisfaction whether the bidder is substantially responsive and whose bid is declared as Successful bid either continues to meet (if prequalification applies) or meets (if post-qualification applies) the qualifying criteria specified in Evaluation and Qualification Criteria.

Note: In case of international bidding, the parameters for incorporation or licensing within Pakistan may be fulfilled as part of post qualification.

33.2. The determination shall be based upon an examination of the documentary evidence of the bidder's qualifications submitted by the bidder, pursuant to **ITB 11**.

33.3. Prior to contract award, the Procuring agency/Employer will verify that the successful bidder (including each member of a JV) is not blacklisted/debarred. The Procuring agency/Employer will conduct the same verification for each sub-contractor proposed by the successful bidder.

34. Sub-Contractors

34.1. The bidder shall provide details regarding any specialized sub-contractor to the Procuring agency/Employer. In case change of sub-contractors, the bidder shall promptly notify the Procuring agency/Employer and obtain approval for replacement of sub-contractors.

34.2. Bidders may propose sub-contracting up to the percentage of total value of contracts or the volume of works as specified in the **BDS**.

35. **Abnormally Low Financial Bid**

35.1. A procuring Agency may reject abnormally low bids. The decision of the Procuring agency/Employer to reject a bid and reasons for the decision shall be recorded in the procurement proceedings and promptly communicated to the bidder concerned. Moreover, the Procuring agency/Employer shall not incur any liability solely by rejecting abnormally bid

Guidance for Procuring agency/Employer:

An abnormally low bid means, in the light of the Procuring agency/Employer's estimate and of all the bids submitted, the bid appears to be abnormally low by not providing a margin for normal levels of profit. In order to identify the Abnormally Low Bid (ALB) following approaches can be considered to minimize the scope of subjectivity:

35.1.1. Comparing the bid price with the cost estimate;

35.1.2. Comparing the bid price with the bids offered by other bidders submitting substantially responsive bids; and

35.1.3. Comparing the bid price with prices paid in similar contracts in the recent past either government- or development partner-funded.

35.2. The Procuring agency/Employer will determine to its satisfaction whether the bidder that is selected as having submitted the successful bid is qualified to perform the contract satisfactorily, in accordance with the criteria listed in **ITB 11**

35.3. The determination will take into account the bidder's financial and technical capabilities. It will be based upon an examination of the documentary evidence of the bidder's qualifications submitted by the bidder, pursuant to **ITB 11**, as well as such other information as the Procuring agency/Employer deems necessary and appropriate. Factors not included in these bidding documents shall not be used in the evaluation of the bidders' qualifications.

35.4. Procuring agency/Employer may seek “Certificate for Independent Price Determination” from the bidder and the results of reference checks may be used in determining award of contract.

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

35.5. An affirmative determination will be a prerequisite for award of the contract to the bidder. A negative determination will result in rejection of the bidder’s bid, in which event the Procuring agency/Employer will proceed to the next ranked bidder to make a similar determination of that bidder’s capabilities to perform satisfactorily.

F. AWARD OF CONTRACT

36. **Criteria of Award**

36.1. Subject to **ITB 36 and 37**, the Procuring agency/Employer will award the Contract to the bidder whose bid has been determined to be substantially responsive to the bidding documents and who has been declared as Successful Bidder, provided that such bidder has been determined to be:

36.1.1. eligible in accordance with the provisions of **ITB 3**;

36.1.2. is determined to be qualified to perform the Contract satisfactorily;
and

36.1.3. Successful negotiations have been concluded, if any.

37. **Negotiations**

37.1. The Committee of the Procuring agency/Employer may negotiate with the Most Advantageous Bidder relating to the following areas:

37.1.1. a minor alteration to the technical (drawings, design technical specifications) details of the statement of works;

37.1.2. Methodology, work plan, staffing in view to streamline the work;

37.1.3. a minor amendment to the Particular conditions of Contract;

37.1.4. finalizing payment arrangements;

37.1.5. clarifying details that were not apparent or could not be finalized at the time of Bidding;

37.2. Where negotiation fails to result into an agreement, the Procuring agency/Employer may invite the next ranked bidder for negotiations. Where negotiations are commenced with the next ranked bidder, the Procuring agency/Employer shall not reopen earlier negotiations.

38. Procuring agency's Right to reject All Bids

38.1. The procuring agency has the right to reject all bids in accordance with Rule 33 of the Public Procurement Rules, 2004. However, the Authority (i.e. **PPRA**) may call from the Procuring agency/Employer the justification of those grounds.

39. Notification of Award

39.1. The procuring agency shall announce and publish the evaluation result in accordance with Rule 35 of the Public Procurement Rules, 2004.

39.2. Where no complaints have been lodged, the bidder whose bid has been accepted will be notified of the award by the Procuring agency/Employer prior to expiration of the bid validity period through EPADS. However, the Procuring agency/Employer shall not award any procurement contract at least for five (05) days after the announcement of final evaluation report. The notification letter (herein after and in the condition of the contract and contract form called "Letter of Acceptance" will specify the sum that the Procuring agency/Employer will pay the successful bidder in consideration for the execution and completion of the

works as prescribed by the Contract (hereinafter and in the Contract called the "Contract Price).

39.3. The notification of award will constitute the formation of the Contract, subject to the bidder furnishing the Performance Security (or guarantee) in accordance with **ITB 41** and signing of the contract in accordance with **ITB 40**.

39.4. Upon the successful bidder's furnishing of the performance security (or guarantee) pursuant to **ITB 41**, the Procuring agency/Employer will promptly notify each unsuccessful bidder, the name of the successful bidder and the Contract amount and will discharge the Bid Security or Bid Securing Declaration of the bidder(s) pursuant to **ITB 17**.

40. Signing of Contract

40.1. Promptly after notification of award, Procuring agency/Employer shall send the successful bidder the draft agreement, incorporating all terms and conditions as agreed by the parties to the contract.

40.2. Immediately after the Redressal of grievance by the **GRC**, and after fulfillment of all conditions precedent of the Contract Form, the successful bidder and the Procuring agency/Employer shall sign the contract.

40.3. Where no formal signing of a contract is required, work order issued to the bidder shall be construed to be the contract.

41. Performance Security (or Guarantee)

41.1. After the receipt of the Letter of Acceptance, the successful bidder, within the specified time, shall deliver to the Procuring agency/Employer a Performance Guarantee in the amount and in the form stipulated in the BDS and PCC, denominated in the type and proportions of currencies in the Letter of Acceptance and in accordance with the Conditions of Contract.

41.2. If the Performance Guarantee is provided by the successful bidder and it shall be in the form specified in the BDS which shall be in any of the following:

41.2.1. certified cheque, cashier's or manager's cheque, or bank draft;

41.2.2. irrevocable letter of credit issued by a scheduled bank of Pakistan or in the case of an irrevocable letter of credit issued by a foreign bank, the letter shall be confirmed or authenticated by a scheduled bank of Pakistan;

41.2.3. bank guarantee confirmed by a reputable local bank or, in the case of a successful foreign bidder, bonded by a foreign bank; or

41.2.4. surety bond callable upon demand issued by any reputable surety or insurance company.

Any Performance Guarantee submitted shall be enforceable in Pakistan.

41.3. Failure of the Most Advantageous Bidder to comply with the requirement of **ITB 40** shall constitute sufficient grounds for the annulment of the award and forfeiture of the Bid Security or declare blacklisted (in case bid securing declaration is submitted) in which event the Procuring agency/Employer may make the award to the next most advantageous bidder or reinitiate the procurement process afresh (as a case may be).

42. **Advance Payment**

42.1. Advance payment will be provided to the bidder in percentage and in the manner as agreed by the both parties in terms of Conditions of the Contract.

42.2. The Procuring agency/Employer will provide an advance payment as stipulated in the Conditions of Contract, subject to a maximum amount, as stated and/or Conditions of the Contract. The advance payment request shall be accompanied by an advance payment security (guarantee) in the form provided in Section X. For the purpose of receiving the advance payment, the bidder shall make and estimate of, and include in its bid, the expenses that will relate to the purchase of equipment, machinery, materials, and on the engagement of labor during the first month beginning with the date of the Procuring agency/Employer's "**Notice to Commence**" as specified in the **PCC**.

43. General Performance of the Bidders

43.1. The Procuring agency/Employer reserves the right to obtain information regarding performance of the bidders on their previously awarded contracts / works. The Procuring agency/Employer may seek information / report from the previous employer for consideration. However, the Procuring agency/Employer shall incorporate such parameters in the evaluation criteria and accordingly decide the fate of the bid submitted.

44. Corrupt & Fraudulent Practices

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

G. GRIEVANCE REDRESSAL & COMPLAINT REVIEW MECHANISM

45. Grievance Redressal

45.1. Grievance Redressal shall be carried out in accordance with Rule 48 of the Public Procurement Rules, 2004 i.e. Redressal of grievances by the procuring agency and “Redressal of Grievances Regulations 2021”.

H. MECHANISM OF BLACKLISTING

46. Mechanism of Blacklisting

46.1. The Procuring agency/Employer shall proceed Blacklisting of Bidders/Contractors in accordance with Rule 19 of the Public Procurement Rules, 2004 i.e. Blacklisting and “Blacklisting and Debarment of Bidders or Contractors Regulations 2024.”



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		
1	1.1	Name of Procuring Agency:Comsats University, Islamabad (Islamabad Campus) (Comsats University, Islamabad) The subject of procurement is:Tender Project: Remodeling of Executive Office Space at CUI Islamabad (EFS=36835) Expected commencement date: Tuesday, October 20, 2026
2.	2.1	Financial year for the operations of the Procuring Agency:2026-27 Name and identification number of the Contract: P57938
3.	3.1	JV/Consortium or Association Allowed: No Number of JV/Consortium Members: Nil
B. Bidding Documents		

4.	6.2 & 6.4	The Bidders may seek clarifications through EPADS v2.0: Clarification Date: Thursday, July 30, 2026 Pre-Bid Meeting: Monday, August 3, 2026 10:00 AM Venue: Room No G8/G6, Ground Floor, Faculty Block-I, Park Road, Tarlai Kalan, Comsats University Islamabad,
5.	7.2	Any addendum, in case issued, shall be published on Comsats University, Islamabad (Islamabad Campus) (Comsats University, Islamabad) website and on EPADS v2.0.
C. Preparation of Bids		
6.	8.1	List of documents required along with the bid: 1. The financial bid shall be accompanied by an item-wise price breakup against each BoQ item, in accordance with the detailed BoQ provided in the Annex. Failure to provide the required breakup may render the bid non-responsive.
7.	9.1	The qualification criteria to establish the supply / production capability of the bidder. <i>see Eligibility Criteria</i>
8.	11.2	Works and Their related documents: <i>See section Required Scope of Work</i>

9.	11.1	Price schedule will be provided according to the format defined and acquired. <i>see section price schedule.</i>
10.	11.4	Specifications: <i>see section of specifications.</i>
11.	11.5 & 13.5	The price shall be Fixed . The bid price shall be adjusted in accordance with Appendix provided - Formula for Price Adjustment.
12.	14.1	Currency of the Bids shall be : PKR
13.	16.1	The Bids/Bid Validity period shall be: 90 Days
14.	17.1	The amount of Bid Security shall be as defined in Bid Security Section for items and lots given in BDS 6
15.	17.2	The Bid Security shall be in the form of: Pay Order, Bank Guarantee, Demand Draft
16.	15.1	Alternative Bids to the requirements of the bidding documents willnot be permitted.
D. Submission of Bids		

17.	18.1 & 21.1	Bid shall be submitted online on EPADS v2.0 whereas hard copy of the bid security should be submitted to the following; Procurement Office, 2nd Floor, Faculty Block-2, Comsats University Islamabad, Park Road., Islamabad Capital Territory Bids that are not submitted on EPADS v2.0 shall be disqualified. The deadline for Bids submission is: Tuesday, August 11, 2026 11:00 AM
E. Opening and Evaluation of Bids		
18.	24.1	The Bids opening shall take place on EPADS v2.0. Day : Tuesday Date: August 11, 2026 Time : 11:30 AM
19.	30.2	Selection technique adopted will be: Least Cost Based Selection (LCBS) <i>see Evaluation Criteria</i>
F. Award of Contract		
20.	41.1 & 41.2	The Performance guarantee shall: 10.00%. The Performance Guarantee shall be acceptable in the form of: Bank Guarantee
21.	45.1	Arbitrator shall be appointed by mutual consent of the both parties.

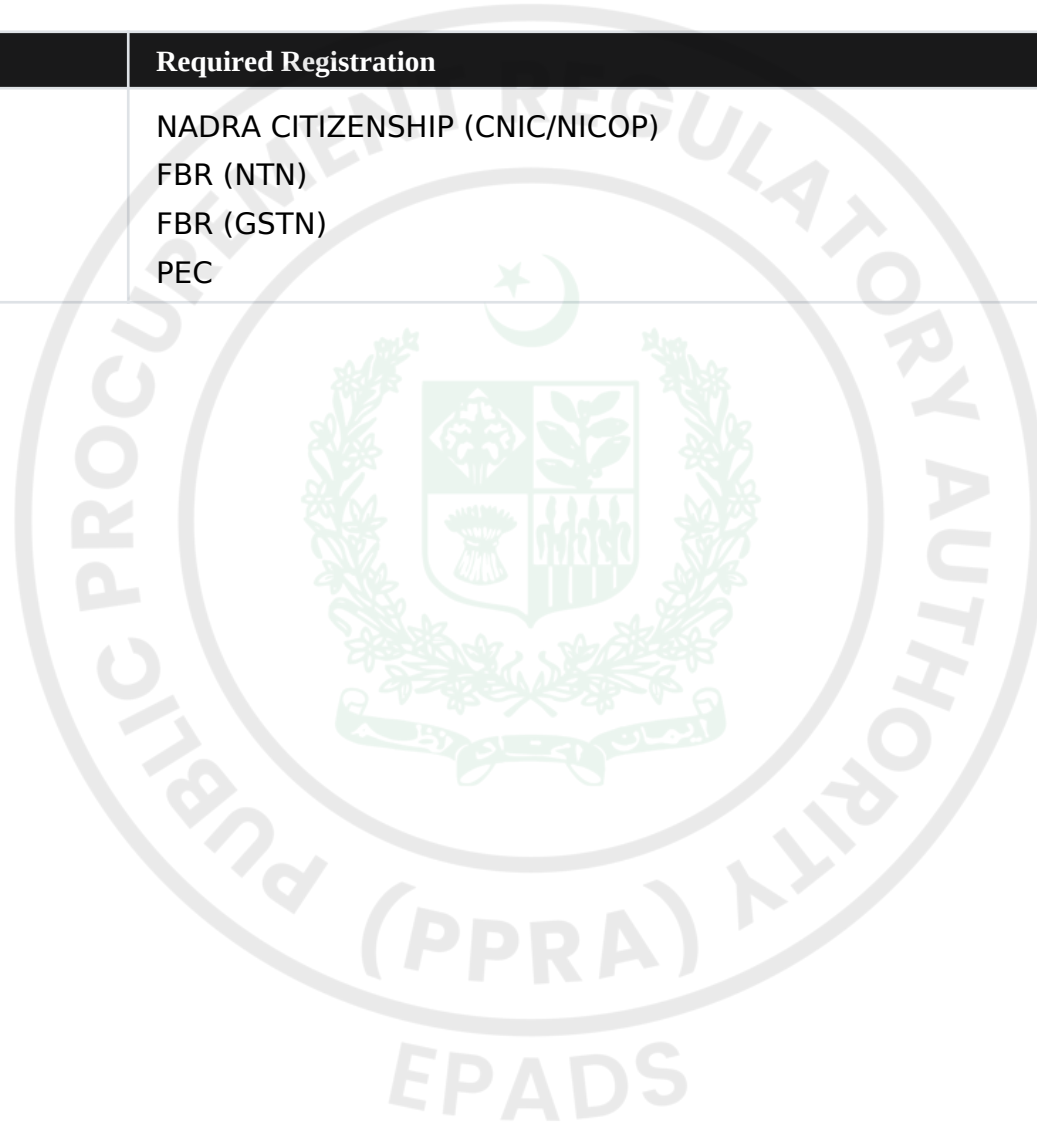
G. Review of Procurement Decisions

22.	37	Grievance against this procurement shall be submitted online on EPADS v2.0.
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Eligibility Criteria

Bidder's Type	Required Registration
Any	NADRA CITIZENSHIP (CNIC/NICOP) FBR (NTN) FBR (GSTN) PEC



Evaluation Criteria

Least Cost Based Selection (LCBS)

Technical Marks	100
Passing Marks	100
Technical Evaluation Criteria	
Valid PEC Registration in Category C-6 or above with the relevant specialization codes applicable to interior fit-out works. (Quantitative)(Doc Required)	15
Valid NTN and GST/STN Registration with Active Taxpayer Status as per applicable tax regulations. (Quantitative)(Doc Required)	15
Minimum 10 years of proven experience in the execution of executive level interior fit-out and finishing works in Government and corporate sector. (Quantitative)(Doc Required)	15
Successfully completed at least five (5) similar interior fit-out projects of comparable scope and complexity within the last three (3) years.	
Successfully completed at least five (5) similar interior fit-out projects of comparable scope and complexity within the last three (3) years. (Quantitative)(Doc Required)	15
Currently executing at least three (3) similar projects demonstrating adequate resources and execution capability.	
Currently executing at least three (3) similar projects demonstrating adequate resources and execution capability. (Quantitative)(Doc Required)	15

Average annual turnover of not less than PKR 20 million during the preceding three (3) financial years, duly substantiated through audited financial statements	
Average annual turnover of not less than PKR 20 million during the preceding three (3) financial years, duly substantiated through audited financial statements (Quantitative)(Doc Required)	15
Not blacklisted by any government, semi-government, autonomous, or private organization, and free from any major litigation that may adversely affect contract performance.	
Not blacklisted by any government, semi-government, autonomous, or private organization, and free from any major litigation that may adversely affect contract performance. (Quantitative)(Doc Required)	10

Jobs/Lots

Jobs Without Lots :

Job	Delivery Schedule	Quantity	Bid Security
Civil, Plumbing and Electrical Items	Address: Procurement Office, 2nd Floor, Faculty Block-2, Comsats University Islamabad, Park Road., Islamabad Capital Territory Schedule: 90 Days Quantity: 1/job	1/job	646877.59 PKR

Related Services :

Yes

Job	Related Services
Civil, Plumbing and Electrical Items	Related Services are included in each item of the BoQ and bidder must comply as per direction of the Engineer In-charge.

Work Specifications and Market Rates

Jobs Without Lots :

Job: Civil, Plumbing and Electrical Items

Specifications / Requirements:

Sr. No	Ref. No.	Description	Unit	Qty	Rate	inwords	Amount
1	1	Dismantling and removing brick masonry in cement mortar, including breaking down the masonry, stacking serviceable materials as directed, removing unserviceable debris, loading, transportation, and disposal of surplus material to out side the campus , complete in all respects.	cft	306	275	Two Hundred Seventy-Five Only	84150

Sr. No	Ref. No.	Description	Unit	Qty	Rate	inwords	Amount
2	2	Dismantling and removal of existing gypsum drywall and 12 mm thick tempered glass partitions, including gypsum boards, metal studs, tracks, insulation (if any), glass panels, aluminum channels, gaskets, sealants, screws, fittings, and all associated accessories. The work shall include careful dismantling, segregation and stacking of reusable materials as directed, loading, transportation, disposal of unserviceable materials and debris to out side the campus, protection of adjacent finishes, and site cleaning upon completion, complete in all respects.	Sft	916	100	One Hundred Only	91600

Sr. No	Ref. No.	Description	Unit	Qty	Rate	inwords	Amount
3	3	Dismantling and removal of existing 2' x 2' gypsum false ceiling, including gypsum ceiling tiles, exposed/concealed suspension grid system, hangers, runners, tees, clips, and all associated accessories; carefully lowering and stacking serviceable materials where directed, removing unserviceable materials, loading, transportation, disposal of debris to out side the campus, and leaving the site clean, complete in all respects.	sft	2460	75	Seventy-Five Only	184500
4	4	Dismantling and removal of existing floor tiles and skirting, including hacking/removing tile adhesive, mortar bed where required, cleaning of the exposed surface, stacking reusable materials as directed, loading, transportation, disposal of debris and unserviceable materials to out side the campus, and leaving the site clean and ready for subsequent works, complete in all respects	sft	2600	90	Ninety Only	234000

Sr. No	Ref. No.	Description	Unit	Qty	Rate	inwords	Amount
5	5	Dismantling and removing of existing bathroom and kitchen accessories, cabinets, countertops, shelves, mirrors, towel rails, soap dispensers, sink units, vanity units, storage cabinets, and other associated fixtures and fittings; disconnecting from existing services where required, protecting adjacent finishes, stacking reusable items as directed, loading, transportation, disposal of unserviceable materials and debris to outside the campus, and leaving the area clean, complete in all respects.	job	1	15000	Fifteen Thousand Only	15000
6	6	Providing and laying first class solid burnt brick masonry set in CSM (1:4) in straight or corved walls 4-1/2" (114 mm) and less in thickness including scaffolding, raking, out joints and curing etc; complete in all respects.	cft	71.3	650	Six Hundred Fifty Only	46345

Sr. No	Ref. No.	Description	Unit	Qty	Rate	inwords	Amount
7	7	Providing and applying cement sand (1:4) 1/2" thick plaster on internal walls and columns etc; in fourth floor including making edges, corners and curing etc; complete in all respect.	sft	544	120	One Hundred Twenty Only	65280
8	8	Supplying, laying, and fixing approved quality porcelain tiles of size 600 × 1200 mm (2' × 4'), as per direction of Engineer/Architect, including laying on approved tile adhesive over prepared surface, cutting, wastage, jointing, grouting with matching color grout, cleaning, protection, and all labor, tools, and materials required for complete installation; including matching porcelain tile skirting 100-150 mm high from the same tile, properly cut and fixed with adhesive, including all cutting, finishing, and corner works, complete in all respects.(Make KALE and equivalent)	sft	2550	1050	One Thousand Fifty Only	2677500

Sr. No	Ref. No.	Description	Unit	Qty	Rate	inwords	Amount
9	9	Supplying, fabricating, and fixing 12 mm thick solid/hard Wood Plastic Composite (WPC) ceiling panels of approved color, texture, and finish, including complete GI/MS suspension system comprising main channels, cross channels, perimeter channels, and galvanized steel/MS hangers with required anchors, clips, connectors, screws, and fasteners; properly leveled, aligned, jointed, and fixed as per approved drawings and manufacturer specifications; including cutting, edge trims, corner finishing, sealant, scaffolding, openings for lights/AC diffusers/speakers, wastage, labor, materials, tools, and all incidental works required for complete installation in all respects.	sft	2340	650	Six Hundred Fifty Only	1521000

Sr. No	Ref. No.	Description	Unit	Qty	Rate	inwords	Amount
10	10	Supplying, cutting, and fixing approved quality matte finish porcelain tiles of size 600 × 1200 mm (2' × 4') on bathroom walls, as per direction of Engineer/Architect design and shade, laid over prepared plastered surface using approved tile adhesive; including surface preparation, leveling, cutting, drilling, jointing, grouting with waterproof/matching color grout, edge finishing, corner trims, sealing at wet areas (sanitary silicone where required), cleaning, wastage, scaffolding, labor, materials, tools, and all incidental works required for complete installation in all respects.(Make KALE and equivalent)	sft	288	1050	One Thousand Fifty Only	302400

Sr. No	Ref. No.	Description	Unit	Qty	Rate	inwords	Amount
11	11	Providing and laying reinforced cement concrete using screened crushed stone graded aggregate 3/4" (19mm) and down gauge from approved source and Lawarancepur sand as per specification having a minimum works cylindrical crushing strength of 3000 lbs. per sq inch at 28 days including form work and its removal, compacting, leveling and curing etc. complete but excluding the cost of reinforcement.	cft	84.3	750	Seven Hundred Fifty Only	63225
12	12	Providing and laying hard grade ribbed deformed (minimum yield point 40,000 psi) reinforcement bars with & including the cost of straightening, cutting, bending, binding, wastage, and such overlaps, placing in position on cement concrete 1:2:4 precast or m.s. chairs, tying with binding wire, cost of chairs and wires etc. in all kinds of RCC work in wall, lintel beam, at any floor.	kg	70	350	Three Hundred Fifty Only	24500

Sr. No	Ref. No.	Description	Unit	Qty	Rate	inwords	Amount
13	13	Supplying, fixing, and installing gypsum board sheets 4' x 8' x 1/2" (12.5 mm thick) of approved quality and manufacturer, fixed on GI metal frame work (main channels, cross channels, perimeter channels) with proper GI/MS suspension system including hangers, anchors, clips, screws, and fasteners; boards to be fixed with self-tapping screws, joints to be taped, filled with joint compound, and finished smooth with proper sanding to receive paint finish; including cutting, edge finishing, openings for lights/AC diffusers/speakers, scaffolding, wastage, labor, materials, tools, and all incidental works required for complete installation in all respects.	sft	120	405	Four Hundred Five Only	48600

Sr. No	Ref. No.	Description	Unit	Qty	Rate	inwords	Amount
14	14	Providing and fixing gypsum board/drywall partition using 12 mm (1/2") thick gypsum board (4'x8') on both sides of 24 SWG G.I. stud and track framework (3"x1"), including 50 mm thick Jumbolon insulation for soundproofing, self-drilling screws, self-adhesive fiber tape at joints, jointing compound, Deodar skirting, Deodar gola, wall putty, paint work and all necessary accessories, complete in all respects as directed by the Engineer In-Charge.(Make Elephant or equivalent)	sft	1116	850	Eight Hundred Fifty Only	948600

Sr. No	Ref. No.	Description	Unit	Qty	Rate	inwords	Amount
15	15	Supplying and constructing glass block partition wall using approved quality glass blocks of specified size, pattern, and thickness, laid in proprietary installation system as recommended by the manufacturer; including reinforcement strips, spacers, sealants, expansion joints, joint finishing, alignment, plumbing, curing, cutting where required, scaffolding, labor, materials, tools, and all incidental works necessary to complete the partition in accordance with approved drawings and specifications.	sft	99	4500	Four Thousand Five Hundred Only	445500

Sr. No	Ref. No.	Description	Unit	Qty	Rate	inwords	Amount
16	16	Supplying and installing 12 mm thick clear tempered (toughened) glass partition with D-48 powder-coated/anodized aluminum framing system, including vertical and horizontal members, channels, connectors, gaskets, sealants, brackets, fixing accessories, and all necessary hardware; complete with cutting, edge polishing, drilling, erection, alignment, leveling, cleaning, labor, materials, tools, and all incidental works required for a complete installation in accordance with approved drawings and specifications.	sft	95	2100	Two Thousand One Hundred Only	199500

Sr. No	Ref. No.	Description	Unit	Qty	Rate	inwords	Amount
17	17	Carefully dismantling , realigning, and refixing existing glass door complete with adjustment of hinges, patch fittings, floor spring, pivot system, locks, handles, door stoppers, gaskets, and all associated hardware; including replacement of minor consumables such as screws, sealants, and packing materials, testing for smooth operation, cleaning, labor, tools, equipment, and all incidental works required to make the door fully functional, complete in all respects.	nos	3	5000	Five Thousand Only	15000
18	18	Painting with (ICI) Dulux plastic emulsion paint VIP of approved shade two coats over and including the cost of one priming coat with preparation of wall putti base complete over plastered surface at any height in any floor.	sft	1404	75	Seventy-Five Only	105300

Sr. No	Ref. No.	Description	Unit	Qty	Rate	inwords	Amount
19	19	Providing and fixing 24" Deep Box type Wardrobe consisting of 3/4" thick UV coated MDF board (Medium density Fiber board) Sheet both side glazed shutters and box comprising of 3/4" thick laminated MDF sheet i/c the cost of 1mm thick PVC tape duly hot pressed on all edges of the shutters / panels / drawers etc., with machine i/c the cost of self closing blum type hinges, handles, screws, Glue and rawal plugs, Drawers & locking arrangement complete in all respect as approved by architect and directed by Engineer Incharge.	sft	212	2275	Two Thousand Two Hundred Seventy-Five Only	482300
20	20	Providing and applying torch-on water proofing bitumenous membrane of specified thickness (made of Roof-Grip/ Euro Bit) duly lapped / connected by heating with Torch over ps-6 primer i/c preparation / smoothen the surface complete in all respect as approved and directed by the Engineer Incharge.	sft	150	500	Five Hundred Only	75000

Sr. No	Ref. No.	Description	Unit	Qty	Rate	inwords	Amount
21	21	Providing and laying 1:4:8cement concrete using graded crushed stone 3/4" (19mm) and down gauge from approved source and lawrancepur sand as per specifications in foundation including levelling, compacting and curing etc. as directed by the Engineer Incharge.	cft	45	450	Four Hundred Fifty Only	20250
22	22	Providing, fabricating and installing wooden sliding and foldibale louver panels of approved design, comprising seasoned hardwood/engineered wood frame with fixed louvers, complete with heavy-duty sliding track system, rollers, guides, handles, locks, SS hardware, and all accessories. Including surface preparation, sanding, wood stain, sealer, and three coats of PU polish/melamine polish of approved shade and finish, complete in all respects as per architect approval, drawings and specifications. as per direction of Engineer/Architect.	sft	303	1800	One Thousand Eight Hundred Only	545400

Sr. No	Ref. No.	Description	Unit	Qty	Rate	inwords	Amount
23	23	Providing, fabricating, and installing feature wall comprising WPC wall panels, UV marble texture sheets, and decorative console unit as per approved design and drawings, including necessary framing/substructure, adhesives, trims, edge finishing, fixing accessories, cutouts, joints, supports, and all related hardware. The console shall be manufactured from MDF/plywood with laminate/duco finish as specified, complete with brackets, supports, and fixing arrangements. Including transportation, labor, tools, installation, cleaning, and all incidental works required for a complete and finished installation to the satisfaction of the Engineer/Architect.	nos	2	342693	Three Hundred Forty Two Thousand Six Hundred Ninety Three Only	685386

Sr. No	Ref. No.	Description	Unit	Qty	Rate	inwords	Amount
24	24	Providing, supplying, fabricating, and installing decorative wooden-look fluted WPC (Wood Plastic Composite) wall panels of approved profile, size, color, and texture, fixed over the prepared surface with approved adhesive and/or concealed fastening system, including all trims, corner profiles, joint treatment, cutting, fitting, wastage, labor, tools, accessories, and complete installation as per approved drawings and Architect instructions.	sft	80	450	Four Hundred Fifty Only	36000

