KHWAJA FAREED UNIVERSITY OF ENGINEERING & INFORMATION TECHNOLOGY RAHIM YAR KHAN

Building and Works Department

TENDER / CONTRACT FORM
FOR
EXECUTION OF WORK

Name of Work: Additional Works at Civil, Mechanical and Electrical Department KFUEIT.

Name of Contractor

Renewed Vide No. _____

Estimated Cost of Work Rs. **Rs: 1,181,682/-**

Amount of Earnest Money Rs. _____

Time Limit _____

Deposit at Call No. _____

Tender Fee Amounting to Rs. _____ _____

Challan No. _____

Admin Officer/Assistant

Agreement No. _____

KHWAJA FAREED UNIVERSITY OF ENGINEERING & INFORMATION TECHNOLOGY RAHIM YAR KHAN

PERCENTAGE/ITEM RATE TENDER AND CONTRACT FOR WORKS

1. Name of Work _____

_____

_____

2. Estimated Cost _____ Rs. _____
(Both in figures and words.)

_____

3. Time for Completion _____

4. Amount of earnest money Rs. _____ (in figures)

Rupees _____ (in words)

5. Issued to _____ _____

(Name of contractor)

6. On payment of Rs. _____

(Both in words and figures)

Signature _____
(Official Issuing the form)
Dated _____

Office Stamp _____

Note: - The officer opening the tender shall reject the tender which does not bear the stamp and signature of the issuing official and which is not submitted by the same contractor to whom the tender form was issued.
(This page is to be filled in by the issuing official)

GENERAL DIRECTIONS FOR THE GUIDANCE OF TENDERERS

1. These directions are provided to assist the tenderer in preparing and submitting his tender. The tender shall contain all information and data required to be furnished and shall be prepared and submitted in accordance with the instructions set forth herein.

2. All necessary documents, such as copies of specifications (excluding standard specification books etc), contract documents, including bill of quantities, estimated rates and any other documents required in connection with the preparation of tender or execution of works, signed, by the Engineer-in-charge will accompany the tender form and the cost of such annexed documents will be reflected in the cost of the tender form.

3. The tenderer will not be reimbursed for any costs of any kind, whatsoever, incurred in connection with the preparation and submission of his tender.

4. No single tender shall include more than one work. A tenderer who wishes to tender for two or more works shall submit tender for each work, separately.

5. The memorandum of work tendered for, and the schedule of materials and equipment to be supplied by the Engineer-in-charge and the rates at which they are to be charged for (annexed hereto) shall be filled in the office of the Engineer-in-charge before the tender form is issued. At this stage the tenderer should ensure that the tender form so issued is complete in all respects.

6. The tenderer shall note that the ultimate responsibility for the quality of work and its conformity with the specifications and drawings rests solely with the successful bidder whose tender is accepted.

7. The tenderer shall at his own expense, inspect and examine the site and surroundings and obtain for himself, on his own responsibility, all information that may be necessary for preparing the tender and entering into contract, and shall determine and satisfy himself by such means as he may consider necessary or desirable as to all matters pertaining to the tender. The tenderer shall also satisfy himself before submitting his tender as to the nature of grounds, hydrological and climatic conditions, the form and nature of the site, the nature and lay out of the terrain, the availability of labour, water, electric power andtransportation facilities in the area. The tenderer shall specially investigate into the sources of materials to be used for the works and satisfy himself about the quality and quantities of materials available for the completion of the work and the means of access to the site, the accommodation he may require and, in general, shall himself obtain all necessary information, as to the risks, contingencies and other circumstances which may influence or affect his tender. The Engineer-in-charge shall not assume any responsibility regarding information gathered, interpretation or deduction which the tenderer may arrive at, from the data that may be furnished with the contract documents.

8. (a) The tenderer shall fill up the bid schedule.
   (b) In case tenders are called on item rate basis, the tenderer shall quote his own unit rate in the bid schedule on which he is willing to undertake each item of work.