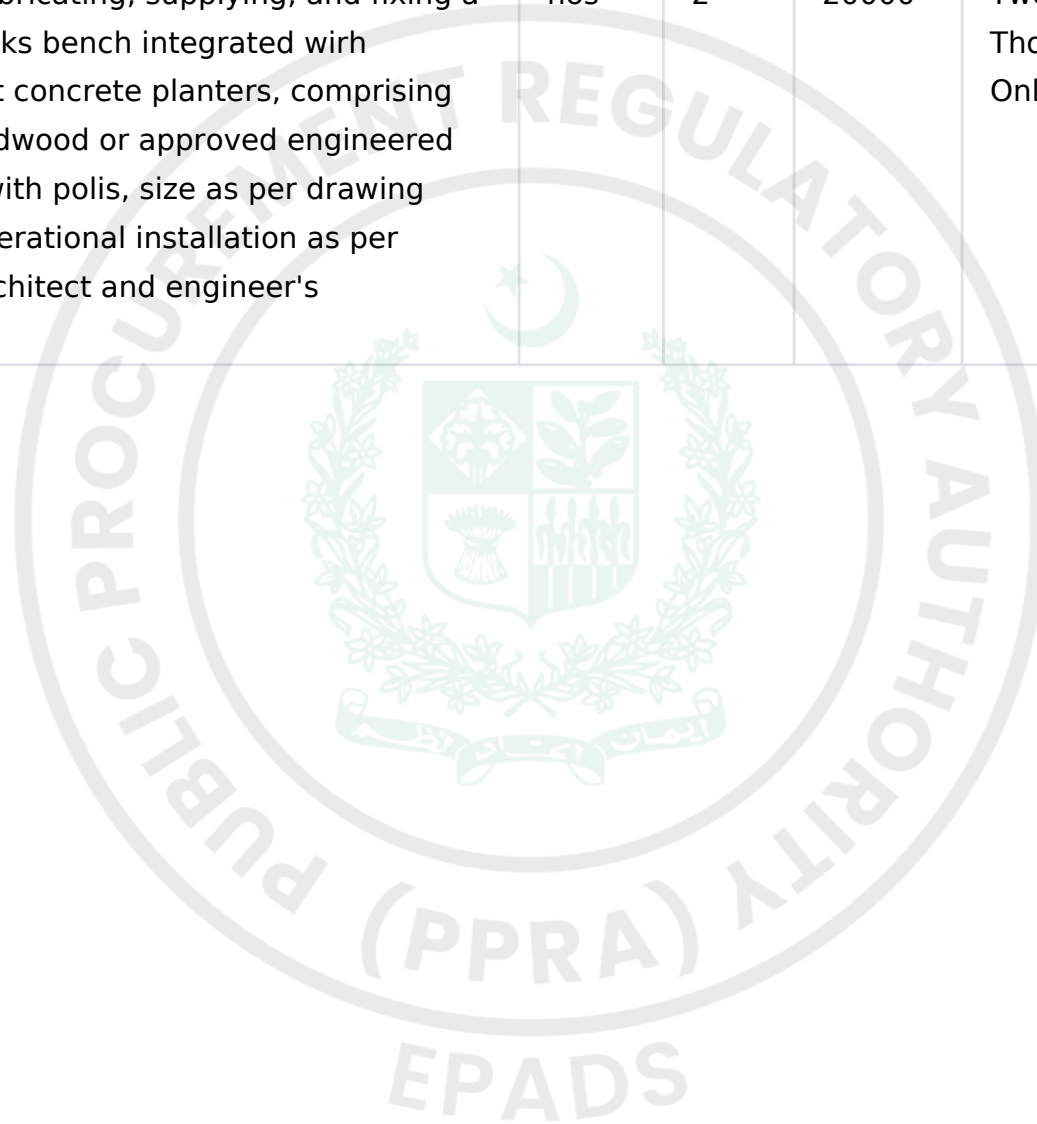
Sr. No	Ref. No.	Description	Unit	Qty	Rate	inwords	Amount
25	25	Providing and fixing Ash wood door system comprising 38 mm (1.5") thick door shutter, Ash wood frame of 6" width, and Ash wood beading/architrave of 3" width, including all necessary cutting, fitting, fixing, alignment, and installation. The work shall include imported heavy-duty hardware set consisting of stainless steel hinges, mortise lockset, handles, door stopper, screws, and all required accessories. Also including surface preparation, sanding, staining, and PU polish/melamine finish of approved shade and quality, complete in all respects as per approved drawings, specifications, and instructions of the Engineer/Consultant.	sft	74	7000	Seven Thousand Only	518000

Sr. No	Ref. No.	Description	Unit	Qty	Rate	inwords	Amount
26	26	Providing and fixing glass doors of approved make including 12mm thick best quality imported tinted/froasted glass and aluminum fittings top and bottom and making good damages to wall including floor concealed stainless door machine Japan/ Malaysia Made, stainless door handle, patch fitting and all hardware fitting etc . complete as required in any floor as directed by Engineer Incharge.	sft	35	2500	Two Thousand Five Hundred Only	87500
27	27	Providing, supplying, and installing decorative Lassani cladding (lacquered/laminated finish panels as per approved design, color, and texture) fixed over a properly prepared and leveled wooden/MDF/metal sub-frame structure, including all necessary framing, backing supports, screws, adhesives, trims, corner profiles, joint finishing, cutting, wastage, alignment, and fixing accessories. The work also includes surface preparation and complete installation in accordance with approved drawings, samples, and Engineer/Architect instructions.	sft	200	225	Two Hundred Twenty-Five Only	45000

Sr. No	Ref. No.	Description	Unit	Qty	Rate	inwords	Amount
28	28	Providing, supplying, fixing, testing, and commissioning one complete bathroom fixture set comprising imported wall-mounted water closet (WC) with concealed cistern, flush plate and seat cover; wash basin with mirror cabinet/vanity, mixer tap, waste fitting and bottle trap; overhead shower with shower arm, concealed mixer/diverter, hand shower set, bib taps, angle valves, health faucet with flexible hose, towel rail, towel ring, toilet paper holder, soap dish, floor drain, and all required chrome-plated accessories. The item shall include all necessary hot and cold water supply lines in approved PPR pipes and fittings, (make dadex or approved equivalent) soil, waste and vent lines in approved uPVC pipes and fittings, connection fittings, (make dadex or approved equivalent) supports, brackets, sleeves, valves, traps, sealants, consumables, cutting/core cutting and making good, testing, commissioning, and all installation works complete in all respects as per approved drawings, technical specifications, and Engineer instructions.(Make Porta or equalent)	job	1	750000	Seven Hundred Fifty Thousand Only	750000

Sr. No	Ref. No.	Description	Unit	Qty	Rate	inwords	Amount
29	29	Providing and applying approved textured paint finish on ceiling surfaces, including surface preparation, wall putti, primer / sealer, application of texture as per approved sample, finishing, and all incidental works complete in all respects.	sft	550	120	One Hundred Twenty Only	66000
30	30	Supply, fabricate, deliver, install, test, and commission custom 3D backlit (halo-lit) 2 nos of logo and signage complete with acrylic face, stainless steel returns, LED backlighting, power supply/driver, wiring, mounting hardware, supports, and all accessories required for a complete operational installation as per approved shop drawings and engineer's instructions.	nos	2	55000	Fifty-Five Thousand Only	110000
31	31	Providing, casting, curing, transporting, supply and fixing RCC precast planters of the approved shape, size, and design, manufactured with reinforced cement concrete, size as per drawing complete operational installation as per approved architect and engineer's instructions.	nos	4	20000	Twenty Thousand Only	80000

Sr. No	Ref. No.	Description	Unit	Qty	Rate	inwords	Amount
32	32	Providing, fabricating, supplying, and fixing a wooden planks bench integrated with RCC/pre-cast concrete planters, comprising seasoned hardwood or approved engineered wood finish with polish, size as per drawing complete operational installation as per approved architect and engineer's instructions.	nos	2	20000	Twenty Thousand Only	40000



Sr. No	Ref. No.	Description	Unit	Qty	Rate	inwords	Amount
33	33	Providing, supplying, installing, testing and commissioning of 1.5 Ton Inverter Air Conditioner, Heat & Cool, Ceiling Cassette Type, comprising indoor cassette unit, decorative panel and outdoor condensing unit, complete in all respects. The unit shall be equipped with T3 Tropicalized Rotary/Twin Rotary Compressor, Suitable for continuous operation at ambient temperatures up to 52°C, corrosion-resistant heat exchanger with Prime Guard/Golden Fin coating, with minimum Energy Efficiency Ratio (EER) of 3.6 W/W, and wide voltage operation capable of functioning within a voltage range of 160V-265V without the use of an external stabilizer. The unit shall incorporate a built-in condensate drain pump, four-way air distribution, washable air filters, auto-restart function and all standard accessories required for efficient operation. The item shall include approximately 10 feet (3.0 m) manufacturer's standard fitting kit. The Compressor warranty and parts warranty shall be as per manufacturer's standard published warranty policy. etc. complete in all respect. Make: Midea, Cross Air or equivalent approved by the Engineer In-Charge, subject to compliance with all specified technical requirements	Nos.	2	495000	Four Hundred Ninety-Five Thousand Only	990000

Sr. No	Ref. No.	Description	Unit	Qty	Rate	inwords	Amount
34	34	Providing, supplying, installing, testing and commissioning of 1.5 tons Inverter Split Air Conditioner, Heat & Cool, wall-mounted type, comprising indoor and outdoor units complete with T3 Tropicalized Rotary/Twin Rotary Inverter Compressor,Suitable for continuous operation at ambient temperatures up to 52°C, corrosion-resistant heat exchanger with Prime Guard/Golden Fin technology,with minimum Energy Efficiency Ratio (EER) of 3.26 W/W, wide voltage operation capable of functioning within a voltage range of 160V-265V, and The item shall include approximately 10 feet (3.0 m) manufacturer's standard fitting kit. The Compressor warranty and parts warranty shall be as per manufacturer's standard published warranty policy.etc. complete in all respect. Make:Midea, Cross Air or equivalent approved by the Engineer In-Charge, subject to compliance with all specified technical requirements.	Nos.	2	240000	Two Hundred Forty Thousand Only	480000

Sr. No	Ref. No.	Description	Unit	Qty	Rate	inwords	Amount
35	35	Providing, supplying, installing, testing and commissioning of 1 tons Inverter Split Air Conditioner, Heat & Cool, wall-mounted type, comprising indoor and outdoor units complete with T3 Tropicalized Rotary/Twin Rotary Inverter Compressor,Suitable for continuous operation at ambient temperatures up to 52°C, corrosion-resistant heat exchanger with Prime Guard/Golden Fin technology,with minimum Energy Efficiency Ratio (EER) of 3.29 W/W, wide voltage operation capable of functioning within a voltage range of 160V-265V,The item shall include approximately 10 feet (3.0 m) manufacturer's standard fitting kit. The Compressor warranty and parts warranty shall be as per manufacturer's standard published warranty policy.etc. complete in all respect. Make:Midea, Cross Air or equivalent approved by the Engineer In-Charge, subject to compliance with all specified technical requirements.	Nos	2	199500	One Hundred Ninety-Nine Thousand Five Hundred Only	399000

Sr. No	Ref. No.	Description	Unit	Qty	Rate	inwords	Amount
36	36	Providing and fixing of extra copper pipe size 1/4, 1/2 22SWG make GD or Popular China including insulation, connection cable and all accessories for connecting In/ Out door units of A/C's etc. complete in all respect as per direction of Engineer Incharge.	Rft.	200	2100	Two Thousand One Hundred Only	420000
37	37	Providing and fixing of electric wiring for Air condition with 5 x 4mmsq. single core copper wire including appropriate size of PVC pipe and industrial socket, complete in all respect as per direction of Engineer Incharge.	Nos.	1	16000	Sixteen Thousand Only	16000
38	38	Providing and fixing of electric wiring for Air condition with 3 x 4mmsq. single core copper wire including appropriate size of PVC pipe and conrol 20 Amp 01 gang switch plateetc., complete in all respect as per direction of Engineer Incharge.	Nos.	6	11000	Eleven Thousand Only	66000
39	39	Providing and fixing of UPVC drain pipe 1" dia including all accessories, complete in all respect as per direction of Engineer Incharge.	Rft.	100	350	Three Hundred Fifty Only	35000

Sr. No	Ref. No.	Description	Unit	Qty	Rate	inwords	Amount
40	40	Providing and fixing of Dura DUCT 60 x 60 mm make Adamjee or equivalent, complete in all respect as per direction of Engineer Incharge.	Rft.	80	800	Eight Hundred Only	64000
41	41	Providing and fixing of Dura DUCT 80mm x 80 mm make Adamjee or equivalent, complete in all respect as per direction of Engineer Incharge.	Rft.	25	990	Nine Hundred Ninety Only	24750
42	42	Providing and fixing M.S stand for Outdoor unit of Air conditioner including drilling, rawal bolts or nut bolts etc., complete in all respect as per direction of Engineer Incharge.	Nos	7	4000	Four Thousand Only	28000

Sr. No	Ref. No.	Description	Unit	Qty	Rate	inwords	Amount
43	43	Providing, supplying, installing, testing and commissioning of 4 tons floor standing Inverter Conditioner, Heat & Cool, comprising indoor and outdoor units complete with T3 Tropicalized Rotary/Twin Rotary Inverter Compressor, corrosion-resistant heat exchanger with Prime Guard/Golden Fin technology, .with minimum Energy Efficiency Ratio (EER) of 3.2 W/W,wide voltage operation capable of functioning within a voltage range of 380-440v, andThe Compressor warranty and parts warranty shall be as per manufacturer's standard published warranty policy.etc. complete in all respect. Make:Midea, Acson or equivalent approved by the Engineer In-Charge, subject to compliance with all specified technical requirements.	Nos	1	875000	Eight Hundred Seventy-Five Thousand Only	875000

Sr. No	Ref. No.	Description	Unit	Qty	Rate	inwords	Amount
44	44	Providing and fixing of copper pipe size 3/8, 3/4 22SWG make GD or Popular China including insulation, connection cable and all accessories for connecting In/ Out door units of 4 ton A/C's etc. complete in all respect as per direction of Engineer Incharge.	Rft.	40	3100	Three Thousand One Hundred Only	124000
45	45	Providing and fixing false ceiling exhaust fan size 10'' make Pak fan, Royale fan, GFC fan including the wiring 3x1core etc. complete in all respect.	Nos	1	9500	Nine Thousand Five Hundred Only	9500
46	46	providing & fixing of 5 in 1 double multi-universal socket point to piont with wiring 3-2.5mmsq. S/C, PVC insulated, Cu cables in 1" dia PVC conduit recessed in the wall or collumns or floor as required i/c metal back box etc. Complete in all respect with all accessories	Nos	15	4000	Four Thousand Only	60000

Sr. No	Ref. No.	Description	Unit	Qty	Rate	inwords	Amount
47	47	providing & fixing of 5 in 1 double multi-universal socket with wiring 3-2.5mmsq. S/C, PVC insulated, Cu cables in 1" dia PVC conduit recessed in the wall or collumns or floor as required from DB to Socket i/c metal back box etc. Complete in all respect with all accessories	Nos	10	8000	Eight Thousand Only	80000
48	48	Supply & Wiring for sub main power from point to DB with 2-2.5mmsq S/C, PVC insulated, Cu cables laid in UPVC duct in the wall or collumns or floor etc. including 1.5 mmsq. S/C, PVC insulated, Cu wire as ECC as as required. Complete in all respect.	Nos	2	6000	Six Thousand Only	12000
49	49	Supply & Wiring of 2-1.5mmsq with 1x1mmsq ECC PVC insulated wire laid in UPVC duct or conduit in the wall or collumns or floor etc. as required. Complete in all respect with all accessories	Nos	4	4000	Four Thousand Only	16000

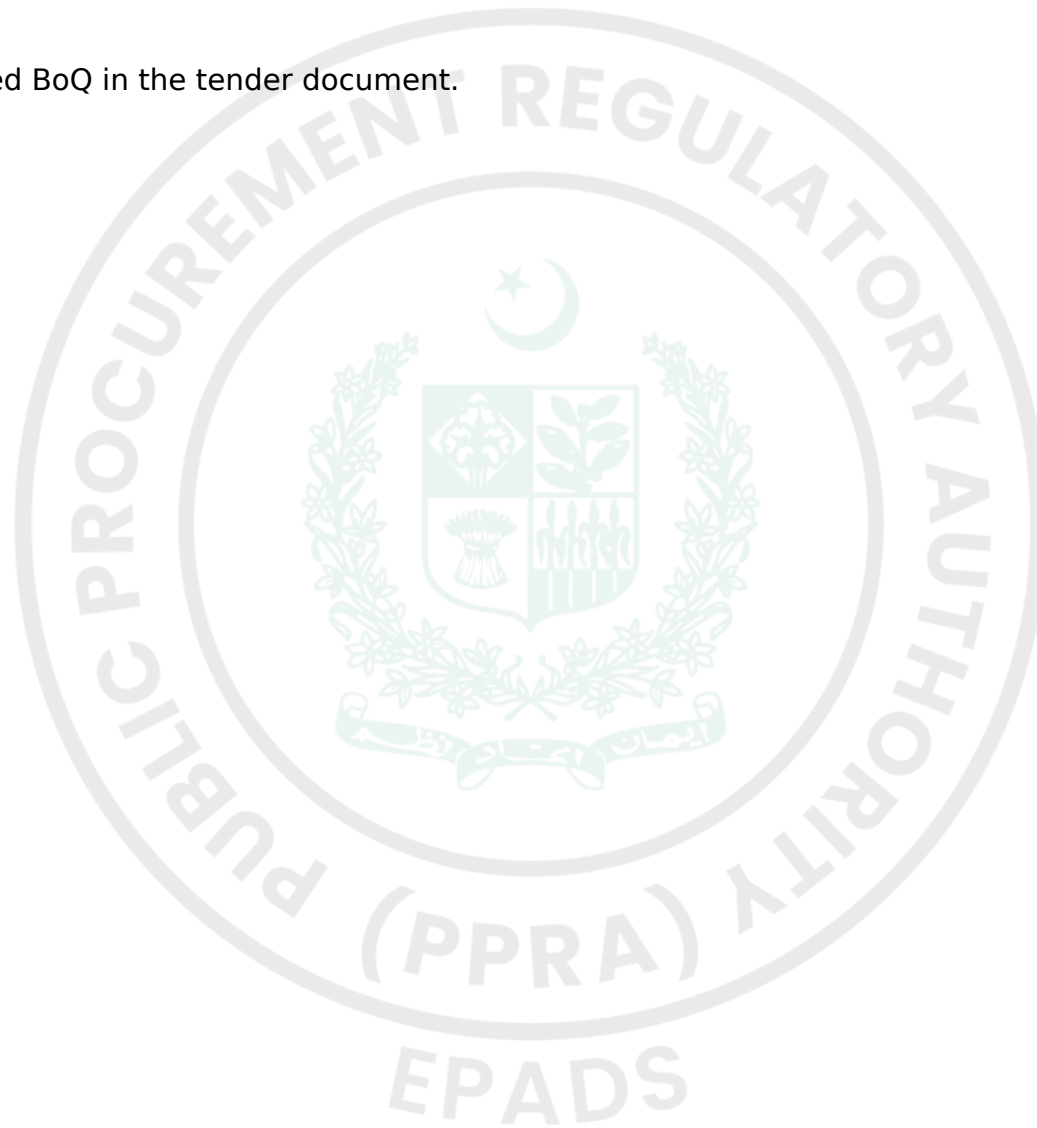
Sr. No	Ref. No.	Description	Unit	Qty	Rate	inwords	Amount
50	50	Providing and fixing LED copper rope light,with aluminium profile, Color Warm 12mm thick Highly flexible, usually 120 LEDs per meter make Hoover, fast, or approved quality on ceilings, facades or decorative grooves, including PVC/aluminium channel , connected to existing point , connectors,driver/transformer, testing, commissioning, and complete installation as per approved design and Engineer's instructions.	Meter	35	1148	One Thousand One Hundred Forty-Eight Only	40180
51	51	Providing and fixing of LED COB light fitting, 12 Watt, 3000K-4000k, Warm White color temperature, make such Philips, pak light, Hoover, or equivalent brand, complete with all necessary accessories, mounting arrangements, driver, connectors, and wiring required for proper operation, installed as per approved design, specifications, conected to existing wiring point and the Engineer's instructions, complete in all respects.	Nos.	45	3000	Three Thousand Only	135000

Sr. No	Ref. No.	Description	Unit	Qty	Rate	inwords	Amount
52	52	Providing and fixing gang switches with steel back boxes 4 Gang	Nos.	4	760	Seven Hundred Sixty Only	3040
53	53	Providing and fixing gang switches with steel back boxes 6 Gang	Nos.	3	1040	One Thousand Forty Only	3120
54	54	Dismantling and removing all existing electrical fixtures, , switchboards, and related components without damaging the surrounding structure.and main circuit temporarily disconnection from main supply, segregation of reusable materials, and disposal of unserviceable items. And restoration of FLS appliance in the ceiling. Complete in all respects as per site conditions and Engineer's instructions.	job	1	100000	One Hundred Thousand Only	100000
55	55	Providing and fixing 16mmsq. 4 core copper cable Pvc/Pvc make pakistan, Newage, fast or apprvd equivalent etc. complete in all respect as per direction of engineer Incharge	meter	1	5000	Five Thousand Only	5000

Sr. No	Ref. No.	Description	Unit	Qty	Rate	inwords	Amount
56	56	Providing, installing, connecting & commissioning of Distribution Boards (DB),cubical size(600x500x125)mm, fabricated of 16 SWG steel clad, cubical design with hinged door cover, wall (open) mounted, factory assembled, suitable for 3 phase, 4 wire, 500 volts, 50 Hz A.C. Power Supply complete with copper cable lugs, glands, neutral link, earth block, terminal block etc., & having following configurations.Breaker Chint, Schnieder, etc.	Nos.	1	70000	Seventy Thousand Only	70000
57		Incoming					
58		1 - 100 A, T.P., M.C.C.B					
59		Outgoing					
60		10 - 20 A, S.P., M.C.B.s					
61		02 - 32 A,T.P., M.C.C.B					
						GRAND TOTAL:	Rs14,668,426.00

Scope of Work

Scope of work is as per provided BoQ in the tender document.



Price Schedule

For Individual Jobs

#	Job 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

1.1.1. “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;

1.1.2. “The Contract” means an agreement enforceable by law;

1.1.3. “The Contract Price” means the price payable to the Contractor under the Contract for the full and proper performance of its contractual obligations;

1.1.4. “The Services” means the work to be performed by the Contractor pursuant to this Contract and as prescribed in the Specifications and Schedule of Activities included in the Contractor’s Bid;

1.1.5. “Ancillary Services” means those services ancillary to the provision of Services, 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 Contractor covered under the Contract;

1.1.6. “GCC” means the General Conditions of Contract contained in this section;

1.1.7. “SCC” means the Special Conditions of Contract by which the GCC may be amended or supplemented;

1.1.8. “Day” means calendar day unless indicated otherwise;

1.1.9. “Effective Date” means the date on which this Contract comes into force and effect;

1.1.10. “The Contractor” means the individual or corporate body whose Bids to provide the Services has been accepted by the Procuring Agency;

1.1.11. “The Project Site,” where applicable, means the place or places named in Bid Data Sheet and technical Specifications;

1.1.12. “Government” means the Government of Pakistan;

1.1.13. “Local Currency” means the currency of Pakistan;

1.1.14. “In Writing” means communicated in written form with proof of receipt;

1.1.15. “Completion Date” means the date of completion of the Services by the Contractor as certified by the Procuring Agency;

1.1.16. “Foreign Currency” means any currency other than the currency of the country of the Procuring Agency;

1.1.17. "Party" means the Procuring Agency or the Contractor, as the case may be, and "Parties" means both of them;

1.1.18. "Service" means any object of procurement other than goods or works;

1.1.19. "Subcontractor" means any entity to which the Bidder subcontracts any part of the Services.

2. Applicable Law

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

3. Language

3.1. The Contract as well as all correspondence and documents relating to the Contract exchanged between the Contractor 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.

4. Notices

4.1. 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.

5. Location

5.1. The Services shall be performed at such locations as the Procuring Agency may approve and as specified in SCC.

5.2. A {DOCUMENTS}

6. Authorized Representatives / Authority of Member in charge

6.1. 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 Contractor may be taken or executed by the officials specified in the SCC.

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

7. Effectiveness of Contract

7.1. 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.

8. Commencement of Services

8.1. The Contractor 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.

9. Program schedule

9.1. Before commencement of the Services, the Contractor 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.

10. Starting Date/Expiration Date

10.1. The Contractor 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.

10.2. Unless terminated earlier pursuant to Clause **GCC 14** hereof, this Contract shall expire at the end of such time period after the Effective Date as specified in the SCC.

11. Entire Agreement

11.1. 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.

12. Modification

12.1. 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 modification(s) or variation(s) made by the other Party.

12.2. In cases of any modification(s) or variation(s), the prior written consent of the Procuring Agency is required.

13. Force Majeure

13.1. Definition

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

13.2. 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.

13.3. Extension of Time

Any period within which a Contractor 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.

13.4. Payments

During the period of their inability to perform the Services as a result of an event of Force Majeure, the Contractor 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.

14. Termination

14.1. 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 Contractor 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);

14.1.1. If the Contractor fails to remedy a failure in the performance of its obligations hereunder, as specified in a notice of suspension;

14.1.2. If the Contractor becomes (or, if the Contractor 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;

14.1.3. If the Contractor fails to comply with any final decision reached as a result of arbitration proceedings;

14.1.4. If, as the result of Force Majeure, the Contractor is unable to perform a material portion of the Services for a period of not less than sixty (60) calendar days;

14.1.5. If the Procuring Agency, in its sole discretion and for any reason whatsoever, decides to terminate this Contract;

14.2. By the Contractor

The Contractor 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.

14.2.1. If the Procuring Agency fails to pay any money due to the Contractor pursuant to this Contract and not subject to dispute within forty-five (45) calendar days after receiving written notice from the Contractor that such payment is overdue;

14.2.2. If, as the result of Force Majeure, the Contractor is unable to perform a material portion of the Services for a period of not less than sixty (60) calendar days;

14.2.3. If the Procuring Agency fails to comply with any final decision reached as a result of arbitration;

14.2.4. 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 Contractor's notice specifying such breach.

C. Obligations of the Contractor

15. General

15.1. Standard of Performance

15.1.1. The Contractor shall perform the Services 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 Contractor 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;

15.1.2. The Contractor shall employ and provide such qualified and experienced Experts and Sub-Contractors as are required to carry out the Services.

15.2. Law Applicable to Services

The Contractor shall perform the Services 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.

16. Conflict of Interests

16.1. Contractor Not to Benefit from Commissions and Discounts

The remuneration of the Contractor shall constitute the Contractor's sole remuneration in connection with this Contract or the Services, and the Contractor 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 Contractor 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.

16.2. Contractor and Affiliates Not to be Otherwise Interested in Project

The Contractor agree that, during the term of this Contract and after its termination, the Contractor and its affiliates, as well as any Subcontractor and any of its affiliates, shall be disqualified from providing Services (other than the Services and any continuation thereof) for any project resulting from or closely related to the Services.

16.3. 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:

- 16.3.1. 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;
- 16.3.2. during the term of this Contract, neither the Contractor nor their Subcontractors shall hire public employees in active duty or on any type of leave, to perform any activity under this Contract;
- 16.3.3. after the termination of this Contract, such other activities as may be specified in the SCC.

17. Insurance to be Taken Out by the Contractor

17.1. The Contractor(a) shall take out and maintain, and shall cause any Subcontractors to take out and maintain, at its (or the Sub-contractors', as the case may be) own cost but on terms and conditions approved by the Procuring Agency, insurance against the risks, 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.

18. Contractor's Actions Requiring Procuring Agency's Prior Approval

18.1. The Contractor shall obtain the Procuring Agency's prior approval in writing before taking any of the following actions:

- 18.1.1. appointing such members of the Personnel not provided by the Contractor;
- 18.1.2. changing the Program of activities; and
- 18.1.3. any other action that may be specified in the SCC.

19. Reporting Obligations

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

20. Liquidated Damages

20.1. Payments of Liquidated Damages

The Contractor shall pay liquidated damages to the Procuring Agency at the rate per day stated in the SCC for each day that the Completion Date is later than the Intended Completion Date. The total amount of liquidated damages shall not exceed the amount defined in the SCC. The Procuring Agency may deduct liquidated damages from payments due to the Contractor. Payment of liquidated damages shall not affect the Contractor's liabilities.

20.2. 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 Contractor by adjusting the next payment certificate. The

Contractor shall be paid interest on the overpayment, calculated from the date of payment to the date of repayment, at the rates specified in SCC.

20.3. Lack of performance penalty

If the Contractor 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 Contractor. The amount to be paid will be calculated as a percentage of the cost of having the Defect corrected, assessed as specified in the Contractor

21. Performance Guarantee

21.1. Within the time stipulated in the acceptance letter from the Procuring Agency, the successful Bidder shall furnish the Performance Guarantee in shape and amount **specified in SCC.**

21.2. 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.

21.3. 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.**

21.4. 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.**

22. Sustainable Procurement

22.1. The Contractor shall conform to the sustainable procurement contractual provisions, if and as specified in the **SCC.**

D. Contractor's Personnel

23. Description of Personnel

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

24. Removal and / or Replacement of Personnel

24.1. 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 Contractor, it becomes necessary to replace any of the Key Personnel, the Contractor shall provide as a replacement a person of equivalent or better qualifications.

24.2. 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 Contractor 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.

24.3. The Contractor 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

25. Change in the Applicable Law

25.1. 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 Services rendered by the Contractor, then the remuneration and reimbursable expenses otherwise payable to the Contractor 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.

26. Services and Facilities

26.1. The Procuring Agency shall make available to the Contractor and the Experts, for the purposes of the Services and free of any charge, the services, facilities and property described in the Terms of Reference, at the times and in the manner specified in the Terms of Reference.

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

F. Payments to the Contractor

27. Contract Price

27.1. The price payable shall be in Pakistani Rupees unless otherwise specified in the SCC.

28. Terms and Conditions of Payment

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

28.2. Unless otherwise stated in the SCC, the advance payment shall be made against the provision by the Contractor 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 Contractor have submitted an invoice to the Procuring Agency specifying the amount due.

29. Quality Control Identifying Defects

29.1. The principle and modalities of Inspection of the Services by the Procuring Agency shall be as indicated in the SCC. The Procuring Agency shall check the Contractor's performance and notify him of any Defects that are

found. Such checking shall not affect the Contractor's responsibilities. The Procuring Agency may instruct the Contractor 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.

29.2. A {INSPECTION}

30. Correction of Defects, and Lack of Performance Penalty

30.1. The Procuring Agency shall give notice to the contractor 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.

30.2. Every time notice a Defect is given; the contractor shall correct the notified Defect within the length of time specified by the Procuring Agency's notice.

30.3. If the contractor 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 contractor will pay this amount, and a Penalty for Lack of Performance.

31. Settlement of Disputes Amicable Settlement

31.1. The Parties shall use their best efforts to settle amicably all disputes arising out of or in connection with this Contract or its interpretation.

32. Dispute Settlement

32.1. Arbitration

If any dispute of any kind whatsoever shall arise between the procuring agency and the contractor in connection with or arising out of the Contract, including without prejudice to the generality of the foregoing, any question regarding its existence, validity or termination, or the execution of the contract, the parties shall seek to resolve any such dispute or difference by mutual consultation. If the parties fail to resolve such a dispute or difference even after negotiations or mediation, then the dispute shall be referred within fourteen (14) days in writing by either party to the Arbitrator, with a copy to the other party.

Any dispute in respect of which a notice of intention to commence arbitration has been given, in accordance with **GCC sub-clause 32.1**, shall be finally settled by arbitration. Arbitration may be commenced prior to or after completion of the Contract. Arbitration proceedings shall be conducted in accordance with Arbitration Act 1940. Notwithstanding any reference to arbitration herein, the parties shall continue to perform their respective obligations under the Contract unless otherwise agreed. The Procuring Agency shall continue to pay the Contractor any undisputed amounts due under the Contract during the resolution of any dispute.



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: Comsats University, Islamabad (Islamabad Campus) (Comsats University, Islamabad), Assistant Program Officer Procurement Office, 2nd Floor, Faculty Block-2, Comsats University Islamabad, Park Road., Islamabad Capital Territory

The Supplier is:

The title of the subject procurement is: Tender Project: Remodeling of Executive Office Space at CUI Islamabad (EFS=36835)

Number of GC Clause 2

Applicable/Governing Law:

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

Number of GC Clause 3

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 4

Notices:

The addresses for the notices are:

Procuring Agency:

Comsats University, Islamabad (Islamabad Campus) (Comsats University, Islamabad), Assistant Program Officer
Procurement Office, 2nd Floor, Faculty Block-2, Comsats University Islamabad, Park Road., Islamabad Capital Territory
+92-336-552-4334
habibullah@comsats.edu.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 6.1

The Authorized Representatives are:

For the Procuring Agency:

Comsats University, Islamabad (Islamabad Campus) (Comsats University, Islamabad), Assistant Program Officer

Procurement Office, 2nd Floor, Faculty Block-2, Comsats University Islamabad, Park Road., Islamabad Capital Territory

+92-336-552-4334

habibullah@comsats.edu.pk

For the Bidder:

Name:

Designation:

Address:

Number of GC Clause 7

Effectiveness of the contract

The Contractor/Bidder shall be effective within days from the date of signature of the Contract by both parties

Number of GC Clause 8

Commencement of Contract:

The Contractor/Bidder shall provide Non-Consultancy Services from the effective date of contract.

Number of GC Clause 10.2

Expiration of Contract:

The time period shall be

Number of GC Clause 14

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 16

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 20

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 **0.02% 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 21

Performance Guarantee:

The amount of performance guarantee shall be **10.00%** of the contract price in acceptable form of **Bank Guarantee**

Number of GC Clause 27

Currency of Payment:

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

Number of GC Clause 28

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 29

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.

Inspections & Tests Requirements

For being Brand New, bearing relevant reference numbers of the equipment (Certificate from supplier) Where Applicable

For Physical Fitness having No Damages (Certificate from supplier) Where Applicable

For the Country of Origin as quoted by the Supplier (Certificate from manufacturer) Where Applicable

For successful operation at site after complete installation, testing and commissioning of the equipment (Installation, Testing and Commissioning Report by Procurement Committee / Inspection Team)

Performance Security, Amount 10% (Ten percent) in the form of bank guarantee. Validity construction period including defect liability period

The contractor shall submit and obtain approval of samples of requisite materials before execution. General tests as per civil work practices will be conducted before accepting the work. The contractor shall submit material tests reports where applicable. The contractor shall submit guidelines for safety/security, periodic maintenance and applicable sureties/warranties of fixtures

Delivery & Documents

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

Manufacturer's or Supplier's Valid Warranty Certificate; Where Applicable

Number of GC Clause 31

Following is the guidance for Dispute Resolution

- i. If any dispute of any kind whatsoever shall arise between the Authority and the Bidder in connection with or arising out of the Contract... (full clause unchanged)
- ii. At future of negotiation the dispute shall be resolved through mediation...
- iii. At failure of mediation, arbitration under Arbitration Act 1940...
- iv. Cost sharing equally...
- v. Proceedings may commence before/after completion...

Notwithstanding any reference to the arbitration herein, the parties shall continue to perform their respective obligations under the Contract.

Rules of procedure for arbitration proceedings:

Any dispute between the Authority and a Bidder shall be referred to arbitration under the laws of Pakistan including Arbitration Act 1940.

Place of Arbitration and Award:

The arbitration shall be conducted in English language and place shall be Islamabad. The award shall be final and binding.



Bid Securing Declaration

Form 9: Bid Securing Declaration

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

Bid No.: **P57938**

To: Comsats University, Islamabad (Islamabad Campus) (Comsats University, Islamabad), Assistant Program Officer Procurement Office, 2nd Floor, Faculty Block-2, Comsats University Islamabad, Park Road., Islamabad Capital Territory

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 **Comsats University, Islamabad (Islamabad Campus) (Comsats University, Islamabad), Assistant Program Officer Procurement Office, 2nd Floor, Faculty Block-2, Comsats University Islamabad, Park Road., Islamabad Capital Territory**

(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 Project: Remodeling of Executive Office Space at CUI Islamabad (EFS=36835) (P57938)** 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.

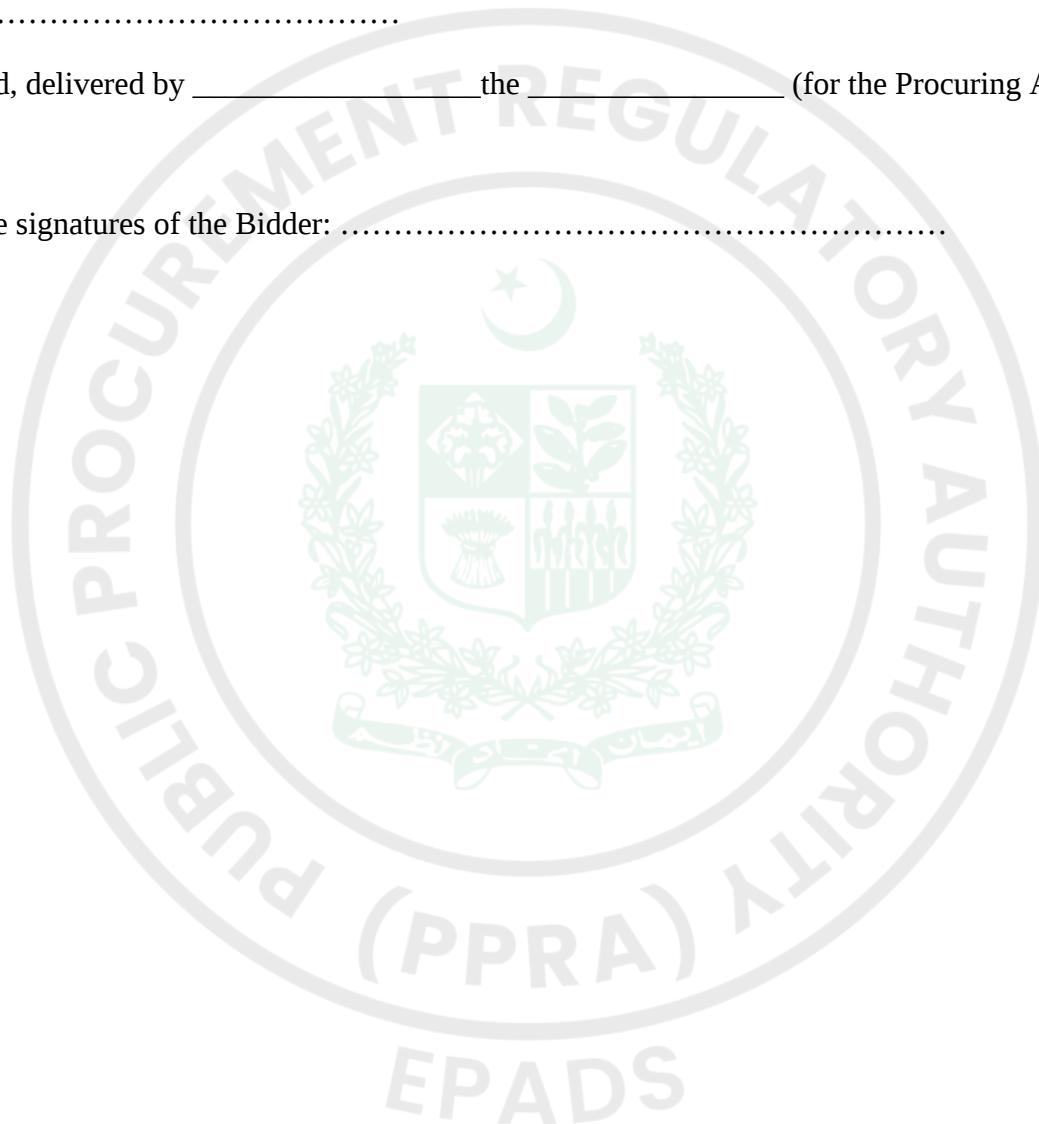
Signed, sealed, delivered by _____ the _____ (for the Procuring Agency)

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: **Comsats University, Islamabad (Islamabad Campus) (Comsats University, Islamabad), Assistant Program Officer Procurement Office, 2nd Floor, Faculty Block-2, Comsats University Islamabad, Park Road., Islamabad Capital Territory**

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]*

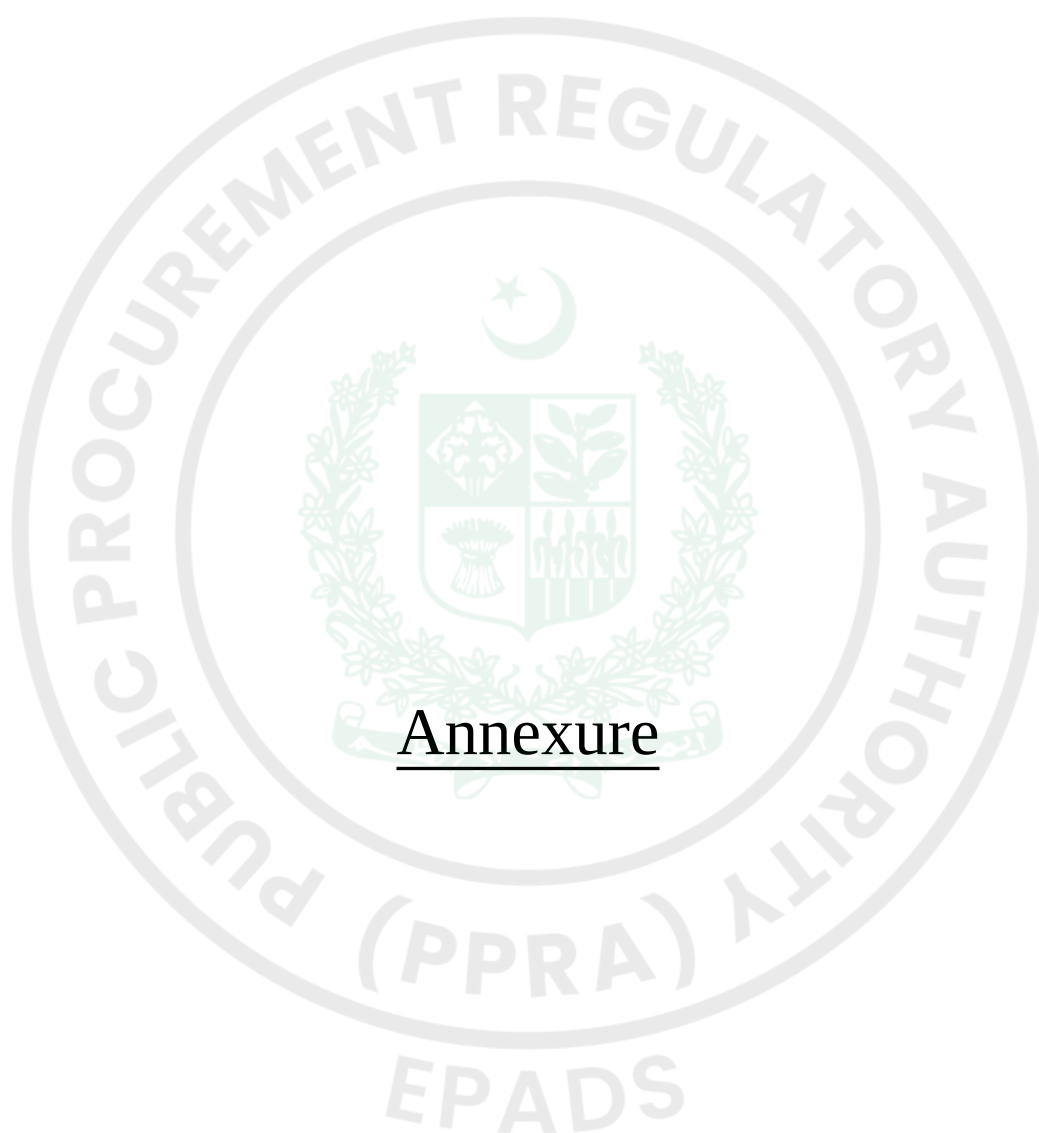
Signature and seal of the Guarantors

[name of bank or financial institution]

[address]

[date]





Annexure

Drawings

<p>These Drawing (Annexed) are integral part of the tender documents</p>
Information (Read-Only)

See Form Under Additional Forms and Documents: **Drawings** (page number: 108)

Complete Tender Documents of CUI & Terms & Conditions

<p>Reference Clause 13.5 of the Bid Data Sheet (BDS), The price adjustment is not applicable. No Claim shall be entertained in this regard.</p> <p> </p>
Information (Read-Only)

See Form Under Additional Forms and Documents: **Complete Tender Documents of CUI & Terms & Conditions** (page number: 123)

BOQ

<p>Note:</p> <p>If there is a conflict between the tender documents created by Epads Version 2.0 and the tender documents annexed here by the procuring agency (CUI), then the tender documents particularly the conditions of contract of procuring agency (CUI) shall pupersede.</p> <p>Furthermore limits for variations (additions/deletion) is 15%.</p> <p>No advance payment to the vendor/contractor is applicable</p>
Information (Read-Only)

See Form Under Additional Forms and Documents: **BOQ** (page number: 183)



Procurement Forms

Past Construction Experiences

Minimum 10 years of proven experience in the execution of executive level interior fit-out and finishing works in Government and corporate sector.

See Form Under Additional Forms and Documents: **Past Construction Experiences** (page number: 189)



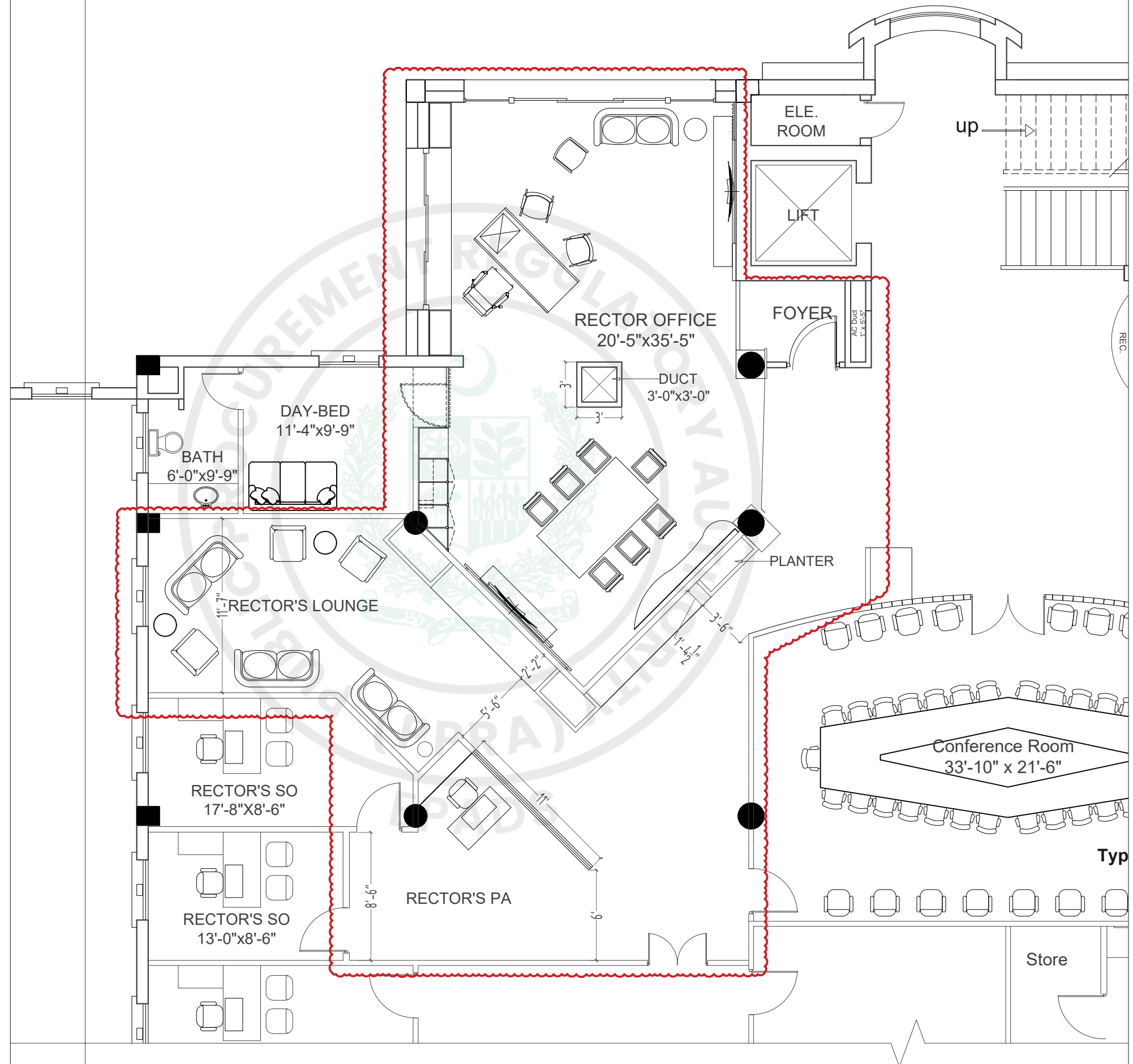


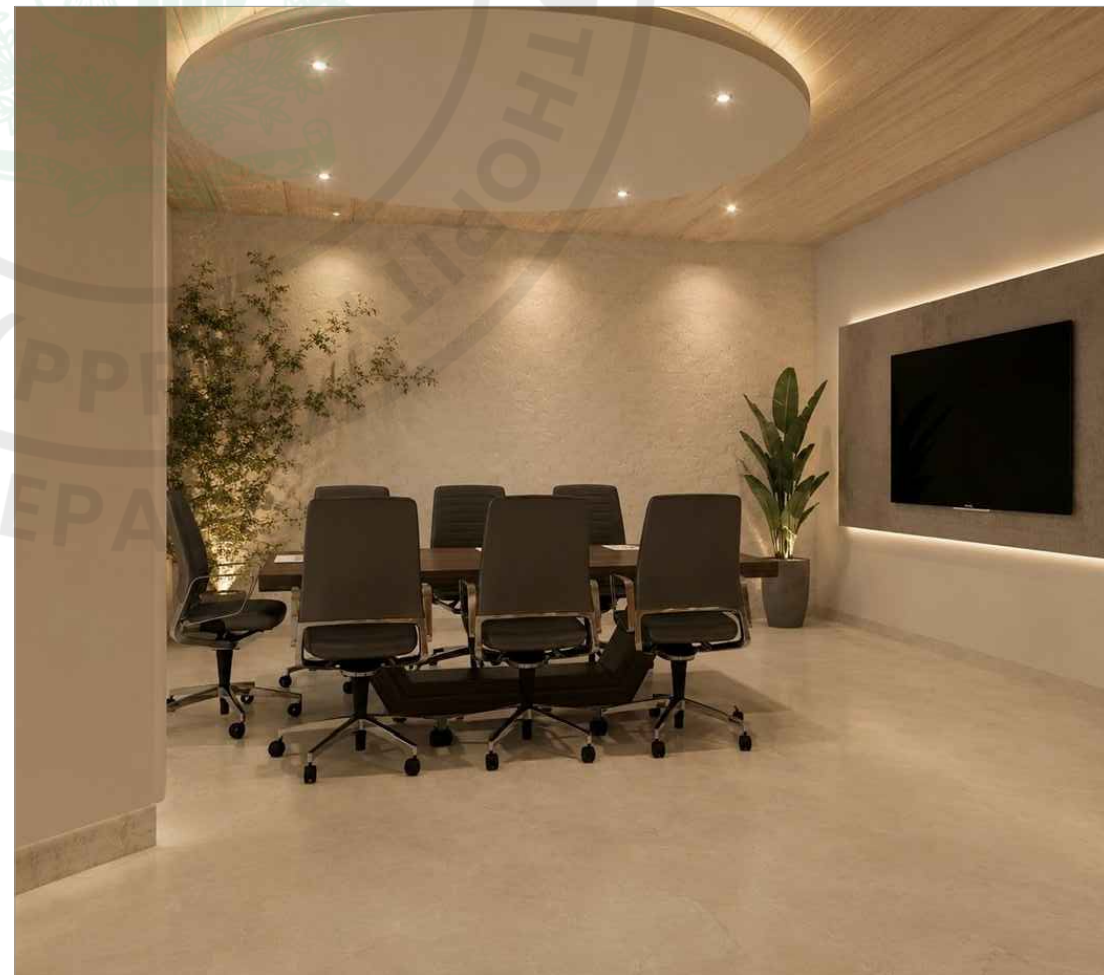
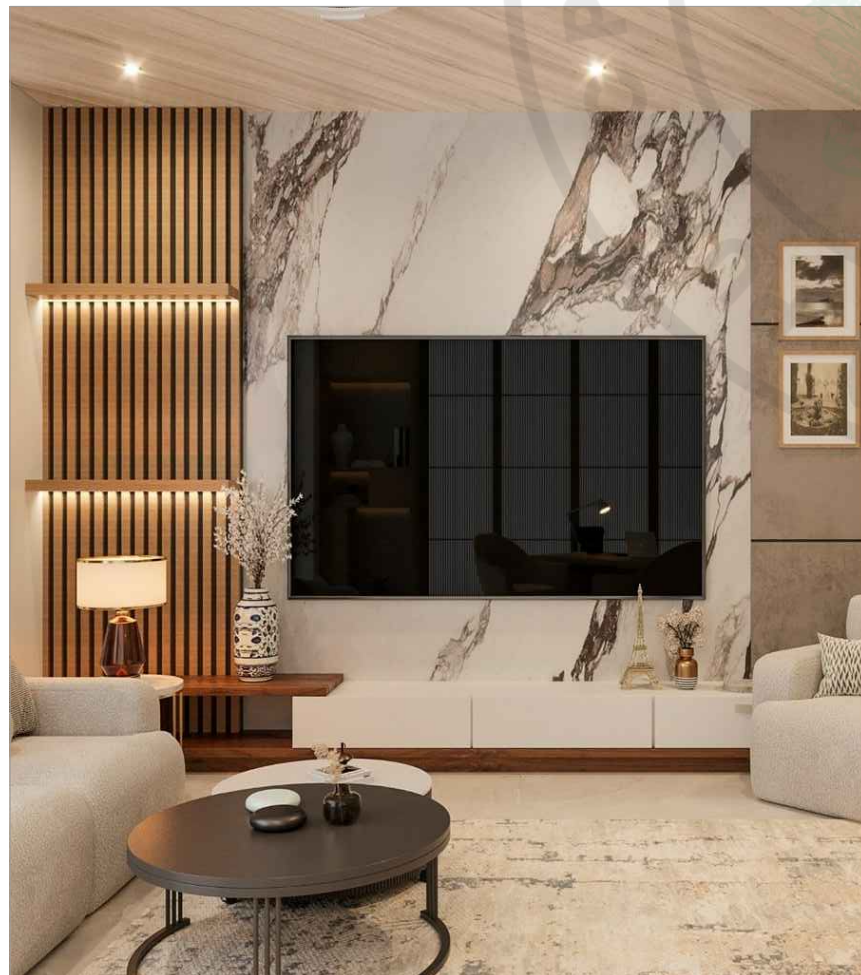
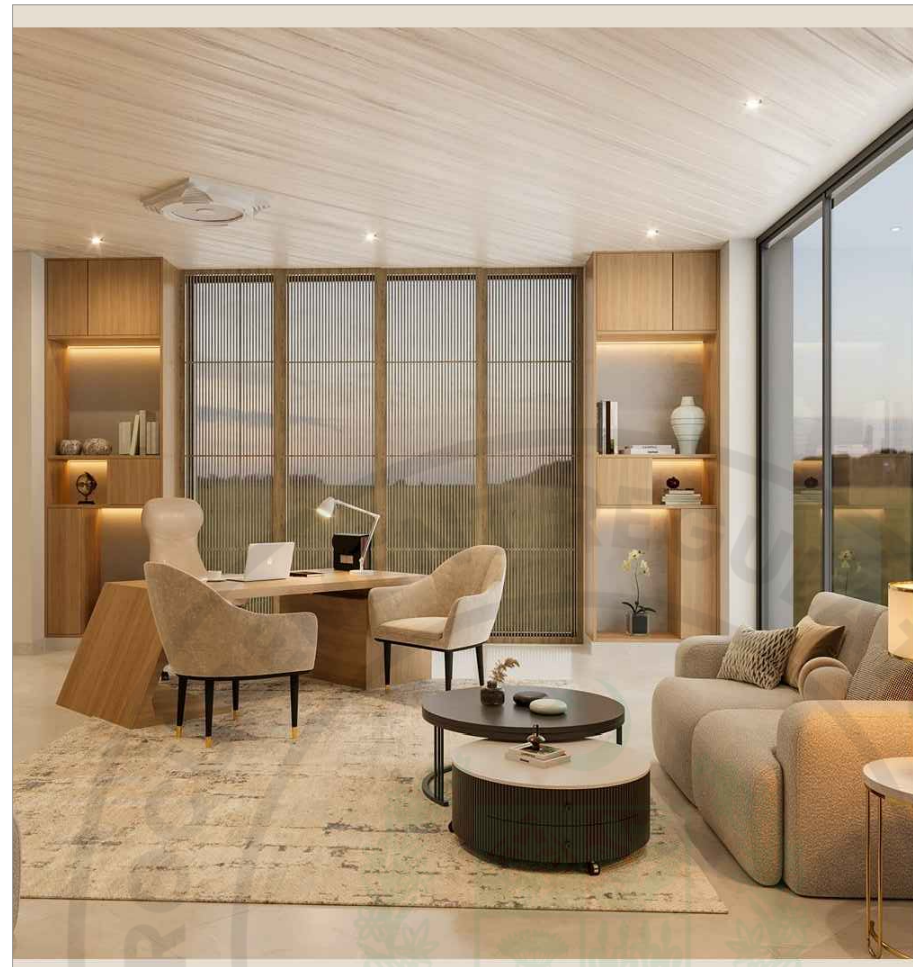