9. (i) The tenderer shall work out the amount against each item of work in the bid schedule and will indicate the total amount of his tender on which he is willing to complete the works. The total amount worked out in the bid schedule shall be entered by the tenderer in his tender as his tender price for the work. In case of discrepancy between amounts in figures and in words, the amount in words shall prevail.

   (ii) Should any discrepancy be found in the amount of pay items or if a column of amount is found blank after filling in a unit rate, the unit rate filled by the tenderer will be extended in working out of the amount of the tender and the total amount of the bid schedule will be adjusted accordingly.

   (iii) If a unit rate is left blank, but the amount against the item is filled, the unit rate will be worked out on the basis of the amount divided by the quantity of the item shown in the bid schedule.

   (iv) If it is found that the tenderer has not entered any unit rate and amount against any of the pay items of the bid schedule, the Engineer-in-charge shall fill in the blanks by noting the word "Nil" in such blanks at the time of opening of the tender. Such pay items shall be deemed to be covered by the rates of other items.

   (v) If the tenderer does not accept the adjusted / corrected amount of tender according to the above provision, his tender shall be rejected and the earnest money forfeited.

10. The tender which proposes any alteration in the works specified in the bid schedule or in the time allowed for carrying out the works or in any other condition mentioned by the Engineer-in-charge, will be liable to rejection. The tenderer shall sign each and every page of the tender and contract documents, without making any alteration. All enclosures issued with the contract documents, shall be attached with the tender duly signed by the tenderer. Any addition or alteration made after filling the form shall be duly attested by the tenderer. Non-compliance of this condition shall render the tender liable to rejection.

11. The tenderer shall fill in the tender documents in ink. Errors, if any, shall be scored out and corrections rewritten legibly and attested by the tenderer. Any addition or alteration made after filling the from shall be duly attested by the tenderer. Non-compliance of this condition shall render the tender liable to rejection. Any tender with unattested correction shall be attested by the tenderer in the presence of other tenderers at the time of opening of the tender except that no correction shall be permissible in the rate or amount of the bid schedule or in the tendered price after the opening of the tender.

12. Additional clause(s) for a particular work shall be typed on separate sheets by the Engineer-in-charge, which will be annexed to the contract documents specifying the number of sheets. The tenderer shall not add or delete any additional clause(s) in the additional clause(s) sheet(s), provided by the Engineer-in-charge.

13. The quantities mentioned in the bid schedule are estimated quantities, to be used for preparing tenders, and the Engineer-in-charge does not expressly nor by implication agree that the actual amount of works to be performed will correspond therewith. No payment will be made on account of anticipated profits for work covered by the contract which is not performed, nor will any adjustment in the unit rates set forth in the bid schedule be made because of an increase or decrease in the actual quantities from the estimated quantities indicated therein, except as determined in accordance with the provisions of clause 42 of the general conditions of contract.

14. No tender without earnest money shall be entertained. Earnest money, calculated @ 2% of the estimated cost of the work (rounded suitably), shall be in the form of deposit at call receipt. The earnest money of the unsuccessful tenderers shall normally be returned by the Engineer-in-charge within a week of opening of the tenders and in any case not later than thirty (30) days following the date set for opening of tenders except in cases where the tenders are to be accepted by the respective competent authority, in those cases the earnest money of only three lowest bidders will be retained and returned to the unsuccessful bidders not later than (60) days of opening of the tenders. In the event of the tender being accepted, a receipt for the earnest money forwarded therewith, shall there upon be given to the contractor. The earnest money of the successful tenderer on execution of the contract covering work will be adjusted towards the amount of security deposit to be retained from the first amount(s) payable to the contractor under the contract.

15. The successful tenderer will be required to enter into a contract, furnish the performance security (wherever required) and to commence the work within the time specified in the memorandum of work. Should the successful tenderer refuse or fail for any reason to enter into contract, or to furnish the performance security or to commence the work within the time specified in the memorandum of work, it should constitute a just cause for the annulment of the award and in the event of such annulment, the entire earnest money shall be forfeited to UNIVERSITY, as compensation for such default.