Additional Forms and Documents

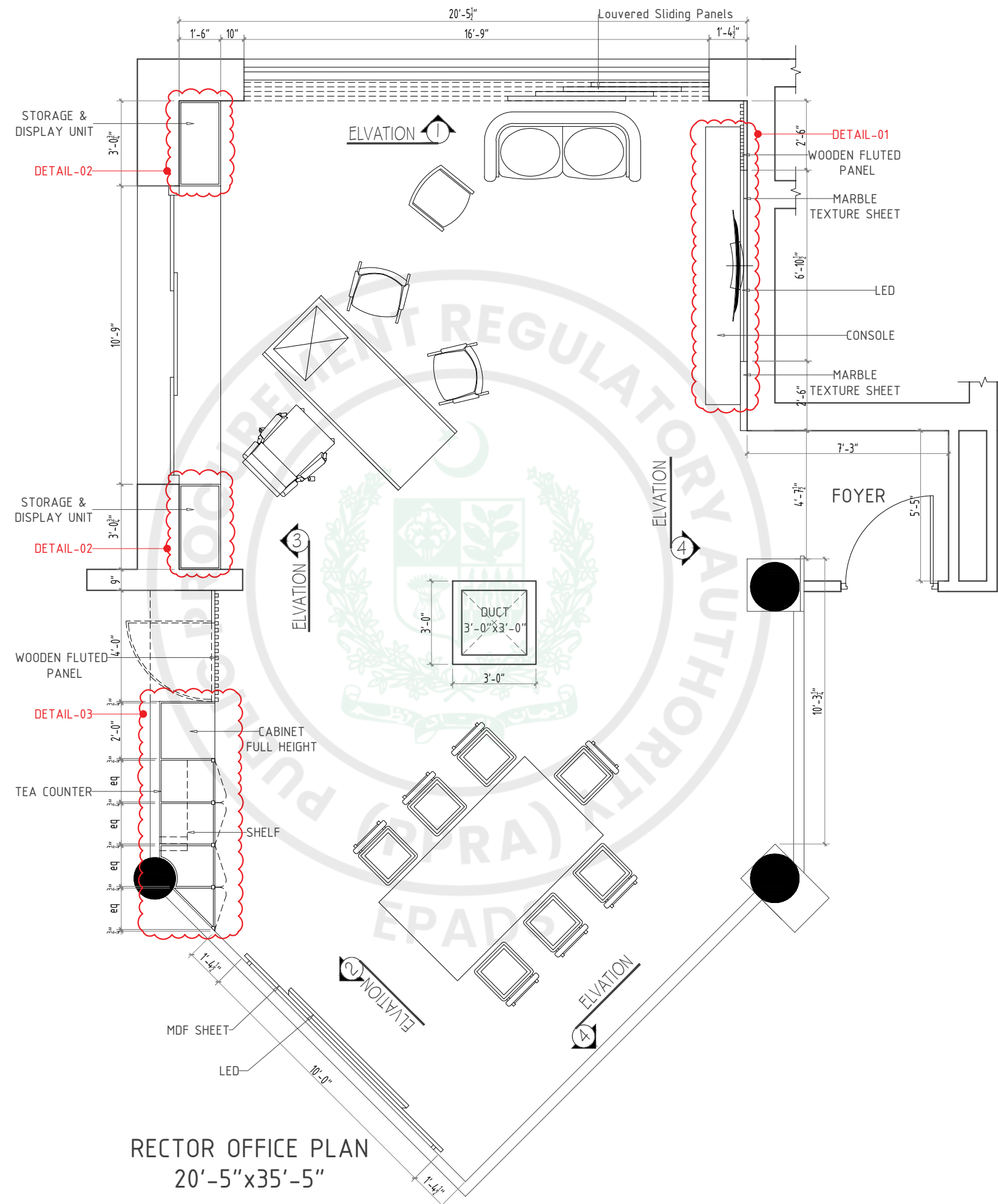
INTERIOR WORKING
RECTOR SECRETARIAT
COMSATS UNIVERSITY ISB

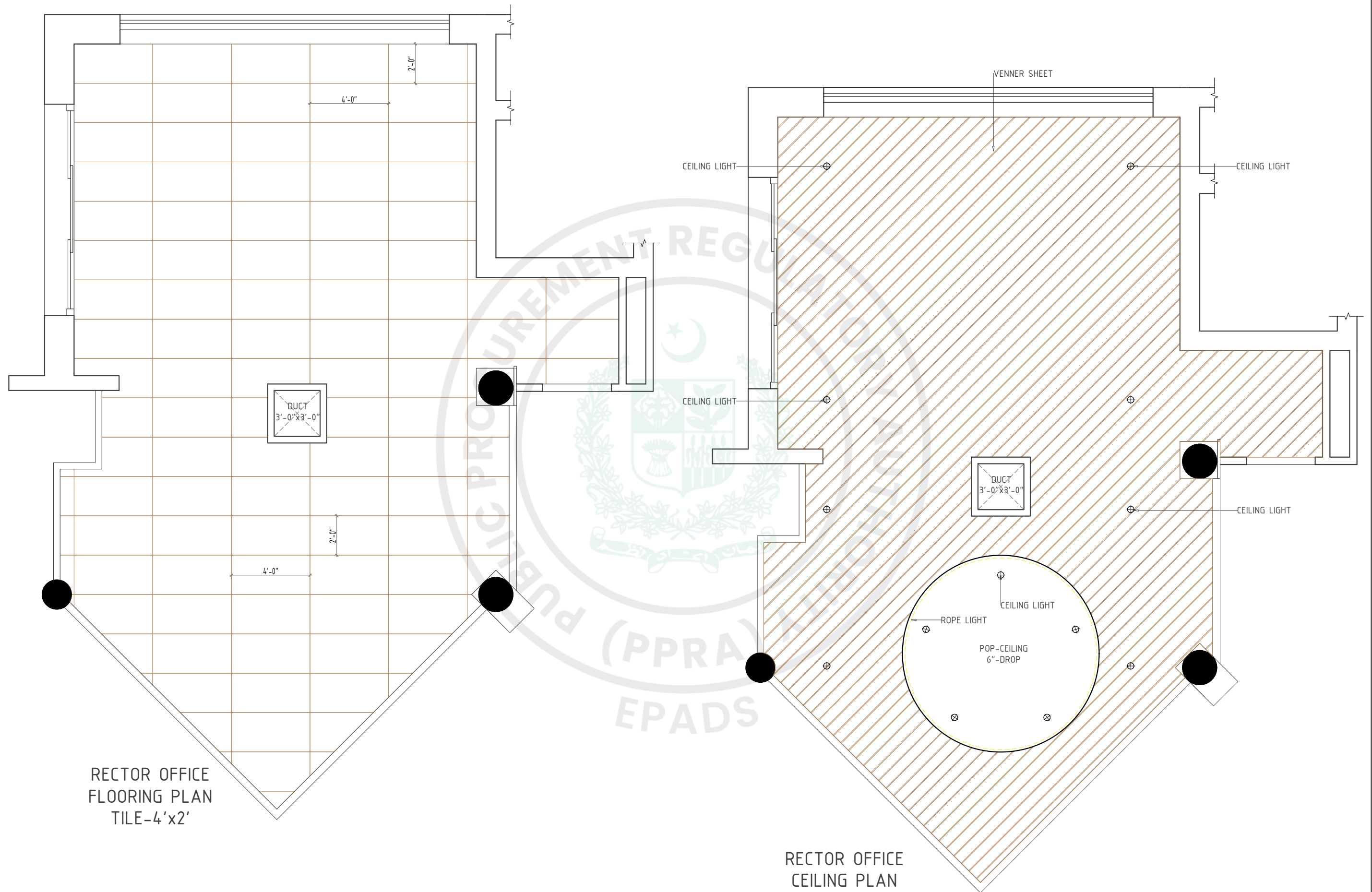
MASTER PLAN

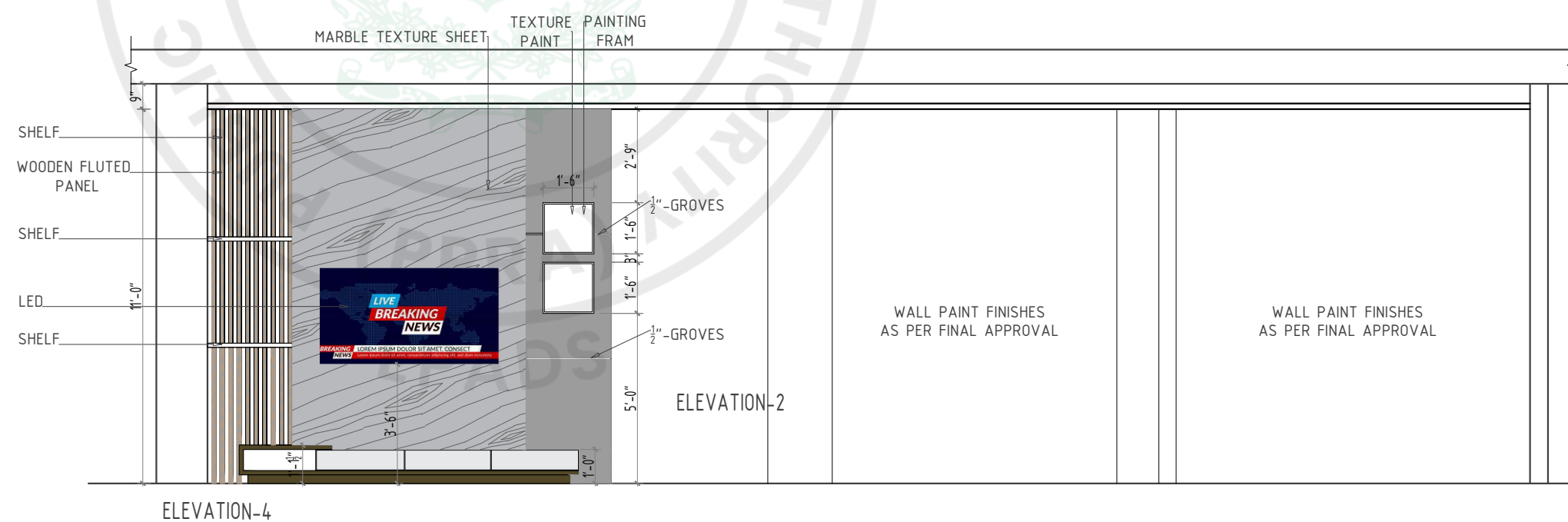
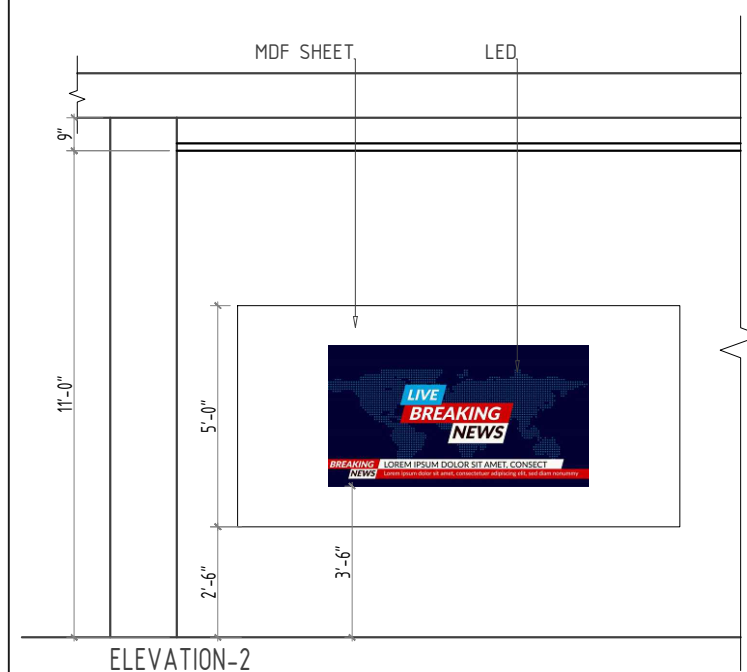
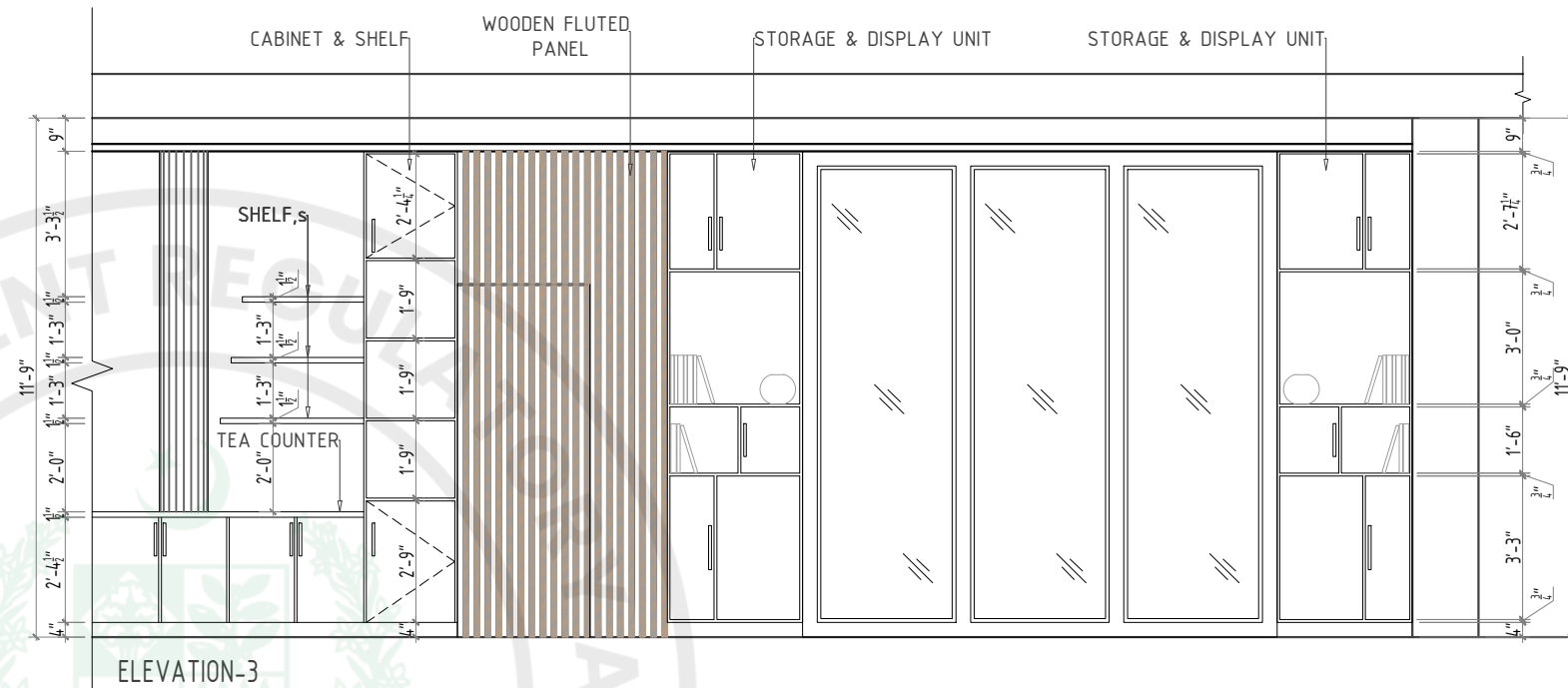
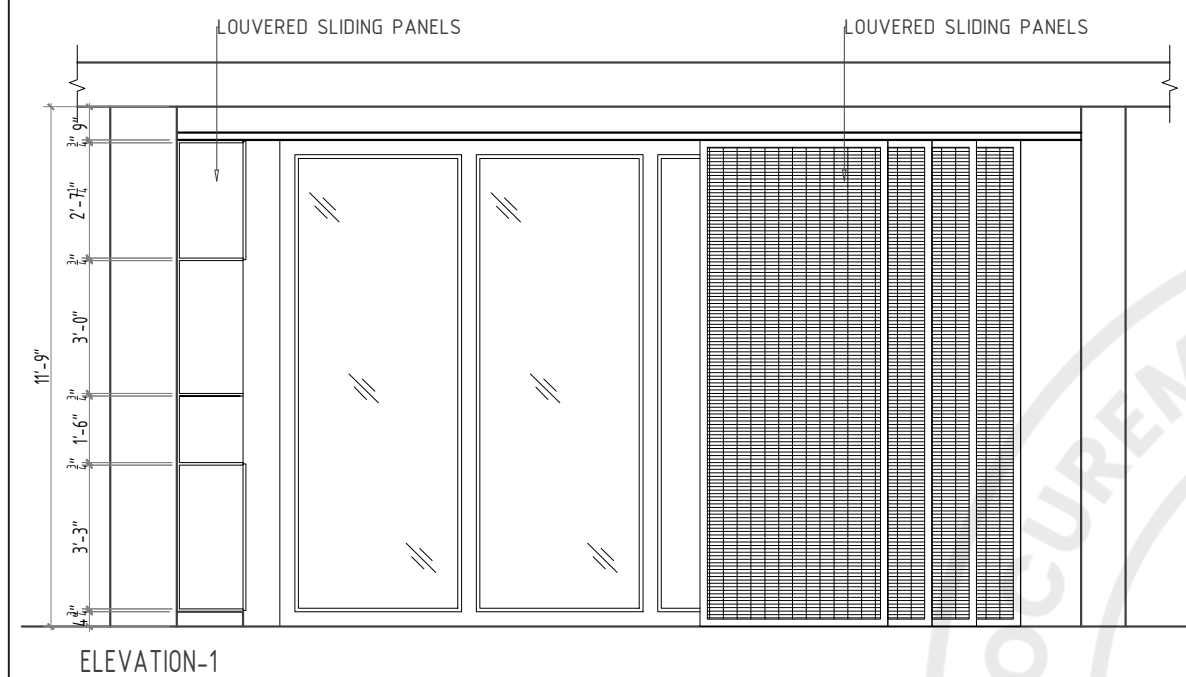




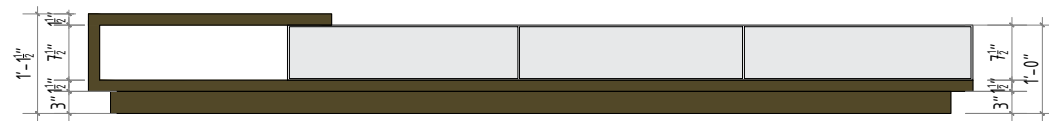
VIEW RECTOR OFFICE



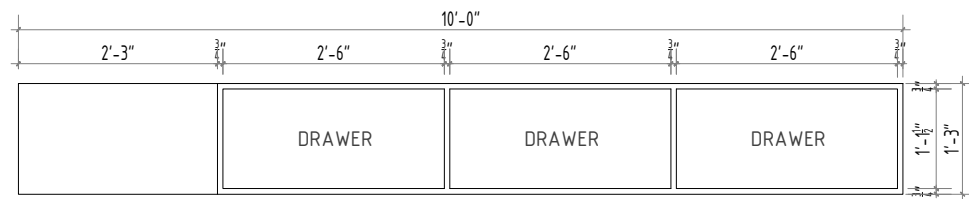




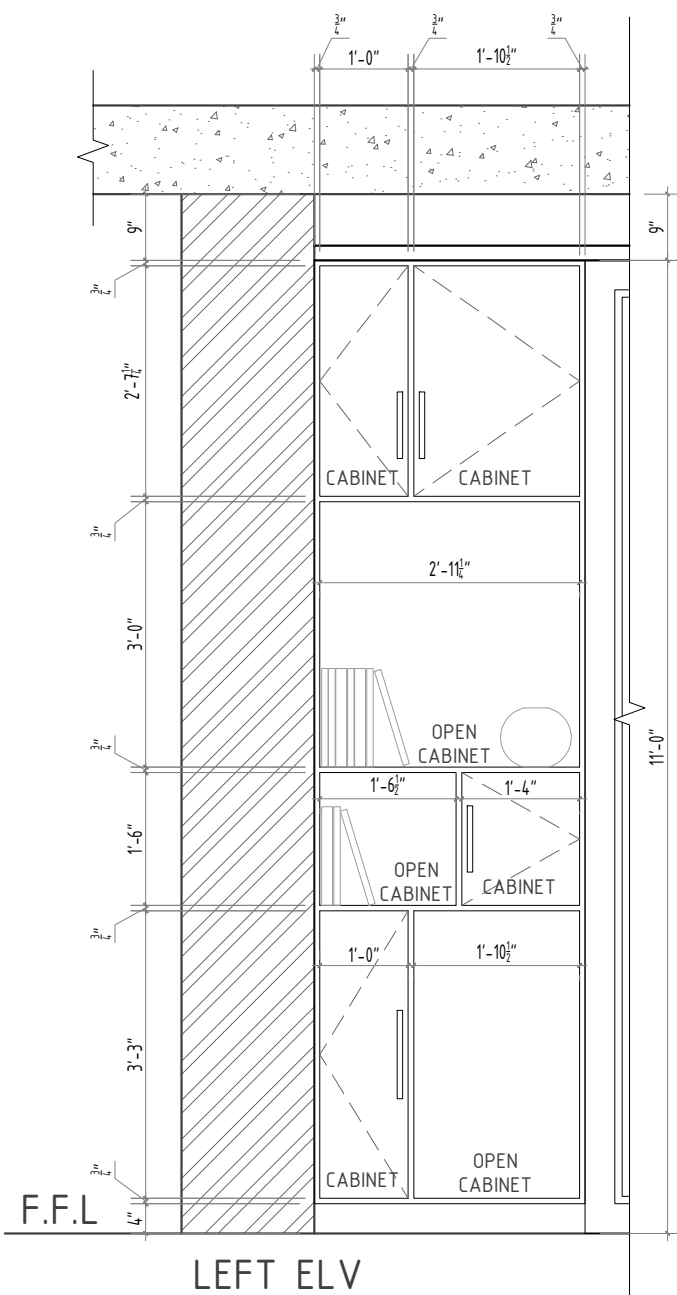
ELEVATION 1 TO 4



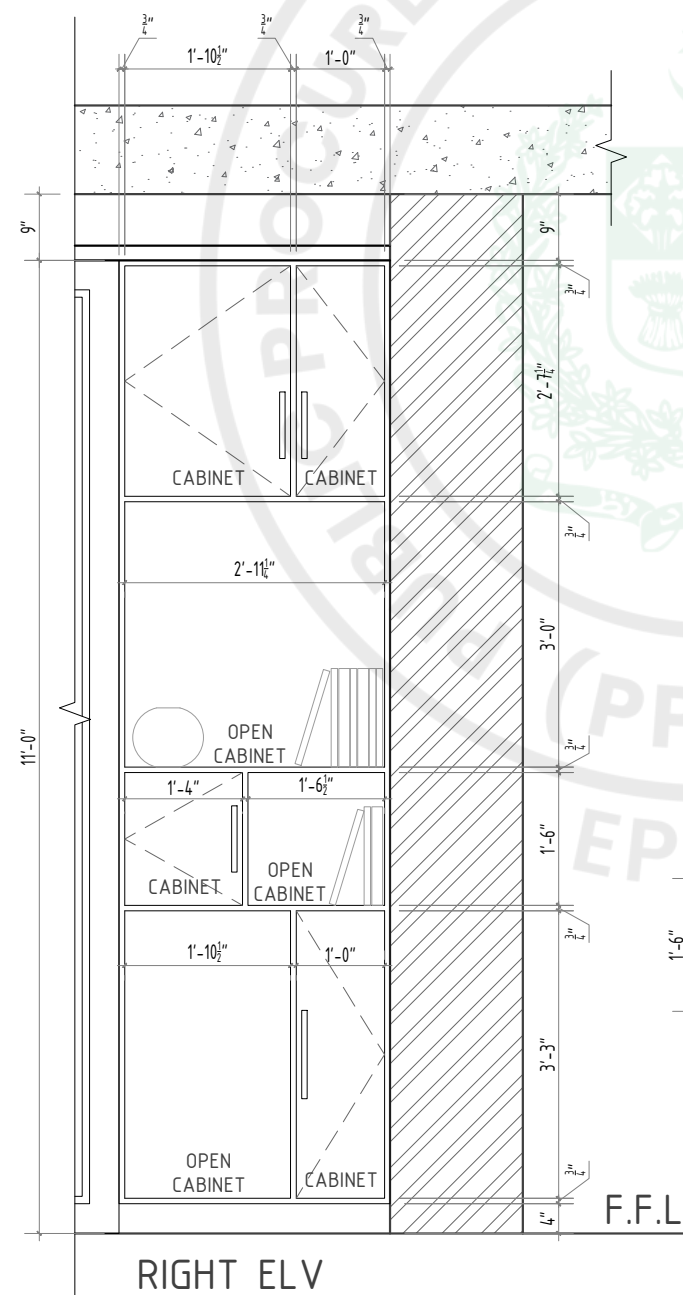
ELEVATION



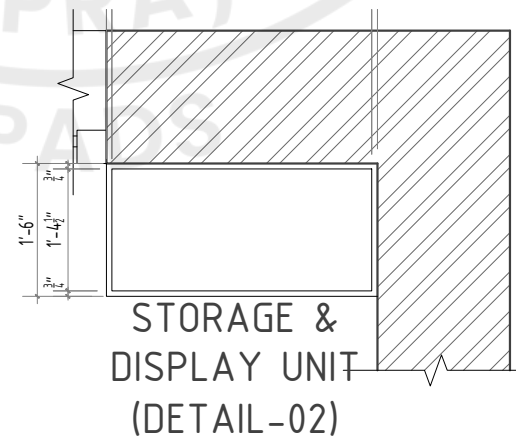
CONSOLE PLAN
(DETAIL-01)



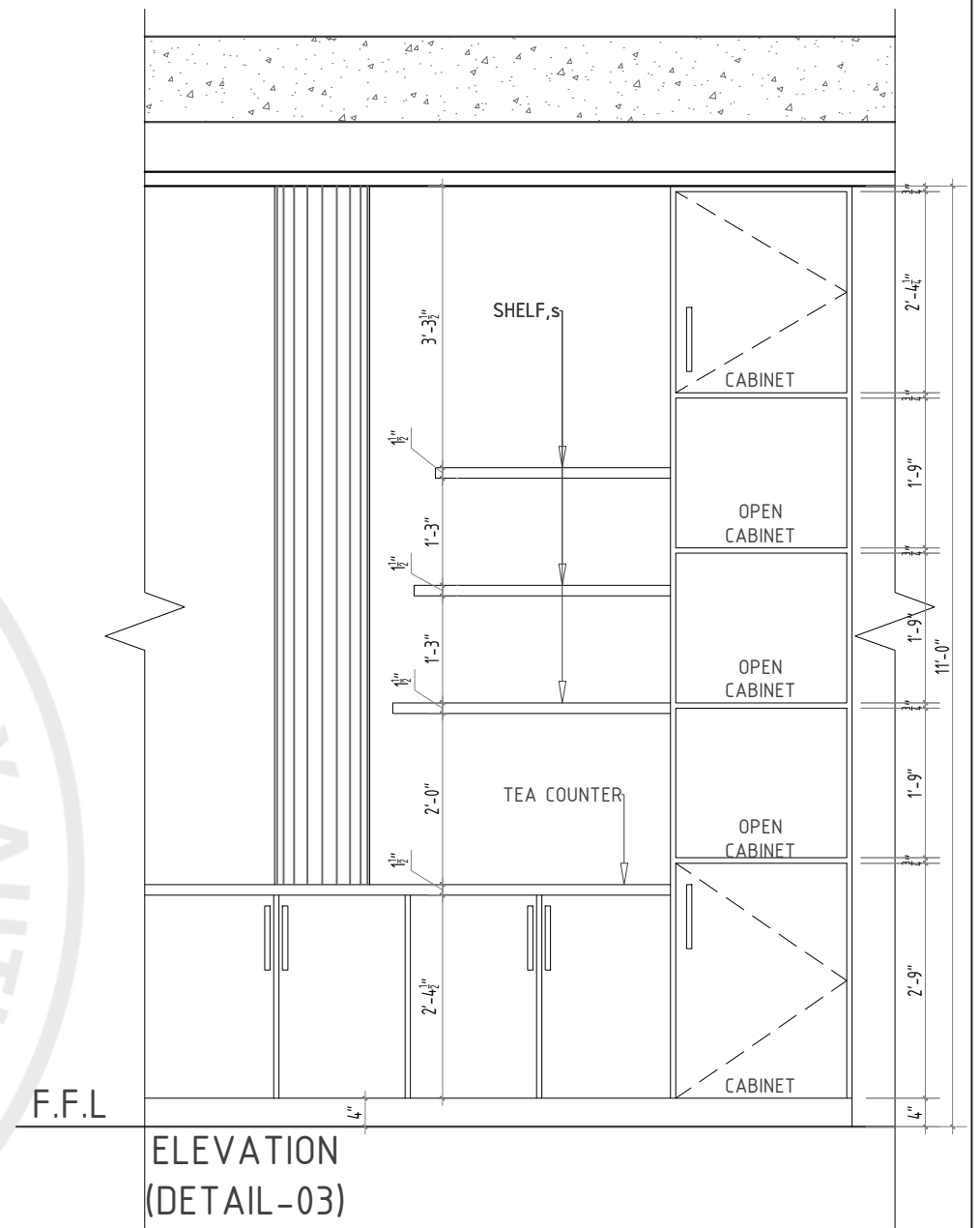
LEFT ELV



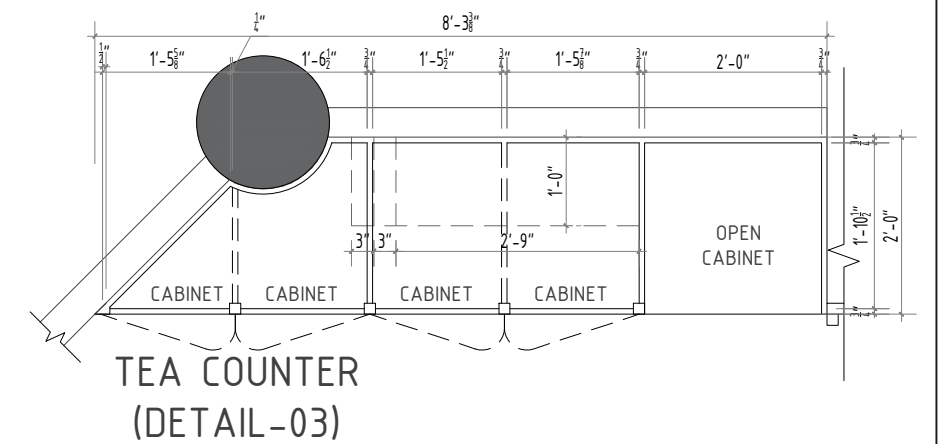
RIGHT ELV



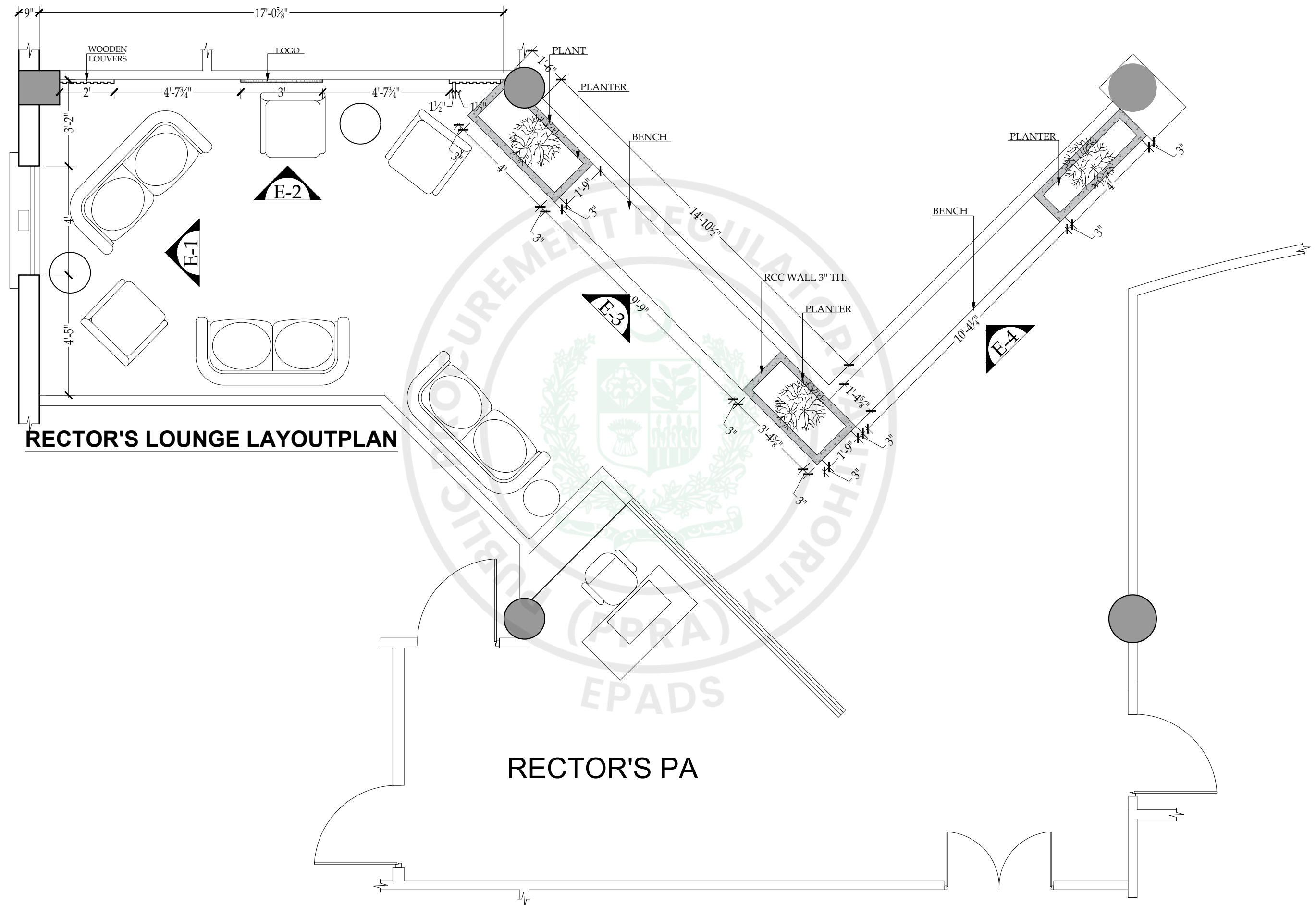
STORAGE &
DISPLAY UNIT
(DETAIL-02)