16. (i) The tender shall be signed by the person(s) duly authorized to do so. In the event of a tender being submitted by a firm, it shall be signed separately by each member thereof, or in the event of the absence of any partner, it shall be signed on his behalf by a person holding a power of attorney authorizing him to do so. Such power of attorney should be produced with tender and it must disclose that the firm is duly registered under the partnership Act, 1932 or any other law in force.

    (ii) The tender submitted by a joint venture of two or more firms shall be accompanied, by a document of formation of the joint venture, duly registered and authenticated by a competent court, in which shall be stated precisely, the conditions under which it shall function, its period of validity, the person(s) authorized to represent it and accept its obligations the participation of several firms forming the joint venture and any other information necessary to permit a full appraisal of its function.

    (iii) A tender submitted by a corporation must bear the seal of the corporation and be attested by its Secretary.

    (iv) In all cases, the tender must be signed by an individual or individuals having powers to legally bind the firm, joint venture, corporation or companies on whose behalf they are signing.

17. Each tenderer shall be deemed to have satisfied himself before tendering as to the correctness and sufficiency of his tender and of the rates and prices stated in the bid schedule, which rates and prices shall, except in so far as it is otherwise expressly provided in the contract, cover all obligations under the contract and all matters and things necessary for the proper completion and maintenance of the work.

18. The tenderer may modify or withdraw his tender after submission, provided that the modification or notice of withdrawal is received in writing by the Engineer-in-charge prior to the prescribed deadline for submission of tenders. The tenderer's modification or notice of withdrawal shall be prepared, sealed, marked and delivered, with the inner envelopes additionally marked "MODIFICATION OR WITHDRAWAL" as appropriate. No tender may be modified subsequent to 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 i.e. sixty (60) days as specified by the tenderer in the form of tender may result in the forfeiture of the tender security.

19. The tenderer shall submit the original tender documents complete in all respect and keep a copy of the tender for his own record. The original should be sealed in an inner and an outer envelope, duly marking the envelopes as "ORIGINAL". The inner and outer envelopes shall (a) be addressed to (Executive Engineer), (b) and bear the following identifications: Tender for (Name of Contract), (Reference Number of Tender), and the words "DO NOT OPEN BEFORE (Time and Date, set for opening)". The inner envelopes shall indicate the name and address of the tenderer to enable the tender to be returned unopened in case it is declared to have been received late is otherwise unacceptable. If the outer envelope is not sealed and marked as instructed above, the Engineer-in-charge will assume no responsibility for the misplacement or premature opening of the tender submitted. A tender opened prematurely because of improper identification will be rejected.

20 The tenderer shall indicate in the space provided in the tender his full and proper address at which notices may be legally served on him and at which all correspondence in connection with his tender and the contract is to be sent.

21 The presentation of tender implies full acceptance on the part of the tender of these instructions and all other conditions set forth in the contract document.

22 Any tender received by the Executive Engineer (Engineer-in-charge) after the deadline for submission of tenders prescribed in the Notice Inviting Tenders will be returned unopened to the tenderer.

23 The Engineer-in-charge or his duly authorized officer (not bellow the rank of Assistant Engineer) will open tenders in the presence of intending tenderers or their authorized agents, who may be present at the time. The officer opening the tender will announce the name of tenderer, tender rates and the presence of requisite tender security.

24 Promptly after the opening of tenders, the Engineer-in-charge will undertake a detailed evaluation of tenders. The Engineer-in-charge will determine whether each tender is substantially responsive to the requirements of the tender documents and conforms to all the terms, conditions and specifications of the tender documents without material deviation or reservation. If a tender is not substantially responsive to the requirements of the tender documents, it will be rejected by the Engineer-in-charge, and may not subsequently be made responsive by the tenderer having corrected or withdrawn the non-confirming deviation or reservation.

25 Except for information to be read out by the Engineer-in-charge at the time of opening tenders in accordance with para 23 above, no information relating to the examination, clarification, evaluation and comparison of tenders and recommendations concerning the award of contract shall be disclosed to tenderers or other persons not officially concerned with such process. Any effort by a tenderer to influence the process of examination, clarification, evaluation and comparison of tenders, and in decisions concerning award of contract, may result in the rejection of his tender.