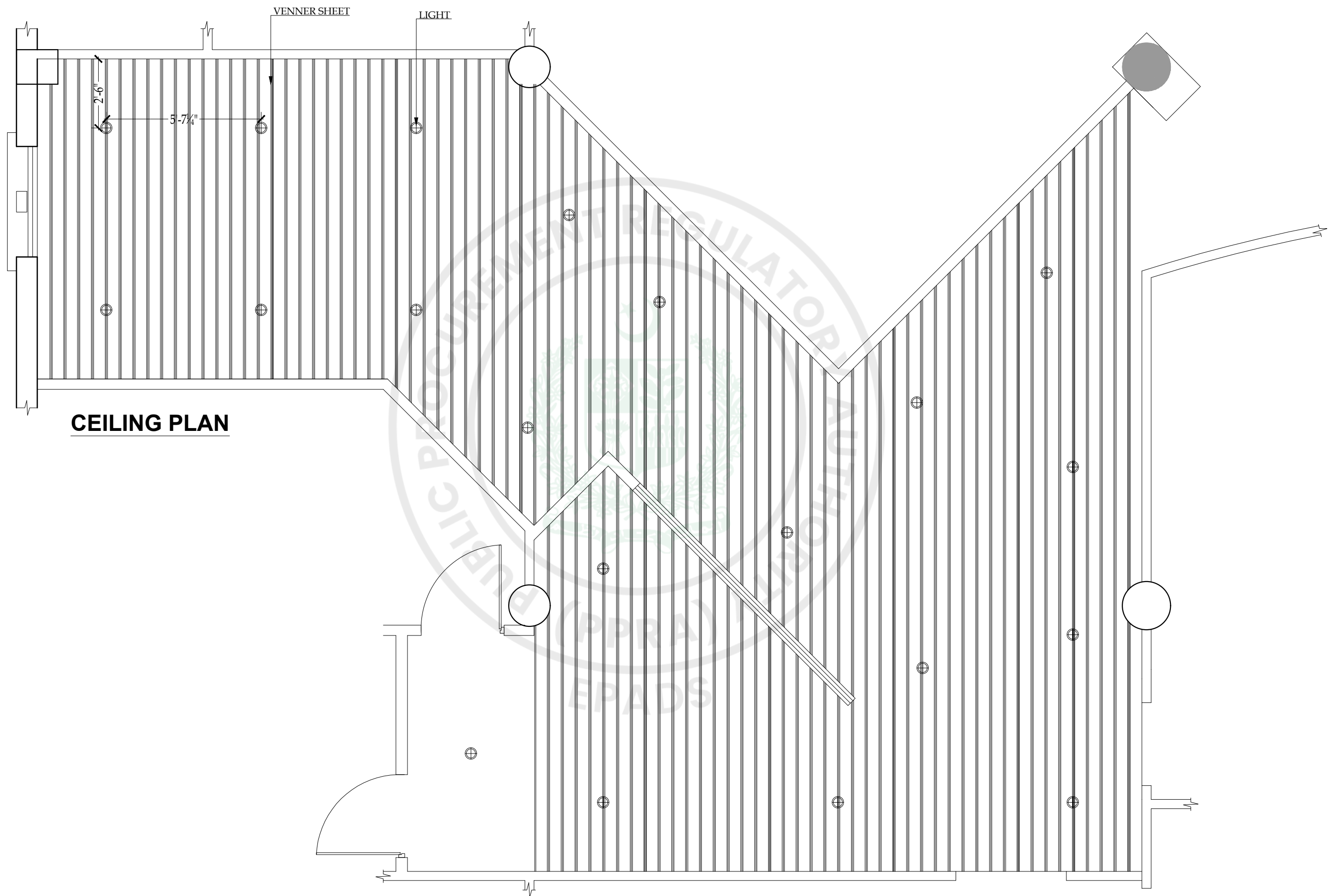


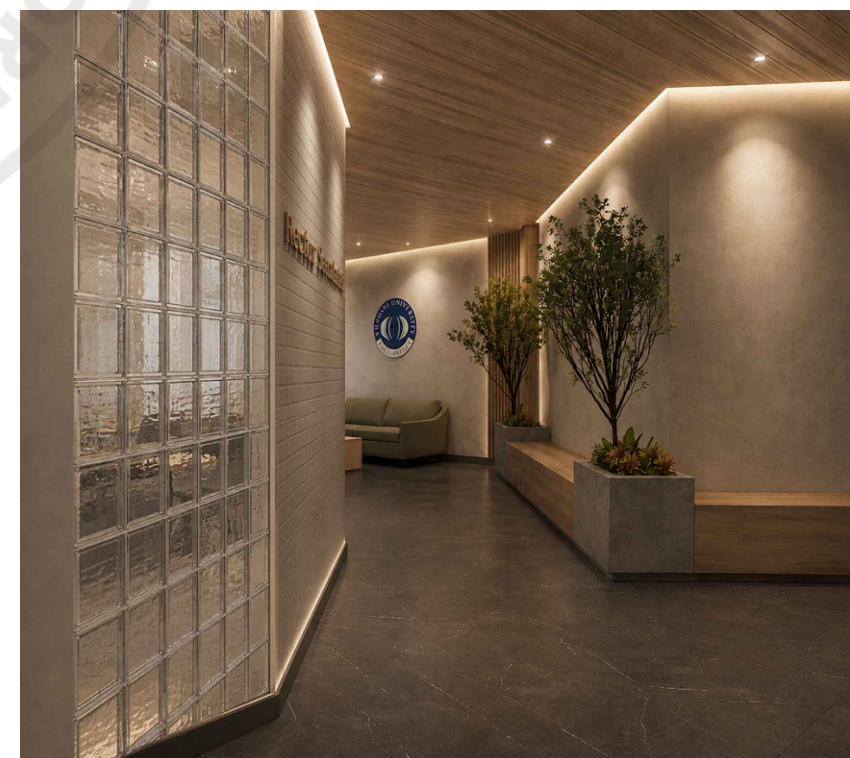
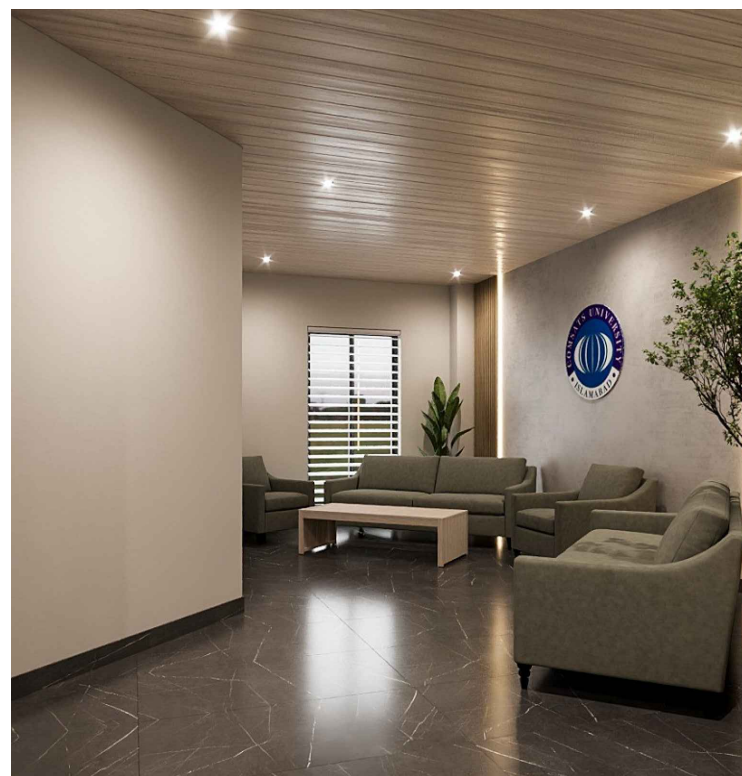
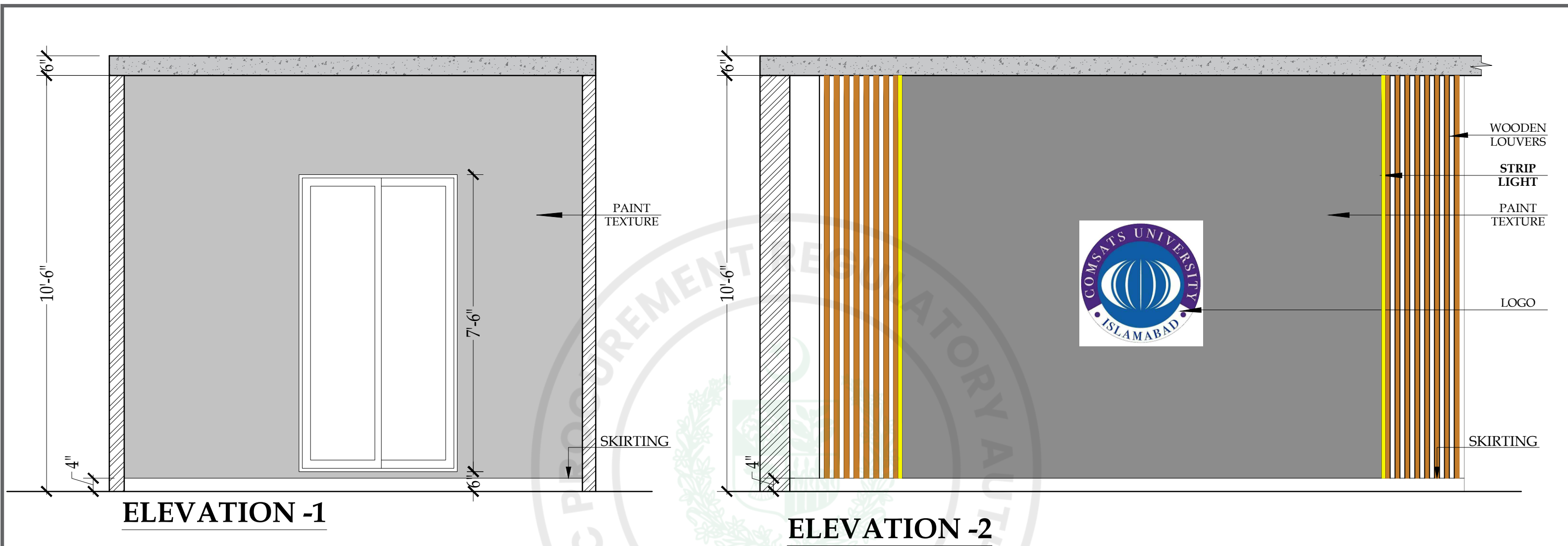
ELEVATION
(DETAIL-03)

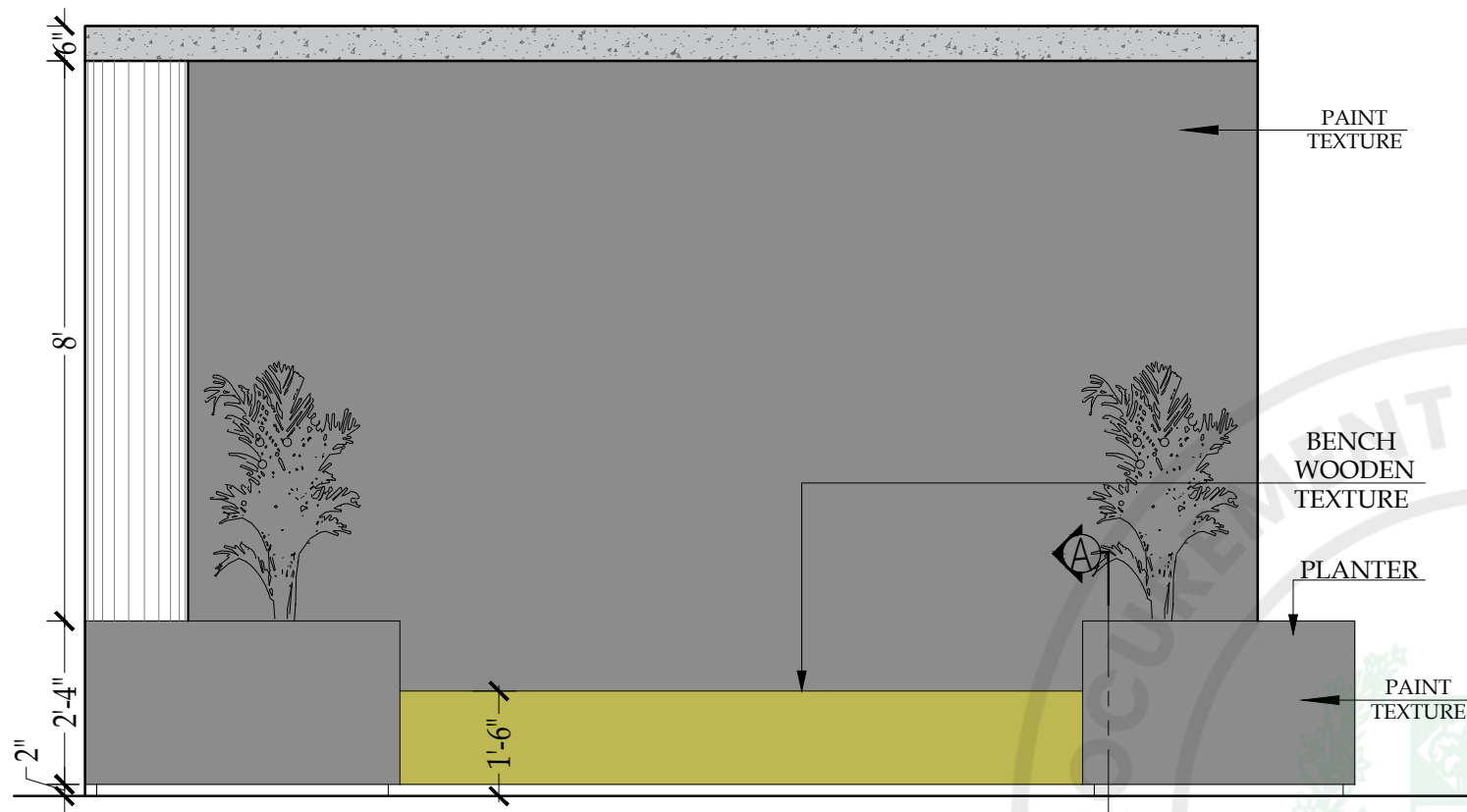


TEA COUNTER
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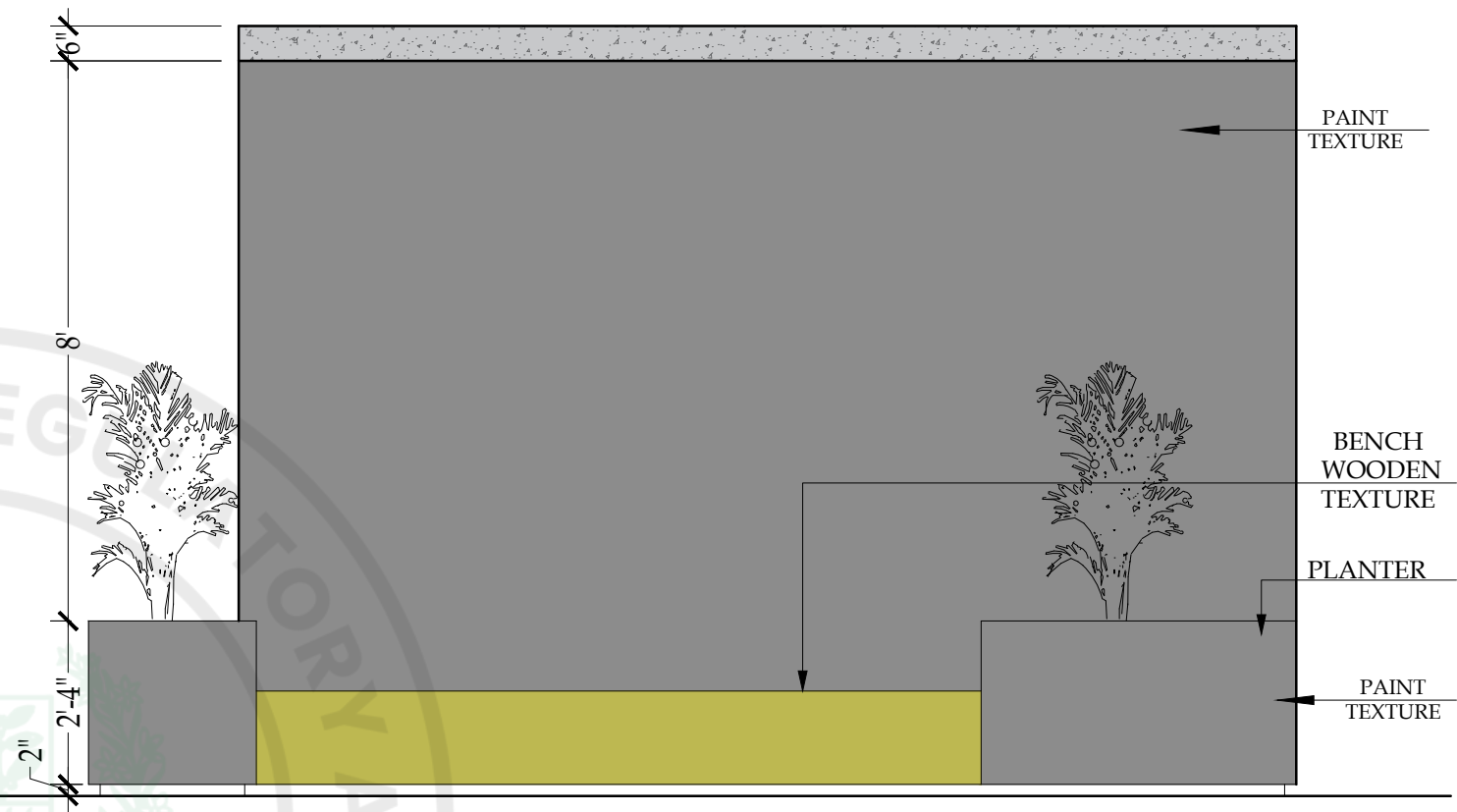




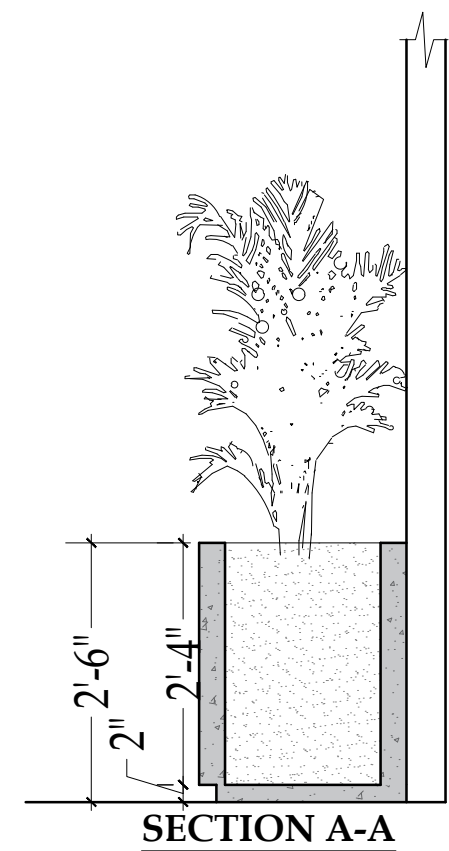
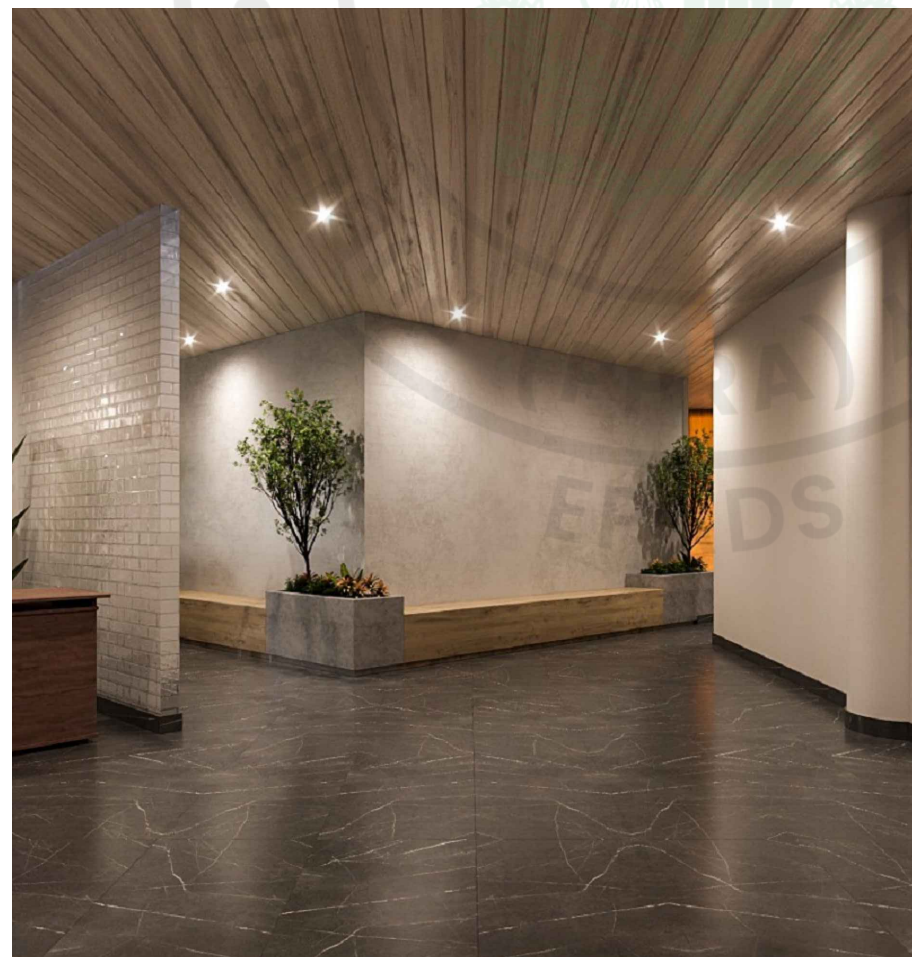




ELEVATION -3



ELEVATION -4





EPADS







COMSATS UNIVERSITY, ISLAMABAD

Bidding Documents for Remodeling of Executive Office Space at CUI Islamabad

- Instruction to Bidders
- General Conditions of Contract
- Bill of Quantities
- Tender Drawings

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INSTRUCTIONS TO TENDERERS & TENDERING DATA



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INSTRUCTIONS TO TENDERERS

Note: These Instructions to Tenderers (IT) along with Tendering Data will not be part of Contract and will cease to have effect once the Contract is signed).

A. GENERAL

IT.1 Scope of Tender & Source of Funds

1.1 Scope of Tender

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

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

1.2 Source of funds

The Employer has arranged funds for this particular work.

IT.2 Eligible Tenderers

2.1 Tendering is open to all firms and persons meeting the following mandatory requirement:

- a) **Valid PEC Registration** in Category **C-6 or above** with the relevant specialization codes applicable to interior fit-out works.
- b) **Valid NTN and GST/STN Registration** with **Active Taxpayer Status** as per applicable tax regulations.
- c) **Minimum 10 years of proven experience** in the execution of executive level interior fit-out and finishing works in Government and corporate sector.
- d) **Successfully completed at least five (5) similar interior fit-out projects** of comparable scope and complexity within the last three (3) years.
- e) **Currently executing at least three (3) similar projects** demonstrating adequate resources and execution capability.
- f) **Average annual turnover of not less than PKR 20 million** during the preceding three (3) financial years, duly substantiated through audited financial statements.
- g) **Not blacklisted by any government, semi-government, autonomous, or private organization**, and free from any major litigation that may adversely affect contract performance.

IT.3 Cost of Tendering

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

B. TENDER DOCUMENTS

IT.4 Contents of Tender Documents

- 4.1 The Tender Document are those stated below, and should be read in conjunction with any Addendum issued in accordance with Clause IT.6.1.
1. Instructions to Tenderers & Tendering Data
 2. Forms of Tender & Schedules to Tender
Schedules to Tender comprise the following:
 - (i) Schedule A: Schedule of Prices
 - (ii) Schedule B: Specific Works Data
 - (iii) Schedule C: Works to be performed by Subcontractors
 - (iv) Schedule D: Proposed Programme of Works
 - (v) Schedule E: Method of Performing Works
 3. Conditions of Contract Data
 4. Standard Forms:
 - (i) Form of Tender Security
 - (ii) Form of Performance Security
 - (iii) Form of Contract Agreement
 - (iv) Form of Bank Guarantee for Advance Payment
 5. Specification
 6. Drawings, if any

IT.5 Clarification of Tender Documents

- 5.1 A prospective tenderer requiring any clarification (S) in respect of the Tender Document may notify the Engineer/employer at the Employer's address indicated in the Tendering Data
- 5.2 The Engineer/Employer will respond to any request for clarification, which it receives earlier than 07 day prior to the deadline for the submission of tender. Copies of the Engineer/Employer's response will be forwarded to all prospective tenderers, at least 5 days prior to dead line for submission of Tenders, who have received the Tender Documents including a description of the enquiry but without identifying its source.

IT.6 Amendment of Tender Documents

- 6.1 At any time prior to the deadline for submission of tenders, the Employer may, for any reason, whether at his own initiative or in response to a clarification requested by a prospective tenderer, modify the Tender Document by issuing addendum.
- 6.2 Any addendum thus issued shall be part of the Tender Document pursuant to Sub-Clause 6.1 hereof and shall be communicated writing to all purchasers of the Tender Document. Prospective tenderers shall acknowledge receipt of each addendum in writing to the Employer.
- 6.3 To afford prospective tenderers reasonable time in which to take an addendum into account in preparing their tenders, the Employer may at its discretion extend the deadline for submission of tenders.

C. PREPARATION OF TENDERS

IT.7 Language of Tender

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

IT.8 Document Comprising the Tender

- 8.1 The tender prepared by the tenderer shall comprise the following components:
- (a) Covering Letter
 - (b) Form of Tender duly filled, signed and sealed, in accordance with clause IT.14.3.
 - (c) Schedules (A to E) to Tender duly filled and initialed, in accordance with the instructions contained therein & in accordance with Clause IT.14.3.
 - (d) Tender Security furnished in accordance with Clause IT.13.
 - (e) Power of Attorney in accordance with clause IT.14.5
 - (f) Documentary evidence in accordance with Clause IT.11
 - (g) Documentary evidence in accordance with Clause IT.12

IT.9 Sufficiency of Tender

- 9.1 Each tenderer shall satisfy himself before Tendering as to the correctness and sufficiency of his Tender and of the rates and prices entered in the Price Schedule, which rates and prices shall except in so far as it is otherwise expressly provided in the Contract, cover all his obligations under the Contract and all matters and things necessary for the proper completion of the Works.
- 9.2 The tenderer is advised to obtain for himself at his own cost and responsibility all information that may be necessary for preparing the tender and entering into a Contract for execution of the Work.

IT.10 Tender Prices, Currency of Tender and Payment

- 10.1 The tenderer shall fill up the Schedule of Price (Schedule A to Tender) indicating the unit rates and prices of the Works to be performed under the Contract. Prices on the Schedule of Prices shall be entered keeping in view the instructions contained in the Preamble to the Schedule of Prices.
- 10.2 Unless otherwise stipulated in the Conditions of Contract, Prices quoted by the tenderer shall remain fixed during the tenderer's performance of the Contract and not subject to variation on any account.
- 10.3 The unit rates and prices in the Schedule of Prices shall be quoted by the tenderer in the currency as stipulated in Tendering Data.

IT.11 Documents Establishing Tenderer's Eligibility and Qualifications

- 11.1 Pursuant to Clause IT.8, the tenderer shall furnish, as part of its tender, documents establishing the tenderer's eligibility to tender and its qualification to perform the Contract if its tender is accepted.
- 11.2 Tenderer/Manufacturer must possess and provide evidence of the experience as stipulated in Tendering Data

IT.12 Documents Establishing Works Conformity to Tender Documents

- 12.1 The documentary evidence of the Works' conformity to the Tender Documents may be in the form of literature' drawings and data and shall furnish documentation as set out in Tendering Data.
- 12.2 The tenderer shall note that standards for workmanship, material and equipment, and references to brand names or catalogue numbers, designated by the Employer in the Technical Provision are intended to be descriptive only and not restrictive.

IT.13 Tender Security

- 13.1 Each tenderer shall furnish, as part of his tender, a Tender Security in the amount stipulated in Tendering Data in Pak. Rupees in the form of Deposit at call or a Bank Guarantee issued by a Scheduled Bank in Pakistan in favor of the Employer valid for period 28 days beyond the tender validity date.
- 13.2 Any tender not accompanied by an acceptable Tender Security shall be rejected by the Employers as non-responsive.
- 13.3 The tender securities of unsuccessful tenderers will be returned upon award of contract to the successful tenderer or on the expiry of validity of Tender Security whichever is earlier.
- 13.4 The Tender Security of the successful tenderer will be returned when the tenderer has furnished the required Performance Security, pursuant to Class IT.21 and signed the Contract Agreement, Pursuant to Clause IT.20.2 & 20.3
- 13.5 The tender security may be forfeited:
- (a) if a tenderer withdraws his tender during the period of tender validity;
 - (b) if a tenderer does not accept the correction of his Tender price, pursuant to Sub-Clause 16.4 (b) here of; or
 - (c) in the case of successful tenderer, if he fails to:
 - (i) furnish the required performance Security in accordance with Clause IT.21, or
 - (ii) sign the Contract Agreement, in accordance with Clause IT .20.2 & 20.3.

IT.14 Validity of Tenders, Format, Signing and submission of Tender

- 14.1 Tenders shall remain valid for the period stipulated in the Tendering Data after the date of tender opening.
- 14.2 All Schedules to Tender are to be properly completed and signed.
- 14.3 No alteration is to be made in the Form of Tender except in filling up the blanks as directed. If any alteration be made or if these instructions be not fully complied with, the tender may be rejected.

- 14.4 Each tenderer shall prepare Original and number of copies specified in the Tendering Data of the document comprising the tender as described in Clause IT.8 and clearly mark them "ORIGINAL" and "COPY " as appropriate. In the event of discrepancy between them, the original shall prevail.
- 14.5 The original and all copies of the tender shall be typed or written in indelible ink and shall be signed by a person or persons duly authorized to sign (in the case of copies, Photostats are also acceptable). This shall be indicated by submitting a written Power of Attorney authorizing the signatory of the tenderer to act for and on behalf of the tenderer, All pages of the tender shall be initialed and official seal be affixed by the person or persons signing the tender.
- 14.6 The Tender shall be delivered in person or sent by registered mail at the address to Employer as given in Tendering Data.

D- SUBMISSION OF TENDER

IT.15 Deadline for Submission, Modification & withdrawal of Tenders

- 15.1 Tenders must be received by the Employer at the address provided in Tendering data not later than the time and date stipulated therein.
- 15.2 Tenders submitted through telegraph, telex, fax or e-mail shall not be considered.
- 15.3 Any tender received by the Employer after the date and time of tender opening prescribed in Tendering Data will be returned unopened to such tenderer.
- 15.4 Any tenderer may modify or withdraw his tender after tender submission provided that written notice of the modification or withdrawal is received by the employer prior to the deadline for submission of tenders.
- 15.5 No tender may be modified by a tenderer after the deadline for submission of tenders. Withdrawal of a tender during the interval between the deadline for submission of tenders and the expiration of the period of tender validity specified in the Form of Tender may result in forfeiture of the Tender Security pursuant to Clause IT.13.5(a)

E. TENDER OPENING AND EVALUATION

IT.16 Tender opening & Clarification and Evaluation

- 16.1 The Employer will open the tenders, in the presence of tenderers' representatives who chose to attend, at the time, date and location stipulated in the Tendering Data.

- 16.2 The tenderer's name, Tender Prices, any discount, the Presence or absence of Tender Security, and such other details as the Employer at its discretion may consider appropriate, will be announced by the Employer at the tender opening.

Any Tender Price or discount which is not read out and recorded at tender opening will not be taken into account in the evaluation of tender.

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

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

- (b) Arithmetical errors will be rectified on the following basis:

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. If there is a discrepancy between the Total Tender price entered in Form of Tender and the total shown in Schedule of Price-Summary, the amount stated in the Form of Tender will be corrected by the Employer in accordance with the Corrected Schedule of Price.

If the tenderer does not accept the corrected amount of Tender, his Tender will be rejected and his Tender Security forfeited.