26 To assist in the examination, evaluation and comparison of tenders, the Engineer-incharge may ask tenderers individually for clarification of their tenders, including breakdowns of unit rates. The request for clarification and the response shall be in writing or by cable, but no change in the price or substance of the tender shall be sought, offered or permitted except as required to confirm the correction of arithmetical errors discovered by the Engineer-in-charge during the evaluation of the tender. (a) In case the total tendered amount is less than 5% of the approved estimated (DNIT) amount, the lowest bidder will have to deposit additional performance security from the Scheduled Bank ranging from 5% to 10% as under, within 15 days of issuance of notice or with in expiry period of bid, whichever is earlier.

TOTAL TENDERED AMOUNT BELOW CORRESPONDING ESTIMATE COST	ADDITIONAL PERFORMANCE SECURITY
5%	5%
6%	6%
7%	7%
8%	8%
9%	9%
10%	10%

27 The Engineer-in-charge shall have the right of rejecting all or any of the tenders without assigning any reason thereof. The Engineer-in-charge will not be bound to award the contract to the lowest or to any other tenderer.

28 The unit rates and prices entered in the bid schedule will be the rates at which the contractor will be paid (Subject to the adjustment specified in clause 55 of the annexed conditions) and shall be deemed to include all costs of performing the work, including income tax, super tax, and/ or other charges, duties and taxes of the government, autonomous, semi-autonomous and local bodies, profits and costs of accepting the general risk, liabilities and obligations set forth in or implied from the contract.

29 Prior to the expiration of the period of tender validity (60 days) prescribed in the tender form or any extension thereof that may have been granted by the tenderer, the Engineer-in-charge will notify the successful tenderer by cable and confirm in writing by registered letter that his tender has been accepted. This letter of acceptance shall name the sum which will be paid in consideration of the execution, completion and maintenance of the works as prescribed in the contract, (hereinafter called the contract price). The notification of award will constitute the formation of the contract.

30 At the time, the Engineer-in-charge notifies acceptance of the tender to the tenderer, he will send the tenderer the form of agreements between the parties. Within fifteen (15) days of receipt of the form of agreement, the successful tenderer shall furnish the performance security (10% of the contract price) and sign the contract in the presence of Engineer-in-charge.

31 After the successful tenderer has signed the contract and furnished adequate performance security the Engineer-in-charge will notify to the unsuccessful tenderers that they were unsuccessful.

32 The completion period will be reckoned from the date of delivering the award or the handing over of the site to the contractor, whichever is later.

33 A copy of the contract agreement may be obtained by the contractor at his own cost.

Summary

KHWAJA FAREED UNIVERSTY OF ENGINEERING & IT RAHIM YAR KHAN.

Additional works at Civil,Mechanical and Electrical Deaprtment

ENGINEER'S COST ESTIMATE

Summary of Cost(BOQ)

Sr. No	DESCRIPTION	Amount (Rs.)
I	Construction of Generator Foundation at Civil Engineering & Mechanical Engineering Department (02Nos).	
II	P/F Storage Water Tanks (Double Ply) Vertical Water Tanks 200 & 500 Gls Capacity with PPR pipes & Valves for Civil, Mechanical and Electrical Engineering Departments.	
III	P/F G.I Shutter for Commercial Lab for Civil , Mechanical and Electrical Engineering Departments.	
	Grand Total -I+II+III (Rs)	