- 16.5 A Tender determined as substantially non-responsive will be rejected and will not subsequently be made responsive by the tenderer by correction of the non-conformity.
- 16.6 Any minor informality or non-conformity or irregularity in a Tender which does not constitute a material deviation may be waived by Employer, provided such waiver does not prejudice or affect the relative ranking of any other tenderers.

- 16.7 The Engineer/Employer will evaluate and compare only the tenders previously determined to be substantially responsive pursuant to Sub-clauses IT16.4 to 16.6 as per requirements given hereunder. Tenders will be evaluated for complete scope of works. The prices will be compared on the bases of the Evaluated Tender Price pursuant to Sub-Clause 16.8 herein below.

(a) Technical Evaluation

It will be examined in detail whether the Works offered by the tenderer complies with the Technical Provisions of the Tenderer Documents. For this purpose, the tender's data submitted with the tender in Schedule B to Tender will be compared with technical features/criteria of the Works detailed the Technical Provisions. Other technical information submitted with the tender regarding the Scope of Work will also be reviewed.

(b) Commercial Evaluation

It will be examined in detail whether the tenders comply with the commercial/contractual conditions of the Tender Documents. It is expected that no major deviation/stipulation shall be taken by the tenderers.

16.8 Evaluated Tender Price

In evaluating the tenders, the Engineer/Employer will determine for each tender in addition to the Tender Price, the following factors (adjustment) in the manner and to extent indicated below to determine the Evaluated Tender Price:

- (i) making any correction for errors pursuant to Sub-clause 16.4 hereof.
- (ii) making an appropriate price adjustment for any other acceptable variation or deviation.
- (iii) making an appropriate price adjustment for Deviations in terms of Payments (if any acceptable to the Employer)

16.9 Evaluation Methods

Pursuant to Sub-Clause 16.8, Para (ii), and (iii) following evaluation methods for price adjustments will be followed.

- (i) Price Adjustment for Technical Compliance

The cost of making good any deficiency resulting from technical non compliance will be added to the Corrected Total Tender Price for comparison purposes only. The adjustments will be applied taking the highest price quoted by other tenderers being evaluated in detail in their original Tenders for corresponding item. In case of non availability of price from other tenderers, the price will be estimated by the Engineer/Employer.

(ii) Price Adjustment for Commercial Compliance

The cost of making good any deficiency resulting from any quantifiable variation and deviations from the Tender Schedules and Conditions of Contract, as determined by the Engineering/employer will be added to the Corrected Total Tender Price for comparison purpose only. Adjustment for commercial compliance will be added to the Corrected Total Tender Price.

(iii) Price Adjustment for Deviation in Terms of Payment.

Refer to Tendering Data.

IT.17 Process to be Confidential

- 17.1 Subject to Clause IT.16.3 heretofore, no tenderer shall contact Engineer/employer on any matter relating to its Tender from the time of the Tender opening to the time the Contract is awarded.
- 17.2 Any effort by a tenderer to influence Engineer/employer in the Tender evaluation, Tender comparison or Contract Award decisions may result in the rejection of his Tender.

F. AWARD OF CONTRACT

IT.18 Post-Qualification

- 18.1 In the absence of pre-qualification, the Employer will determine to its satisfaction whether the substantially responsive, lowest evaluated tenderer is qualified to satisfactorily perform the Contract.
- 18.2 The determination will take into account the tenderer's financial and technical capabilities. It will be based upon an examination of the documentary evidence of the tenderer's qualifications submitted under

Clause IT.11, as well as such other information as the Employer deems necessary and appropriate.

IT.19 Award Criteria & Employer's Right

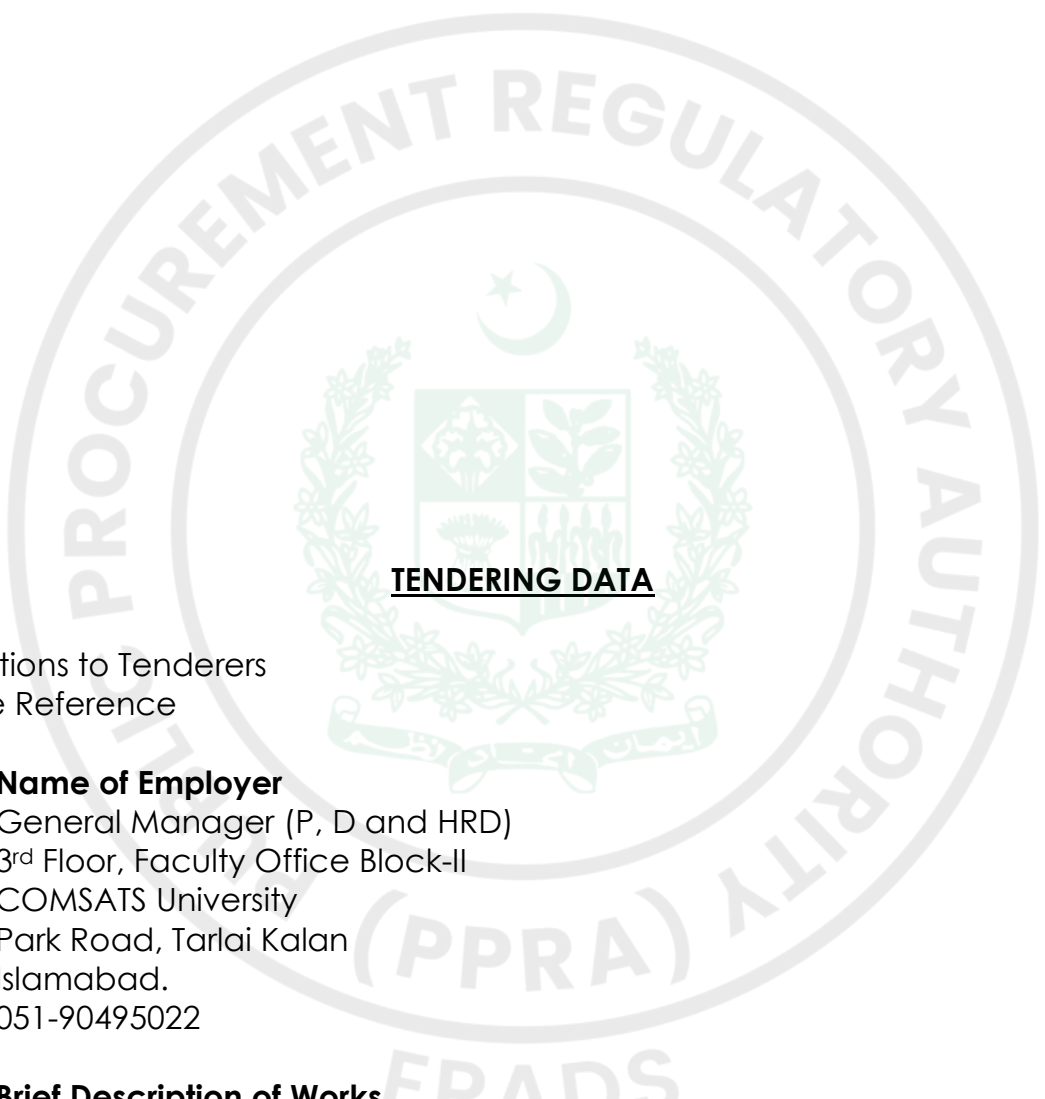
- 19.1 Subject to Sub-clause IT.19.2, the Employer will award the Contract to the tenderer whose tender has been determined to be substantially responsive to the Tender Document and who has offered the most advantageous bid Tender price, provided that such tenderer has been determined to be qualified to satisfactory perform the Contract in accordance with the provisions of Clause IT.18.
- 19.2 Not with standing Sub-clause IT.19.1, the Employer reserves the right to accept or reject any tender, and to annul the tendering process and reject all tenders, at any time prior to award of Contract, without thereby incurring any liability to the affected tenderers or any obligation to inform the affected tenderers of the ground for the Employer's action.

IT.20 Notification of Award & Signing of Contract Agreement

- 20.1 Prior to expiration of the period of tender validity prescribed by the Employer, the Employer will notify the successful tenderer in writing ("Letter of Acceptance") that his tender has been accepted.
- 20.2 Within 7 days from the date of furnishing of acceptable Performance Security under the Conditions of Contract, the Employer will send the successful tenderer the Form of Contract Agreement provided in the Tender Document, incorporating all agreements between the parties.
- 20.3 The formal Agreement between the Employer and the successful tenderer shall be executed within 7 days of the receipt of Form of Contract Agreement by the successful tenderer from the Employer

IT.21 Performance Security

- 21.1 The successful tenderer shall furnish to Employer a Performance Security in the form and the amount stipulated in the Conditions of Contract within a period of 14 days after the receipt of Letter of Acceptance.
- 21.2 Failure of the successful tenderer to comply with the requirements of Sub-clauses IT.20.2 & 20.3 or clause 21 shall constitute sufficient grounds for the annulment of the award and forfeiture of the Tender Security.



TENDERING DATA

Instructions to Tenderers
Clause Reference

1.1 Name of Employer

General Manager (P, D and HRD)
3rd Floor, Faculty Office Block-II
COMSATS University
Park Road, Tarlai Kalan
Islamabad.
051-90495022

Brief Description of Works

Remodeling of Executive Office Space at CUI Islamabad

5.1 Employer's Address:

COMSATS UNIVERSITY Islamabad (CUI).

Park Road, Tarlai Kalan, Islamabad.

- 10.4 Tender shall be quoted entirely in Pak. Rupees. The payment shall be made in Pak. Rupees.

- 11.3 The tenderer has the financial and technical capability necessary to perform the Contact as follows:

Remodeling of Executive Office Space at CUI Islamabad

- 12.2 (a) A detailed description of Works, essential technical and performance Characteristics
- (b) Complete set of technical information, description data, literature and drawings as required in accordance with Schedule B to Tender, Specific Works Data. This will include but not be limited to a sufficient number of drawings, photographs, catalogues, illustrations and such other information as is necessary to illustrate clearly the significant characteristic such as general construction dimensions and other relevant information about the works to be performed

13.1 Amount of Tender Security

PKR. 650,000/- (Rupees Six Hundred and Fifty Thousand only) in the form of Demand Draft/Pay Order/Bank Guarantee issued by any scheduled bank of Pakistan in favor of COMSATS University Islamabad

14.1 Period of Tender Validity

90 days

14.4 Number of Copies of the Tender to be Submitted

- (a) One (1) scanned copy of the Tender and Tender Security to be uploaded on EPADS
- (b) One (1) Original and One (1) Duplicate copy of the Tender to be submitted duly sealed in envelop along with original instrument of Tender Security
- (c) As specified at (b) above, the two sets of Tender along with Original Tender Security should reach on or before the deadline as specified at 14.5 below

14.5 (a) Employers Address for the Purpose of Tender Submission

Incharge Procurement,
Procurement Office, 2nd Floor,
Faculty Office Block-II
COMSATS University Islamabad (CUI),
Park Road, Tarlai kalan, Islamabad

(b) Name of the Contract

Remodeling of Executive Office Space at CUI Islamabad

(c) Warning

DO NOT OPEN BEFORE As Specified in the Tender Notice

15.1 Deadline As Specified in the Tender Notice/EPADS

16.1 Venue, Time and Date of Tender Opening

Venue: Same as 14.5 (a) for physical submission in addition to submission on EPADS

Date & Time:

Bids will be opened as rules of PPRA, EPADS 2.0

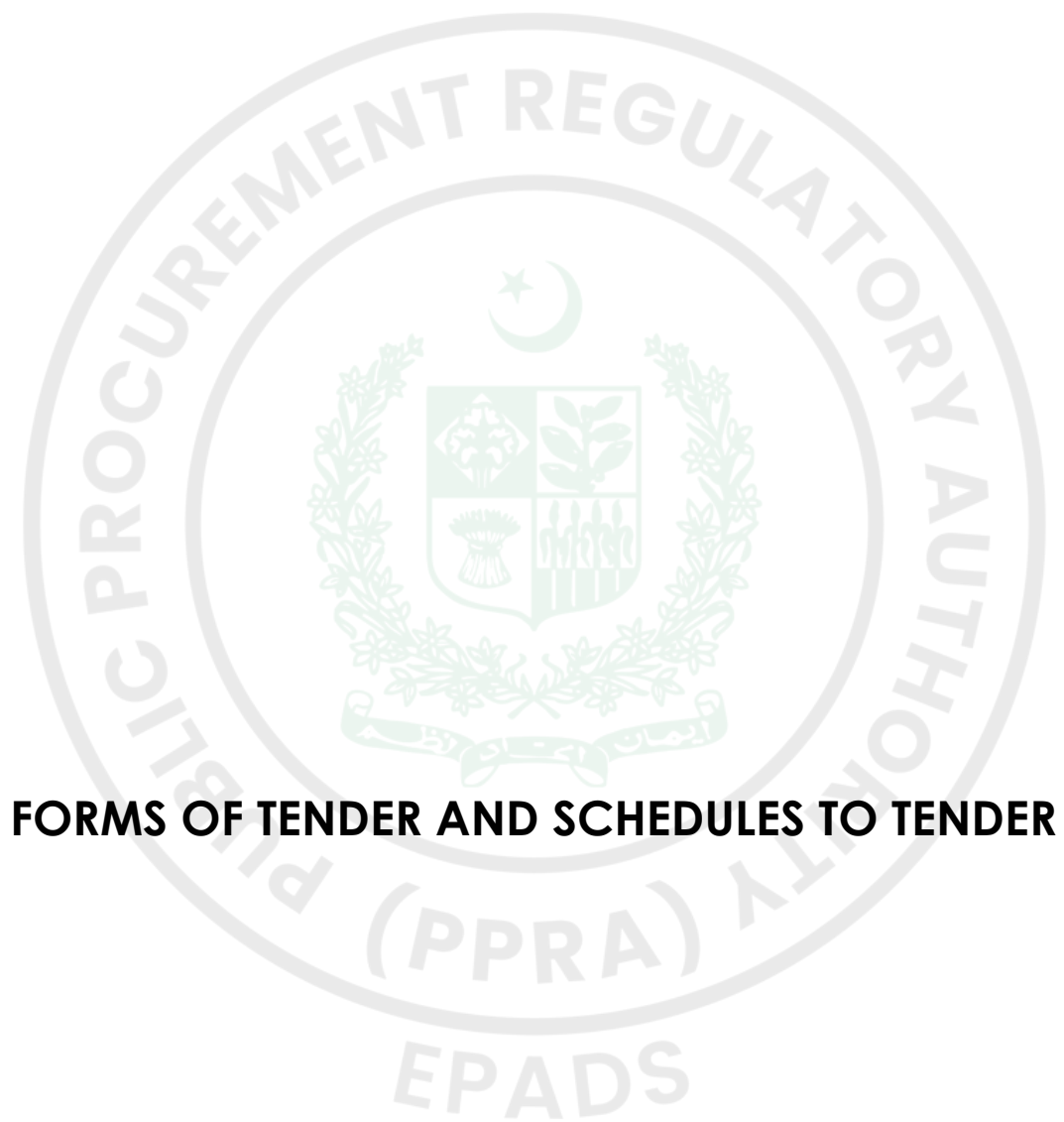
16.4 Responsiveness of Tenders

- (i) the Tender is valid till required period,
- (ii) the Tender prices are firm during currency of contract,
- (iii) Completion period offered is within specified limits,
- (iv) the Tenderer/Manufacturer is eligible to Tender and possesses the requisites experience,
- (v) the Tender does not deviate from basic technical requirements and
- (vi) the Tenders are generally in order, etc.
- (vii) the Tenders submitted without Tender Security will not be considered valid.

16.7 The tenders are invited according to Single Stage-Two Envelop procedure. The method to evaluate tenders is least cost. Qualification criteria is given at IT.2 (2.1).

A pre-bid meeting will be held as per advertisement date and time.

16.9 [Not Applicable]



FORMS OF TENDER AND SCHEDULES TO TENDER

FORM OF TENDER

(LETTER OF OFFER)

Tender Reference No. _____

_____ (Name of Works)

To:

Gentlemen,

1. Having examined the Tender Documents Including Instructions to Tender, Tendering Data Conditions Of Contract Data, Specifications, Drawings, if any , Schedule of prices and Addenda Nos _____ for the execution of the above-named Works, we, the undersigned, being a company doing business under _____ the _____ name _____ of _____ and address _____ and _____ being duly incorporated under the laws of Pakistan here by offer to execute and complete such Works and remedy any defects therein in conformity with the said Documents including Addenda thereto for the _____ Total _____ Tender _____ Price _____ of Rupees _____ (_____) or such other sum as may be ascertained in accordance with the said Documents.
2. We understand that all the Schedules attached hereto form part of this Tender.
3. As security for due performance of the undertaking and obligations of this Tender, we submit herewith a Tender Security in the amount of _____ drawn in your favor or made payable to you and valid for a period of 28 days beyond the period of validity of Tender.

4. We undertake, if our Tender is accepted, to commence the Works and to deliver and complete the Works comprised in the Contract within the time (s) stated in Contract Data.
5. We agree to abide by this Tender for the period of bid validity from the date fixed for receiving the same and it shall remain binding upon us and may be accepted at any time before the expiration of that period.
6. Unless and until a formal Agreement is prepared and executed, this Tender, together with your written acceptance thereof, shall constitute a binding contract between us.
7. We undertake, if our Tender is accepted, to execute the Performance Security referred to in Conditions of Contract for the due performance of the Contract.
8. We understand that you are not bound to accept the lowest or any Tender you may receive.
9. We do hereby declare that the Tender is made without any collusion, comparison of figures or arrangement with any other person or persons making a Tender for the Works.

Dated this _____ day _____ Signature _____ in
the capacity of _____ duly authorized to sign tenders for and on
behalf of _____

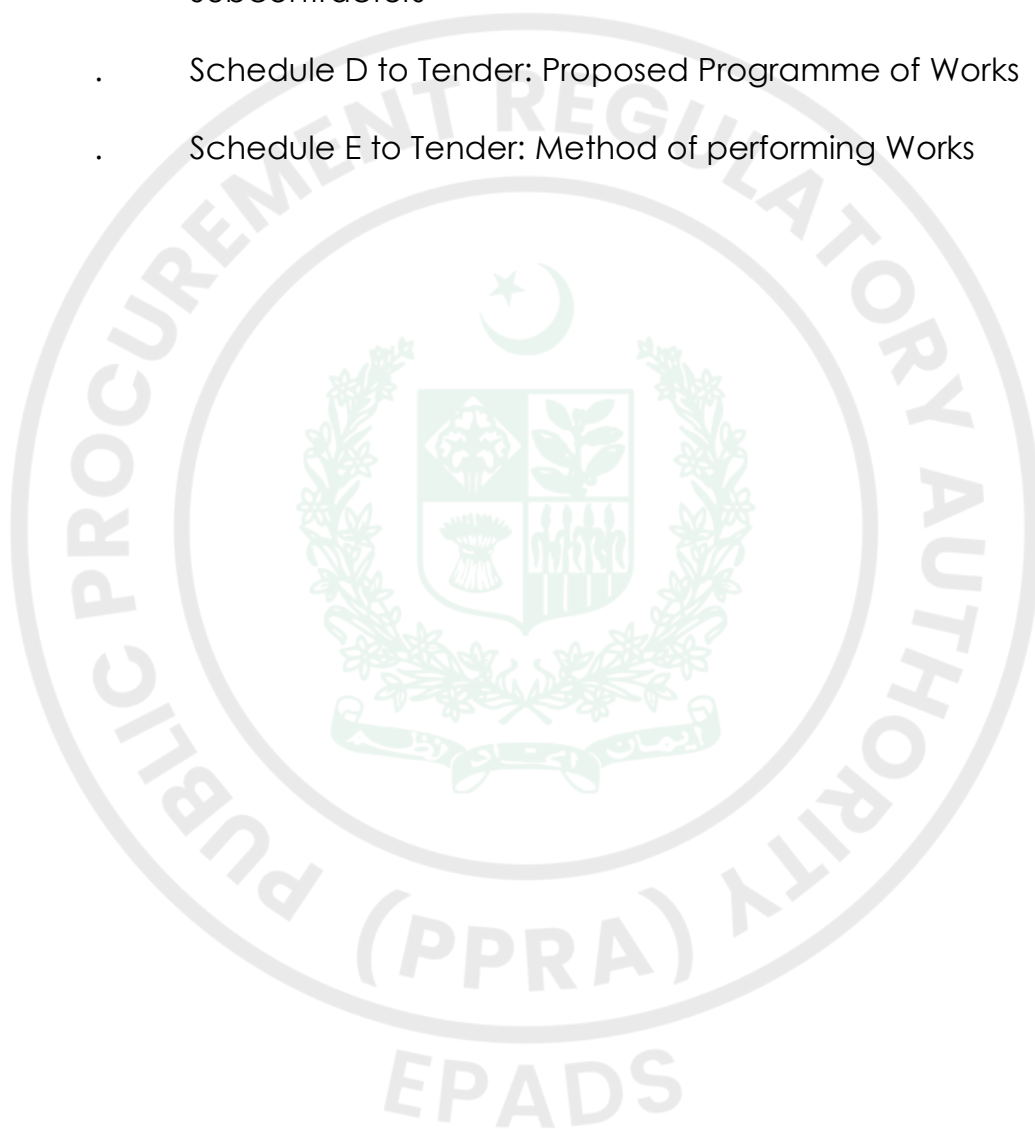
(Name of Tenderer in Block Capitals)

Address

Witness: _____

SCHEDULES TO TENDER INCLUDE THE FOLLOWING

- . Schedule A to Tender: Schedule of Price
- . Schedule B to Tender: Specific Works Data
- . Schedule C to Tender: Works to be Performed by Subcontractors
- . Schedule D to Tender: Proposed Programme of Works
- . Schedule E to Tender: Method of performing Works



SCHEDULE – A TO TENDER SCHEDULE OF PRICES

Sr.NO.		Page No.
1.	Preamble to Schedule of Prices	24
2.	Schedule of Prices	28
	(a) Summary of Tender Prices	
	(b) Detailed Schedule of Prices	



SCHEDULE – A TO TENDER

PREAMBLE TO SCHEDULE OF PRICES

1. General

- 1.1 The Schedule of Prices shall be read in conjunction with the Conditions of Contract, Contract Data together with the Specifications and Drawings, if any.
- 1.2 The Contract shall be for the whole of the Works as described in these Tender Documents. Tenders must be for the complete scope of works.

2. Description

- 2.1. The general directions and descriptions of works and materials are not necessarily repeated nor summarized in the Schedule of Prices. References to the relevant section of the Tender Documents shall be made before entering prices against each item in the Schedule prices.

3. Units and Abbreviations

- 3.1. Units of measurement, symbols and abbreviations expressed in the Tender Documents shall comply with the System Internationalized' Unites (SI units).

m	:	metter
mm	:	millimeter
kN	:	Kilo Newton
kN	:	Kilo Newton per square meter
cft	:	Cubic feet
Sft	:	square feet
Kg	:	Kilo gram
Rft	:	Running feet

4. Rates and Prices

- 4.1 Except as otherwise expressly provided under the Conditions of Contract, the rates and amounts entered in the Schedule of Prices shall be the rates at which the Contractor shall be paid and shall be the full inclusive value of the works as set forth or implied in the Contract; except for the amounts reimbursable, if any to the Contractor under the Contract.
- 4.2 Unless otherwise stipulated in the Contract Data, the rates and prices entered by the tenderer shall not be subject to adjustment during the performance of the Contract.

SCHEDULE –A TO TENDER

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

- 4.4 The whole cost of complying with the provisions of the Contract shall be included in the Schedule of Prices, and where no items are provided, the cost shall be deemed to be distributed among the rates and prices entered for the related items of the Works and no separate payment will be made for those items.

The rates, prices and amounts shall be entered against each item in the Schedule of Prices. Any item against which no rate or price is entered by the tenderer will not be paid for by the Employer when executed and shall be deemed covered by the rates and prices for other items in the Schedule of Prices.

- 4.5 (a) The tenderer shall be deemed to have obtained all information as to and all requirements related thereto which may affect the tender price.
- (b) The Contractor shall be responsible to make complete arrangements for the transportation of the Plant to the Site.
- 4.6 The Contractor shall provide for all parts of the Works to be completed in every respect. Notwithstanding that any details, accessories, etc. required for the complete installation and satisfactory operation of the Works, are not specifically mentioned in the Specifications, such details shall be considered as, included in the Contract Price.

Note: As the concerned building is fully operational, therefore the bidder must be vigilant regarding safety, security and making the site cordon off by covering the site from top roof to avoid accidents and any damage to property. The bidder must visit the site before submission of tender his prices. The costs of such preparations including isolated materials' storage and lighting process shall be considered included in the contract price.

5. Tender Prices

5.1 Break-up Tender Prices

The various elements of Tender Prices shall be quoted as detailed by the Employer in the format of Schedule of Prices

The tenderer shall recognize such elements of the costs which he expects to incur for the performance of the Works and shall include all such costs in the rates and amounts entered in the Schedule of Prices.



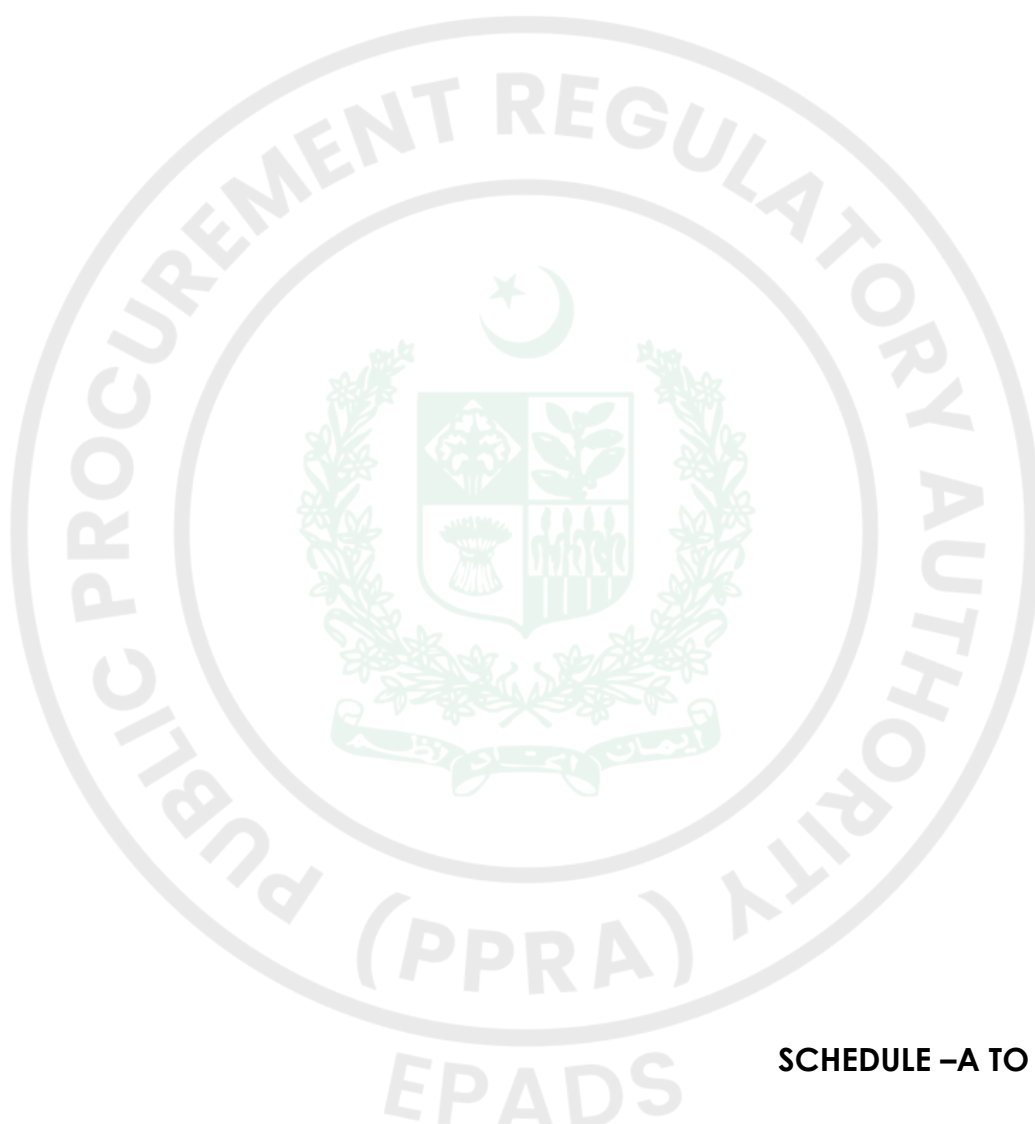
SCHEDULE –A TO TENDER

5.2 Total Tender Price

The total of tender prices in the Schedule of Prices shall be entered in the Summary of Tender Prices.

6. Provisional Sums

- 6.1 Provisional Sums included and so designated in the Schedule of Prices if any, shall be expended in whole or in part at the direction and discretion of the Engineer/Employer. The Contractor will only receive payment in respect of Provisional Sums if he has been instructed by the Engineer/Employer to utilize such sums.



SCHEDULE –A TO TENDER

SCHEDULE OF PRICES – SUMMARY OF TENDER PRICES

Item	Description	Quantity	Unit Rate	Total Amount
1.				

Total (to be carried to Summary of Tender Price)				

SCHEDULE- B TO TENDER

SPECIFIC WORKS DATA

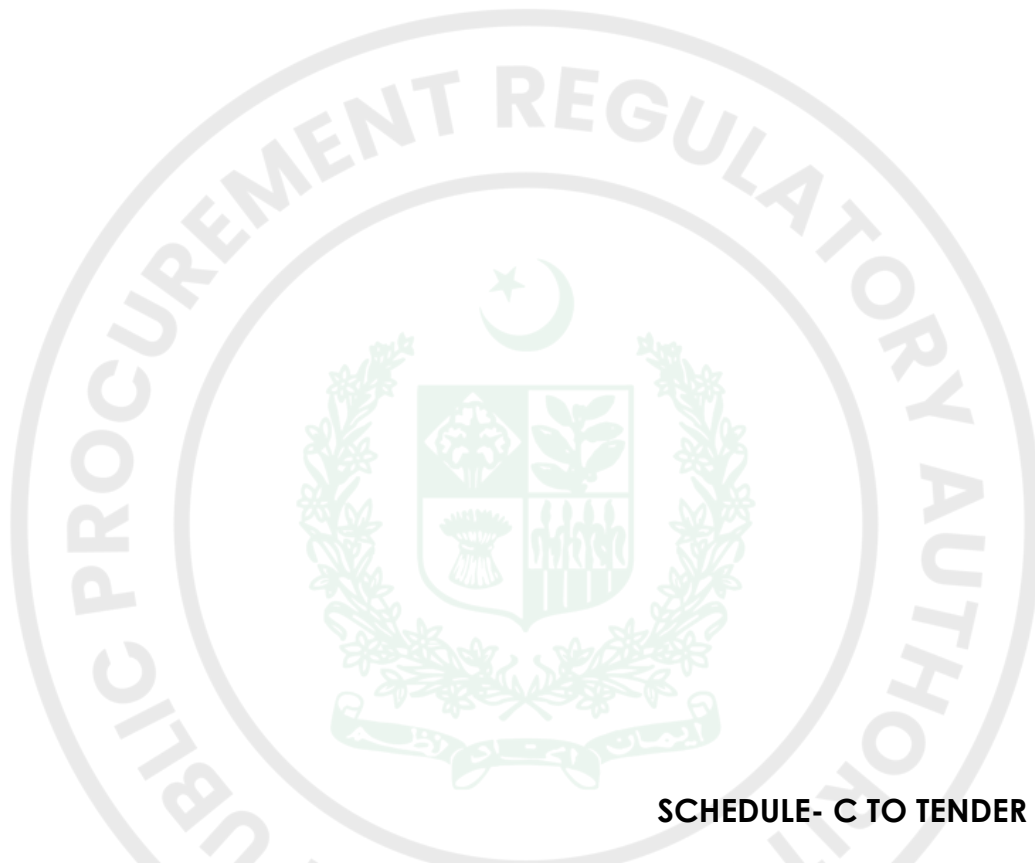
Brief Description of Works

Remodeling of Executive Office Space at CUI Islamabad

The contractor shall submit and obtain approval of samples of requisite materials before execution. General tests as per civil work practices will be conducted before accepting the work.

The contractor shall submit material tests reports where applicable. Samples to be approved/selected before execution.

The contractor shall submit guidelines for safety/security, periodic maintenance and applicable sureties/warrantees of fixtures.

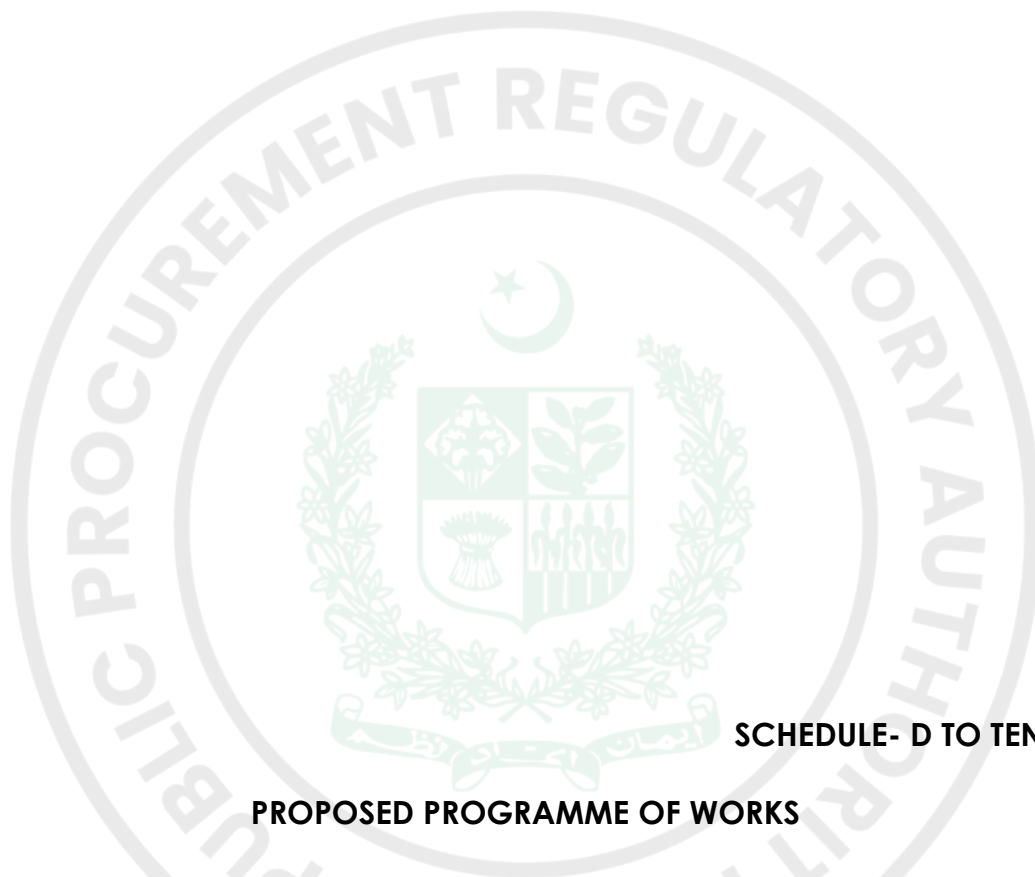


SCHEDULE- C TO TENDER

WORKS TO BE PERFORMED BY SUBCONTRACTORS

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

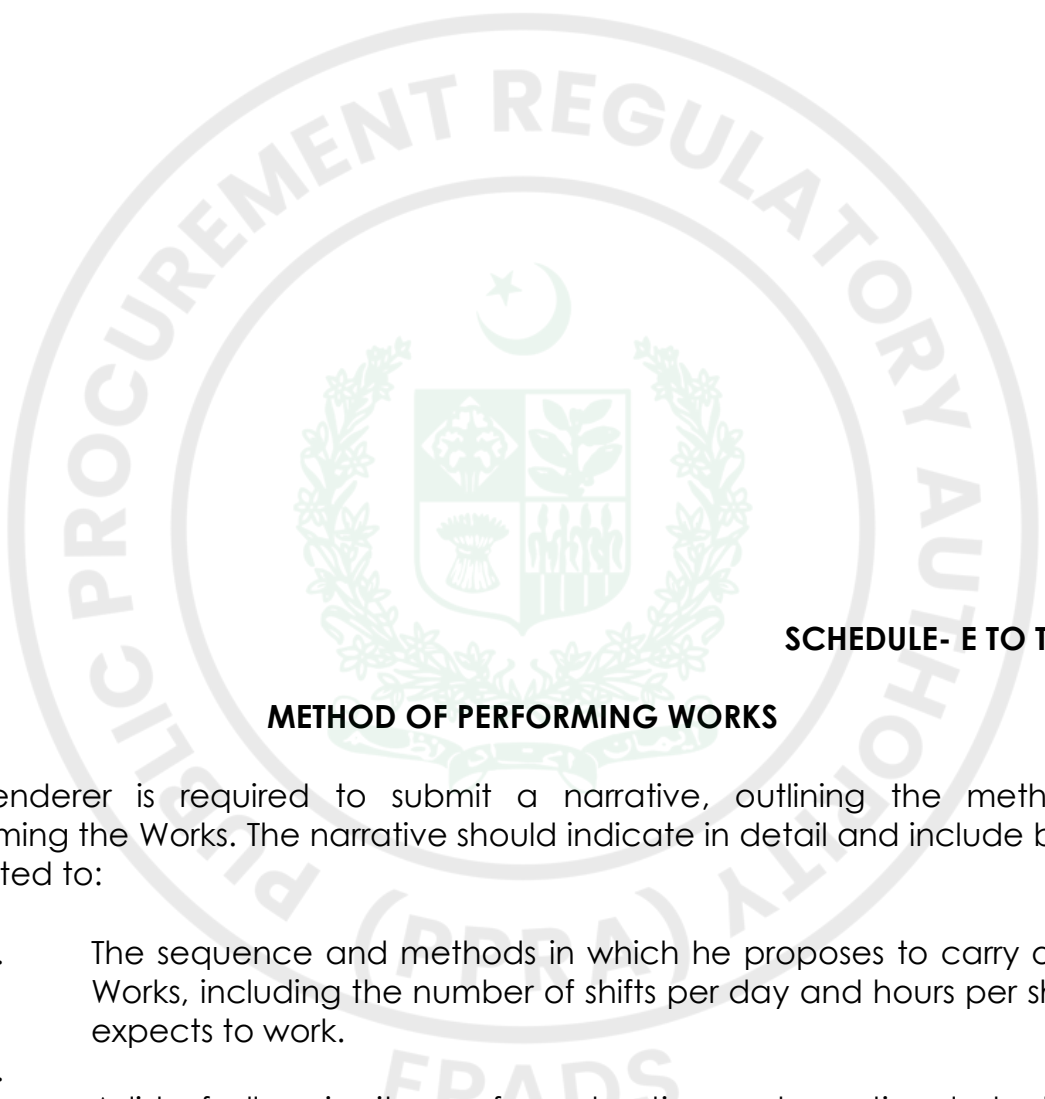
Items of Works To be Sub-Contracted	Name and address of Sub-Contractors	Statement of similar works previously executed (attach evidence)
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SCHEDULE- D TO TENDER

PROPOSED PROGRAMME OF WORKS

Tenderer shall provide a Programme in a bar-chart showing the sequence of work item by which he proposes to complete the works of the entire Contract. The Programme should indicate the sequences of work items and the period of time during which he proposes to complete the Works including the activities like designing, schedule of submittal of drawings, ordering and procurement of materials, manufacturing, delivering, construction of civil works, erection, testing and commissioning of Works to be supplied under the Contract.



SCHEDULE- E TO TENDER

METHOD OF PERFORMING WORKS

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

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

Note: As the concerned building is fully operational, therefore the bidder must be vigilant regarding safety, security and making the site cordon off by covering the site from top roof to avoid accidents and any damage to property. The contractor must also make all efforts to work extra hours and on holidays in order to complete the job in time.



CONDITION OF CONTRACT

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CONDITIONS OF CONTRACT

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CONDITIONS OF CONTRACT

1. GENERAL PROVISIONS

1.1 Definitions

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

The Contract

- 1.1.1 "Contract" means the Contract Agreement and the other documents listed in the Contract Data.
- 1.1.2 "Specification" means the document as listed in the Contract Data, including Employer's requirements in respect of design to be carried out by the Contractor (if any), and any Variation to such document.
- 1.1.3 "Drawings" means the Employer's drawings of the Works as listed the Contract Data , and any Variation to such drawings.

Persons

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

Dates, Time and Periods

- 1.1.7 "Commencement Date" means the date 14 days after the date, the Contract comes into effect or any other date agreed between the Parties.
- 1.1.8 "Day" means a calendar day.
- 1.1.9 "Time for Completion" means the time for completing the Works as stated in the Contract Data (or as extended under Sub-Clause 7.0), Calculated from the Commencement Date.

Money and Payment

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

Other Definitions

- 1.1.11 "Contractor's Equipment" means all machinery, apparatus and other things required for the execution of the works but does not include Materials or Plant intended to form part of the Works.
- 1.1.12 "Country" means the Islamic Republic of Pakistan.
- 1.1.13 "Employer's Risks" means those matters listed in Sub-Clause 6.1
- 1.1.14 "Force Majeure" means an event or circumstance which makes performance of a party's obligations illegal or impracticable and which is beyond that Party's reasonable control.
- 1.1.15 "Materials" means things of all kinds (other than Plant) to be supplied and incorporated in the Works by the Contractor.

- 1.1.16 "Plant" Means the machinery and apparatus intended to form or forming part of the Works.
- 1.1.17 "Site" means the places provided by the Employer where the Works are to be executed, and any other places specified in the Contract as forming part of the site.
- 1.1.18 "Variation" means a change to the Specification and/or Drawings (if any) which is instructed by the Engineer/Employer under Sub-Clause 10.1.
- 1.1.19 "Works" means any or all the works whether Supply, Installation, Construction etc. and design (if any) to be performed by the Contractor including temporary works and any variation thereof.
- 1.1.20 "Engineer" means the person notified by the Employer to act as Engineer for the purpose of the Contract and named as such in Contract Data

1.2 Interpretation

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

1.3 Priority of Documents

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

1.4 Law

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

1.5 Communication

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

1.6 Statutory Obligation

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

2. THE EMPLOYER

2.1 Provision of Site

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

2.2 Permits etc.

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

2.3 The Engineer/Employer's Instructions

The Contractor shall comply with all instruction given by the Employer in respect of the Works including the suspension of all or part of the Works.

2.4 Approvals

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

3. ENGINEER'S/EMPLOYER'S REPRESENTATIVE

3.1 Authorized Person

One of the Engineer's/Employer's personnel shall have authority to act for him. This authorized person shall be as stated in the Contract Data, or as otherwise notified by the Engineer/Employer to the Contractor from time to time.

3.2 Engineer's/Employer's

The name and address of Engineer's/Employer's Representative is given in Contract Data. However the Contractor shall be notified by the Engineer's/Employer's, the delegated duties and authority before the Commencement of Works.

4. THE CONTRACTOR

4.1 General Obligations

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

4.2 Contractor's Representative

The Contractor shall submit to the Employer for consent the name and particulars of the person authorized to receive instructions on behalf of the Contractor.

4.3 Subcontracting

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

4.4 Performance Security

The Contractor shall furnish to the Employer within 14 days after receipt of Letter of Acceptance a Performance Security in the form of Bank Draft or Bank Guarantee for the amount and validity-specified in Contract Data.

5. DESIGN BY CONTRACTOR

5.1 Contractor's Design

The Contractor shall carry out design to the extent specified, as referred to in the Contractor Data. The Contractor shall promptly submit to the Engineer's/Employer's all designs prepared by him. Within 14 days of receipt the Engineer's/Employer's shall notify any comments or, if the design submitted is not in accordance with the Contract, shall reject it stating the reasons, The Contractor shall not construct any element of the Works designed by him within 14 days after the design has been submitted to the Engineer's/Employer's or which has been rejected. Design that has been rejected shall be promptly amended and resubmitted. The Contractor shall resubmit all designs commented on taking these comments into account as necessary.

5.2 Responsibility for Design

The Contractor shall remain responsible for his tendered design and the design under this Clause, both of which shall be fit for the intended purposes defined in the Contract and shall also remain responsible for any infringement of any patent or copyright in respect of the same. The Engineer/Employer shall be responsible for the Specifications and Drawings.

6 EMPLOYER'S RISKS

6.1 The Employer's Risks

The Employer's Risks are;

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

Works, which obstructions or conditions for which the Contractor immediately notified to the Employer and accepted by the Employer.

7. TIME FOR COMPLETION

7.1 Execution of the Works

The Contractor shall commence the Works on the Commencement Date and shall proceed expeditiously and without delay and shall complete the Works within the Time for Completion.

7.2 Program

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

7.3 Extension of Time

Subject to Sub-Clause 10.3, the Contractor shall be entitled to an extension to the Time for Completion if he is or will be delayed by any of the Employer's Risks subject to the Contractor's notification of intention without un-reasonable delay.

On receipt of an application from the Contractor, the Engineer/Employer shall consider all supporting details provided by the Contractor and the Employer shall extend the Time for Completion as appropriate.

7.4 Late Completion

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

8 TAKING-OVER

8.1 Completion

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

8.2 Taking-Over Notice

The Employer shall notify the Contractor when he considers that the Contractor has completed the works stating the date accordingly. Alternatively, the Employer may notify the Contractor that the Works are not ready for taking over, stating the reasons accordingly.

The Employer shall take over the Works upon the issue of the notice and issue Taking Over Certificate to the Contractor. The Contractor shall promptly complete any outstanding work and, subject to Clause 9, clear the Site.

9 REMEYDING DEFECTS

9.1 Remedying Defects

The Employer may at any time prior to the expiry of the period stated in the Contract Data, notify the Contractor of any defects. The Contractor shall remedy at no cost to the Employer any defects due to the Contractor's design, Materials, Plant or workmanship not in accordance with the Contract.

The cost of remedying defects attributable to any other cause shall be valued as a Variation. Failure to remedy any such defect or complete outstanding work within a reasonable time shall entitle the Employer to carry out all necessary works at the Contractor's Cost.

9.2 Uncovering and Testing

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

10. VARIATION AND CLAIMS

10.1 Right to Vary

The employer may instruct Variations.

10.2 Valuation of Variations

Variations shall be valued as follows:

- a) at a lump sum price agreed between the Parties, or
- b) where appropriate, at rates in the Contract, or
- c) in the absence of appropriate rates, the rates in the Contract shall be used as the basis for valuation, or failing which
- d) at appropriate new rates, as may be agreed or which the Engineer/Employer considers appropriate, or



- e) if the Engineer/Employer so instructs, at day work rates set out in the Contract Data for which the Contractor shall keep records of hours of labour and Contractor's Equipment, and of Materials, used.

10.3 Early Warning

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

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

10.4 Valuation of Claims

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

10.5 Variation and Claims Procedure

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

11. CONTRACT PRICE AND PAYMENT

11.1 a) Terms of Payments

Payment of the Contract Price shall be made as per provisions in the Contract Data.

b) Valuation of the Works

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

11.2 Monthly Statements

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

- a) the value of the Works executed,
- b) The percentage of the value of Materials and Plant reasonably delivered to the Site, as stated in the Contract Data, subject to any additions or deductions which may be due.

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

11.3 Interim Payments

Within 28 days of submission of each statement the Engineer shall verify within seven (7) days and the Employer shall pay to the Contractor the sum that the Employer considers is due under Sub-Clause 11.2 less retention at the rate stated in the Contract Data. If the Employer disagrees with any part of the Contractor's statement, he shall specify his reasons for disagreement when making payment. The Employer shall not be bound by any sum previously considered by him to be due to the Contractor.

11.4 Retention

Retention shall be paid by the Employer to the Contractor within 14 days after either the expiry of the period stated in the Contract Data, or verify and the Engineer shall verify the same within seven (7) days and the Employer together with any documentation reasonably required to enable the employer to ascertain the final contract value.

Within 56 days from the time referred to in Sub-Clause 11.4 above, the Employer shall pay to the Contractor any amount due. If the Employer disagrees with any part of the Contractor's final account, he shall specify his reasons for disagreement when making payment.

11.5 Currency

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

12. DEFAULT

12.1 Default By Contractor

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

If the Contractor has not taken all practicable steps to remedy the default within 14 days after receipt of the Employer's notice, the Employer may by a second notice given within a further 21 days, terminate the Contract. The contractor shall then demobilize from the Site leaving behind any Contractor's Equipment which the Employer instructs in the second notice, is to be used for the completion of the Works.

12.2 Default by Employer

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

If the default is not remedied within 28 days after the Employer's receipt of the Contractor's notice, the Contractor may by a second notice given within a further 21 days, terminate the Contract. The Contractor shall then demobilize from the Site,

12.3 Insolvency

If a party is declared insolvent under any applicable law, the other Party may by notice terminate the Contract immediately. The Contractor shall then demobilize from the Site leaving behind, in the case of the Contractor's insolvency, any Contractor's Equipment which the Employer instructs in the notice is to be used for the completion of the Works.

12.4 Payment upon Termination

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

- a) any sums to which the Contractor is entitled under Sub-Clause 10.4

- b) any sums to which the Employer is entitled,
- c) if the Employer has terminated under Sub-Clause 12.1 or 12.3 the Employer shall be entitled to sum equivalent to 20% of the value of parts of the Works not executed at the date of the termination.
- d) If the Contractor has terminated under Sub-Clause 12.2 or 12.3 Contractor shall be entitled to the cost of his demobilization together with a sum equivalent to 10% of the value of parts of the Works not executed at the date of termination.

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

13. **RISKS AND RESPONSIBILITY**

13.1.1 **Contractor's Care of the Works**

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

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

13.2 **Force Majeure**

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

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

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

- a) any sums to which the Contractor is entitled under Sub-Clause 10.4,

- b) the cost of his demobilization,
- c) less any sums to which the Employer is entitled,

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

14. INSURANCE

14.1 Arrangements

The Contractor shall, prior to commencing the Works, effect insurances of the types, in the amounts and naming as insured the persons stipulated in the Contract Data except for items (a) to (e) and (i) to (j) of Employer's Risks. The policies shall be issued by insurers and in terms approved by the Employer. The contractor shall provide the Engineer/Employer with evidence that any required policy is in force and that the premiums have been paid.

14.2 Default

If the Contractor fails to effect or keep in force any of the insurances referred to in the previous Sub-Clause, or fails to provide satisfactory evidence, policies or receipts, the Employer may, without prejudice to any other right or remedy, effect insurance for the cover relevant to such as a default and pay the premiums due and recover the same plus a sum in percentage given in Contractor Data from any other amount due to the Contractor.

15. RESOLUTION OF DISPUTERS

15.1 Engineer's Decision

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

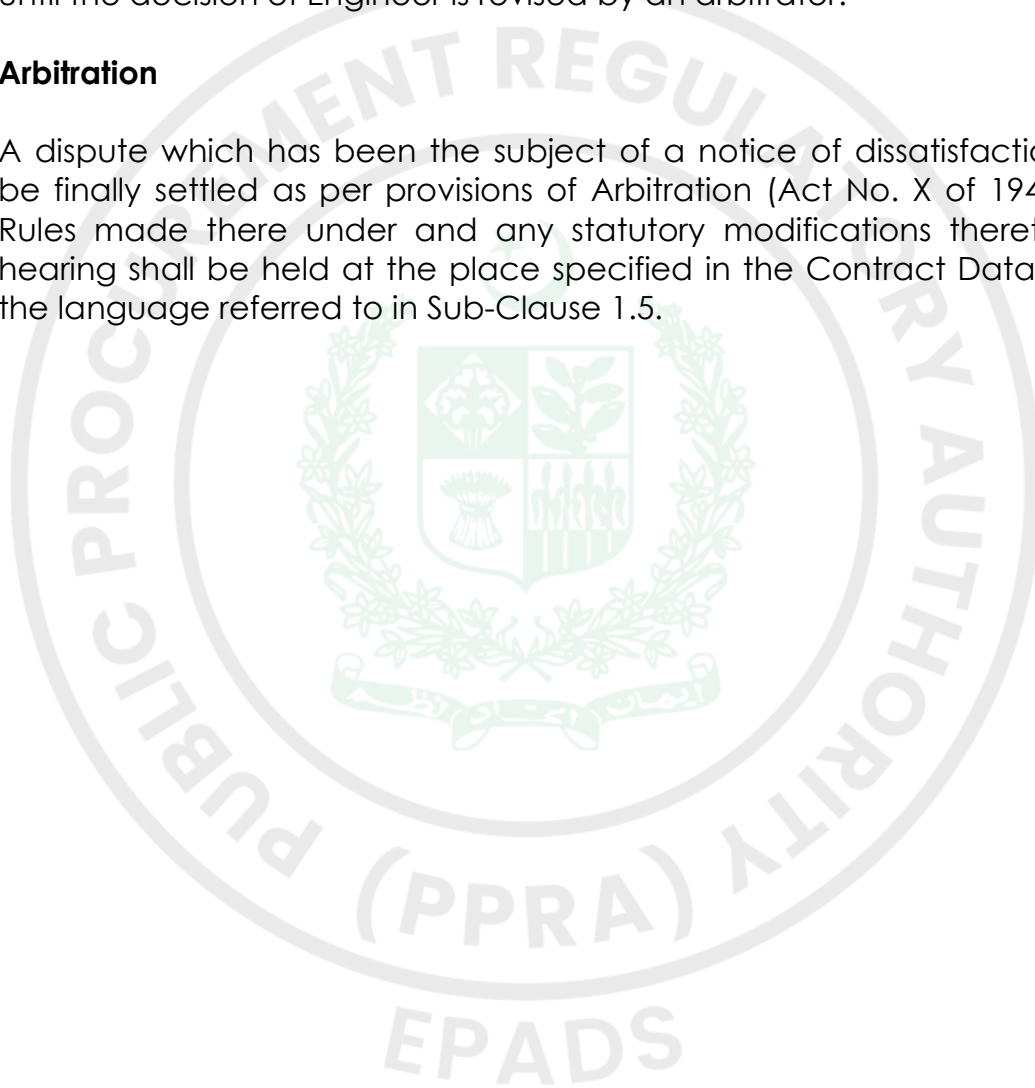
Unless the Contract has already been repudiated or terminated, the Contractor shall, in every case, continue to proceed with the Work with all due diligence, and the Contractor and the Employer shall give effect forthwith to every such decision of the Engineer unless and until the same shall be revised,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

15.2 Notice of Dissatisfaction

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

15.3 Arbitration

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



CONTRACT DATA

(Note: Except where otherwise indicated, all Contract Data should be filled in by the Employer prior to issuance of the Tender Documents).

Sub-Clauses of Conditions of Contract

1.1.4 The Employer means

General Manager (P, D and HRD)
3rd Floor, Faculty Office Block-II
COMSATS University
Park Road, Tarlai Kalan
Islamabad.
051-90495022

1.1.5 The Contractor Means

1.1.9 Time for Completion: 90(Ninety) days

1.1.20 Engineer

To be notified by the Employer.

1.3 Document forming the Contract listed in the order of priority:

- a) The Contract Agreement
- b) Contact Data
- c) Letter of Acceptance
- d) Conditions of Contract
- e) The Specifications
- f) The Drawings, if any
- g) The Contractor's tendered design, if any
- h) The Schedule to Tender including Schedule of Prices.
- i) Addendum/Corrigendum, if any
- j) Letter of Acceptance

The Employer may add, in order of priority, such other document as form part of the Contract. Delete the document, if not applicable.

2.1 Provision of Site: On the Commencement Date

2.1.1 The Employer shall provide power connection.

2.1.2 No labor camp will be allowed inside the premises.

- 3.1 Authorized Person: To be notified by the Employer
3.2 Name and address of Engineer's/Employer Representative: To be notified by the Employer

4.5 Performance Security

Amount 10% (Ten percent) in the form of bank guarantee.

Validity construction period including defect liability period .

5.1 Requirements for Contractor's design (if any)

Specification Clause No's N.A

7.2 Program:

Time for submission: Within 07 days of the Commencement Date

- 7.4 Amount payable due to failure to complete 0.2% per day upto a maximum of 10% of sum stated in the Letter of Acceptance.

- 8.2 Replace the word "Employer" with "Employer/Engineer" in the Entire clause 8.2.

9.1 Period for notifying defects

Six (6) Months

10.2 Variation procedures

Actual cost + 25 % (25% includes overheads, taxes and profit etc.)

11.1 a) Terms of Payments

All payment will be made to the contractor after deduction of applicable tax(es).

- i) Ninety (90%) shall be paid in accordance with Clause 11.2 & of Conditions of Contract (as per actual measurements of work done.
- ii) Ten percent (10%) shall be paid in accordance with Clause 11.4 of Conditions of Contract.

11.1 (b) Valuation of the Works:

Actual measurements of work done quantities on prices applicable.

11.2 Deleted

11.3 The contractor will be allowed to submit IPC not less than Rs. 3.00 million

11.4 Percentage of retention: 10%

Replace the word "contractor" with "contract" in the 2nd line of the 1st para.

11.5 Currency of Payment: Pak. Rupees

12.4 (c) Pursuant to termination under sub clause 12.1 and 12.3. The Employer shall complete the balance work on the risk and cost of the contractor.

Provided further that in addition to the action taken by the Employer against the Contractor under this Clause, the Employer may also refer the case of default of the Contractor to Pakistan Engineering Council for punitive action under the Construction and Operation of Engineering Works Bye-Laws 1987, as amended from time to time.

14.1 Deleted

14.2 Deleted

15.3 Arbitration

Placement of Arbitration: Islamabad

Where notice of intention to commence arbitration as to a dispute has been given in accordance with Sub-Clause 67.1, the parties shall attempt to settle such dispute amicably before the commencement of arbitration. Provided that, unless the parties otherwise agree, arbitration may be commenced on or after the fifty- sixth day after the day on which notice of intention to commence arbitration of such dispute was given, even if no attempt at amicable settlement thereof has been made.

STANDARD FORMS



FORM OF TENDER SECURITY (Bank Guarantee)

Guarantee No. _____
Executed on _____

Letter by the Guarantor to the Employer

Name of Guarantor (Bank) with
Address: _____ Name of
Principal _____ (Tenderer) with
Address: _____
_____ figures): _____
_____ Tender reference
No. _____ Date of Tender _____

KNOW ALL MEN BY THESE PRESENTS, that in pursuance of the terms of the Tender and at the request of the said Principal, we the Guarantor above-named are held and firmly bound unto the _____, (hereinafter called The "Employer") in the sum stated above, for the payment of which sum well and truly to be made, we bind ourselves, our heirs, executors, administrators and successors, jointly and severally, firmly by these present,

THE CONDITION OF THE OBLIGATION IS SUCH, that whereas the Principal has submitted the accompanying Tender numbered dated as above for _____ (Particulars of Tender) to the said Employer; and

WHEREAS, the Employer has required as a condition for considering said Tender that the Principal furnish a Tender Security in the above said sum to the Employer, conditioned as under:

- (1) that the Tender Security shall remain valid for a period of 28 days beyond the period of validity of the tender;
- (2) that in the event of;
 - (a) the Principal withdraws his Tender during the period of validity of Tender, or
 - (b) the Principal does not accept the correction of his Tender Price, pursuant to Sub-Clause 16.4 of Instructions to Tender, or
 - (c) failure of the successful tenderer to
 - (i) furnish the required Performance Security, in accordance with Claus IT-21 of Instructions to Tenderers , or
 - (ii) sign the proposed Contract Agreement, in accordance with Clause IT-20.2 & 20.3 of Instructions to Tenderers,

then the entire sum be paid immediately to the said Employer for delayed completion and not as penalty for the successful tenderer's failure to perform.

NOW THEREFORE, if the successful tenderer shall, within the period specified therefor, on the prescribed form presented to him for signature enter into a formal Contract with the said Employer in accordance with his Tender as accepted and furnish within twenty eight (28) days of his being requested to do so, a Performance Security with good and sufficient surety, as may be required, upon the form prescribed by the said Employer for the faithful performance and proper fulfillment of the said Contract or in the event of withdrawal of the said Tender within the time specified then this obligation shall be void and of no effect, but otherwise to remain in full force and effect.

PROVIDED THAT the Guarantor shall forthwith pay to the Employer the said sum stated above upon first written demand of the Employer without cavil or argument and without requiring the Employer to prove or to show grounds or reasons for such demand notice of which shall be sent by the employer by registered post duly addressed to the Guarantor at its address given above.

PROVIDED ALSO THAT the Employer shall be the sole and final judge for deciding whether the Principal has duly performed his obligation to sign the Contract Agreement and to furnish the requisite Performance Security within the time stated above, or has defaulted in fulfilling said requirements and the Guarantor shall pay without objection the sum stated above upon first written demand from the Employer forthwith and without any reference to the Principal or any other person.

INWITNESS WHEREOF, the above bounded Guarantor has executed the instrument under its seal on the date indicated above, the name and seal of the Guarantor being hereto affixed and these presents duly signed by its undersigned representative pursuant to authority of its governing body.