Sub Head #01 Generator Foundation

Sr. No	DESCRIPTION	Quantities & Amount				
		No	UNIT	Quantity	UNIT RATE (Rs)	AMOUNT (Rs)
I	**Generator Foundation Civil Works**					
1	Excavation in foundation ,bridges and other structures, including dagbelling ,dressing ,refilling around structure with excavated earth ,watering and ramming lead up to one chain (30 m) and lift up to 5 ft.(1.5 m).					
	- in Ordinary Soil.	2	1000Cft	729.40		
2	Supply and Filling of Local Sand.					
	i) Under Floor	2	100Cft	1,004.48		
3	Cement concrete plain including placing, compacting, finishing and curing complete (including screening and washing of stone aggregate):					
	i) 1:4:8 (Blinding)	2	100Cft	145.06		
4	Reinforced cement concrete type B nominal mix 1:11/2:3 (cylinder strength 3000psi) in **roof slabs, beams lintels,** girders and other structural members laid in situ or precast laid in position, or prestressed members cast in situ, complete in all respects.					
	a) Ground Floor	2	Cft	282.13		
5	Providing and laying damp proof course of cement concrete 1:2: 4(using cement, sand and shingle), including bitumen coating : -a) with one coat bitumen and one coat polythene sheet 500gaug i) 1½" thick (40 mm)	2	100Sft	57.99		
6	Supply and Fabrication of mild steel reinforcement for cement concrete, including cutting bending ,laying in position ,making joints and fastening ,including cost of binding wire and labor charges for binding of steel reinforcement (also includes removal of rust)					
	ii) Deformed bars (G-60)	2	100kg	599.69		
7	**Pacca brick work of 9" and** above thickness including removal of surplus debris, unused material and by product ratio **1:5** cement sand mortar etc. Complete in all respect-					
	i) Foundation and Plinth	2	100Cft			

				278.28		
8	Cement plaster 1:4 on **External walls** upto 20' height **3/4" (20mm) thick**. :-					
	i) upto 20' height	2	100Sft	319.12		
i	**Total Cost**					

Sub Head#02 Storage Water Tank (Double Ply) 200&500 Gls Capacity for Civil Mechanical , Electrical Department.

Sr. No	DESCRIPTION	Quantities & Amount			
		UNIT	Quantity	UNIT RATE (Rs)	AMOUNT (Rs)

II	**Storage Water Tanks (Double Ply) Vertical Water Tanks 200/500 Gls Capacity & PPR pipes**				
1	P/F of **Storage Water Tanks (Double Ply) Vertical Water Tanks 500 Gls Capacity** ,complete in all respect as approved by Engineer in charge, but excluding pipe)	Each	6.00		
2	P/F of **Storage Water Tanks (Double Ply) Vertical Water Tanks 200 Gls Capacity** ,complete in all respect as approved by Engineer in charge, but excluding pipe)	Each	6.00		
3	Providing ,fixing,jointing and testing **Polypropylene Random (PPR) pipes** or approved equivalent pressure pipe for cold water as per DIN 8077-8078,PN-20 for pipes and DIN 16962,PN-25 for fitting (Polyfusion welded joints) inside building including fittings and specials (sockets,tees,elbows,etc) crosses,reducers,adaptor,plug and union etc.) supported on walls or suspended from roof slab cutting and making good the chases and holes complete in all respects.				
i	25mm dia.	Rft	55.75		
ii	32mm dia.	Rft	555.58		
ii	40mm dia.	Rft	30.25		
iv	50mm dia.	Rft	324.50		
4	Providing and installing Ball/ Handle valves of approved quality of following nominal dia, including jointing, fitting, painting, testing, complete in all respects to match with PPR/uPVC pipes of following diameters.				
i	32 mm	Each	2.00		
ii	40 mm	Each	2.00		
iii	50 mm	Each	4.00		
ii	**Total Cost**				

Sub Head#03 G.I Shutter for Commercial Labs for Civil, Mechanical, Electrical Department.

Sr. No	DESCRIPTION	UNIT	Quantity	UNIT RATE (Rs)	AMOUNT (Rs)
III	**G.I Shutter for Commercial Lab**				
1	P/F of G.I Shutter for Commercial Lab of Civil Engineering Department (Size 14'-6" X 14'-6" =01 No)	Sft	210.25		

2	P/F of G.I Shutter for Commercial Lab of Mechanical Engineering Department (Size 10'-4" X 14'-6" =02 No)	Sft	299.57		
3	P/F of G.I Shutter for Commercial Lab of Electrical Engineering Department (Size 12'-4" X 14'-6" =01 No)	Sft	178.78		
III	**Total Cost**				