Guarantor (Bank)

Witness: 1. Signature _____

1. _____ 2. Name _____

_____ 3. Title _____

Corporate Secretary (Seal)

2. _____

(Name, Title & Address) (Seal) Corporate Guarantor (Seal)

FORM OF PERFORMANCE SECURITY

Bank Guarantee

Guarantee No. _____
Executed on _____

Letter by the Guarantor to the Employer

Name _____ of _____ Guarantor _____ (Bank) _____ with _____ address: _____

Name of Principal (Contractor) with
address: _____

Penal Sum of Security (express in words and
figures) _____

Letter of Acceptance No. _____
Dated _____

KNOW ALL MEN BY THESE PRESENTS, that in pursuance of the terms of the Tender Documents and above said Letter of Acceptance (hereinafter called the Documents) and at the request of the said Principal we, the Guarantor above named, _____ are held and firmly bound unto the _____ (hereinafter called the Employer in the penal sum of the amount stated above for the payment of which sum well and truly to be made to the said Employer, we bind ourselves, our heirs, Executors, administrators and successors, jointly and severally, firmly by these presents,

THE CONDITION OF THE OBLIGATION IS SUCH, that whereas the Principal has accepted the Employer's above said Letter of Acceptance for _____ (Name of contract) for the _____ (Name of Project)

NOW THEREFORE, if the Principal (Contractor shall well and truly perform and fulfill all the undertakings, covenants, terms and conditions of the said Documents during the original terms of the said Documents and any extensions thereof that may be granted by Employer, with or without notice to the Guarantor, which notice is, hereby waived and shall also well and truly perform and fulfill all the undertakings, covenants, terms and conditions of the Contract and of any and all modification of said Documents that may hereafter be made, notice of which modifications to the Guarantor being hereby waived, then, this obligation to void; otherwise to remain in full force and virtue till all requirements of Clause 9, Remedying Defects, of Conditions of Contract are fulfilled.

Our total liability under this Guarantee is limited to the sum stated above and it is a condition of any liability attaching to us under this Guarantee that the claim for payment in writing shall be received by us within the validity periods of this

Guarantee, failing which we shall be discharged of our liability, if any, under this Guarantee.

We, _____ (the Guarantor), waiving all objections and defenses under the Contract, do hereby irrevocably and independently guarantee to pay to the Employer without delay upon the Employer's first written demand without cavil or arguments and without requiring the Employer to prove or to show grounds or reasons for such demand any sum or sums up to the amount stated above, against the Employer's written declaration that the Principal has refused or failed to perform the obligations under the Contract which payment will be effected by the Guarantor to Employer's designated Bank & Account Number.

PROVIDED ALSO THAT the Employer shall be the sole and final judge for deciding whether the Principal (Contractor) has duly performed his obligations under the Contract or has defaulted in fulfilling said obligations and the Guarantor shall pay without objection any sum or sums up to the amount stated above upon first written demand from the Employer forthwith and without any reference to Principal or any other person

IN WITNESS WHEREOF, the above-bounded Guarantor has executed this Instrument under its seal on the date indicated above, the name and corporate seal of the Guarantor being hereto affixed and these presents duly signed by its undersigned representative, pursuant to authority of its governing body.

Guarantor (Bank)

Witness:

1. Signature _____

1. _____ 2. Name _____

Corporate Secretary (seal) 3. Title _____

2. _____

(Name, Title & Address) (Seal)

Corporate Guarantor (Seal)

FORM OF CONTRACT AGREEMENT

THIS CONTRACT AGREEMENT (hereinafter called the "Agreement") made on the _____ day of ____20_____ between _____ (hereafter called the "Employer") of the one part and _____ (hereafter called the "Contractor") the other part.

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

NOW this Agreement witnesseth follows:

1. In this Agreement words and expression shall have the same meanings as are respectively assigned to them in the Conditions of Contract hereinafter referred to.
2. The following documents after incorporating addenda, if any except those parts relating to Instructions to Tenderers shall be deemed to form and be read and construed as part of this Agreement, viz:
 - (a) The letter of Acceptance
 - (b) The Tender
 - (c) Conditions of Contract & Contract Data
 - (d) The Schedule of Prices
 - (e) The Specifications
 - (f) The Drawings
3. In consideration of the payments to be made by the Employer to the Contractor as hereinafter mentioned, the Contractor hereby covenants with the Employer to execute and complete the Works and remedy defects therein in conformity and in all respects within the provisions of the Contract.

1. The Employer hereby covenants to pay the Contractor, in consideration of the execution and completion of the Works as per provisions of the Contract, the contract price or such other sum as may become payable under the provision of the Contract at the times and in the manner prescribed by the Contract.

INWITNESS WHEREOF the parties hereto have caused this Agreement to be executed the day and year first before written in accordance with their respective laws.

The Common Seal of _____ was hereunto affixed in the presence of:

Or
Signed, Sealed and Delivered by the said _____ in the presence of:

Binding Signature of Employer _____

Binding Signature of Contractor _____

(INTEGRITY PACT)

Dated: _____

**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 Title: **Remodeling of Executive Office Space at COMSATS University
Islamabad, Islamabad Campus**

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

Without limiting the generality of the foregoing, M/s _____ 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 consultation fee or otherwise, with the object of obtaining or inducing the procurement of a contract, right, interest, privilege or other obligation or benefit in whatsoever form from GoP, except that which has been expressly declared pursuant hereto.

M/s _____ certifies that it has made and will make full disclosure of all agreements and arrangements with all persons in respect of or related to the transaction with GoP and has not taken any action or will not take any action to circumvent the above declaration. Representation or warranty.

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

Notwithstanding any rights and remedies exercised by GoP in this regard, M/s Smart Eng Works 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 M/s _____ as aforesaid for the purpose of obtaining or inducing the procurement of any contract, right, interest, privilege or other obligation or benefit in whatsoever form from GoP.

Name of
Buyer: **COMSATS University
Islamabad (CUI)**

Name of
Seller/supplier: **M/s _____**

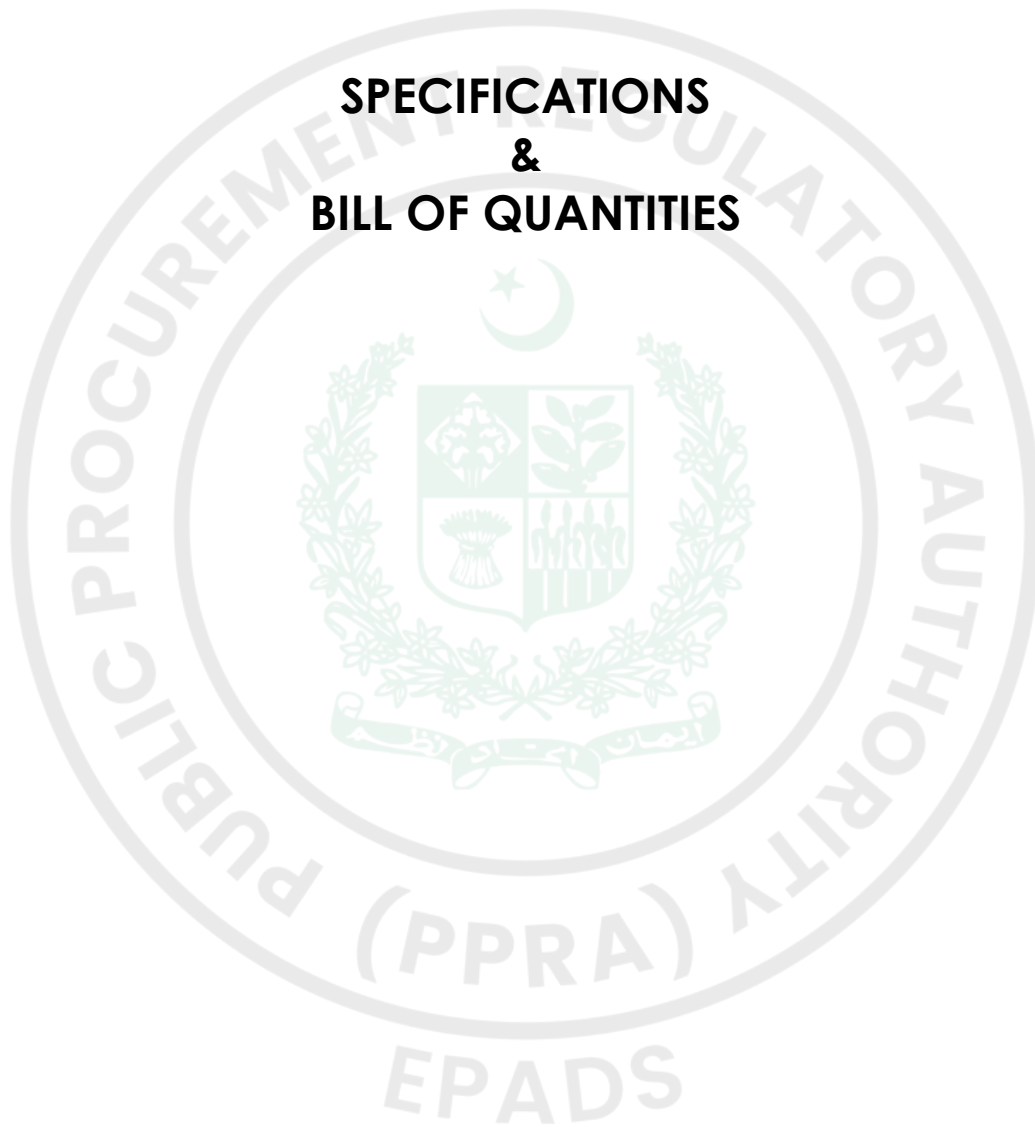
Signature:

Signature:

[Seal]

[Seal]

SPECIFICATIONS & BILL OF QUANTITIES



Bill of Quantities (BOQ)					
Sr #	Description	Unit	Qty	Rate	Amount
1	Dismantling and removing brick masonry in cement mortar, including breaking down the masonry, stacking serviceable materials as directed, removing unserviceable debris, loading, transportation, and disposal of surplus material to out side the campus , complete in all respects.	cft	306		
2	Dismantling and removal of existing gypsum drywall and 12 mm thick tempered glass partitions, including gypsum boards, metal studs, tracks, insulation (if any), glass panels, aluminum channels, gaskets, sealants, screws, fittings, and all associated accessories. The work shall include careful dismantling, segregation and stacking of reusable materials as directed, loading, transportation, disposal of unserviceable materials and debris to out side the campus, protection of adjacent finishes, and site cleaning upon completion, complete in all respects.	Sft	916		
3	Dismantling and removal of existing 2' x 2' gypsum false ceiling, including gypsum ceiling tiles, exposed/concealed suspension grid system, hangers, runners, tees, clips, and all associated accessories; carefully lowering and stacking serviceable materials where directed, removing unserviceable materials, loading, transportation, disposal of debris to out side the campus, and leaving the site clean, complete in all respects.	sft	2460		
4	Dismantling and removal of existing floor tiles and skirting, including hacking/removing tile adhesive, mortar bed where required, cleaning of the exposed surface, stacking reusable materials as directed, loading, transportation, disposal of debris and unserviceable materials to out side the campus, and leaving the site clean and ready for subsequent works, complete in all respects	sft	2600		
5	Dismantling and removing of existing bathroom and kitchen accessories, cabinets, countertops, shelves, mirrors, towel rails, soap dispensers, sink units, vanity units, storage cabinets, and other associated fixtures and fittings; disconnecting from existing services where required, protecting adjacent finishes, stacking reusable items as directed, loading, transportation, disposal of unserviceable materials and debris to out side the campus, and leaving the area clean, complete in all respects.	job	1		
6	Providing and laying first class solid burnt brick masonry set in CSM (1:4) in straight or corved walls 4-1/2" (114 mm) and less in thickness including scaffolding, raking, out joints and curing etc; complete in all respects.	cft	71.3		
7	Providing and applying cement sand (1:4) 1/2" thick plaster on internal walls and columns etc; in fourth floor including making edges, corners and curing etc; complete in all respect.	sft	544		
8	Supplying, laying, and fixing approved quality porcelain tiles of size 600 x 1200 mm (2' x 4'), as per direction of Engineer/Architect, including laying on approved tile adhesive over prepared surface, cutting, wastage, jointing, grouting with matching color grout, cleaning, protection, and all labor, tools, and materials required for complete installation; including matching porcelain tile skirting 100–150 mm high from the same tile, properly cut and fixed with adhesive, including all cutting, finishing, and corner works, complete in all respects.(Make KALE and equivalent)	sft	2550		
9	Supplying, fabricating, and fixing 12 mm thick solid/hard Wood Plastic Composite (WPC) ceiling panels of approved color, texture, and finish, including complete GI/MS suspension system comprising main channels, cross channels, perimeter channels, and galvanized steel/MS hangers with required anchors, clips, connectors, screws, and fasteners; properly leveled, aligned, jointed, and fixed as per approved drawings and manufacturer specifications; including cutting, edge trims, corner finishing, sealant, scaffolding, openings for lights/AC diffusers/speakers, wastage, labor, materials, tools, and all incidental works required for complete installation in all respects.	sft	2340		

10	Supplying, cutting, and fixing approved quality matte finish porcelain tiles of size 600 × 1200 mm (2' × 4') on bathroom walls, as per direction of Engineer/Architect design and shade, laid over prepared plastered surface using approved tile adhesive; including surface preparation, leveling, cutting, drilling, jointing, grouting with waterproof/matching color grout, edge finishing, corner trims, sealing at wet areas (sanitary silicone where required), cleaning, wastage, scaffolding, labor, materials, tools, and all incidental works required for complete installation in all respects.(Make KALE and equivalent)	sft	288		
11	Providing and laying reinforced cement concrete using screened crushed stone graded aggregate 3/4" (19mm) and down gauge from approved source and Lawarancepur sand as per specification having a minimum works cylindrical crushing strength of 3000 lbs. per sq inch at 28 days including form work and its removal, compacting, leveling and curing etc. complete but excluding the cost of reinforcement.	cft	84.3		
12	Providing and laying hard grade ribbed deformed (minimum yield point 40,000 psi) reinforcement bars with & including the cost of straightening, cutting, bending, binding, wastage, and such overlaps, placing in position on cement concrete 1:2:4 precast or m.s. chairs, tying with binding wire, cost of chairs and wires etc. in all kinds of RCC work in wall, lintel beam, at any floor.	kg	70		
13	Supplying, fixing, and installing gypsum board sheets 4' × 8' × 1/2" (12.5 mm thick) of approved quality and manufacturer, fixed on GI metal frame work (main channels, cross channels, perimeter channels) with proper GI/MS suspension system including hangers, anchors, clips, screws, and fasteners; boards to be fixed with self-tapping screws, joints to be taped, filled with joint compound, and finished smooth with proper sanding to receive paint finish; including cutting, edge finishing, openings for lights/AC diffusers/speakers, scaffolding, wastage, labor, materials, tools, and all incidental works required for complete installation in all respects.	sft	120		
14	Providing and fixing gypsum board/drywall partition using 12 mm (1/2") thick gypsum board (4'×8') on both sides of 24 SWG G.I. stud and track framework (3"×1"), including 50 mm thick Jumbolon insulation for soundproofing, self-drilling screws, self-adhesive fiber tape at joints, jointing compound, Deodar skirting, Deodar gola, wall putty, paint work and all necessary accessories, complete in all respects as directed by the Engineer In-Charge.(Make Elephant or equivalent)	sft	1116		
15	Supplying and constructing glass block partition wall using approved quality glass blocks of specified size, pattern, and thickness, laid in proprietary installation system as recommended by the manufacturer; including reinforcement strips, spacers, sealants, expansion joints, joint finishing, alignment, plumbing, curing, cutting where required, scaffolding, labor, materials, tools, and all incidental works necessary to complete the partition in accordance with approved drawings and specifications.	sft	99		
16	Supplying and installing 12 mm thick clear tempered (toughened) glass partition with D-48 powder-coated/anodized aluminum framing system, including vertical and horizontal members, channels, connectors, gaskets, sealants, brackets, fixing accessories, and all necessary hardware; complete with cutting, edge polishing, drilling, erection, alignment, leveling, cleaning, labor, materials, tools, and all incidental works required for a complete installation in accordance with approved drawings and specifications.	sft	95		
17	Carefully dismantling , realigning, and refixing existing glass door complete with adjustment of hinges, patch fittings, floor spring, pivot system, locks, handles, door stoppers, gaskets, and all associated hardware; including replacement of minor consumables such as screws, sealants, and packing materials, testing for smooth operation, cleaning, labor, tools, equipment, and all incidental works required to make the door fully functional, complete in all respects.	nos	3		
18	Painting with (ICI) Dulux plastic emulsion paint VIP of approved shade two coats over and including the cost of one priming coat with preparation of wall putti base complete over plastered surface at any height in any floor.	sft	1404		

19	Providing and fixing 24" Deep Box type Wardrobe consisting of 3/4" thick UV coated MDF board (Medium density Fiber board) Sheet both side glazed shutters and box comprising of 3/4" thick laminated MDF sheet i/c the cost of 1mm thick PVC tape duly hot pressed on all edges of the shutters / panels / drawers etc., with machine i/c the cost of self closing blum type hinges, handles, screws, Glue and rawal plugs, Drawers & locking arrangement complete in all respect as approved by architect and directed by Engineer Incharge.	sft	212		
20	Providing and applying torch-on water proofing bitumenous membrane of specified thickness (made of Roof-Grip/ Euro Bit) duly lapped / connected by heating with Torch over ps-6 primer i/c preparation / smoothen the surface complete in all respect as approved and directed by the Engineer Incharge.	sft	150		
21	Providing and laying 1:4:8cement concrete using graded crushed stone 3/4" (19mm) and down gauge from approved source and lawrancepur sand as per specifications in foundation including levelling, compacting and curing etc. as directed by the Engineer Incharge.	cft	45		
22	Providing, fabricating and installing wooden sliding and foldibale louver panels of approved design, comprising seasoned hardwood/engineered wood frame with fixed louvers, complete with heavy-duty sliding track system, rollers, guides, handles, locks, SS hardware, and all accessories. Including surface preparation, sanding, wood stain, sealer, and three coats of PU polish/melamine polish of approved shade and finish, complete in all respects as per architect approval, drawings and specifications. as per direction of Engineer/Architect.	sft	303		
23	Providing, fabricating, and installing feature wall comprising WPC wall panels, UV marble texture sheets, and decorative console unit as per approved design and drawings, including necessary framing/substructure, adhesives, trims, edge finishing, fixing accessories, cutouts, joints, supports, and all related hardware. The console shall be manufactured from MDF/plywood with laminate/duco finish as specified, complete with brackets, supports, and fixing arrangements. Including transportation, labor, tools, installation, cleaning, and all incidental works required for a complete and finished installation to the satisfaction of the Engineer/Architect.	nos	2		
24	Providing, supplying, fabricating, and installing decorative wooden-look fluted WPC (Wood Plastic Composite) wall panels of approved profile, size, color, and texture, fixed over the prepared surface with approved adhesive and/or concealed fastening system, including all trims, corner profiles, joint treatment, cutting, fitting, wastage, labor, tools, accessories, and complete installation as per approved drawings and Architect instructions.	sft	80		
25	Providing and fixing Ash wood door system comprising 38 mm (1.5") thick door shutter, Ash wood frame of 6" width, and Ash wood beading/architrave of 3" width, including all necessary cutting, fitting, fixing, alignment, and installation. The work shall include imported heavy-duty hardware set consisting of stainless steel hinges, mortise lockset, handles, door stopper, screws, and all required accessories. Also including surface preparation, sanding, staining, and PU polish/melamine finish of approved shade and quality, complete in all respects as per approved drawings, specifications, and instructions of the Engineer/Consultant.	sft	74		
26	Providing and fixing glass doors of approved make including 12mm thick best quality imported tinted/froasted glass and aluminimum fittings top and bottom and making good damages to wall including floor concealed stainless door machine Japan/ Malaysia Made, stainless door handle, patch fitting and all hardware fitting etc . complete as required in any floor as directed by Engineer Incharge.	sft	35		

27	Providing, supplying, and installing decorative Lassani cladding (lacquered/laminated finish panels as per approved design, color, and texture) fixed over a properly prepared and leveled wooden/MDF/metal sub-frame structure, including all necessary framing, backing supports, screws, adhesives, trims, corner profiles, joint finishing, cutting, wastage, alignment, and fixing accessories. The work also includes surface preparation and complete installation in accordance with approved drawings, samples, and Engineer/Architect instructions.	sft	200		
28	Providing, supplying, fixing, testing, and commissioning one complete bathroom fixture set comprising imported wall-mounted water closet (WC) with concealed cistern, flush plate and seat cover; wash basin with mirror cabinet/vanity, mixer tap, waste fitting and bottle trap; overhead shower with shower arm, concealed mixer/diverter, hand shower set, bib taps, angle valves, health faucet with flexible hose, towel rail, towel ring, toilet paper holder, soap dish, floor drain, and all required chrome-plated accessories. The item shall include all necessary hot and cold water supply lines in approved PPR pipes and fittings, (make dadex or approved equivalent) soil, waste and vent lines in approved uPVC pipes and fittings, connection fittings, (make dadex or approved equivalent) supports, brackets, sleeves, valves, traps, sealants, consumables, cutting/core cutting and making good, testing, commissioning, and all installation works complete in all respects as per approved drawings, technical specifications, and Engineer instructions.(Make Porta or equalent)	job	1		
29	Providing and applying approved textured paint finish on ceiling surfaces, including surface preparation, wall putti, primer / sealer, application of texture as per approved sample, finishing, and all incidental works complete in all respects.	sft	550		
30	Supply, fabricate, deliver, install, test, and commission custom 3D backlit (halo-lit) 2 nos of logo and signage complete with acrylic face, stainless steel returns, LED backlighting, power supply/driver, wiring, mounting hardware, supports, and all accessories required for a complete operational installation as per approved shop drawings and engineer's instructions.	nos	2		
31	Providing, casting, curing, transporting, supply and fixing RCC precast planters of the approved shape, size, and design, manufactured with reinforced cement concrete, size as per drawing complete operational installation as per approved architect and engineer's instructions.	nos	4		
32	Providing, fabricating, supplying, and fixing a wooden planks bench integrated with RCC/pre-cast concrete planters, comprising seasoned hardwood or approved engineered wood finish with polish, size as per drawing complete operational installation as per approved architect and engineer's instructions.	nos	2		
33	Providing, supplying, installing, testing and commissioning of 1.5 Ton Inverter Air Conditioner, Heat & Cool, Ceiling Cassette Type, comprising indoor cassette unit, decorative panel and outdoor condensing unit, complete in all respects. The unit shall be equipped with T3 Tropicalized Rotary/Twin Rotary Compressor, Suitable for continuous operation at ambient temperatures up to 52°C, corrosion-resistant heat exchanger with Prime Guard/Golden Fin coating, with minimum Energy Efficiency Ratio (EER) of 3.6 W/W, and wide voltage operation capable of functioning within a voltage range of 160V–265V without the use of an external stabilizer. The unit shall incorporate a built-in condensate drain pump, four-way air distribution, washable air filters, auto-restart function and all standard accessories required for efficient operation. The item shall include approximately 10 feet (3.0 m) manufacturer's standard fitting kit. The Compressor warranty and parts warranty shall be as per manufacturer's standard published warranty policy, etc. complete in all respect. Make: Midea, Cross Air or equivalent approved by the Engineer In-Charge, subject to compliance with all specified technical requirements.	Nos.	2		

34	Providing, supplying, installing, testing and commissioning of 1.5 tons Inverter Split Air Conditioner, Heat & Cool, wall-mounted type, comprising indoor and outdoor units complete with T3 Tropicalized Rotary/Twin Rotary Inverter Compressor, Suitable for continuous operation at ambient temperatures up to 52°C, corrosion-resistant heat exchanger with Prime Guard/Golden Fin technology, with minimum Energy Efficiency Ratio (EER) of 3.26 W/W, wide voltage operation capable of functioning within a voltage range of 160V–265V, and The item shall include approximately 10 feet (3.0 m) manufacturer's standard fitting kit. The Compressor warranty and parts warranty shall be as per manufacturer's standard published warranty policy.etc. complete in all respect. Make:Midea, Cross Air or equivalent approved by the Engineer In-Charge, subject to compliance with all specified technical requirements.	Nos.	2		
35	Providing, supplying, installing, testing and commissioning of 1 tons Inverter Split Air Conditioner, Heat & Cool, wall-mounted type, comprising indoor and outdoor units complete with T3 Tropicalized Rotary/Twin Rotary Inverter Compressor, Suitable for continuous operation at ambient temperatures up to 52°C, corrosion-resistant heat exchanger with Prime Guard/Golden Fin technology, with minimum Energy Efficiency Ratio (EER) of 3.29 W/W, wide voltage operation capable of functioning within a voltage range of 160V–265V, The item shall include approximately 10 feet (3.0 m) manufacturer's standard fitting kit. The Compressor warranty and parts warranty shall be as per manufacturer's standard published warranty policy.etc. complete in all respect. Make:Midea, Cross Air or equivalent approved by the Engineer In-Charge, subject to compliance with all specified technical requirements.	Nos	2		
36	Providing and fixing of extra copper pipe size 1/4, 1/2 22SWG make GD or Popular China including insulation, connection cable and all accessories for connecting In/ Out door units of A/C's etc. complete in all respect as per direction of Engineer Incharge.	Rft.	200		
37	Providing and fixing of electric wiring for Air condition with 5 x 4mmsq. single core copper wire including appropriate size of PVC pipe and industrial socket, complete in all respect as per direction of Engineer Incharge.	Nos.	1		
38	Providing and fixing of electric wiring for Air condition with 3 x 4mmsq. single core copper wire including appropriate size of PVC pipe and control 20 Amp 01 gang switch plate etc., complete in all respect as per direction of Engineer Incharge.	Nos.	6		
39	Providing and fixing of UPVC drain pipe 1" dia including all accessories, complete in all respect as per direction of Engineer Incharge.	Rft.	100		
40	Providing and fixing of Dura DUCT 60 x 60 mm make Adamjee or equivalent, complete in all respect as per direction of Engineer Incharge.	Rft.	80		
41	Providing and fixing of Dura DUCT 80mm x 80 mm make Adamjee or equivalent, complete in all respect as per direction of Engineer Incharge.	Rft.	25		
42	Providing and fixing M.S stand for Outdoor unit of Air conditioner including drilling, rawal bolts or nut bolts etc., complete in all respect as per direction of Engineer Incharge.	Nos	7		
43	Providing, supplying, installing, testing and commissioning of 4 tons floor standing Inverter Conditioner, Heat & Cool, comprising indoor and outdoor units complete with T3 Tropicalized Rotary/Twin Rotary Inverter Compressor, corrosion-resistant heat exchanger with Prime Guard/Golden Fin technology, .with minimum Energy Efficiency Ratio (EER) of 3.2 W/W, wide voltage operation capable of functioning within a voltage range of 380-440v, and The Compressor warranty and parts warranty shall be as per manufacturer's standard published warranty policy.etc. complete in all respect. Make:Midea, Acson or equivalent approved by the Engineer In-Charge, subject to compliance with all specified technical requirements.	Nos	1		
44	Providing and fixing of copper pipe size 3/8, 3/4 22SWG make GD or Popular China including insulation, connection cable and all accessories for connecting In/ Out door units of 4 ton A/C's etc. complete in all respect as per direction of Engineer Incharge.	Rft.	40		

45	Providing and fixing false ceiling exhaust fan size 10" make Pak fan, Royale fan, GFC fan including the wiring 3x1core etc. complete in all respect.	Nos	1		
46	providing & fixing of 5 in 1 double multi-universal socket point to piont with wiring 3-2.5mmsq. S/C, PVC insulated, Cu cables in 1" dia PVC conduit recessed in the wall or collumns or floor as required i/c metal back box etc. Complete in all respect with all accessories	Nos	15		
47	providing & fixing of 5 in 1 double multi-universal socket with wiring 3-2.5mmsq. S/C, PVC insulated, Cu cables in 1" dia PVC conduit recessed in the wall or collumns or floor as required from DB to Socket i/c metal back box etc. Complete in all respect with all accessories	Nos	10		
48	Supply & Wiring for sub main power from point to DB with 2-2.5mmsq S/C, PVC insulated, Cu cables laid in UPVC duct in the wall or collumns or floor etc. including 1.5 mmsq. S/C, PVC insulated, Cu wire as ECC as as required. Complete in all respect.	Nos	2		
49	Supply & Wiring of 2-1.5mmsq with 1x1mmsq ECC PVC insulated wire laid in UPVC duct or conduit in the wall or collumns or floor etc. as required. Complete in all respect with all accessories	Nos	4		
50	Providing and fixing LED copper rope light,with aluminium profile, Color Warm 12mm thick Highly flexible, usually 120 LEDs per meter make Hoover, fast, or approved quality on ceilings, facades or decorative grooves, including PVC/aluminium channel , connected to existing point , connectors,driver/transformer, testing, commissioning, and complete installation as per approved design and Engineer's instructions.	Meter	35		
51	Providing and fixing of LED COB light fitting, 12 Watt, 3000K-4000k, Warm White color temperature, make such Philips, pak light, Hoover, or equivalent brand, complete with all necessary accessories, mounting arrangements, driver, connectors, and wiring required for proper operation, installed as per approved design, specifications, conected to existing wiring point and the Engineer's instructions, complete in all respects.	Nos.	45		
52	Providing and fixing gang switches with steel back boxes 4 Gang	Nos.	4		
53	Providing and fixing gang switches with steel back boxes 6 Gang	Nos.	3		
54	Dismantling and removing all existing electrical fixtures, , switchboards, and related components without damaging the surrounding structure.and main circuit temporarily disconnection from main supply, segregation of reusable materials, and disposal of unserviceable items. And restoration of FLS appliance in the ceiling. Complete in all respects as per site conditions and Engineer's instructions.	job	1		
55	Providing and fixing 16mmsq. 4 core copper cable Pvc/Pvc make pakistan, Newage, fast or aprprvd equivalent etc. complete in all respect as per direction of engineer Incharge	meter	1		
56	Providing, installing, connecting & commissioning of Distribution Boards (DB),cubical size(600x500x125)mm, fabricated of 16 SWG steel clad, cubical design with hinged door cover, wall (open) mounted, factory assembled, suitable for 3 phase, 4 wire, 500 volts, 50 Hz A.C. Power Supply complete with copper cable lugs, glands, neutral link, earth block, terminal block etc., & having following configurations.Breaker Chint, Schnieder, etc.	Nos.	1		
	Incoming				
	1 - 100 A, T.P., M.C.C.B				
	Outgoing				
	10 - 20 A, S.P., M.C.B.s				
	02 - 32 A,T.P., M.C.C.B				
Grand Total Rs.					

CONSTRUCTION EXPERIENCE

Form EXP - 4.1 General Construction Experience

Bidder's Name: _____

Date: _____

JV Member's Name _____

Bid Reference No. (if any) and title: _____

Page _____ of _____ pages

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

Form EXP - 4.2(a)
Specific Construction and Contract Management Experience

Bidder's Name: _____

Date: _____

JV Member's Name _____

Bid Reference No. (if any) and title: _____

Page _____ of _____ pages

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

Form EXP - 4.2(a) (cont.)
Specific Construction and Contract Management Experience (cont.)

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

Form EXP - 4.2(b)
Construction Experience in Key Activities

Bidder's Name: _____

Date: _____

Bidder's JV Member Name: _____

Sub-contractor's Name (if any): _____

Bid Reference No. (if any) and title: _____

Page _____ of _____ pages

All Sub-contractors for key activities must complete the information and Qualification Criteria and Requirements, Sub-Factor 4.2.

1. Key Activity No One: _____

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

	Information
E-mail:	

2. Activity No. Two

3.

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

Form EXP - 4.2 (c)
Specific Experience in Managing ES aspects

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

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

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

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

Bid Reference No. (if any) and title: *[insert ICB/NCB number and title]*

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

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

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

2. Key Requirement no 2 in accordance with 4.2 (c): _____
3. Key Requirement no 3 in accordance with 4.2 (c): _____
4. [PA define key requirements]